



AGENDA - COMMITTEE OF THE WHOLE

Thursday, June 20, 2019, 9:00 A.M.

COUNCIL CHAMBERS, CITY HALL, 1 CENTENNIAL SQUARE

The City of Victoria is located on the homelands of the Songhees and Esquimalt People

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- D. UNFINISHED BUSINESS
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I. ADJOURNMENT OF COMMITTEE OF THE WHOLE



Committee of the Whole Report

For the Meeting of June 13, 2019

To: Committee of the Whole

Date: May 30, 2019

From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development

Subject: Rezoning Application No. 00675 for 515 Foul Bay Road

RECOMMENDATION

That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00675 for 515 Foul Bay Road, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set once the following conditions are met:

1. Preparation and execution of the following legal agreements:

- a. A Housing Agreement to secure rental of the five unit house conversion for a ten year period and to ensure future Strata Bylaws could not restrict the rental of units, to the satisfaction of the Director of Sustainable Planning and Community Development.
- b. A Section 219 Covenant to establish no build areas and tree protection.
- c. A Section 219 Covenant to ensure the proposed building fire prevention sprinkler system is installed and maintained to the satisfaction of the Fire Chief.
- d. A Section 219 Covenant to secure a 1.67m Statutory Right-of-Way along Foul Bay Road to the satisfaction of the Director of Engineering and Public Works.

LEGISLATIVE AUTHORITY

In accordance with Section 479 of the *Local Government Act*, Council may regulate within a zone the use of land, buildings and other structures, the density of the use of the land, building and other structures, the siting, size and dimensions of buildings and other structures as well as the uses that are permitted on the land and the location of uses on the land and within buildings and other structures.

In accordance with Section 483 of the *Local Government Act*, Council may enter into a Housing Agreement which may include terms agreed to by the owner regarding the occupancy of the housing units, provided such agreement does not vary the use or the density of the land from that permitted under the zoning bylaw.

EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for a Rezoning Application for the property located at 515 Foul Bay Road. The proposal is to

rezone from the R1-G Zone, Gonzales Single Family Dwelling District, to a new site-specific zone in order to allow for an existing five unit house conversion on a panhandle lot. There is a concurrent development permit with variances application to facilitate a subdivision to create two panhandle lots, one would accommodate the existing five unit house conversion and the other would be developed with a single family dwelling. The variances are related to increased height of the new single-family dwelling as well as reduced setbacks to property lines for both buildings. There is also a concurrent Heritage Designation Application associated with this proposal as the existing building has significant heritage merit.

The following points were considered in assessing this application:

- the proposal is generally consistent with the *Official Community Plan* (OCP, 2012) Traditional Residential Urban Place Designation which encourages ground-oriented buildings up to two-storeys in height, and advances the OCP place making objectives which encourage the preservation and designation of buildings with heritage merit
- the proposal is consistent with the *Gonzales Neighbourhood Community Plan*, 2002, which encourages heritage designation of houses with heritage value and the protection of trees and natural features through the registration of covenants; however, the proposal is inconsistent with the recommendation against panhandle lot subdivision in the Queen Anne Heights/Foul Bay/Gonzales Hill portion of the neighbourhood
- the existing house was converted to five dwelling units in 1959 and the applicant is offering a ten year housing agreement to maintain rental of the existing five units
- all of the bylaw protected trees on site would be retained and the trees and rocky outcroppings would be protected under a no build/tree preservation covenant
- the proposal includes a 1.67m road dedication along Foul Bay road to help achieve a standard collector road Right-of-Way width
- the applicant is proposing to keep the existing driveway width, alignment and grade to limit blasting and potential tree impacts; therefore the new building requires a sprinkler system for fire protection.

BACKGROUND

Description of Proposal

This Rezoning Application is to allow for multiple dwellings as a result of house conversion as a permitted use on a panhandle lot and to increase the maximum combined floor area to accommodate the existing five unit house conversion on a new panhandle lot. Specific details include:

- the existing panhandle lot (4896m²) is not subject to the panhandle lot regulations under Schedule H of the *Zoning Regulation Bylaw* because it was created prior to 2009; however, the new lots would be subject to Schedule H
- under the R1-G Zone, house conversions are not permitted on panhandle lots created after 2009
- the maximum combined floor area permitted under the panhandle regulations is 280m²; whereas the existing house is approximately 773m² in area
- retaining the existing five unit house conversion on a new panhandle lot triggers a rezoning to allow for house conversion on a panhandle lot and to increase the maximum floor area.

The following changes from the standard R1-G Zone and Schedule H – Panhandle Regulations are being proposed and would be accommodated in the new zone:

- add “multiple dwellings as a result of house conversion” as a permitted use (subject to Schedule G – House Conversion Regulations)
- increase the maximum combined floor area from 280m² to 773m² (for buildings constructed prior to 1931).

Variances related to building height, setbacks and parking will be discussed in relation to the concurrent Development Permit with Variances Application.

Affordable Housing Impacts

In addition to retaining the five unit house conversion, the applicant proposes the creation of one new single family dwelling which would increase the overall supply of housing in the area. A Housing Agreement is also being proposed to secure rental of the five unit house conversion for 10 years and to ensure that future Strata Bylaws could not prohibit the rental of units.

Sustainability Features

The applicant has identified a number of sustainability features which will be reviewed in association with the concurrent Development Permit Application for this property.

Active Transportation Impacts

The applicant has not identified any active transportation impacts associated with this application.

Public Realm Improvements

No public realm improvements are proposed in association with this Rezoning Application.

Accessibility Impact Statement

The British Columbia Building Code regulates accessibility as it pertains to buildings.

Land Use Context

The subject site is located in the Queen Anne Heights/Foul Bay Road/Gonzales Hill area, which is characterized by ground-oriented residential buildings on larger lots. Abkhazi Gardens is located to the south of the subject site at 1964 Fairfield Road. There are several heritage registered or designated properties in the immediate area of the subject site, which include:

- heritage-designated properties at 550 Foul Bay Road (Elora Nursing Home), 611 Foul Bay Road and 1964 Fairfield Road (Abkhazi Gardens)
- Margaret Jenkins Elementary School is on the heritage registry but is not heritage-designated.

Existing Site Development and Development Potential

The existing building was built in 1910 as a single-family dwelling. Details of the building's history can be found in the concurrent Heritage Designation Application. In 1959, the building was converted to five self-contained dwelling units. Under the house conversion regulations, the building could undergo a conversion to one of the following uses:

- nine self-contained dwelling units

- approximately 20 to 30 housekeeping units with a minimum unit size of 25.5m²
- a boarding house or rooming house for more than four but not more than 15 persons (other than members of the family of the occupier)
- a rest home – class “B”, which provides lodging and care to more than two but not more than 20 persons (other than members of the operator’s family)
- a kindergarten.

Data Table

The following data table compares the proposal with the panhandle lot regulations under Schedule H of the Zoning Regulation Bylaw for R1-G Zoned properties. An asterisk is used to identify where the proposal is less stringent than the existing zone. A double asterisk is used to identify legal non-conformities.

Zoning Criteria	Lot A (existing house conversion)	Lot B (single family lot)	R1-G Panhandle
Site area (m ²) – minimum	1972.6	1993.3	600.00
Lot width – minimum (m)	60.2	32.6	18.0
Number of units – maximum	5 *	1	1
Density (Floor Space Ratio) – maximum	0.39	0.12	n/a
Combined floor area (m ²) – maximum	772.3 *	243	280
Height (m) – maximum	11.60 **	7.58 *	5.00
Storeys – maximum	3 **	2 *	1
Site coverage (%) – maximum	16.2	8.7	25.0
Roof deck	Yes **	No	No
Setbacks (m) – minimum			
Front	0 *	2.50 * 4.27 *	4.0 7.5 (to wall with habitable window)
Rear	3.23 * 5.28 * (to wall with habitable window)	4.0 7.5 (to wall with habitable window)	4.0 7.5 (to wall with habitable window)
Side (north)	0*	15.56	4.0 7.5 (to wall with habitable window)
Side (south)	23.71	32.34	4.0 7.5 (to wall with habitable window)

Zoning Criteria	Lot A (existing house conversion)	Lot B (single family lot)	R1-G Panhandle
Parking – minimum	6 *	2	7 (Lot A) 1 (Lot B)

Relevant History

On November 23, 2017, Council declined a proposal to subdivide the parcel into four panhandle lots with the existing building retained on one lot and three single family dwellings developed on the other lots. The Heritage Designation Bylaw and Housing Agreement Bylaw prepared for that application are now associated with this rezoning proposal and would be brought forward with the Zoning Regulation Bylaw Amendment for introductory readings prior to a future public hearing should Council choose to advance the application.

Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variance Applications*, the applicant has consulted the Fairfield Gonzales CALUC at a Community Meeting held on November 8, 2018. The meeting minutes are attached to this report.

ANALYSIS

Official Community Plan

The *Official Community Plan* (OCP, 2012) Urban Place Designation for the subject property is Traditional Residential, which supports ground-oriented residential uses. The OCP states that new development may have a density of generally up to 1:1 FSR and up to two storeys in height. The OCP also notes that within each designation there will be a range of built forms and that decisions about the appropriate scale of building for a particular site will be based on an evaluation of the context in addition to consistency with OCP policies, other relevant City policies and local area plans. The proposed built form, height and density are consistent with these policies. The proposed heritage designation of the Samuel Maclure designed Mansion is also consistent with the OCP's place making policies to support the preservation of buildings with heritage merit.

Gonzales Neighbourhood Plan

The *Gonzales Neighbourhood Community Plan*, 2002 recommends a continuation of land use policies and zoning that maintains the single detached dwelling character of the neighbourhood. The proposed panhandle lot subdivision to create a new single family dwelling while preserving the existing heritage building is consistent with this policy. In addition, heritage designation of the existing house, a housing agreement to secure rental of the five suites within the existing house for a ten year period, registration of a tree covenant to protect many of the retained Garry Oaks and other significant trees, and new plantings that add to the green space character and Garry Oak ecology of the site are all elements of the proposal that are consistent with policies of the *Gonzales Neighbourhood Community Plan*.

Housing Agreement

As mentioned, the applicant is offering to secure rental of the existing five units for a ten year period through a Housing Agreement. The Agreement would also ensure that a future strata could not restrict the rental of units to non-owners. After the ten-year rental period, any strata conversion application would require Council approval subject to the Strata Conversion policy.

Statutory Right-of-Way

The standard Right-of-Way for a collector street, such as Foul Bay, is 20.0m. Therefore, a Statutory Right-of-Way (SRW) of 1.67m is required on the Foul Bay frontage to help achieve a wider Right-of-Way at this location. The recommended motion provided for Council's consideration includes the necessary wording to make the SRW a condition of rezoning.

Tree Preservation Bylaw and Urban Forest Master Plan

There are many mature trees on the subject site and surrounding properties. These trees contribute to the City's urban tree canopy and the large-estate lot character of the Queen Anne Heights/Foul Bay/Gonzales Hill area. As stated in the applicant's letter, one of the principle design objectives is to preserve the mature trees and the character they lend to the site. To this end, the proposed home is situated on site to retain all of the bylaw protected trees. In addition, the proposed site coverage is below the maximum allowed in the panhandle regulations and the building is proposed at two-storey, rather than one-storey with a basement to reduce the need for blasting. The home will be built with grade-beam construction with little or no impact on nearby tree roots. The applicant is offering a Section 219 Covenant over portions of the site to provide additional protection for the retained bylaw protected trees.

A project arborist has assessed 36 privately owned trees, of which 26 are bylaw-protected. The proposed site plan retains all of the bylaw-protected trees and supports the unique Garry oak ecosystem of the Gonzales neighbourhood. In addition, 21 existing site trees are noted on the landscape plan. They were not assessed by the project arborist as they will not be affected by the proposed home and new landscaping. There are 7 trees on adjacent properties that also will not be affected by the proposed new residence.

The arborist report provided outlines tree protection measures and construction impact mitigation measures for the retained trees. Mitigation measures include driveway design and construction methods which specify driveway surface materials such as permeable paving. Underground site servicing to the proposed home have been designed to lessen impacts to site trees. The Parks Department will require that an ISA Certified arborist be onsite prior to and during construction, during excavation work within critical tree root zones of bylaw protected trees, and to supervise site servicing work and landscape construction of walls and fences within critical root zones. Tree protection measures will be secured through a landscape security.

CONCLUSIONS

The proposal is consistent with the OCP as it relates to ground-oriented residential development within Traditional Residential areas and furthers the goals in the OCP with regards to heritage preservation and encouraging development along transit corridors in close proximity to services, and providing a diversity of housing types to create more home ownership options. Staff recommend for Council's consideration that the application advance to a Public Hearing, subject to the preparation of legal agreements.

ALTERNATE MOTION

That Council decline Rezoning Application No. 00675 for the property located at 515 Foul Bay Road.

Respectfully submitted,



Alec Johnston
Senior Planner
Development Services Division



Andrea Hudson, Acting Director
Sustainable Planning and Community
Development Department

Report accepted and recommended by the City Manager:



Date:

June 13, 2019

List of Attachments

- Attachment A: Subject Map
- Attachment B: Aerial Map
- Attachment C: Plans date stamped May 9, 2019
- Attachment D: Letter from applicant to Mayor and Council dated February 2, 2019
- Attachment E: Community Association Land Use Committee Comments dated November 8, 2018
- Attachment F: Arborist Report dated May 3, 2019.



Committee of the Whole Report

For the Meeting of June 20, 2019

To: Committee of the Whole **Date:** June 6, 2019

From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development

Subject: Development Permit with Variances Application No. 00084 for 515 Foul Bay Road

RECOMMENDATION

That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, and after the Public Hearing for Rezoning Application No. 00675, if it is approved, consider the following motion:

“That Council authorize the issuance of Development Permit with Variance Application No. 00084 for 515 Foul Bay Road, in accordance with:

1. Plans date stamped May 9, 2019.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
 - i. Lot A (existing building):
 - a. Reduce the front setback from 7.5m to 0.0m
 - b. Reduce the rear setback from 7.5m to 5.28m (to a wall with windows to habitable rooms) and from 4.0m to 3.23m
 - c. Reduce the north side setback from 7.5m to 0.0m
 - d. Reduce the required parking from 7 to 6 stalls.
 - ii. Lot B (new building):
 - a. Increase the maximum height from 5.00m to 7.58m
 - b. Increase the maximum number of storeys from 1 to 2
 - c. Reduce the front setback from 7.5m to 4.27m (to a wall with windows to habitable rooms) and from 4.0m to 2.50m.
3. The Development Permit lapsing two years from the date of this resolution.”

LEGISLATIVE AUTHORITY

In accordance with Section 489 of the *Local Government Act*, Council may issue a Development Permit in accordance with the applicable guidelines specified in the *Official Community Plan*. A Development Permit may vary or supplement the *Zoning Regulation Bylaw* but may not vary the use or density of the land from that specified in the Bylaw.

Pursuant to Section 491 of the *Local Government Act*, where the purpose of the designation is the establishment of objectives for the form and character of intensive residential development, a Development Permit may include requirements respecting the character of the development including landscaping, and the siting, form, exterior design and finish of buildings and other structures.

EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for a Development Permit with Variances Application for the property located at 515 Foul Bay Road. The proposal is to subdivide the lot into two panhandle lots and construct a new single family dwelling on one lot while retaining the existing five-unit house conversion on the other lot. The variances are related to increased height of the new single family dwelling, reduced parking for the existing five-unit house conversion, as well as reduced setbacks to property lines for both buildings.

The following points were considered in assessing this application:

- the proposal is consistent with the Design Guidelines for Development Permit Area 15B: Intensive Residential – Panhandle Lot contained in the *Official Community Plan* (OCP, 2012), which encourages new panhandle lot development that is compatible with the immediate neighbours, surrounding neighbourhood character and streetscape. In addition, achieving a high-quality of architecture, landscape and urban design to mitigate potential negative impacts of panhandle lots
- the proposal is inconsistent with the *Gonzales Neighbourhood Community Plan*, 2002, which recommends against panhandle lot subdivision in the Queen Anne Heights/Foul Bay/Gonzales Hill portion of the neighbourhood
- the proposed landscape plan includes the retention of all the existing trees and the use of permeable pavers in critical root zone areas
- the requested setback variances are supportable as the majority of them are internal to the site and sufficient distance and privacy is maintained from the adjacent neighbours and from the existing house
- the requested height and number of storey variances are supportable as they minimize the blasting requirements and sufficient distance from adjacent neighbours is provided to mitigate potential privacy and shading issues
- the requested one stall parking variance for Lot A is considered supportable as an additional parking stall located on the common property area would be provided for residents of the existing building on Lot A.

BACKGROUND

Description of Proposal

The proposal is to subdivide the existing panhandle lot (4896m²) into two large strata lots and construct one new single-family dwelling while retaining the existing house as a five-unit house conversion on the other lot. Approximately 930m² of the site would remain common property providing vehicle access and services to the two strata lots. An additional parking stall is also proposed on the common property to meet the parking requirements for the existing five unit house conversion.

Specific details include:

- site planning to retain all of the existing trees
- contemporary architectural design of the new building which is complimentary to the character of the heritage building
- high-quality exterior finishes for the new building including white stucco, vertical wood siding, wood framed windows and doors, metal fascia and terra cotta roof tiles
- natural areas with rocky outcroppings and mature trees that would be protected by a no build/tree protection covenant, cleared of invasive species and planted with native species that add to the Garry Oak ecology of the site.

The proposed variances are related to:

- Lot A (existing building)
 - i. Reduce the front setback from 7.5m to 0.0m
 - ii. Reduce the rear setback from 7.5m to 5.28m (to a wall with windows to habitable rooms) and from 4.0m to 3.23m
 - iii. Reduce the north side setback from 7.5m to 0.0m
 - iv. Reduce the required parking from 7 to 6 stalls.
- Lot B (new building)
 - v. Increase the maximum height from 5.00m to 7.58m
 - vi. Increase the maximum number of storeys from 1 to 2
 - vii. Reduce the front setback from 7.5m to 4.27m (to a wall with windows to habitable rooms) and from 4.0m to 2.50m.

Sustainability Features

As indicated in the applicant's letter dated February 12, 2019 the following sustainability features are associated with this application:

- preservation of the existing heritage building and the five rental units
- the siting, footprint and construction of the new building respect the site's topography and allows for retention of the mature trees on and near the site
- to minimize energy use, the new single-family dwelling is designed to maximize southern exposure for passive solar heat gains, while the building envelope and glazing will have higher performing thermal values
- extensive use of permeable pavers allows for rainwater penetration to replenish ground water and reduces the amount of storm water run-off from the site
- use of native drought-tolerant species for site landscaping does not require ongoing landscape irrigation.

ANALYSIS

Development Permit Area and Design Guidelines

The *Official Community Plan* (OCP, 2012) identifies this property within Development Permit Area 15B: Intensive Residential – Panhandle Lot. The objectives that justify this designation include:

- to preserve Traditional Residential character by ensuring that integration of panhandle lots and associated development are compatible with immediate neighbours, surrounding neighbourhood character and streetscapes
- To achieve a high-quality of architecture, landscape and urban design to mitigate negative impacts of panhandle lots.

The proposed design for the new single-family dwellings is considered in relation to the *Advisory Design Guidelines for Buildings, Signs and Awnings*, 1981 and the *Small Lot House Design Guidelines*, 2002. Staff assessment of the proposed design in relation to the Guidelines is summarized below:

- siting of the single-family dwelling would have no impact on the view of the existing house from Foul Bay Road
- the form, massing and contemporary design of the single-family dwelling is subordinate and complimentary to the existing building
- the variances for height and number of storeys are recommended to be supportable

because the trade-off of not constructing a basement reduces the need for blasting and allows for foundation construction techniques that minimize the impact on the trees

- the variances on setbacks are supportable because the new building is sited to work with the existing topography and retain the trees on site while still providing sufficient breathing room for the existing house
- the existing and proposed landscaping and fences, as well as, the window placement, location of entries and setback distances for the proposed single-family dwelling will minimize overlook and privacy impacts on adjacent properties
- the proposed Landscape Plan includes the retention of trees, removal of invasive species, new native species plantings and the use of permeable driveway materials in critical root zone areas to support the Garry Oak ecology of the site and surrounding area.

Gonzales Neighbourhood Community Plan

One of the recommendations of the *Gonzales Neighbourhood Community Plan*, 2002, is to “adopt a policy of excluding panhandle lot subdivisions ... from the Queen Anne Heights/Foul Bay/Gonzales Hill area of the neighbourhood to preserve the large lot character of Queen Anne Heights” (emphasis added). The proposed subdivision of the existing panhandle lot into two bare land strata lots is inconsistent with this recommendation; however, the proposal is supportable given that the property is an existing panhandle lot, the new house is not visible from Foul Bay Road (thus the street relationship of the existing house is maintained) and the no build/tree protection areas with new native planting would retain and enhance the green character of the neighbourhood.

CONCLUSIONS

The proposed site plan, architectural and landscape design are well-considered with respect to form, massing and character, and minimize the potential impact of new development on the mature landscape character. Staff recommend that Council consider supporting this application.

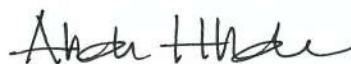
ALTERNATE MOTION

That Council decline Development Permit with Variances Application No. 00084 for the property located at 515 Foul Bay Road.

Respectfully submitted,



Alec Johnston
Senior Planner
Development Services Division

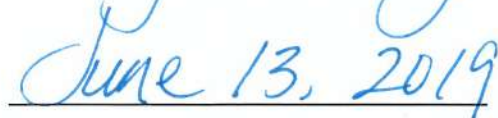


Andrea Hudson, Acting Director
Sustainable Planning and Community
Development Department

Report accepted and recommended by the City Manager:



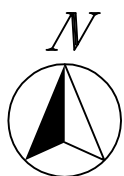
Date:

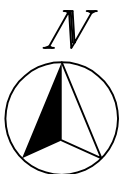


June 13, 2019

List of Attachments

- Attachment A: Subject Map
- Attachment B: Aerial Map
- Attachment C: Plans date stamped May 9, 2019
- Attachment D: Letter from applicant to Mayor and Council dated February 2, 2019
- Attachment E: Community Association Land Use Committee Comments dated November 8, 2018
- Attachment F: Arborist Report dated May 3, 2019

The logo of the City of Victoria, featuring a stylized wave or mountain shape above the text "CITY OF VICTORIA".



515 Foul Bay Road
Development Variance Permit #00084



515 FOUL BAY ROAD REZONING APPLICATION

 Cover Sheet



Foul Bay Road
City of Victoria

MAY 09 2019

Drawings List

Architectural

- A1.0 Cover Sheet
- A1.1 Site Information
- A1.2 Site Context + Existing Mansion
- A1.3 Existing Site Plan
- A1.4 Existing Site Views
- A1.5 Existing Mansion Floor Plans
- A1.6 Existing Mansion Elevations
- A2.0 Project Data Summary
- A2.1 Proposed Site Plan
- A2.2 Proposed Site Elevations
- A3.0 New House Floor Plans
- A3.1 New House Sections & Elevations
- A3.2 Perspective Views & Wall Elevations

Civil

- C01 Conceptual Servicing Plan

Landscape

- L1.01 Landscape Plan

Arborist
T.1 Tree Management Plan

STUDIO53

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PROJECT DEVELOPMENTS LTD.

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Arboret
GYE + ASSOCIATES
Urban Forestry and Arbiculture
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Phone: (250) 544 1700

EDWIN LANE
515 Foul Bay Road
Victoria, BC V8S 4G9
Lots 3 + A (DDC82174)
Section 68, Victoria District,
PLAN 12877

	
Title: Cover Sheet	
Scale:	File:
Date: May 6, 2019	Sheet #
Drawn:	A1.0
Reviewed:	

May 6th, 2019

The site is located at 515 Foul Bay Rd, in the Fairfield Gonzales Neighborhood. The neighborhood context offers:

- Close proximity to Margaret Jenkins Elementary School and the community centers of Fairfield Plaza and Oak Bay Ave.
- Close proximity to the ocean and parks such as the Abkhazi Gardens, Pemberton Park, Hollywood Park, Gonzales Hill Regional Park and the Chinese Cemetery.
- Shared site lines with an architecturally diverse community of neighboring homes of heritage.



Address: 515 Foul Bay Road, Victoria BC
 PID: 004-671-899
 Legal: Lot A(DD C82174), Section 68, Victoria, Plan 12877

Current Zone: R1-G Panhandle
 Proposed Zone: R1-G Panhandle (lot subdivision)
 Neighborhood: Gonzales



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 515 Foul Bay Road
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 Lots 3 + A(DDC82174)
 Section 68, Victoria District,
 PLAN 12877



Title: Site Information

Scale:	File:
Date: May 6, 2019	Sheet #
Drawn:	A1.1
Reviewed:	

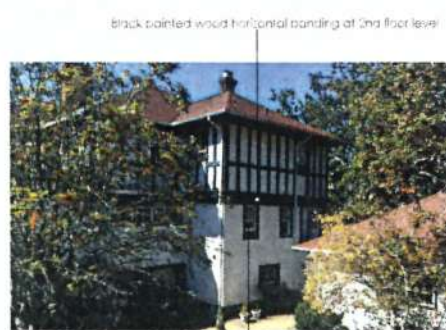
Existing Street Elevation



Proposed Street Elevation



Existing Mansion



Black painted wood horizontal banding at 2nd floor level

Large bayed window fenestration in group of 4 in the habitable rooms

Widened Driveway Entry to 515 Foul Bay

Recessed balconies

Single smaller window

Cantilevered projections

White stucco

Stone cladding of front and rear of building

Above-grade balconies

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Urban Services Division

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Title: Site Context + Existing Mansion

Scale:	File:
Date: May 6, 2019	Sheet #
Drawn:	A1.2
Reviewed:	

Foul Bay Road

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Title: Existing Site Plan

Scale: 1:200

File:

Date: May 6, 2019

Sheet #

Drawn:

A1.3

Reviewed:



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For existing site servicing information please refer to
Conceptual Servicing Plan, sheet C01.

For complete elevation & tree information
please refer to legal survey attached, completed by:
Brad Cunnin Land Surveyor on May 30th, 2016.

Existing Site Plan
Scale: 1:200



View from Mansion Looking North



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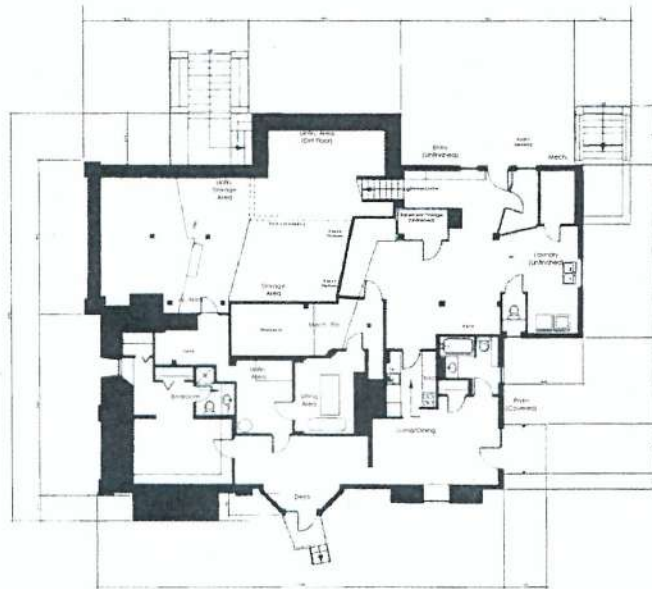
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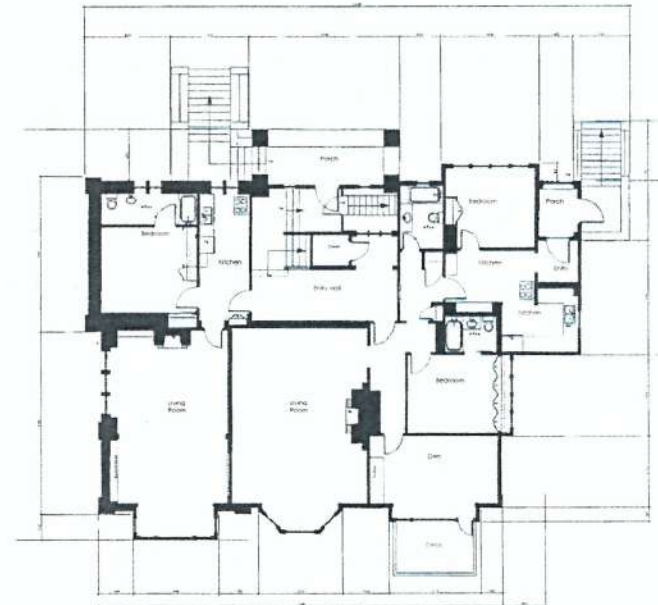
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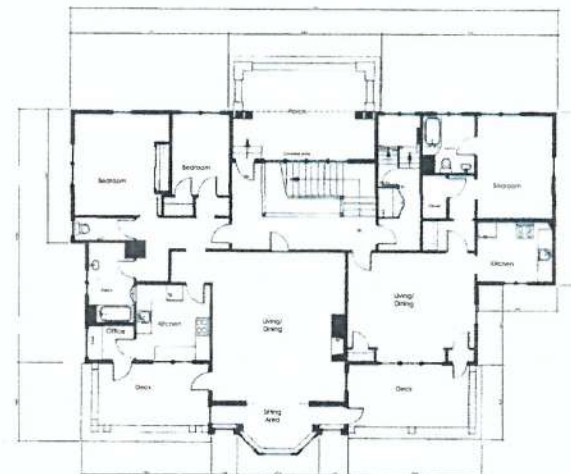
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Scale:	File:
Date: May 6, 2019	Sheet #
Drawn:	A1.4
Reviewed:	



Basement



Level 1



Level 2

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Planning File - 2019-01-10-000000
Design File - 2019-01-10-000000

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Title: Existing Mansion Floor Plans

Scale: 1:100	File:
Date: May 8, 2019	Sheet #
Drawn:	A1.5
Reviewed:	



Existing Mansion Elevation
North



Existing Mansion Elevation
West



Existing Mansion Elevation
East



Existing Mansion Elevation
South

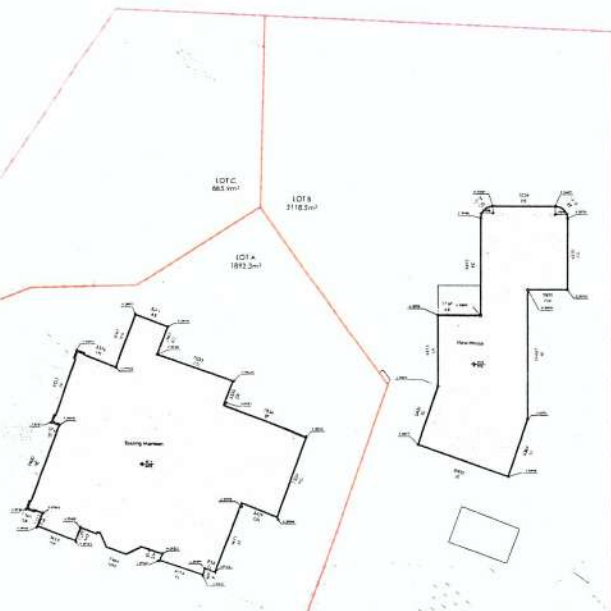
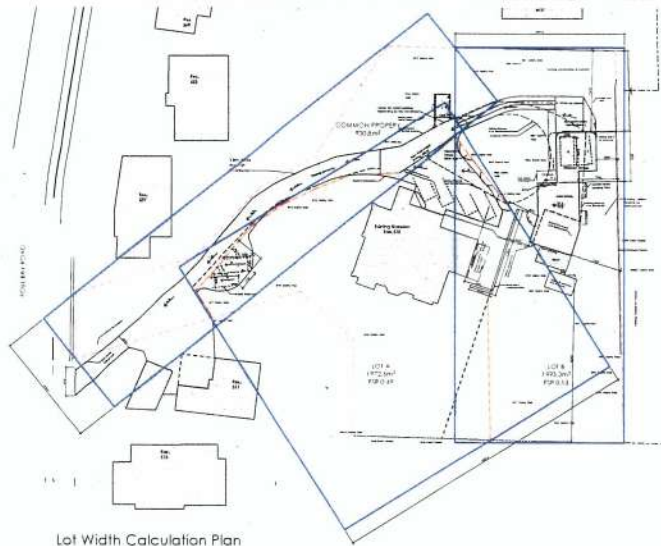


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PLANNING DEPARTMENT
CITY OF VICTORIA



Title: Project Data Summary	
Scale: 1:200	File:
Date: May 6, 2019	Sheet #
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PROJECT INFORMATION TABLE				
	PROPOSED			NOTES
	LOT A	LOT B	LOT C	
Zone	new zone	new zone	new zone	*1-G / Fanchasde Existing Zone
Site Area (m ²)	1972.6	1973.3	1970.8	
Lot width (m)	40.2	32.6	21.8	
Total Floor Area (m ²)	772.3	243	n/a	
Floor space ratio	0.39	0.12	n/a	
Height of building (m)	11.6	7.58	n/a	
Number of stories	3	2	n/a	
Average Grade (m)	29.43	30.39	n/a	
Setbacks (m)				
Front Yard	0	2.32	n/a	
Eaves	0.64	0.2	n/a	* attached on elevations
Rear	5.38	4	n/a	
Side (N)	2.54	15.45	n/a	
Side (S)	25.89	31.89	n/a	
Combined Side yards	28.43	47.34	n/a	
Site Coverage (%)	16.2	8.7	n/a	
Open Site Space (m)	10	85.3	43.85	
Open Site Space Front Yard	0	15.77	n/a	
Parking Stalls	8	2	1	
Parking Location	on-site	on-site	on-site	
Bicycle parking	3	n/a	n/a	
Driveway Slope (%)	8	5	n/a	
Driveway Material	permeable	permeable	existing asphalt/new permeable	
Residential Use Details				
Total number of Units	5	1	n/a	
Unit type	Multi-Family	Single Family Home	n/a	
Ground-Oriented units	no	yes	n/a	
Minimum Floor Area	n/a	243	n/a	
Total Residential Floor Area	772.3	243	n/a	
Fire Protection	Existing building to remain unchanged	Proposed building to be constructed	n/a	

Lot A - Unit Areas and Parking Calculation					
Unit	Area (m ²)	Required Vehicle Parking Spaces	Comments (see per Schedule C, Table 2)	Required Long Term Bicycle Parking	Comments (see per Schedule C, Table 2)
Garden Apartment	10.33	1		1.25	
Library Suite	95.39	1	*Multiple Dwelling/Apartments (see area more than 100m ²)	1.25	
Orchid Suite	137.7	1		1.25	
Salisbury Suite	97.15	1		1.25	
Garden View	14.43	0.6	*Multiple Dwelling/Apartments (see area 40m ² to 100m ²)	1.25	
Total	454.3	6.6		6.25	
		5	Required parking stalls	7	Long Term Bicycle spots
				8	Short Term Bicycle Spots

AVERAGE GRADE CALCULATION									
MANION					HOUSE				
Point	Elevation (mm)	Average	Length (mm)	Factor	Point	Elevation (mm)	Average	Length (mm)	Factor
A	28123	28983	3011	87267813	A	30328	30414	3768	114599932
B	29043	29282.5	2683	78564947.5	B	30500	30451	8493	258620343
C	29322	29578	7033	308022074	C	30402	30426	1712	52099312
D	29434	29677.5	2320	68851800	D	30450	30573.8	5554	169805219
E	29721	29880.5	7836	234143598	E	30497	30713.5	1712	52581512
F	30040	29947	7550	226097850	F	30730	30732.5	6310	19322675
G	29854	29878.5	3429	102453376.5	G	30735	30664.5	3500	107325750
H	29103	29606.5	6679	197741813.5	H	30594	30663.5	11427	350291815
I	29310	29304.5	918	26842922	I	30733	30787.5	5364	165144150
J	29299	29269.5	589	17239735.5	J	30842	30456.5	8500	260560250
K	29240	29250	4014	117409500	K	30471	30498	5431	165634638
L	29240	29291.5	614	17984981	L	30525	30426.5	6372	193877658
M	29333	29472.5	7444	219982740	A	30328			
N	29122	29518	1249	36867982					
O	29414	29378.5	3624	106467684					
P	29343	29354	1225	35758650					
Q	29245	29342.5	1340	39318950					
R	29320	29932.5	7900	236464750					
S	30545	30633	574	17583342					
T	30721	30128	6332	196794096					
U	29555	29640	3576	105992640					
V	29745	29360	5067	148767120					
A	28975								
		Perimeter	Factor Sum						
		43179	127596435						
			Average Grade						
			29534.7						



<p>Title: Proposed Site Plan</p>	
<p>Scale: 1"=20'</p>	<p>File:</p>
<p>Date: May 8, 2019</p> <p>Drawn:</p> <p>Reviewed/Not:</p>	<p>Sheet #</p> <p>A2.1</p>

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Title: Proposed Site Elevations	
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Date: May 8, 2019	Sheet #
Drawn:	A2.2
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Site Elevation
West




Site Elevation
North

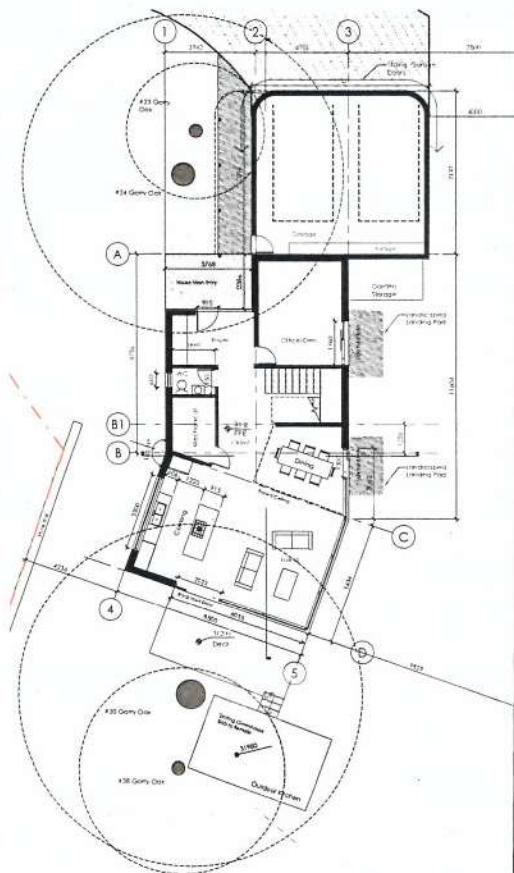
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City of Victoria

2019 05 08 2019

Planning and Development Department
Regulatory Services Division

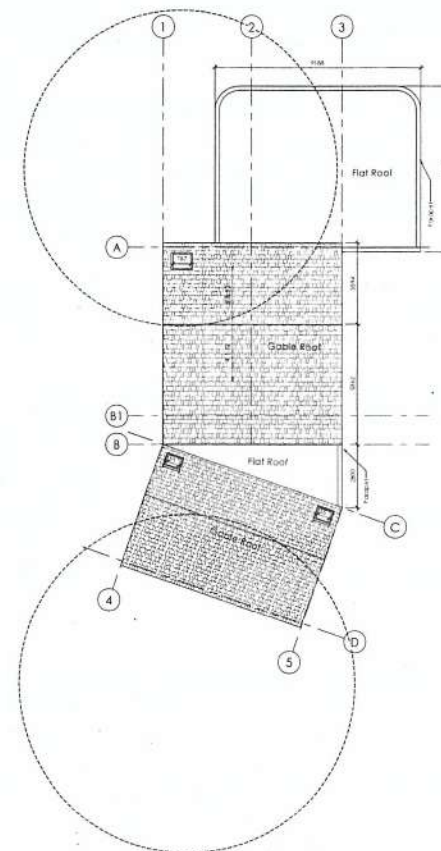
	
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Reviewed:	



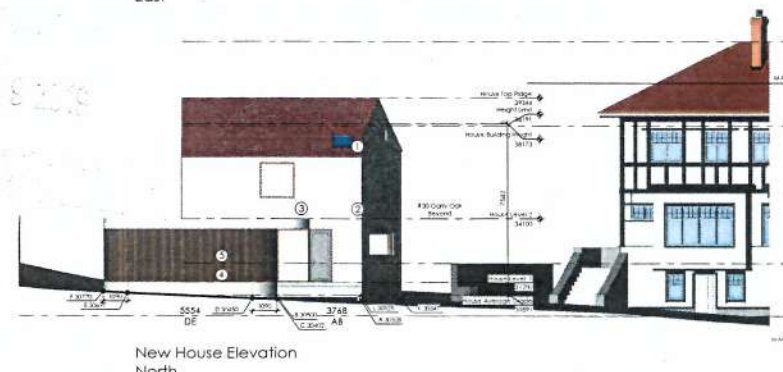
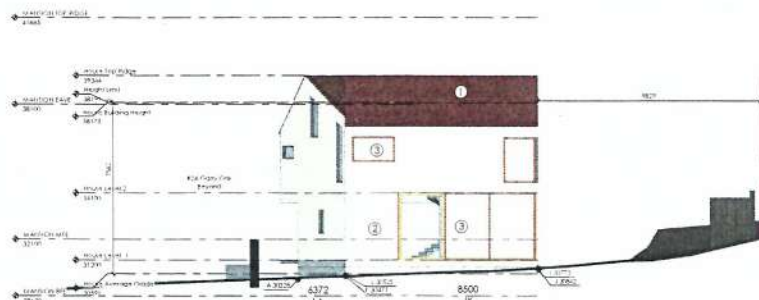
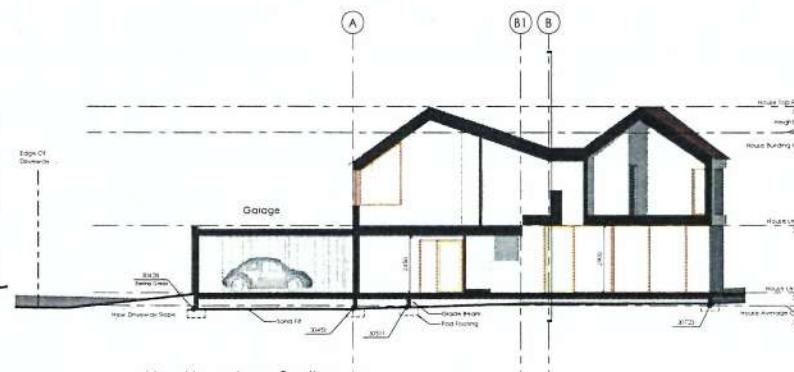
Level 1



Level 2



Roof



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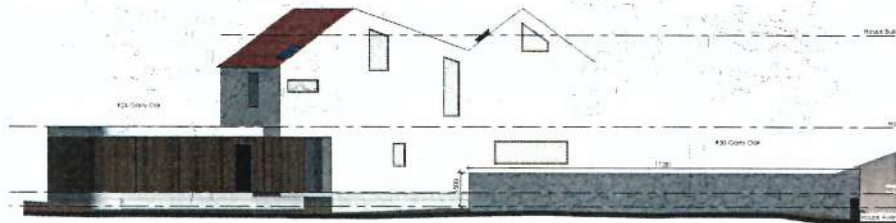
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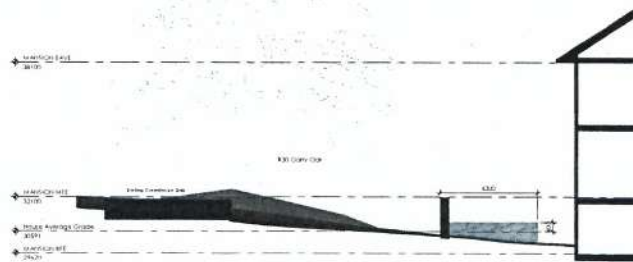
Date: May 6, 2019 Sheet #

Drawn: A3.1

Reviewed:



Wall Elevation West



Retaining Wall Elevation North



House West View



House South West View



House South East View

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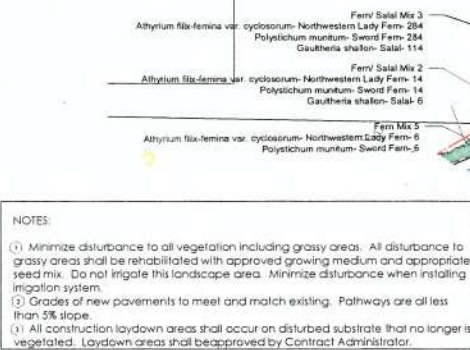
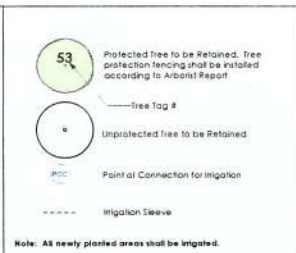
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Title: Perspective Views & Wall Elevations

Scale:	File:
Date: May 6, 2019	Sheet #
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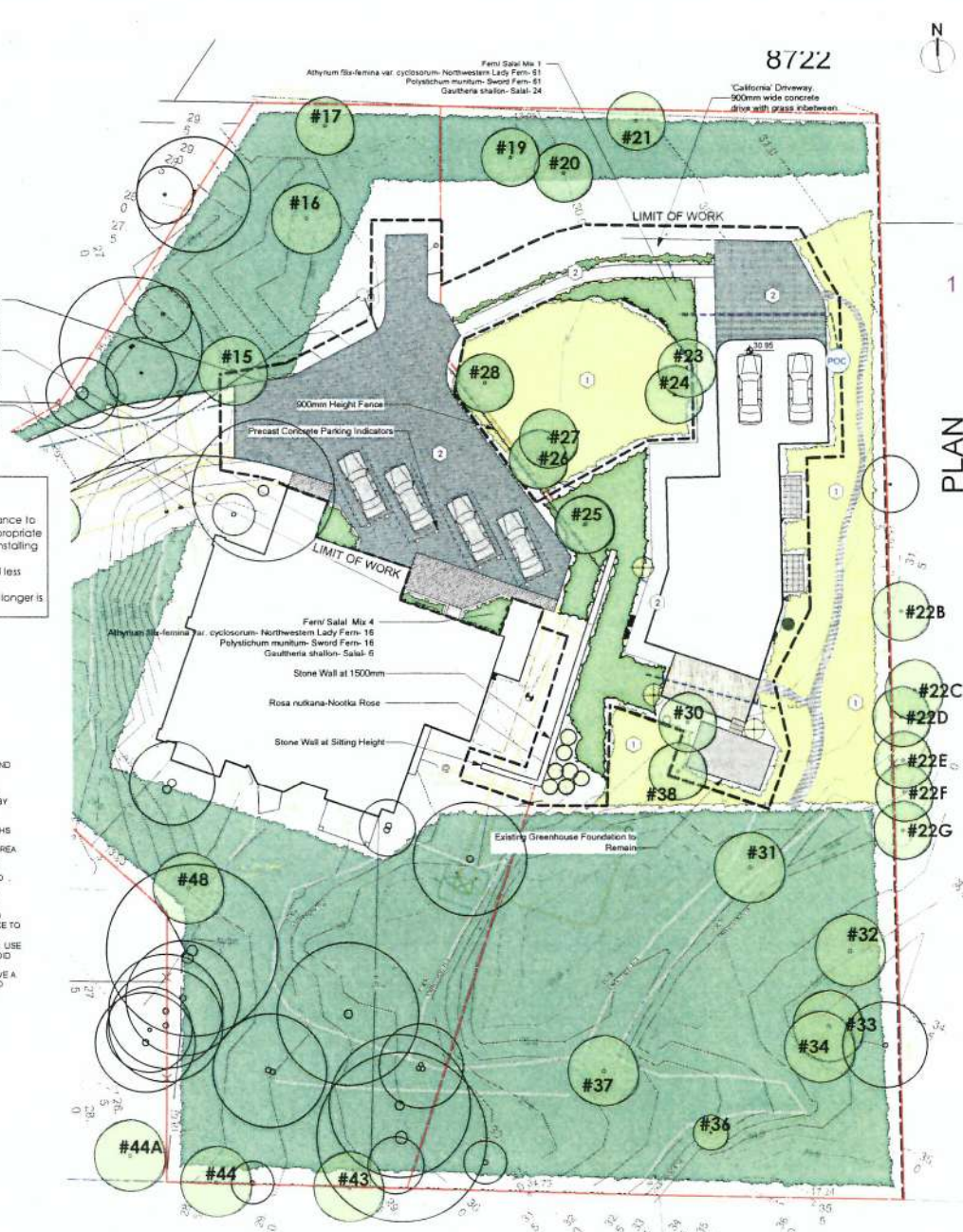


For proposed retaining wall elevations please refer to sheet A3.2

MAY 09 2019

Murdoch de Greeff

Landscaping & Design Services Division



NOT FOR CONSTRUCTION

rev no	description	date
8	Revised DP	19.05.03
7	Revised DP	19.05.08
6	Revised DP	18.07.06
5	For Review	18.07.03
4	CALUC	17.07.26
3	Revised DP	17.03.01
2	Revised DP	16.12.09
1	Dev Permit	16.10.14

Murdoch de Greeff
Landscape Planning & Design

client
ALPHA PROJECT DEVELOPMENTS
400-931 FORT STREET
VICTORIA, BC

project
515 FOUL BAY ROAD
VICTORIA, BC

sheet title
Landscape Plan

project no.	116.19
scale	1:150
drawn by	TR
checked by	SM/PAG
revision no.	sheet no.

L1.01

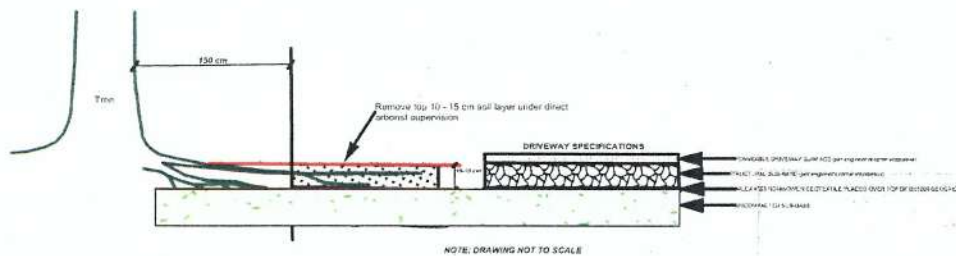


Fig-1 Cross-section detail of driveway and parking construction within sensitive tree areas

TREE TABLE										
GAA Tree ID	Common Name	DBH (cm)	Protected Root Zone Radius (m)	Crown Radius (m)	Health (Good, Fair, Poor)	Structural Condition (Good, Fair, Poor)	Bylaw Protected Tree?	Comments / Notes	Action	
7	Garry oak	16	3	3	Good	Good	Yes	Boundary tree	RETAIN	
8	Garry oak	12	2	2	Good	Good	Yes	Boundary tree	RETAIN	
10	Garry oak	32	6	6	Fair	Fair	Yes	Under utility lines	RETAIN	
11	Garry oak	16	3	3	Good	Good	Yes	Under utility lines	RETAIN	
12	Garry oak	16	3	3	Good	Fair	Yes	Under utility lines	RETAIN	
13	Garry oak	16	3	3	Good	Good	Yes	Under utility lines	RETAIN	
15	Arbutus	38	7	4	Poor / Fair	Fair / Fair	Yes	Large from oak	RETAIN	
16	Garry oak	24	4	4	Good	Fair	Yes	Under utility lines	RETAIN	
17	Garry oak	32+24+24	3	5	Fair / Fair	Fair / Fair	Yes	Under utility lines	RETAIN	
19	Garry oak	80	11	5	Good	Fair	Yes	Two large trees above DEH insulated tank	RETAIN	
20	Arbutus	118	21	8	Good	Good	Yes	Insulated electrical cord	RETAIN	
21	Garry oak	38	6	4N13.3W56	Fair	Fair	Yes		RETAIN	
22B	Red cedar	66	10	6	Good	Good	Yes	Off-site tree No tag	RETAIN	
22C	Garry oak	62	9	7	Good	Good	Yes	Off-site tree No tag	RETAIN	
22D	Morone cypress	68	8	6	Good	Good	No	Off-site tree No tag	RETAIN	
22E	Morone cypress	46	7	6	Good	Good	No	Off-site tree No tag	RETAIN	
22F	Morone cypress	48	9	7	Good	Good	No	Off-site tree No tag	RETAIN	
22G	Morone cypress	48/32/45	9	7	Good	Fair	No	Off-site tree No tag	RETAIN	
23	Garry oak	42	8	8	Good	Good	Yes		RETAIN	
24	Garry oak	70	13	4N16.5W106	Good	Good	Yes		RETAIN	
25	Garry oak	74	13	4N16.5W126	Good	Good	Yes		RETAIN	
26	Garry oak	71	13	4N16.5W106	Good	Good	Yes		RETAIN	
27	Garry oak	47	8	11N13.3W106	Good	Good	Yes		RETAIN	
28	Garry oak	104	19	12N16.5W106	Good	Fair	Yes		RETAIN	
29	Garry oak	76	14	10N16.5W106	Good	Fair	Yes		RETAIN	
31	Garry oak	42/39	8	2N16.5W106	Poor	Poor	Yes		RETAIN	
32	Garry oak	32+24/24	8	5	Poor	Poor	Yes		RETAIN	
33	Garry oak	16	3	2	Fair	Fair	Yes		RETAIN	
34	Garry oak	20	4	3	Fair	Fair	Yes		RETAIN	
36	Garry oak	14	3	1	Fair	Fair	Yes		RETAIN	
37	Garry oak	66	12	7	Good	Good	Yes		RETAIN	
38	Garry oak	38/34	6	1N16.5W146	Fair	Fair	Yes		RETAIN	
43	Red cedar	68	12	6	Good	Good	Yes	Boundary tree	RETAIN	
44	Red cedar	78	14	7	Good	Good	Yes	Boundary tree	RETAIN	
44A	Garry oak	80	16	7	Good	Good	Yes	Off-site tree No tag	RETAIN	
48	Garry oak	22	4	5N13.3W146	Good	Fair	Yes		RETAIN	

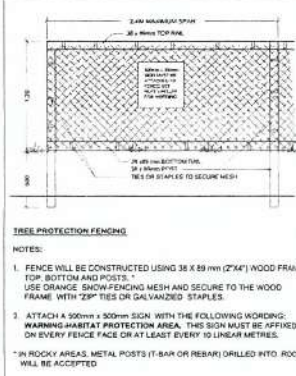
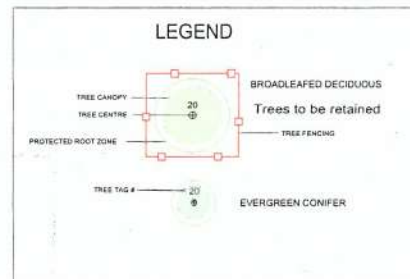
SUMMARY TREE STATISTICS	
CATEGORY	# OF TREES
Total number of trees indicated on drawing and table:	36
(On-site bylaw-protected trees)	26
(Boundary trees)	3
(Off-site trees)	7
Total number of bylaw-protected and off-site trees to be retained	36



Fig-2 East facing image of Oak 30



Fig-3 South facing image of Oak 24 (background)



TREE PRESERVATION MEASURES

- Before any site work commences, the general contractor shall meet with the arborist to review the Tree Protection Plan and associated measures.
- Tree fencing and soil amending shall be completed to the satisfaction of the project arborist and the City of Victoria before other site work commences and remain in good condition throughout the duration of the project. Modular steel fencing installed to the ground with "bells" at all corners and every third panel is recommended.
- Temporary access within a TPA must be approved and supervised by the project arborist. This includes landscaping. The Landscape Architect and Landscape Contractor shall meet with the project arborist to review the landscaping work plan prior to any site preparation within the TPA.
- If it should prove necessary to reduce the tree fencing, the exposed TPA outside the fencing shall be amended with 10" (placed) or a temporary cover of geo-textile and 300mm of mulch, moderately compacted with a plate compactor.
- All forms of disturbance to the protected trees or their habitat within the fenced protection areas (TPAs) is prohibited.
- Where buildings encroach into the root zone of protected trees, reinforced slab foundations will be amended above the tree root horizon and supported by dense pier loadings secured to bedrock where possible. Excavation and grading for footings and foundations shall be supervised by the project arborist.
- No equipment, materials, waste products or excavated soil shall be placed or stored within the TPA. THIS PARTICULARLY INCLUDES HOARDING OF EXCAVATED SOILS NEEDED FOR BACKFILLING OF THE HOUSE FOUNDATION.
- The arborist shall be present to oversee excavation, service trenching, site grading, driveway reconstruction, steaming, stump removal, utility emplacement and landscaping, or adjacent to the tree protection areas (TPAs). This includes the replacement of driveway and parking areas and the foundation for a modified building for the proposed store wall.
- Any damaged tree roots or branches shall be pruned back to undamaged tissue by the arborist.
- The vertical face of the excavation adjacent to the TPA shall be covered with heavy gauge plastic sheeting, securely fastened, to prevent soil degradation and erosion.
- The contractor and steering sub-contractor shall meet with the arborist to review the steering plan prior to drilling. Modified building plans or sub-removal techniques shall be utilized where considered necessary by the arborist to minimize steering impacts to protected trees.
- Procedure for bleeding new tree root zones:
 - The steering contractor shall work with the arborist to develop a steering plan and leading back to the tree root horizon.
 - "Tree-ramming" shall be used in place of steering for rock removal in sensitive tree areas at the direction of the project arborist.
 - Bleeding vibrations in the vicinity of the Tree Protection Areas are not to exceed a peak particle velocity of 25 mm/sec.
 - Use DYNAMITE as the explosive product. No fertilizer-based explosive is permitted due to its toxicity to tree roots.
 - The contractor shall prevent root damage from the blast site from eroding the TPA.
- In areas where the root zone of the tree has been retained by excavation or rock removal, the remaining area shall be topsoiled with 10cm of top soil much for the duration of the build.
- Retained trees shall be inspected twice weekly during the dry summer period to a minimum effective depth of 30cm.
- The new driveway and parking area will be constructed to bridge across the top of the tree root horizon, minimizing root loss. The root loss excavation for these elements shall be supervised by the arborist.
- The General Contractor, Landscape Contractor and Landscape Architect shall meet with the arborist to review the landscaping work plan prior to landscape construction or site preparation commencing. Potential impacts to sensitive tree habitat will be identified and measures provided to address or mitigate the impacts.
- The routing of the irrigation water supply to the various areas of distribution has been developed in consultation with the arborist to avoid tree root impacts.
 - The irrigation contractor shall meet with the arborist prior to developing a detailed irrigation layout design.
 - The irrigation layout design shall be reviewed and must be approved by the arborist prior to implementation.
 - The arborist shall supervise the watering associated with irrigation zones within sensitive areas.
- The Project Arborist shall regularly monitor the site during the site preparation, construction and landscaping phases to ensure ongoing and effective compliance with the tree protection measures specified in this tree plan and in private meetings with the General Contractor and relevant sub-contractors. Site inspection reports will be provided to the contractor and City of Victoria.
- A full-size all-weather copy of the Tree Plan shall be posted in the site office in plain site.
- A post-construction inspection and assessment of the site and protected trees shall be conducted by the Project Arborist in the company of the General Contractor. Any deficiencies will be identified. Once all deficiencies have been addressed to the satisfaction of the Project Arborist and the City of Victoria, a post-construction letter of completion will be prepared by the arborist and submitted to the City.

Gye and Associates Inc.

PROJECT: 515 Poul Bay Rd, Victoria, BC

SHEET TITLE: Tree Management Plan

REV NO	DESCRIPTION	DATE
1		2019

PROJECT NO: 16-085

DATE: February 5, 2019

SCALE: 1:250

DRAWN BY: JG

SHEET NO: T - 1

Mayor and Council Members
 City of Victoria
 1 Centennial Square
 Victoria, BC V8W 1P6



REGARDING: 515 FOUL BAY ROAD REZONING APPLICATION

Dear Mayor Helps and Council,

Studio 531 Architects is honored to present a development proposal for 515 Foul Bay Road in Victoria. Fred Rohani, of Alpha Developments has engaged our firm to prepare and Apply for a Rezoning, with on the above parcel. The consultant team includes, Islander Engineering- Civil Engineering, Murdoch de Greeff Inc. – Landscape Architect, and Gye and Associates – Arborist Consultants.

The existing site is a 52,706sf (4896sm) parcel of land is within the Gonzales Neighbourhood, and contains an existing Mansion, built in 1905 by Edwin and Bertha Tracksell, and designed by Samuel Maclure.

PROJECT SUMMARY:

We are applying to rezone the above parcel to create a Bare Land Strata subdivision for the property currently located at 515 Foul Bay Road. The proposal divides the existing parcel into 3 Strata parcels: 1) for the existing Mansion 2) for a new single-family house on a second parcel, and 3) for a driveway and services that will be held as common property. Key aspects of the proposal include:

- Designation of the existing Mansion as Heritage
- Retention of ALL protected trees (Arbutus, Gerry Oak)
- Landscape (no-build) covenant for a significant portion of the site to protect the Gerry Oak ecosystem and provide landscape buffer for existing neighbours
- Approach to site works (roads, foundations, utilities) that minimizes requirement for blasting and impact on existing tree roots
- Design for the new home that is sensitive to the Fairfield Gonzales context

PREVIOUS APPLICATION

This application has been significantly revised since November 2017 when it was rejected by Council, which encouraged the developer to bring forward a new proposal with revisions. Since that time the design team and developer have met with the neighbours and CAULC on multiple occasions to discuss their concerns and the revised design. The revised proposal has made significant changes since the 2017 proposal including:

- Reduced the density from 3 new homes to 1 new home

Studio 531 Architects
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 Victoria, British Columbia
 V8W 1S5
 p. 250 384 2131
 www.studio531.ca

- All protected trees (Gerry Oak, Arbutus, etc.) to remain
- New house is located to minimize impact and potential overlook on adjacent neighbours
- Eliminated requirement for fire department road widening and turn around (and associated blasting) by sprinkling the new house.
- Create a Landscape Protection Covenant to preserve the Gerry Oak ecosystem and existing vegetation.

ZONING

The existing site is zoned R1-G Panhandle. This proposal is to rezone the property into a new site-specific zone. Our intent with the design is to maintain and enhance the character of neighbourhood and site; the design of the new home is in conformance with the R1-G guidelines for area, height, and setbacks. The only reason that a rezoning is required, is because of the existing mansion on site. The heritage conversion of the mansion that occurred in 1975 is not an allowable use within the R1-G zone. As such the Planning Department advised that a rezoning application is required in order to maintain this existing use on site.

As the mansion has been used as a 5-unit rental for more than 40 years, we do not feel that the addition of a new single-family house will fundamentally change the character or use of the site.

RENTAL AGREEMENT

Within this Development Permit Application, the developer is offering to commit to a 10-year Housing Rental agreement for the existing rental of the 5 Units within the Mansion. Also, the developer will provide ongoing maintenance and repairs to the Mansion to ensure continued longevity of the building and preserve the heritage character and elements of the building.

HERITAGE

The existing Mansion was built in 1905, designed by Francis McClure, is a registered Heritage building. The 9774sf Arts and Crafts mansion changed ownership many times over the following years and was subdivided into a House Conversion around 1975 to include 5 spacious rental units. Very few interior renovations have been made since then while the mansion has been well maintained and the building structure is solid as the foundations are built on rock. The original character of the mansion is present and in excellent condition, with the detailing and materials evident. Alpha Developments has completed renovations of the existing mansion.

The developer has committed to establishing Heritage Designation for the existing mansion to preserve the historic structure for future generations.

FORM AND CHARACTER

The proposed development has been carefully designed to maintain the existing character of the entire site. The retention of the existing mansion and landscape are obvious, but the new building and site plan enhances the form and character of the site with the following features:

- The materials, colours and textures of the new home are based on the existing mansion. White stucco, wood details, red roofing, and pitched roof forms combined with contemporary detailing creates a respectful dialogue with the architecture of the existing mansion.
- The site plan and landscape design maintain and enhance the existing site including use of the existing driveway locations to access the new home to maintain a similar character of open space.
- The planting and hardscape is composed mostly of native and adaptive species, but also includes some period plantings and a rock wall that matches the foundation design of the existing mansion.
- An existing garage is demolished to create a more open character of the site, allowing the Gerry Oak ecosystem to be more visually present, and create a landscaped buffer between the mansion and new home.
- The size and scale of the new home is modest and has been carefully adjusted to respect the privacy of the neighbours and the mansion residents.
- The footprint of the new home is located on a previously disturbed portion of the site, therefore reducing the site impact. The footprint of the new home and garage is 130m², replacing 117m² of existing accessory structures on site – a marginal increase.

COMMUNITY CONSULTATION

Since November 2017 the developer and project team have met with the neighbours several times, as well as many lengthy discussions on site, and via email with individual owners. We have met with the Fairfield/Gonzales CAULC twice to review the project, including one formal meeting on November 8, 2018. Letters of support from the neighbours are included with this application. We believe that the design addresses all of the concerns brought forward including:

- protection of existing perimeter landscaping to protect privacy and overlook concerns.
- Locating new home to minimize overlook concerns.
- Preservation of a significant portion of the natural habitat on site
- Complying with all perimeter setbacks
- Reducing the road and utility works to minimize blasting and site disturbance.
- Site plan that has minimal impact on the existing mature Gerry Oak ecosystem.

PROJECT BENEFITS AND AMENITIES:

This project offers significant benefit to the neighbourhood including:

- A significant portion of the existing site and landscape is retained and protected. (Gerry Oak Meadow)
- The existing mansion is designated as heritage to ensure its protection and preserve neighbourhood character.
- The rental agreement provides better housing choices for people in the neighbourhood.
- The new home gently increases density with a mid-size, family friendly home that is close to many amenities including schools, shopping areas and parks.
- The new home is designed with minimum impact to the immediate neighbors.

NEIGHBOURHOOD

The proposed development of this site offers architectural renewal to a community that is characterized predominantly by character homes. Newer contemporary homes are appearing in the area as replacements of existing homes, and the development of older, larger lots that have been developed into Bare Land Strata developments. The mix of character and heritage homes with contemporary residences offers vibrancy to this esteemed neighbourhood, and potentially attract young families.

The site is a panhandle lot that is accessed off of Foul Bay Road. As the entry road meanders up a hill and the mansion perches on the rock at an upper level of the site, a glimpse of the mansion is seen from the street. The proposed home will not be evident from Foul Bay Road or neighbouring buildings, due to its siting locations and elevations.

TRANSPORTATION

Access to the site is on an existing driveway that will be slightly widened (to 3.8m) as part of this application. The proposed parking for the mansion includes a visitor space to better serve the residents. There is no on-street parking on Foul Bay Road, and combined with the long panhandle driveway, provision for visitor parking is important, and consistent with comments received from the neighbours. Bike lock-ups are provided with outdoor racks adjacent located on the east side of the mansion, and indoor lock-ups in the common area of the basement. Parking for the new home is accessed via the existing driveway location and into a 2 car garage, minimizing site disturbance, and maintaining the character of the site.

GREEN BUILDING FEATURES

The site will retain the existing mansion, preserve the building and maintain the five existing rental apartments.

The home is designed to maximize southern exposure for passive solar heat gains. The exterior materials offer high durability and quality that will provide longevity and low maintenance to the exterior. The building envelopes and glazing will have higher performing thermal values.

The entry driveway is asphalt, up to the level main area of the residences, which changes to permeable pavers. This will allow rainwater to replenish the ground water and tree roots, and not overburden the storm water system. Greenspace is maximized with the 2 storey buildings and its reduced footprint, as mature existing trees are preserved by having the home designed 'around' the tree canopies and roots. Where small amounts of roots maybe located below a structural slab, the slab will be supported by piles rather than foundation walls. Landscape irrigation is not provided as the site landscaping is of native, drought tolerant species.

Also, of note is that the general approach to site is to minimize site disturbance. The new home is located directly over the footprint of the existing garage building and existing pavement. This helps ensure that the impact on the existing tree water regime is limited. The new home will require minimal excavation as there isn't a basement and the foundations are designed to generally avoid the existing root zones.

SERVICING AND INFRASTRUCTURE

The proposal includes new water, sanitary, storm services that will be located under the existing driveway to minimize site disturbance. Electrical service will be provided by the existing overhead lines and poles. See civil drawings and arborist report for notes on service locations. The new home will be sprinkled, and the water service will be sized to accommodate this requirement as well as future sprinkling of the mansion, if required by future renovations. The service locations have been reviewed by the arbourist in order to limit impact on the existing root zones.

To summarize, the project team including Fred Rohani of Alpha Developments has worked diligently to engage with the neighbours and Planning Staff to design a project that has deep respect for its site and context. The project, when built, will appear as gentle refresh for the site, hardly visible, strengthening ALL of the character defining elements of the site. A beautiful McLure Mansion is preserved; and a large section of the endangered Gerry Oak ecosystem is protected. In addition, the project creates the opportunity for 6 families to share a very special part of the Fairfield Gonzales neighbourhood. **Gentle Density** is the perfect description for this project.

We respectfully submit this proposal, and look forward to meeting with you soon on this application.

Sincerely,


Jesse Garlick, Architect AIBC
Principal
Studio 531 Architects



NOV 26 2018

FGCA CALUC Meeting Report: Nov 8, 2018

Address: 515 Foul Bay

Developer : Alpha Project Developments
LTD

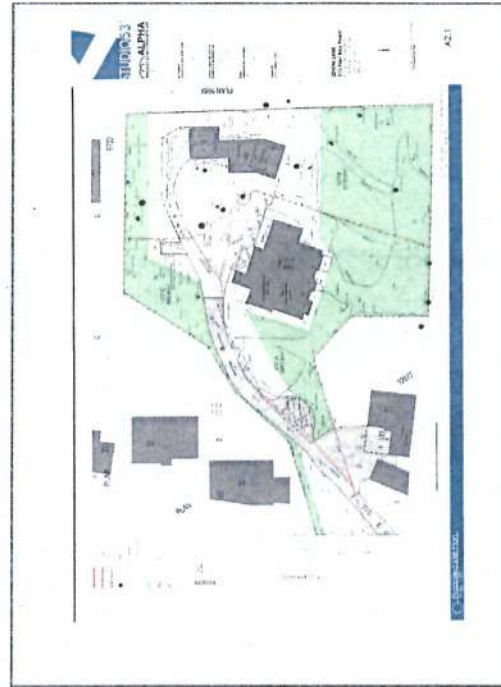
Fred Rohani

info@alphadevelopments.com

Architect : Jesse Garlick, Studio 531.
jagrlick@studio531.com

Attendance : 4 visitors. 2 from 615 Foul
Bay, 2 renters from 515 Foul Bay

CALUC members attending :Joanne
Thibault, Joanne Fox, Nick Humphries,
Robin Jones, Susan Kainer, Don Monsour, David Wales, Kevin White



Rezoning Requested	Current	Proposed
	R1-G Panhandle.	R1-G Panhandle (lot subdivision)
Number of units	5 in mansion	Lot A. 5 (in existing Maclure mansion) Lot B. 1 SF house Lot C. Conservation area
Site coverage	4896.7 m squared	Lot A. 1892.3. 18% Lot B. 2118.5. 9% Lot C. 885.9
Open space	77.3%	Lot A. 66.7% Lot B. 83.6% Lot C. 67.1%
Parking	2	Lot A. 6 Lot B. 2 Lot C. 1
Total residential		

Floor area	600	Lot A. 600
		Lot B. 243
Storeys	3	Lot A. 3
		Lot B. 2

Project

This is not a Development Permit but is a rezoning to 3 bare land subdivisions. McClure mansion 1905 will be retained as a 5 unit heritage conversion which requires the rezone. Those 5 units will be rentals for 10 yrs. One lot will be a Conservation area protecting trees and natural rock outcroppings and meadow on site and does not allow any additional structures. No blasting will occur except for utilities access.

To protect the existing trees an Arborist will be watching closely during construction.

Comments by neighbours

2 these neighbours are impacted the most, but support this project because of the covenant placed on all the trees on the lot and natural landscape, this will preserve and protect the Gary Oak landscape of the property.

And also that the easterly property line will have reasonable set back of 7.5m (for new house) and 4m (for the new garage).

1 neighbour. How wide is the covenant along her property line (north)?

Answer by Architect - did not know at this time but between 4-6m

How long will rentals in the MaClure mansion be?

Answer architect - 10 yrs.

1. When will the project begin and how long will it last?

Begin in 8-12 months and last about 6 months

Comments by CALUC

What happens if trees are damaged as a result of construction even up to several years later. Blasting and grading can affect drainage around trees.

Answer - Architect did not know

What is the East property line setback near new garage. Answer. 4 m

What happens after the 10 rental agreement? Can the mansion be torn down?
Answer. -No



WAYSIDE HOUSE

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Accredited by the Commission for Accreditation of Christian Science Nursing Organizations / Facilities Inc.

November 12, 2018

To: Fairfield Gonzales CALUC

As a neighbor, we would like to show our support for the development at 515 Foul Bay Road for the following reasons:

- 1) That after several concepts for 515 Foul Bay Road, the developer responded to the concerns by the neighbours and improved the project.
- 2) That the current proposal includes a covenant to protect in perpetuity the natural Garry Oak forest on the property.
- 3) That with only one new house instead of three the traffic and parking on their property will benefit the neighbourhood as no parking is allowed on the east side of Foul Bay Road.

Yours truly,

Office Manager & Management Team

550 FOUL BAY ROAD, VICTORIA, BRITISH COLUMBIA, CANADA V8S 4H1
PHONE: (250) 598-4521 FAX: (250) 598-4547
E-MAIL: inquiries@waysidehousevictoria.org WEBSITE: www.waysidehousevictoria.org


GYE + ASSOCIATES

Consultants in Urban Forestry and Arboriculture

February 5, 2019

Jane Waters, BLA BFA

Senior Park Planner

Parks and Recreation and Facilities Management

City of Victoria

1 Centennial Square,

Victoria BC V8W 1P6

Dear Jane:

RE: 515 FOUL BAY ROAD – DEVELOPMENT PERMIT APPLICATION

We have been assisting our client and the design team to develop a revised concept plan for this site. Attached is a Tree Management Plan which reflects our efforts to minimize impacts to the protected tree resource. The following letter report summarizes these efforts and addresses items requested for further information in your comments included in the City's Application Review Summary of December 18, 2019.

- The main benefit to the tree resource of the new concept plan is that it reduces the number of proposed housing structures and their associated infrastructure from three sites to one. As a result of this change, all bylaw-protected trees are retained.
- The driveway access to the new house site has been routed along the existing driveway alignment in order to minimize disturbance to the root habitat of adjacent trees.
- The on-site parking and grading has been set as sensitively as possible around the existing trees.

In addition to the above, many of the strategies developed for the original 2017 DPA for this property have been incorporated into this revision, including the following:

- The grades for the proposed house have been set to allow for a floating slab foundation that will rest on pier footings above the tree root horizon, minimizing soil displacement within the protected root zone of the affected trees. A cross-section detail excerpted from the Architect's drawing set is attached, illustrating how this system will be applied.
- Similarly, improvements to the driveway access to both the proposed and the existing houses are designed to "float" above the root horizon, with porous stormwater pavers facilitating the infiltration of rainwater into the growing soils beneath.
- G&A have worked with the civil engineers for the project (Islander Engineering) to move the corridor for underground services toward the mansion and as far away from Oak No. 25 and Arbutus No. 15 as possible in order to minimize tree root impacts.
- A proposed stone wall that encroaches into the protected root zones of Oak Nos. 25 and 30 will be founded on a reinforced grade beam supported by pier footings to minimize root impacts.



Urban Forests by Design

T (250) 544-1700
 jgye@shaw.ca
 www.gyeandassociates.ca



- Call out notes have been added to the Tree Plan drawing indicating where minimal pruning may be required under supervision of the project arborist to relieve encroachment into the proposed house and around new utility lines.
- No impacts to adjacent tree canopies are anticipated by the proposed BC Hydro pole.
- A requirement for regular inspections and field memos to be sent to the City of Victoria and General Contractor are specified in the Tree Plan notes.

As a result of these changes and measures, we are confident we shall be able to retain all of the existing Garry Oaks on the site.

Respectfully submitted,

Jeremy Gye – Senior Consultant
Gye and Associates, Urban Forestry Consultants Ltd.

Consulting Arborist (Diploma, American Society of Consulting Arborists, 1997)
ISA Certified Arborist (Certification No. PN-0144A)
ISA Municipal Specialist (Certification No. PN-0144AM)
ISA Tree Risk Assessment Qualified
Certified Master Woodland Manager (Small Woodlands Program of BC)

Appendices

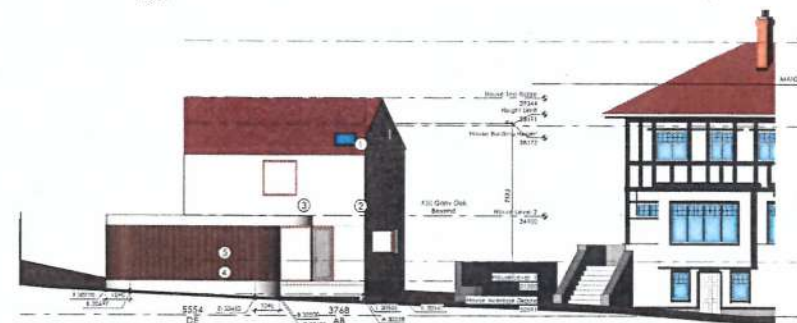
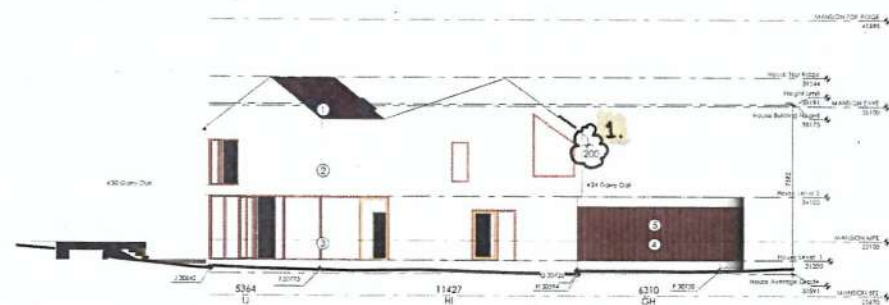
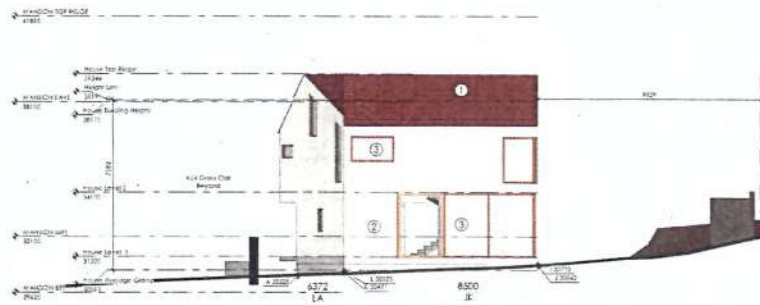
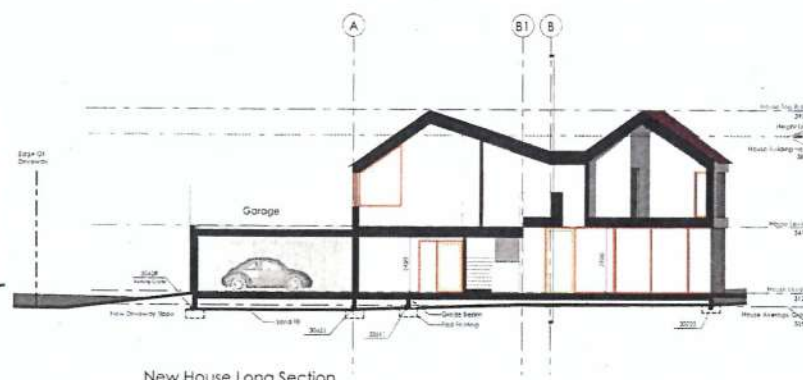


APPENDIX-1

House Sections & Elevations



New House Cross Section South



ALPHA
PROJECT DEVELOPMENTS LTD.

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GYE + ASSOCIATES
Urban Forestry and Arboriculture
Jeremy Gye
Email: jgye@gyeandassociates.ca
Phone: (250) 544 1700

EDWIN LANE
515 Foul Bay Road
Victoria, BC V8S 4G9
Lots 3 + A (DDC82174)
Section 68, Victoria District,
PLAN 12877



Title: New House Sections & Elevations	
Scale: 1:100	File:
Date: January 23, 2019	Sheet #
Drawn:	A3.1
Reviewed:	



GYE + ASSOCIATES
Consultants in Urban Forestry and Arboriculture

APPENDIX-2

Tree Management Plan



Fig-1 Cross-section detail of driveway and parking construction within sensitive tree areas

Fig. 3 South facing aspect of Oak 24 (background)

Fig. 2. Fixed-focus images of (left)



Committee of the Whole Report For the Meeting of June 20, 2019

To: Committee of the Whole **Date:** June 6, 2019
From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development
Subject: Rezoning Application No. 00682 for 2330 Government Street

RECOMMENDATION

That Council instruct staff to prepare the necessary Zoning Regulation Bylaw amendment that would authorize the proposed development outlined in Rezoning Application No. 00682 for 2330 Government Street, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set.

LEGISLATIVE AUTHORITY

In accordance with Section 479 of the *Local Government Act*, Council may regulate within a zone the use of land, buildings and other structures; the density of the use of the land, building and other structures; the siting, size and dimensions of buildings and other structures; as well as, the uses that are permitted on the land, and the location of uses on the land and within buildings and other structures.

EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for a Rezoning Application for the property located at 2330 Government Street. The proposal is to rezone from the M-G Zone, Government Light Industrial 2 District, to a new zone in order to permit a brewpub.

The following points were considered in assessing this application:

- the proposal is consistent with the *Official Community Plan*, which designates the subject property as Core Employment and supports light industrial, commercial and complementary retail uses
- the *Burnside Gorge Neighbourhood Plan* designates the subject property as Industrial Employment, which supports light industrial uses on the ground-floor, with ancillary retail or office uses limited to those that support the primary use
- the applicant would like to expand the existing brewery by adding a brewpub (i.e. tasting room/lounge) for patrons visiting the brewery. The applicant has applied for a Primary Liquor License, which is being dealt with in a separate Liquor License Application
- The proposed floor area of the brewpub is 72m² and would accommodate up to 40 guests.

BACKGROUND

Description of Proposal

The proposal is to rezone from the M-G Zone, Government Light Industrial 2 District, to a new zone in order to permit a brewpub.

Sustainability Features

The applicant has not identified any sustainability features associated with this proposal.

Active Transportation Impacts

There is an existing bike rack for six bikes at the front entrance to the brewery.

Public Realm Improvements

No public realm improvements are proposed in association with this Rezoning Application.

Accessibility Impact Statement

The British Columbia Building Code regulates accessibility as it pertains to buildings.

Land Use Context

The area is characterized by mix of industrial, commercial and residential uses.

Existing Site Development and Development Potential

The site is presently occupied by a two-storey commercial building consisting of office, retail, personal services, manufacturing, warehouse and brewery uses. Under the current M-G Zone, the property could be developed into a five-storey building consisting of commercial (retail, restaurants and professional services), high tech, light industrial (testing, servicing and repair) and/or warehouse/wholesale uses.

Data Table

The following data table compares the proposal with the existing M-G Zone.

Zoning Criteria	Proposal	Existing M-G Zone
Site area (m ²) – minimum	5765.60	n/a
Density (Floor Space Ratio) – maximum	0.70:1	1.50:1
Total floor area (m ²) – maximum	4389.00	8648.40
Height (m) – maximum	existing (< 15m)	15
Parking – minimum	59	49

Zoning Criteria	Proposal	Existing M-G Zone
Bicycle parking stalls – minimum		
Long-term	n/a	n/a
Short-term	1 rack (6 bikes)	n/a

Community Consultation

Community Association Land Use Committee

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variance Applications*, the applicant has consulted the Burnside-Gorge CALUC at a Community Meeting held on November 28, 2017. A letter from the Community Association is attached to this report. The applicant did not apply for rezoning within the required six months of the formal Community Meeting; however, the CALUC decided to waive the requirement for a second meeting and provided a second letter dated August 20, 2018, which is also attached to this report.

Victoria Police Department Referral

A referral was sent to the Victoria Police Department to provide comments on this application's adherence to the Crime Prevention Through Environmental Design (CPTED) standards, including calls for service statistics and any other concerns related to the application. Correspondence dated June 2019 is attached to this report.

ANALYSIS

Official Community Plan

The *Official Community Plan (2012) Urban Place Designation* for the subject property is Core Employment, which supports light industrial, commercial and complimentary retail uses. A floor space ratio (FSR) up to approximately 3:1 is supportable. The current density on the subject property is 0.7:1 FSR and the applicant is not proposing to increase the floor area of the existing building. The proposed land use (brewpub) is appropriate for the area, as it supports the brewery operation and is consistent with the broader vision and changing land use trends in the Rock Bay area. The inclusion of the brewery has served as an employment generator in the neighbourhood.

Local Area Plans

The *Burnside Gorge Neighbourhood Plan* designates the subject property as Industrial Employment, which supports light industry, including production and distribution on the ground-floor, with ancillary retail or office uses limited to those that support the primary use. Vancouver Island Brewery currently employs approximately 32 people at this location. The proposal fits with the overall policy directions outlined in the Local Area Plan.

Tree Preservation Bylaw and Urban Forest Master Plan

There are no impacts to public or private trees with this application.

Regulatory Considerations

The current M-G Zone allows for a wide range of light industrial and commercial uses, including brewery, distillery and restaurant; however, it does not permit a brewpub (lounge/tasting room), which allows alcohol to be served exclusively (no food). The proposed floor area of the brewpub is 72m² and the zoning amendment would limit the size of the brewpub to this proposed floor area. Any future deviations from the maximum floor area requirement for a brewpub would require a variance. There is currently liquor retail sales associated with the existing brewery; however, this use existed prior to the adoption of the *Liquor Retail Sales Policy*, and as a result, the liquor retail sales operations at this location are grandfathered and considered existing legal non-conforming.

CONCLUSIONS


The proposal to rezone the subject property to allow a brewpub is consistent with the applicable land use policies and would allow for the applicant to grow the brewery operation at this location by expanding the public element of the business. Limiting the size of the floor area associated with the brewpub will ensure that it remains secondary to the light industrial and other commercial uses on the subject properties. Staff recommend for Council's consideration that the application advance to a Public Hearing.

ALTERNATE MOTION

That Council decline Rezoning Application No. 00682 for the property located at 2330 Government Street.


Respectfully submitted,


Leanne Taylor
Senior Planner
Development Services Division


Andrea Hudson, Acting Director
Sustainable Planning and Community
Development Department

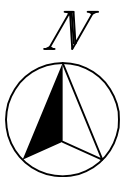
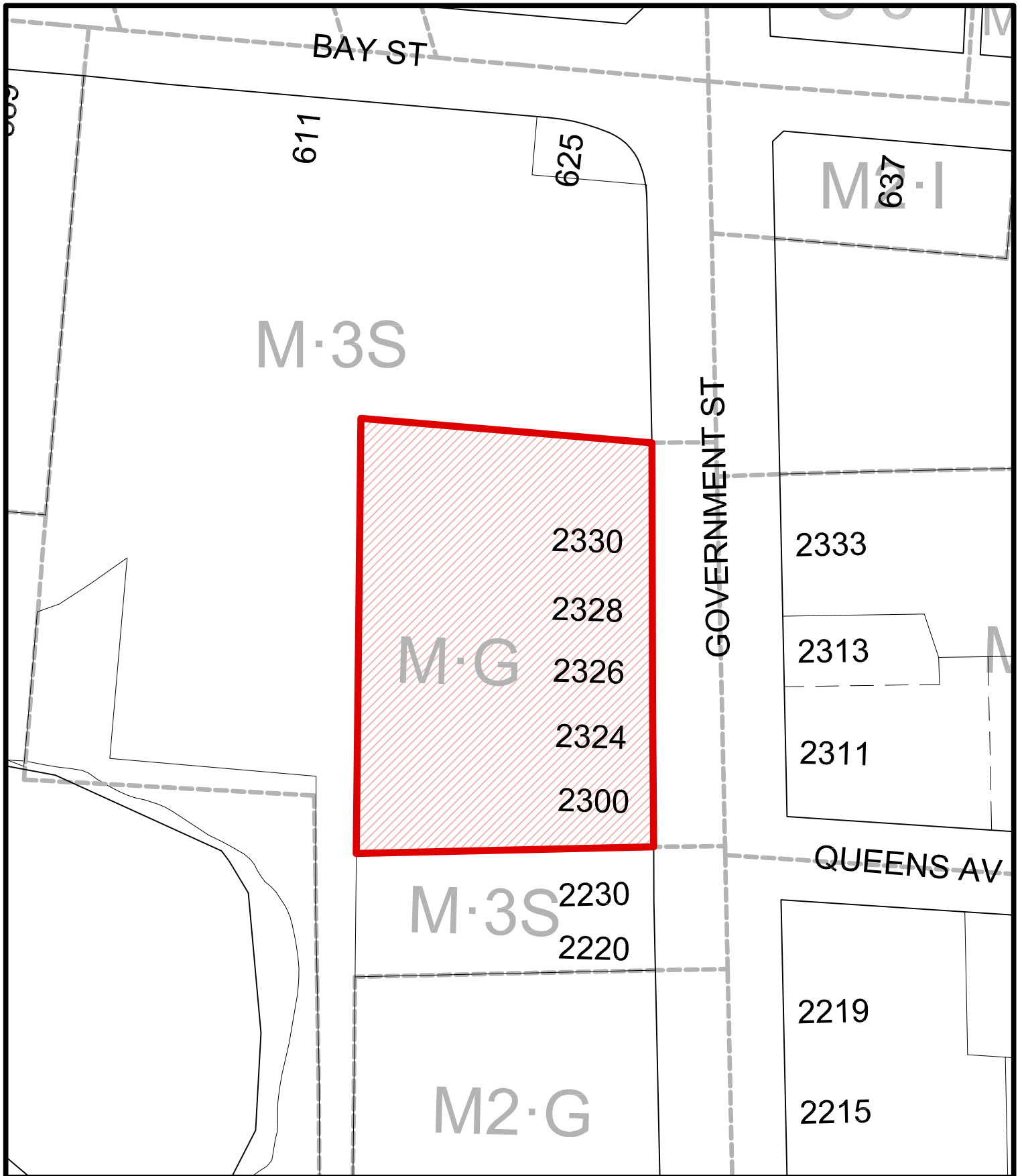
Report accepted and recommended by the City Manager:

Date:


June 13, 2019

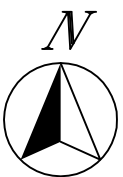
List of Attachments:

- Attachment A: Subject Map
- Attachment B: Aerial Map
- Attachment C: Plans date stamped April 5, 2019
- Attachment D: Letters from applicant to Mayor and Council dated November 30, 2018
- Attachment E: Letters from Community Association Land Use Committee dated November 28, 2017 and August 20, 2018
- Attachment F: Referral Comments from the Victoria Police Department dated June 5, 2019.



2330 Government Street
Rezoning No.00682



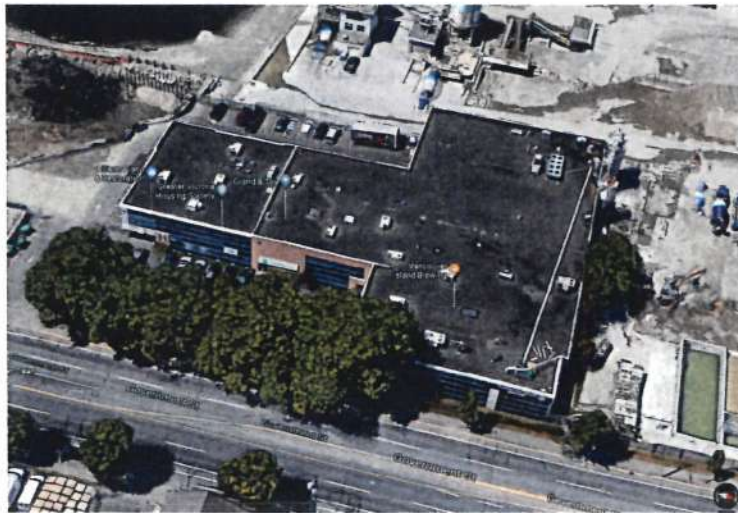


2330 Government Street
Rezoning No.00682

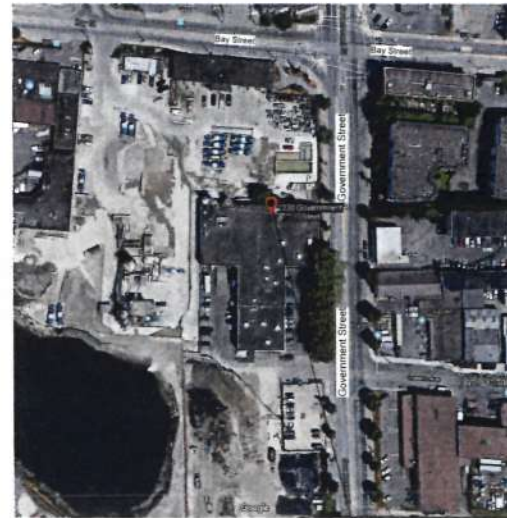


Vancouver Island Brewing Rezoning Application

2330 Government Street, Victoria, B.C.



3 2330 Government Street, Aerial View
No Scale



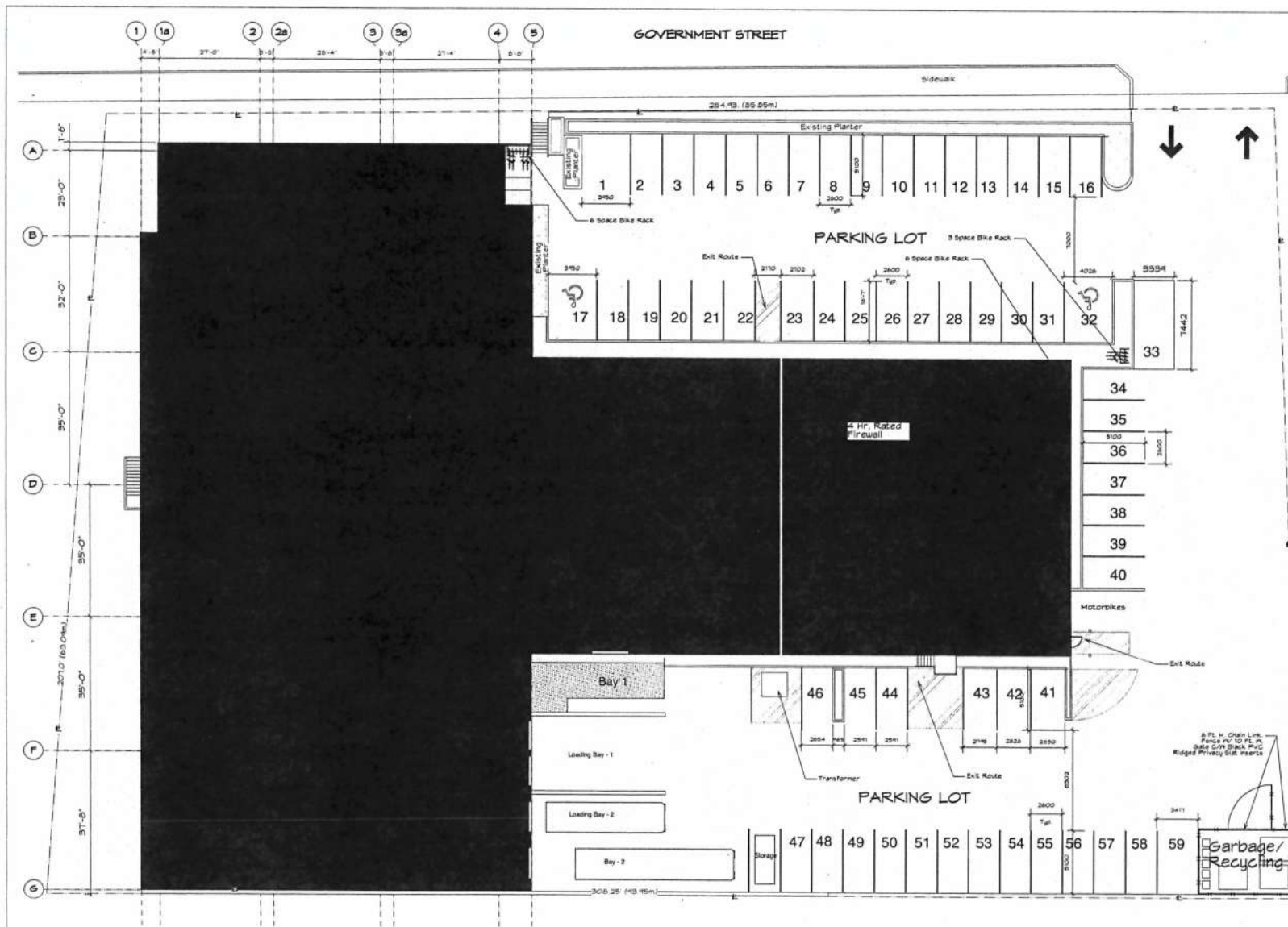
2 2330 Government Street, Location Plan
No Scale



1 Zoning Map
No Scale



		<table><tr><td colspan="2">Project Name</td><td colspan="2">Vancouver Island Brewing Rezoning Application</td><td colspan="2">Project No.</td><td colspan="2">1807</td></tr><tr><td colspan="2">City</td><td colspan="2">City of Victoria</td><td colspan="2">Project No.</td><td colspan="2">1807</td></tr><tr><td colspan="2">Project No.</td><td colspan="2">1807</td><td colspan="2">Project No.</td><td colspan="2">1807</td></tr><tr><td colspan="2">Project No.</td><td colspan="2">1807</td><td colspan="2">Project No.</td><td colspan="2">1807</td></tr></table>	Project Name		Vancouver Island Brewing Rezoning Application		Project No.		1807		City		City of Victoria		Project No.		1807		Project No.		1807		Project No.		1807		Project No.		1807		Project No.		1807	
Project Name		Vancouver Island Brewing Rezoning Application		Project No.		1807																												
City		City of Victoria		Project No.		1807																												
Project No.		1807		Project No.		1807																												
Project No.		1807		Project No.		1807																												



Building Occupancy Summary		
Type of Building Use	Sq. Ft.	# of
Office	15,142.30	1,952.75
Manufacturing	17,482.82	1,824.30
Residential	775.00	73.00
Retail	1,625.75	151.13
Warehouse	5,525.94	513.47
Personal Services	1,158.19	157.60
Total Area	48,552.25	4,320.25

TYPE OF BUILDING USE	FLOOR AREA SQA	PARKING REQ'D	EXISTING PARKING REQ'D	% OF PARKING REQ'D
Office	15,142.30	1,702.3	124	24
Manufacturing	17,482.82	1,824.3	12	12
Residential	775.00	N/A	N/A	N/A
Retail	1,625.75	1,824.3	2	2
Warehouse	5,525.94	1,124.3	5	5
Personal Services	1,158.19	1,124.3	2	2
Corrected Area sq = Sum	42,810.2	1,120	2	N/A
Total Parking Requirement				44 Spaces
Total Parking Existing On Site				84 Spaces
Parking Surplus				40 Spaces

Project Information Data Table		
Existing Zone	M.O.	
Proposed Zone	M.O.	
Site Area	5,765.5m ²	
Floor Area		
Main	2,937.4m ²	
Second	1,451.5m ²	
Total Floor Area	4,389.0m²	
Commercial Floor Area	4,389.0m ²	
Floor Space Ratio (FSR)	4,389.0m ² / 5,765.5m ² = 75.1	
Site Coverage (%)	N/A	
Open Site Space (%)	N/A	
Building Height (m)	N/A	
Number Of Stories	2	
Parking Ratio (Number Of Bays)	24	
Bay Size (Square Meters)	0	
Bay Size (Square Feet)	0	
Building Setbacks		
Front Yard	East	N/A
Rear Yard	West	N/A
Side Yard (South)	South	N/A
Side Yard (North)	North	N/A
Conditional Side Yard	N/A	
Total Number Of Units	N/A	
Unit Type (sq. ft. Bedroom)	N/A	
Ground-mounted Units	N/A	
Minimum Unit Floor Area (sq. ft.)	N/A	
Total Residential Floor Area (sq. ft.)	N/A	

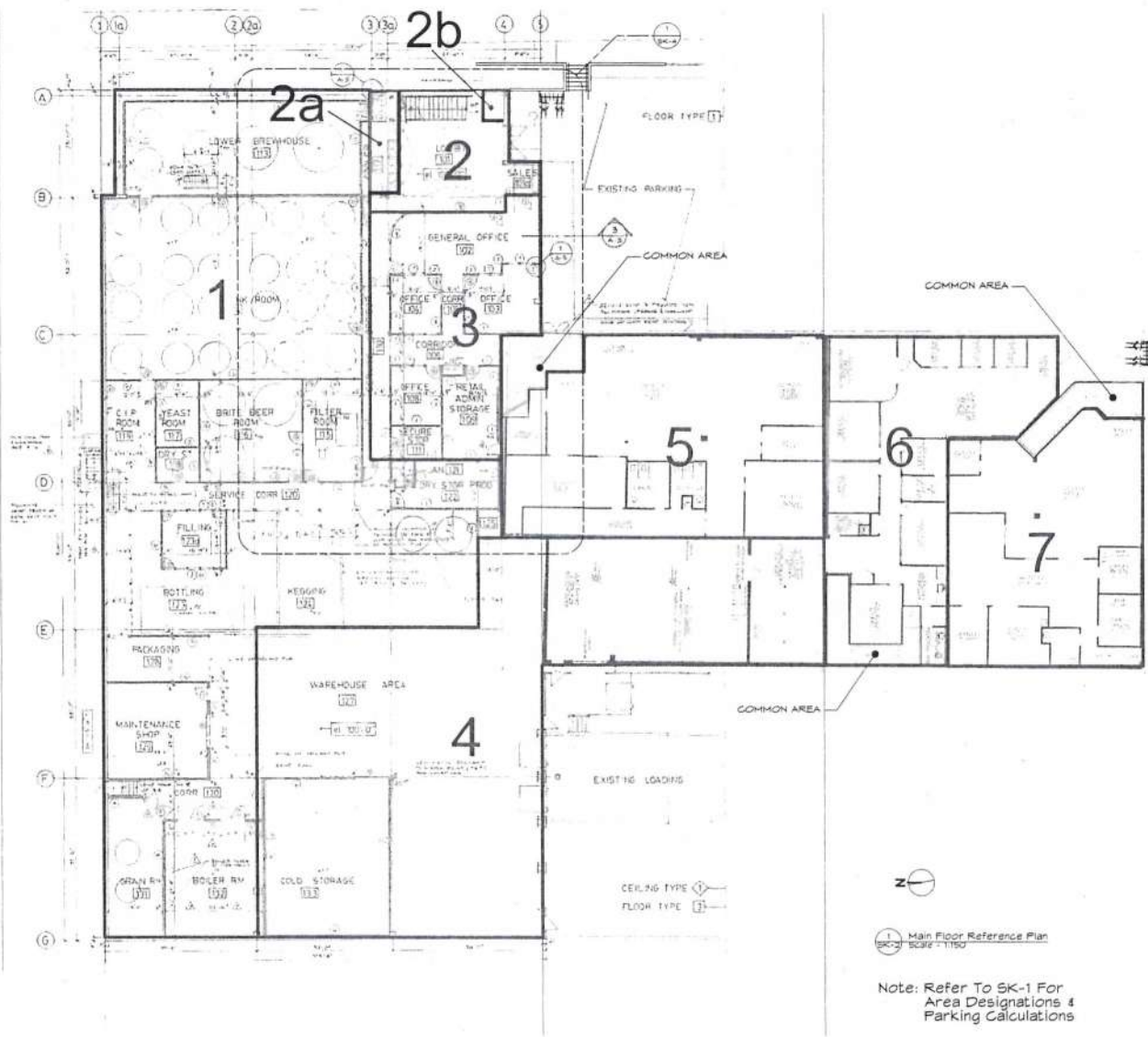
2 SITE PLAN
SCALE: 1:1500

APR 05 2019
Planning & Development Department
Development Services Division

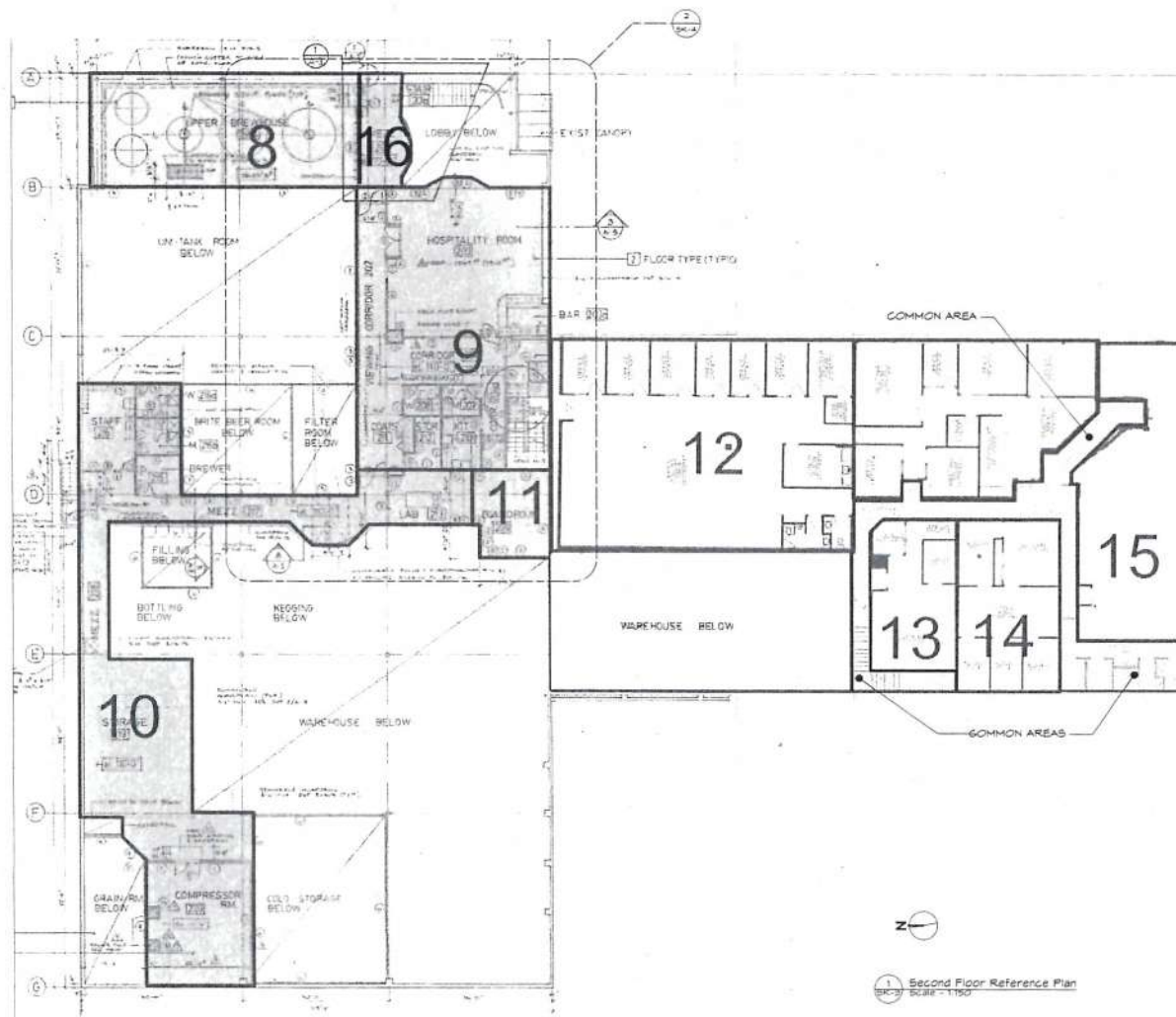


1 Image of PVC Privacy Slats
NOT TO SCALE

1807
SK-1



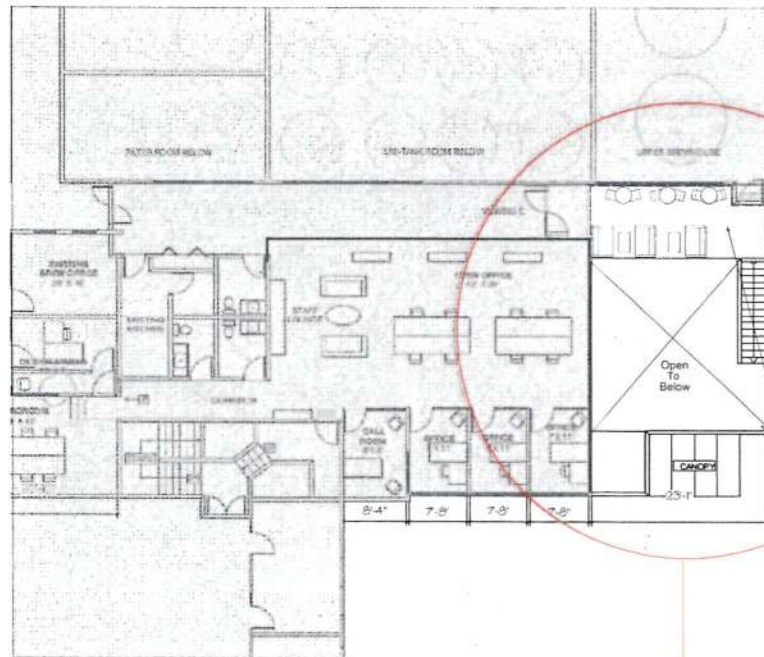
Vancouver Island Brewing Rezoning Application		1907
Floor Plans Occupant Load		SK-2



Vancouver Island Brewing	
2200 Vancouver Island Road, Suite 201 Vancouver, BC V6L 2G6	2025-01-01



Vancouver Island Brewing Rezoning Application		1807
Second Floor Plan	1808/23 Rev. 10/2023	SK-3



Total Area = 21.9m²

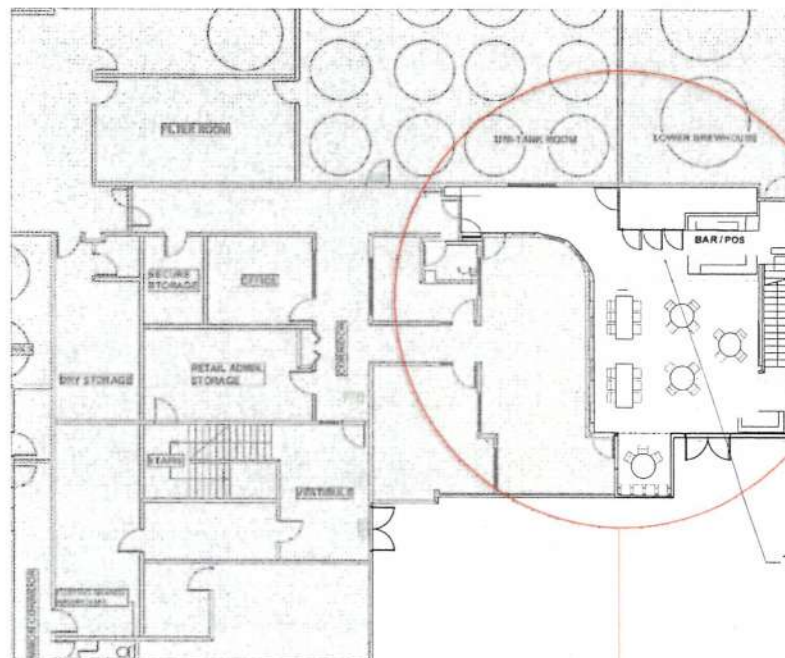
2 Existing Level 2
Scale: 1/8" = 1'-0"

PROPOSED AREA
FOR
REZONING
APPLICATION

LEGEND

- AREA TO REMAIN UNAFFECTED
- AREA W/ PROPOSED MODIFICATIONS

Note: No New Construction Proposed.
All Work Is Related To Furniture &
Seating Capacity Only



Total Area = 106.1m²

1 Existing Level 1
Scale: 1/8" = 1'-0"

PROPOSED AREA
FOR
REZONING
APPLICATION



Vancouver Island Brewing Rezoning Application				1807
Project Name	Project No.	Page No.	Sheet No.	Sheet No.
Proposed Tasting Room Area Calculation	1807-02	1807-02	1807-02	1807-02
SK-4	SK-4	SK-4	SK-4	SK-4



November 30, 2018

City of Victoria
Sustainable Planning and Community Development
Development Services Division
1 Centennial Square
Victoria, BC V8W 1P6

Re: Application to Rezone to allow additional use - Brewpub

Dear Mayor Helps and Council,

Vancouver Island Brewing would like to incorporate a lounge/tasting room within the current footprint of our existing Brewery Store. There will be no construction or renovations to the building, we would simply like to change how we operate within our existing space in order to have the ability to engage more fully with our customers and surrounding community. For this reason, we are proposing a rezoning of 2330 Government street to allow for a brewpub as a designated use.

Vancouver Island Brewing is located on the brewery walk, ideally situated between Phillips Brewery on Government Street and Driftwood and Hoyne Breweries on Bridge Street. This area draws a large number of tourist and locals alike looking to have an authentic craft brewery experience. We believe that this experience entails more than just buying a 6 pack from a brewery. Having the option to sit back and enjoy multiple samples while watching the brewers work in the Brewhouse, or talk to the Operations Manager as he's passing through the area are experiences that our guests are currently missing.

To that end, in conjunction with this rezoning application we are working with the BC Liquor and Cannabis Regulatory Branch to obtain a Brewery Lounge Endorsement. Our current licence allows us to sell guests no more than 12 ounces of beer in serving sizes no larger than 4 ounces. With a zoning and licence change, we will be able to serve guests a full 12 ounce glass, or allow them to taste all beers made at our brewery. It will be a true tasting room.

VANCOUVER ISLAND BREWING

2330 Government St., Victoria, BC V8T 5G5

250-361-0007 | 1-800-663-6383 | info@vibrewing.com



The brewery is in a leased space with other tenants occupying office and retail space. The area is in the Rock Bay District and zoned to permit breweries, restaurants, light industrial, retail and office uses. Additionally, the site falls within the Activity Noise District, which allows for more noise than the 'Intermediate' or 'Quiet' districts. The site is bounded to the North and West by the Ocean Concrete's work yard, to the South by an empty lot owned by BC Hydro, and to the East by residential and light industrial/ service commercial use.

While our aim is to increase business, we do not anticipate higher traffic volumes until after 5pm on weekdays and all day on weekends. We currently have 25 parking spaces reserved for brewery use with 6 currently dedicated for customer use. The majority of the parking lot is empty after 5pm weekdays and all day on weekends leaving ample parking space for customers during those times. We are also located near major bus routes and have multiple bike racks in our parking lot.

Additionally, we do not believe that the new designated use of our existing space would create additional noise above our current operations. Our intent is to improve access to the brewery and to familiarize customers with new and existing products, not to create a loud, high traffic area. While we may occasionally feature local live music, given the small space which is completely confined within the building, the level of entertainment will be subdued. Any additional entertainment will be limited to simple games (board games, etc.) that consumers can play in a group at their table.

We will have seating for 40 guests and hours will not change from what is currently allowed in our license (daily 9am to 11pm) with actual operating hours starting at 11:00 and ending by 10:00 or earlier depending on consumer demand. We are requesting longer hours as we are often approached by other business and community organizations to host private functions. Some of these events would be cocktail type events in the evening, with food pairings available throughout the space. Seating would be removed and we could see capacity up to our occupancy load of 86 people (inclusive of staff and patrons). We would also be hosting various beer education events run by our brewing staff. The frequency of these hosted events would be bi-weekly or weekly at the most, with larger special events only occurring as often as semi-annually and would be held after hours (5pm-11pm) when neighbouring businesses have vacated the parking spots. These events would be hosted within the building with minimal spill over into our parking lot.

VANCOUVER ISLAND BREWING

2330 Government St., Victoria, BC V8T 5G5

250-361-0007 | 1-800-663-6383 | info@vibrewing.com



Despite the zoning allowing for a brewpub, the primary focus of the business will remain manufacturing (production brewery). While we understand a requirement of the lounge endorsement is to provide hot or cold food options for customers, it is not our intention to become a dining destination. We plan to have limited offerings that will enhance the craft beer experience, such as various meat, cheese and cracker offerings produced by other local business. Additionally, we will have non-alcoholic beverages and gluten-free alcoholic options.

It is my hope that this application for rezoning can be supported. I am available at your convenience should you have any questions on this project.

Sincerely,

David Nicholls
General Manager
Vancouver Island Brewing

VANCOUVER ISLAND BREWING

2330 Government St., Victoria, BC V8T 5G5
250-361-0007 | 1-800-663-6383 | info@vibrewing.com

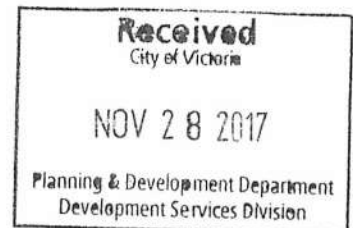


Burnside Gorge Community Association

November 28, 2017

Mayor & Council
#1 Centennial Square, Victoria, BC.

Dear Mayor and Council:



CALUC Community Meeting Rezoning Application for 2330 Government Street

On Nov. 20th, 2017, the Burnside Gorge Land Use Committee (BGLUC) hosted a CALUC community meeting that was advertised to discuss the Vancouver Island Brewing Company proposal to rezone 2330 Government Street from M-G - Government light Industrial 2 to site specific zoning for a lounge endorsement.

Alison Duke of Vancouver Island Brewing presented.

The proposal is for a lounge endorsement allowing for a 24 seat lounge / tasting room. The existing building will not change externally. Proposed brewery contains an area for retail liquor sales.

There are designated parking spaces with additional weekend spaces. The BG CALUC supports any parking variance that may be required.

There was only one attendee and they were in support of this proposal. We also received the following email in support.

We are agents for the owners of 637 Bay Street, Victoria.

This is to advise that we support this Development Proposal. We feel the proposed modest changes will further enhance the commercial and social fabric of the immediate neighbourhood.

Thank you.

Clive

The Burnside Gorge LUC supports this proposal.

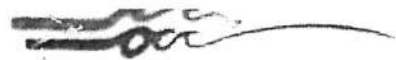
Respectfully,

Avery Stetski

Avery Stetski

Land Use Committee Chair, Burnside Gorge Community Association

cc: Sustainable Planning and Community Development Department
Alison Duke - Vancouver Island Brewing Company



Burnside Gorge Community Association

August 20, 2018

Mayor & Council

#1 Centennial Square, Victoria, BC.

Dear Mayor and Council:



Updated CALUC Comment on Revised Application for 2330 Government Street

On Nov. 20th, 2017, the Burnside Gorge Land Use Committee (BGLUC) hosted a CALUC community meeting that was advertised to discuss the Vancouver Island Brewing Company proposal to rezone 2330 Government Street from M-G Government light Industrial 2 to site specific zoning for a lounge endorsement.

The proposal has been revised to change the seating capacity for a lounge endorsement from an original 24 seat lounge / tasting room to 61 persons on Level 1 and a capacity for 25 persons on Level 2. The existing building will not change externally. Proposed brewery contains an area for retail liquor sales.

There are no changes from the original designated parking spaces with additional weekend spaces. The BG CALUC supports any parking variance that may be required.

After reviewing the revised plans dated 18/08/14 the Burnside Gorge LUC sees no requirement for the proponent to hold a second Land Use Meeting nor a second community meeting.

This is to advise that the BGLUC fully supports this Development Proposal. We feel the proposed modest changes will further enhance the commercial and social fabric of the immediate neighbourhood.

Respectfully,

Avery Stetski

Land Use Committee Chair, Burnside Gorge Community Association

cc: Sustainable Planning and Community Development Department

Alison Duke - Vancouver Island Brewing Company

Leanne Taylor

From: Watson, Cliff <cliff.watson@vicpd.ca>
Sent: June 5, 2019 4:40 PM
To: Leanne Taylor
Subject: Revised Plans Received for 2330 Government Street (to allow for a Brewpub)

The application from Vancouver Island Brewing for a lounge endorsement proposes a 86 seat licensed area for the hours of 9am to 11pm.

Generally speaking, this type of licence/application is of lower concern than most other licence applications – particularly when considering the proposed hours.

The physical location of the Brewery and the proposed lounge is favorable for the applicant as the immediate area could be described as rather quiet in the evening hours. There are residential units across the street at Government and Bay, but the remainder of the neighboring properties are either commercial or industrial.

In comparison to other similar operations and hours, these hours seem reasonable (a similar operation a few blocks away closes at 10pm every day – a location where VicPD has not seen any increase to liquor calls for service or other anecdotal impacts on the neighbourhood). VicPD's primary concern are when these liquor seats run into the late night hours.

VicPD has opposed other lounge endorsement applications where the property was immediately adjacent to existing residential units, or pending residential developments.

This application does not appear to have either competing scenario.

While VicPD is not in a position to 'support' an application where liquor seats are increased, the impacts of this application/licence on the immediate neighbourhood appear minimal, and impact on VicPD resources would in all likelihood be minimal.



Sgt Cliff Watson
Operational Planning
Victoria Police Department
850 Caledonia Ave
Victoria BC, V8T 5J8
Office. 250-995-7218
Mobile. 250-812-0872
cliff.watson@vicpd.ca

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Committee of the Whole Report

For the Meeting of June 20, 2019

To: Committee of the Whole **Date:** June 6, 2019

From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development

Subject: **Update Report on Rezoning Application No. 00651 and Development Permit Application No. 000531 for 1900 Richmond Road**

RECOMMENDATION

Rezoning Application No. 00651:

That first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set once the following legal documents are prepared and executed:

- a. Statutory Right-of-Way of 1.82m off Fort Street
- b. Statutory Right-of-Way of 1.39m off Birch Street
- c. Statutory Right-of-Way of 4.53m off Richmond Road
- d. Statutory Right-of-Way of 1.44m off Ashgrove Street
- e. Housing Agreement to secure the building as rental in perpetuity and to secure the amenity spaces as noted on plans date stamped March 14, 2019.

Development Permit Application No. 000531:

That Council, after the Public Hearing for Rezoning Application No. 00651, if it is approved, consider the following motion:

"That Council authorize the issuance of Development Permit Application No. 000531 for 1900-1912 Richmond Road, in accordance with:

1. Plans date stamped May 1, 2019.
2. Development meeting all *Zoning Regulation Bylaw* requirements.
3. Council authorizing anchor-pinning into the City Right-of-Way, provided that the applicant enters into an Encroachment Agreement in a form satisfactory to the City Solicitor and the Director of Engineering and Public Works.
4. The Development Permit lapsing two years from the date of this resolution."

EXECUTIVE SUMMARY

The purpose of this report is to present Council with information regarding affordability and the inclusion of medical facilities within a Rezoning Application and Development Permit Application for the property located at 1900 Richmond Road.

The proposal is to rezone from the R3-2 Zone, Multiple Dwelling District, and the C-1 Zone, Limited Commercial District, to a site-specific zone in order to construct a five-storey assisted living and memory care building with ground floor commercial uses along Fort Street and Richmond Road. The April 11, 2019 Committee of the Whole report, together with the meeting minutes, are attached to this report.

Legal Agreements

The four Statutory Right-of-Ways and the Housing Agreement are in the process of being prepared and executed as per Council's motion on April 11, 2019. Once these agreements are executed, the application will be ready to be advanced to a Public Hearing.

Affordability

As instructed by Council on April 11, 2019, staff have worked with the applicant to explore adding an affordability component to the proposal. As per the applicant's letter dated May 13, 2019 and attached, adding affordability within the facility would be difficult to manage due to the unique and changing care requirements for residents within the facility. However, the applicant recognizes the need for affordable housing in the City and therefore has offered to contribute \$1,000,000 to the Victoria Housing Reserve Fund so that the City can fund affordable units within other developments. Staff have therefore written into the site-specific zone a bonus density provision to account for this contribution.

Medical Facilities

Council further instructed staff to work with the applicant to locate medical facilities within the development or help relocate the facilities in the surrounding neighbourhood. As per the attached letter, the applicant has agreed to restrict the use of the proposed commercial space for medical uses. Staff have written the site-specific zone so that a minimum of 170m² (the proposed commercial floor area) must be dedicated to either a medical office, medical laboratory or pharmacy. In addition, the zone has been written so that the above medical uses require the same number of parking stalls as a retail store in order to encourage a medical use in the commercial space without further altering the parking layout.

Plan Revisions

The applicant has submitted plans, date stamped May 1, 2019 and attached to this report, that revise the grade of the parking ramp to not exceed 15%. In addition, the parking layout has been revised to meet the minimum vehicle parking stalls for a retail store.

The Development Permit motion has been updated with the date of these updated plans.

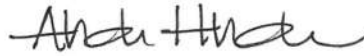
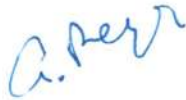
CONCLUSIONS

The bylaws and site-specific zone have been prepared by staff. The necessary conditions that would authorize the approval of the Rezoning Application for the property located at 1900 Richmond Road are in the process of being completed. The recommendation provided for Council's consideration would allow this application to advance to a Public Hearing once the legal agreements are executed.

Respectfully submitted,



Mike Angrove
Planner
Development Services Division



Andrea Hudson, Acting Director
Sustainable Planning and Community
Development Department

Report accepted and recommended by the City Manager:



Date:

June 13, 2019

List of Attachments

- Attachment A: Plans date stamped May 1, 2019
- Attachment B: April 11, 2019 Committee of the Whole Reports
- Attachment C: Minutes from April 11, 2019 Council Meeting
- Attachment D: Letter from applicant dated May 13, 2019
- Attachment E: Proposed site-specific zone
- Attachment F: Correspondence (letters received from residents).



VIEW FACING WEST

NORR

2300, 411 - 1st Street SE,
Calgary, AB Canada T2G 4Y5
norr.com

NORR ARCHITECTS ENGINEERS PLANNERS
A Partnership of Limited Companies

From Milliken Architects (Alberta) Inc. Page Milliken Holdings Inc.
NORR is a trademark owned by Milliken Group Inc. and is used under license.

Vince Smith, Architect, AAA, B Arch, MAIBC
Bruce S. Milliken, Architect, AAA, B Arch, MAIBC
A. Simon Bastien, Architect, AAA, B Arch, MAIBC
Adam Tolson, P. Eng., AFPEGA
Chris Lee, P. Eng., AFPEGA

MAISON VICTORIA SENIORS

1900 RICHMOND RD
VICTORIA, B.C

APRIL 5, 2019

NORR JOB NO: NCCA-17-0221

milliken
DEVELOPMENTS
Perfectly Urban.

REVISED DEVELOPMENT PERMIT

DISCIPLINE (SURVEY)

POLARIS LAND SURVEYING INC.
PO BOX 261
BRENTWOOD BAY, BRITISH COLUMBIA, V8M 1R3

PHONE: 877 603 7198

DISCIPLINE (CIVIL)

McELHANNY CONSULTING SERVICES LTD.
200 858 BEATTY ST
VANCOUVER, BRITISH COLUMBIA, V6B 1C1

PHONE: 250 570 9221

DISCIPLINE (ARCHITECTURE)

NORR ARCHITECTS ENGINEERS PLANNERS
2300 - 411 1ST ST SE
CALGARY, ALBERTA, T2G 4Y5

PHONE: 403 264 4000

DISCIPLINE (LANDSCAPE)

LOMBARD NORTH GROUP (B.C) INC.
836 CORMORANT ST
VICTORIA, BRITISH COLUMBIA, V8W1R1

PHONE: 250 386 1336

ARCHITECTURE

DP000 PROJECT COVER SHEET
DP001 SURVEY PLAN
DP101 SITE CONTEXT AND SHADOW STUDY
DP102 3D VIEWS
DP103 SITE PLAN AND PROJECT INFORMATION TABLES
DP104 SITE CIRCULATION, WASTE RECYCLING DETAILS

DP200 OVERALL PARKADE PLAN
DP201 PARTIAL PARKADE PLAN
DP202 OVERALL FLOOR PLAN LEVEL 01
DP203 PARTIAL FLOOR PLAN LEVEL 01
DP204 OVERALL FLOOR PLAN LEVEL 02
DP205 PARTIAL FLOOR PLAN LEVEL 02
DP206 OVERALL FLOOR PLAN LEVEL 03
DP207 PARTIAL FLOOR PLAN LEVEL 03
DP208 OVERALL FLOOR PLAN LEVEL 04
DP209 PARTIAL FLOOR PLAN LEVEL 04
DP210 OVERALL FLOOR PLAN LEVEL 05
DP211 PARTIAL FLOOR PLAN LEVEL 05
DP212 OVERALL FLOOR PLAN LEVEL 06
DP213 PARTIAL FLOOR PLAN LEVEL 06
DP214 OVERALL FLOOR PLAN LEVEL 07
DP215 PARTIAL FLOOR PLAN LEVEL 07

LANDSCAPE

LD001 LANDSCAPE PLAN

DP101 EXTERIOR ELEVATIONS
DP102 EXTERIOR ELEVATIONS
DP103 EXTERIOR ELEVATIONS
DP104 EXTERIOR ELEVATIONS
DP105 EXTERIOR ELEVATIONS
DP401 BUILDING AND SITE SECTIONS

CIVIL

18 035 01 CONCEPTUAL SERVICE PLAN

Received
City of Victoria

MAY 01 2019

Planning & Development Department
Development Services Division DP00000-00



10 EXISTING SITE PHOTO FROM SOUTHWEST
DP101 NTS



11 SITE ZONING KEY PLAN
DP101 NTS



07 EXISTING SITE PHOTO FROM SOUTHEAST
DP101 NTS



08 EXISTING SITE PHOTO FROM NORTHEAST
DP101 NTS



09 EXISTING SITE PHOTO FROM WEST
DP101 NTS



04 SPRING EQUINOX SHADOW STUDY 10:00 AM
DP101 NTS



05 SPRING EQUINOX SHADOW STUDY 12:00 PM
DP101 NTS



06 SPRING EQUINOX SHADOW STUDY 2:00 PM
DP101 NTS



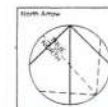
01 SUMMER SOLSTICE SHADOW STUDY 10:00 AM
DP101 NTS



02 SUMMER SOLSTICE SHADOW STUDY 12:00 PM
DP101 NTS



03 SUMMER SOLSTICE SHADOW STUDY 2:00 PM
DP101 NTS



DATE	ISSUED FOR	REV
2018-05-17	DIGITAL DEVELOPMENT PERMIT	A
2018-06-12	DEVELOPMENT PERMIT	B
2018-10-23	REVISED DEVELOPMENT PERMIT	C
2019-02-15	REVISED DEVELOPMENT PERMIT	D

This drawing has been prepared solely for the use of the Client and there are no representations of any kind made by NORR Architects Engineering Planners to any party with whom NORR Architects Engineering Planners has not entered into a contract.

This drawing shall not be used for construction purposes until the seal appearing hereon is signed and used by the Architect or Engineer.

Project Component
Maison Victoria
Residential

Consultants
Civil McPharney Consulting Services Ltd.
Landscape Lombard North Group (PCL) Inc.
Architecture NORR Architects Engineering Planners

Scale:



Project Manager: D. Abernethy
Project Leader: C. Clark
Checked: C. Abernethy

Client:
MILLIKEN REAL ESTATE CORPORATION
1500-2485 BELLEVUE AVE
WEST VANCOUVER, B.C. V7V 1E1

Project:
MAISON VICTORIA
1500 RICHMOND RD
VICTORIA, B.C.
VER 4R2

Drawing Title:
SITE CONTEXT
ZONING PLAN
EXISTING SITE CONTEXT
PROPOSAL SHADOW STUDIES

Check Scale (may be photo reduced): 1 inch = 10m

Project No: NCCA-17-0221

Drawing No: DP101

Planning & Development Department
Development Services Division

Drawing No: DP102

03
DP102

VIEW FACING NORTH

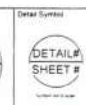
NTS

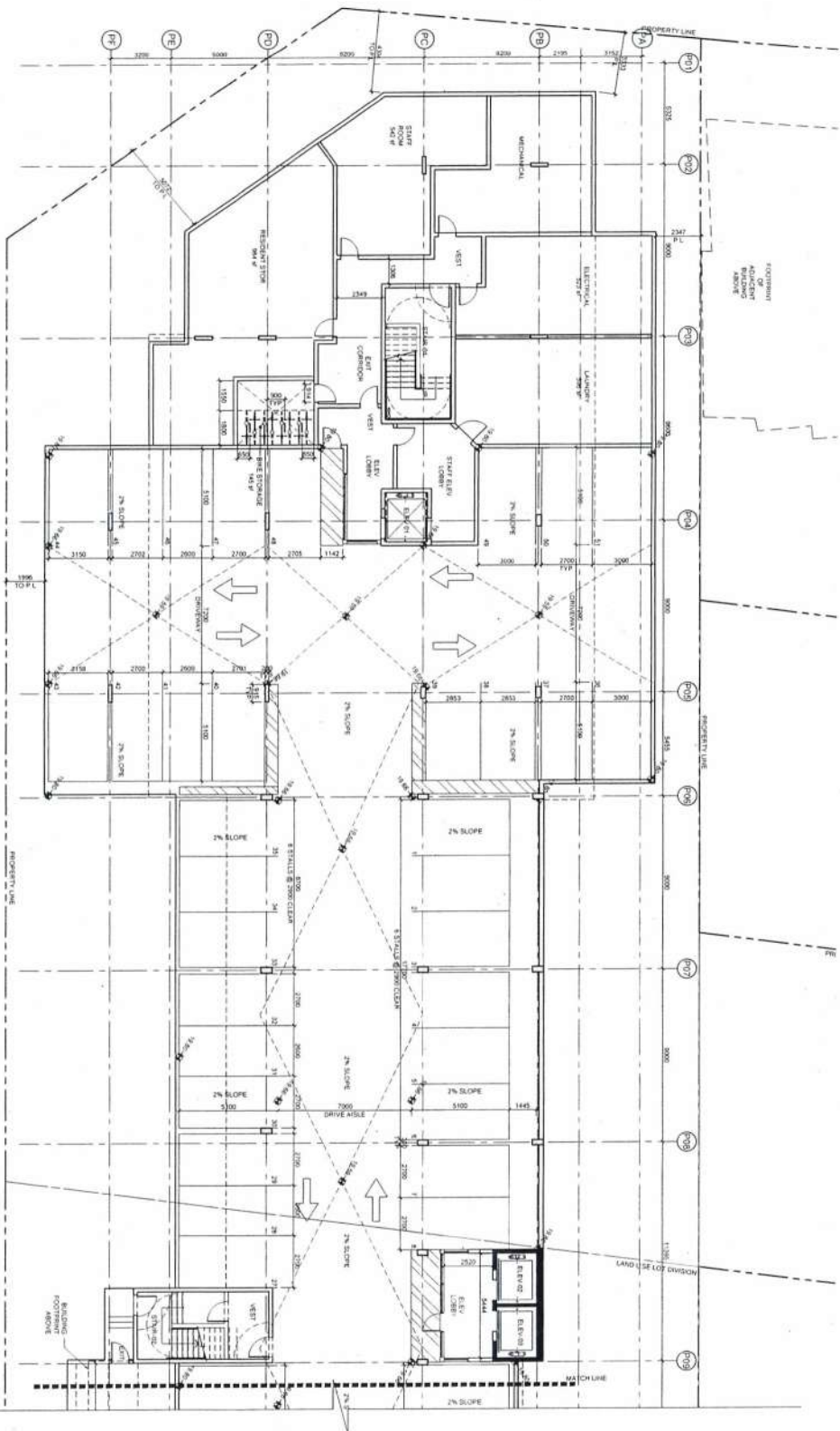
04 PERSPECTIVE FACING EAST
DP102 NTS

01 PERSPECTIVE FACING NORTHWEST
DP102 NTS

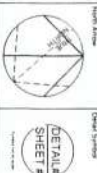
02
DP102

DETAIL- MAIN ENTRY PORTE COCHERE
N78





MAY 01 1989
 CIVIL SERVICE
 Planning & Development Department
 Development & Planning Division



DATE	ISSUED FOR	RE
2018-05-17	DIGITAL DEVELOPMENT PERMIT	A
2018-06-12	DEVELOPMENT PERMIT	B
2018-10-22	REVISED DEVELOPMENT PERMIT	C
2019-02-15	REVISED DEVELOPMENT PERMIT	D
2019-04-06	REVISED DEVELOPMENT PERMIT	E

This drawing shall not be used for construction purposes until the seal engineering notation is signed and dated by the Architect or Engineer.



W&P Partnership Consulting Services Ltd
Landscape North Group (P) Inc
Non Architectural Engineers Planners

NORR

1. The first two steps are the same as in the previous example.

Project Manager	C Olan
C Administrator	
Project Leader	Carolyn C Administrator
C Olan	

Client:

MILLIKEN REAL ESTATE CORPORATION
 #100-2469 BELLEVUE AVE
 WEST VANCOUVER, B.C. V7V 1E1

MAISON VICTORIA
1800 RICHMOND RD
VICTORIA, S C
VER ARZ

PARTIAL FLOOR PLAN
LEVEL P01
SOUTH

PLOT DATE: February 14, 2019 TIME: 2:47 PM PLOT DATA AND FILENAME: P:\NCCA-17-0221-MAISON-VICTORIA\000\000\NCCA-17-0221-MAISON-VICTORIA\DWG\DP206.DWG PLOT SIZE: 1100 X 850

DATE	ISSUED FOR	REV
2019-05-17	DIGITAL DEVELOPMENT PERMIT	A
2019-06-12	DEVELOPMENT PERMIT	B
2019-10-23	REVISED DEVELOPMENT PERMIT	C
2019-02-15	REVISED DEVELOPMENT PERMIT	D

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This drawing shall not be used for construction purposes and the seal appearing herein is signed and dated by the Architect or Engineer.

Project Component
Maison Victoria
Keyplan

Consultants
Civil: McEwen Consulting Services Ltd.
Landscaping: Lombard North Group (B.C.) Inc.
Architectural: Non Architects Engineers Planners

Scale(s)

NORR
2390 411 - 1st Street SE
Calgary, AB Canada T2S 4V5
403.270.1000
NORR ARCHITECTS ENGINEERS PLANNERS
A Partnership of Limited Companies
NORR ARCHITECTS
NORR ENGINEERS
NORR PLANNERS

Project Manager	C. Alderson	Drawn	C. Alderson
Project Leader	C. Alderson	Checked	C. Alderson

Client
MILLIKEN REAL ESTATE CORPORATION
#100-2499 BELLEVUE AVE
WEST VANCOUVER, B.C. V7V 1E1

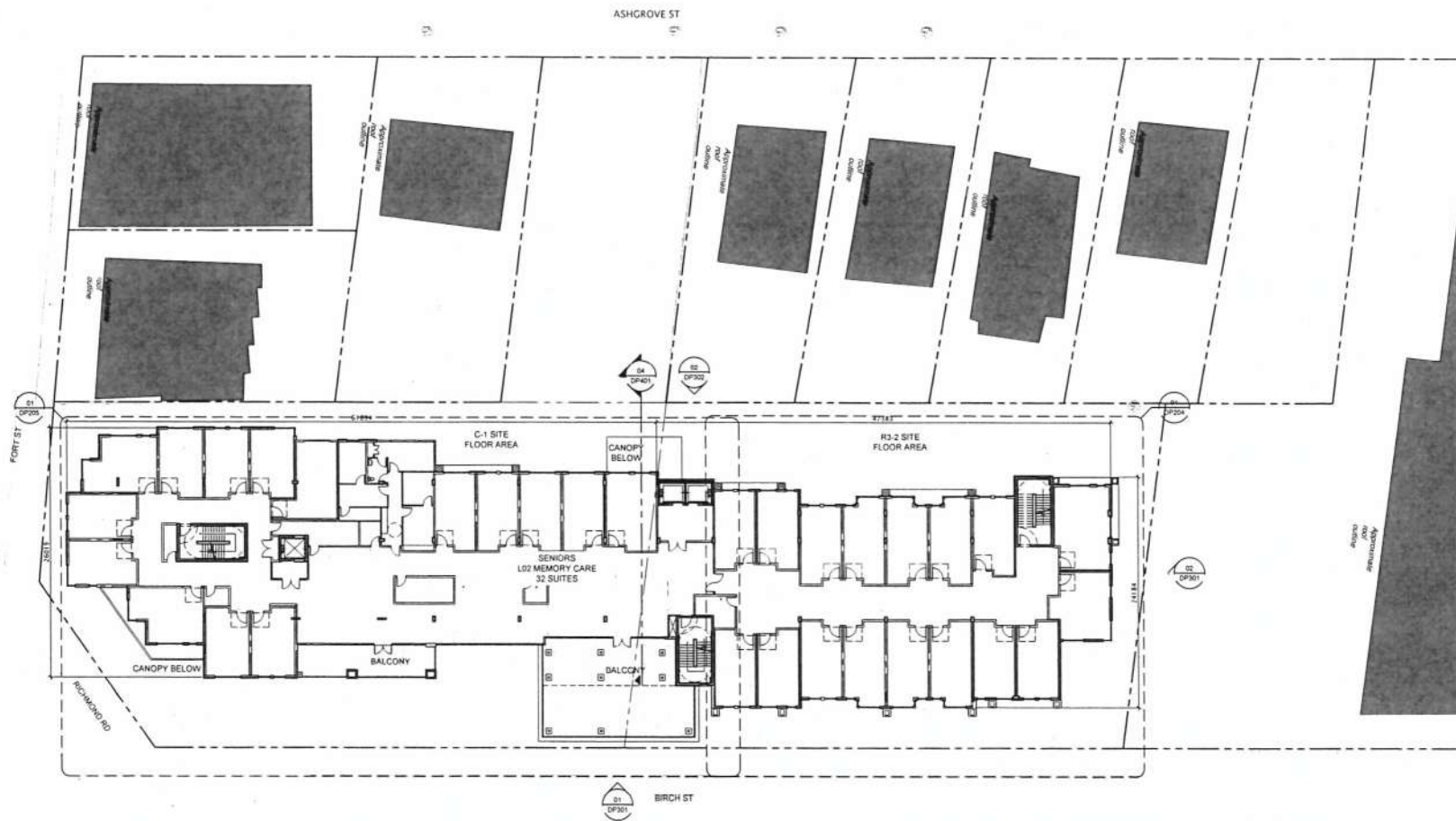
Project
MAISON VICTORIA
1900 RICHMOND RD
VICTORIA, B.C.
V8R 4R2

Drawing Title
OVERALL FLOOR PLAN LEVEL 02

Check Scale (may be photo reduced): 0 10m

Project No: NCCA-17-0221

Drawing No: DP206

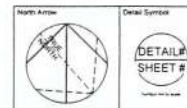


01
DP206
OVERALL FLOOR PLAN LEVEL 02
1:200

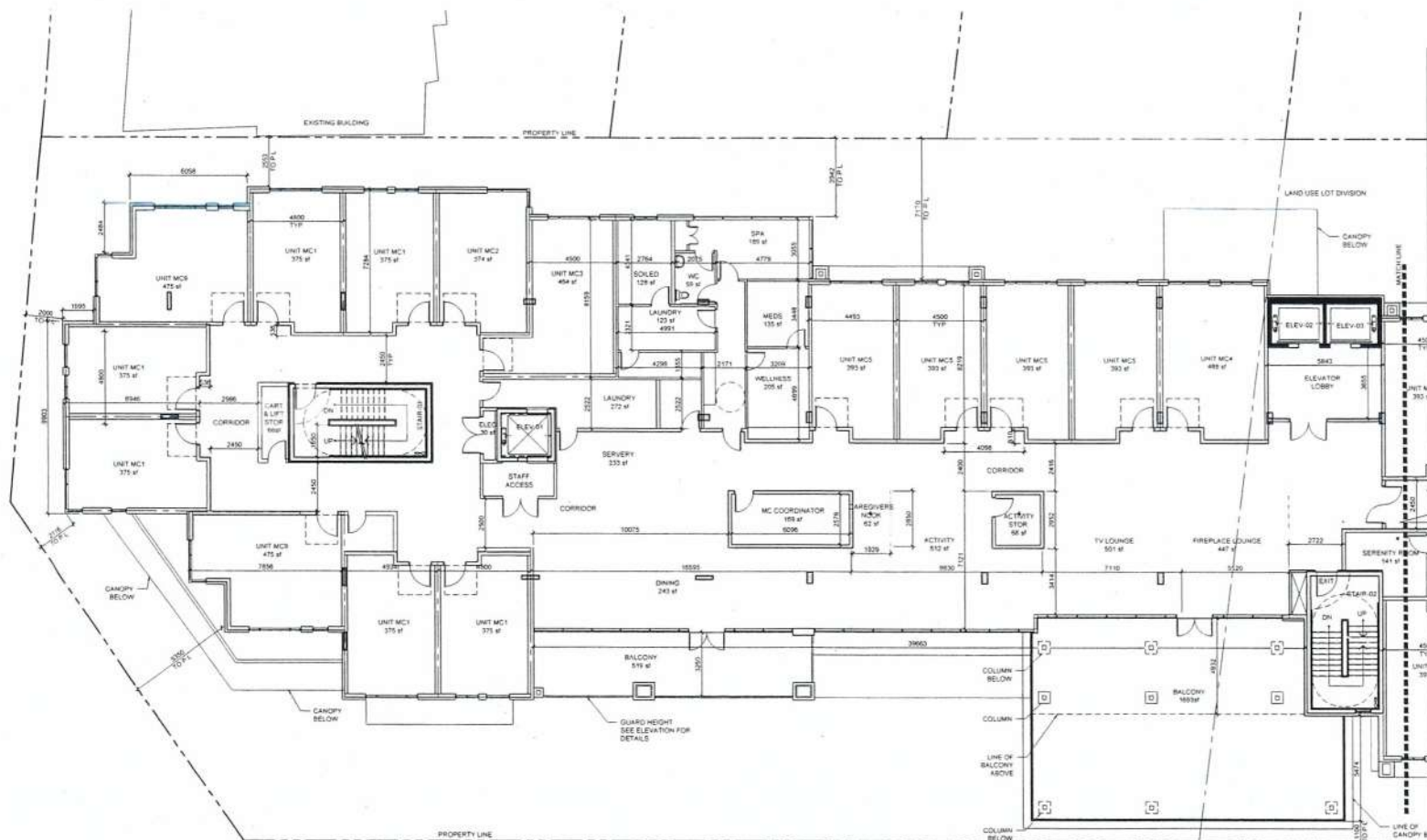
Received
City of Victoria

MAY 01 2019

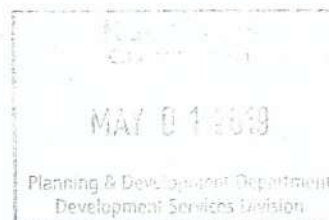
Planning & Development Department
Development Services Division



PLOT DATE: February 14, 2019 TIME: 10:38 AM FULL PRINT AND PUBLISHING: P:\NCCA-17-0221 - MAISON VICTORIA\SSC\DRAWING\PROJECT\TABLE 01-02-01.DWG PLOT DATE: 2/14/2019



01
DP208
PARTIAL FLOOR PLAN LEVEL 02- SOUTH
1:100



DATE	ISSUED FOR	REV
2018-05-17	DIGITAL DEVELOPMENT PERMIT	A
2018-06-12	DEVELOPMENT PERMIT	B
2018-10-23	REVISED DEVELOPMENT PERMIT	C
2019-02-15	REVISED DEVELOPMENT PERMIT	D

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This drawing shall not be used for construction purposes until the seal appearing herein is signed and sealed by the Architect or Engineer.

Project Component
Maison Victoria
Resipien

Consultants
Civil: MCHermey Consulting Services Ltd.
Landscape: Lombard North Group (R.C.) Inc.
Architectural: Norr Architects Engineers Planners

Sealed:

NORR
2100 - 4111 - 1st Floor - 10
Vancouver, BC V6C 1A4
www.norr.ca
NORR ARCHITECTS ENGINEERS PLANNERS
A Partnership of Licensed Professionals

Project Manager C. Abernethy	Drawn C. Clah
Project Leader C. Clah	Checked C. Abernethy

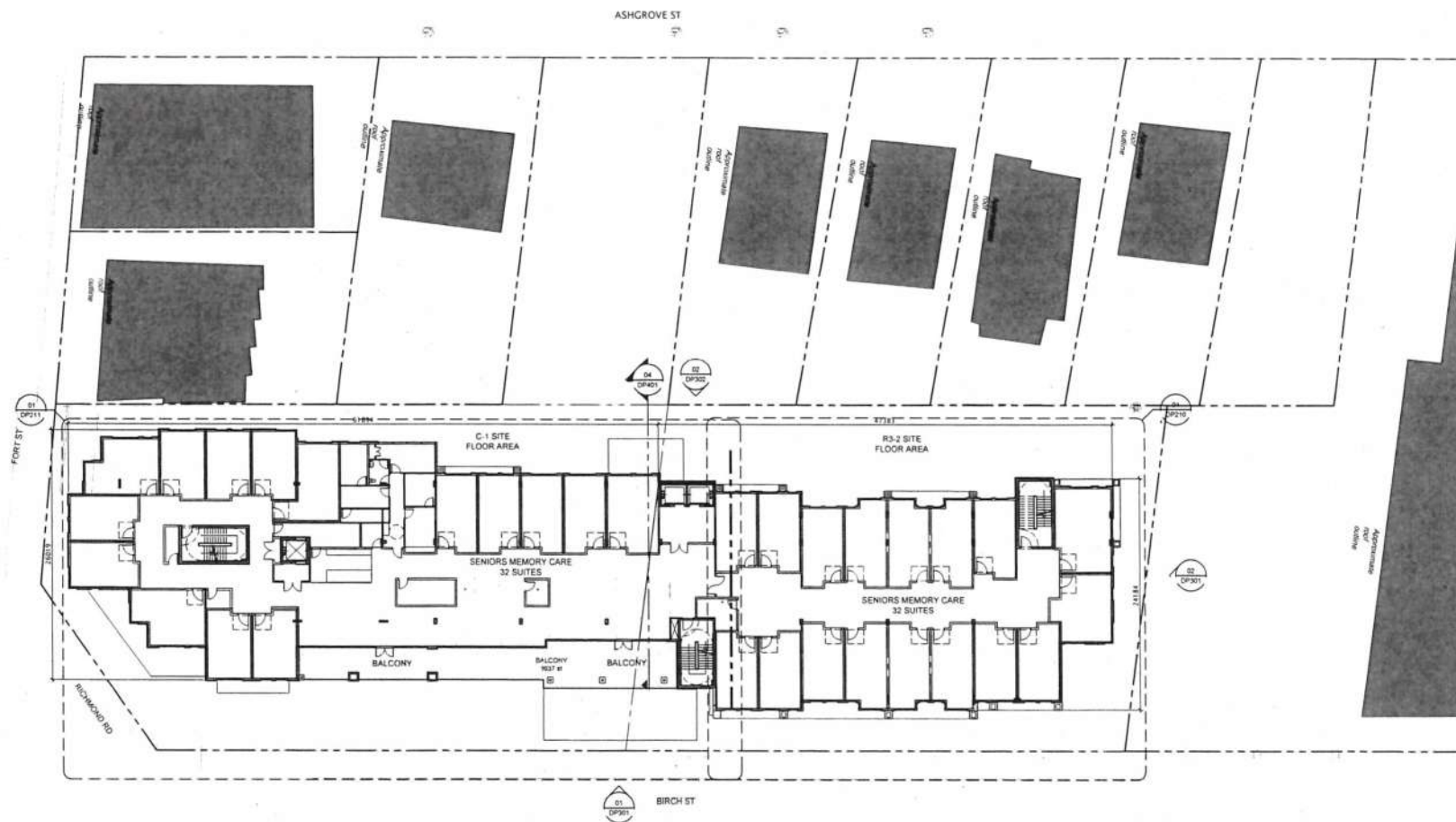
Client
MILIKEN REAL ESTATE CORPORATION
100-2489 BELLEVUE AVE
WEST VANCOUVER, B.C. V7V 1E1

Project
MAISON VICTORIA
1900 RICHMOND RD
VICTORIA, B.C.
V8R 4R2

Drawing Title
PARTIAL FLOOR PLAN
LEVEL 02
SOUTH

Check Scale (only the photo reduced)	1:100
Project No.	NCCA-17-0221
Drawing No.	DP208

PLOT DATE: February 14, 2019 TIME: 10:26 AM PLOT PATH AND FILENAME: P:\NCCA-17-0221-MAISON VICTORIA\NCCA-17-0221-MAISON VICTORIA\DWG\DP209.DWG PLOT TITLE: TABLE: P:\NCCA-17-0221-MAISON VICTORIA\NCCA-17-0221-MAISON VICTORIA\DWG\DP209.DWG



01
DP209
OVERALL FLOOR PLAN LEVEL 03
1:200

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City of Victoria

MAY 01 2019

Planning & Development Department
Development Services Division



DATE	ISSUED FOR	REV
2018-05-17	DIGITAL DEVELOPMENT PERMIT	A
2018-06-12	DEVELOPMENT PERMIT	B
2018-10-23	REVISED DEVELOPMENT PERMIT	C
2019-02-15	REVISED DEVELOPMENT PERMIT	D

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This drawing shall not be used for construction purposes until the seal appearing hereon is signed and filed by the Architect or Engineer.

Project Component
Maison Victoria
Residential

Consultants
Civil: McManney Consulting Services Ltd.
Landscape: McManney Consulting Services Ltd.
Architectural: NORR Architects Engineers Planners
Structural: NORR Architects Engineers Planners

Series:

NORR
2700 411 - 1st Street SE
Calgary, AB Canada T2C 4V1
403.243.1000
NORR ARCHITECTS ENGINEERS PLANNERS
A Partnership of Limited Companies
NORR ARCHITECTS LTD. (Saskatchewan)
NORR ENGINEERS LTD. (Alberta)
NORR PLANNERS LTD. (British Columbia)

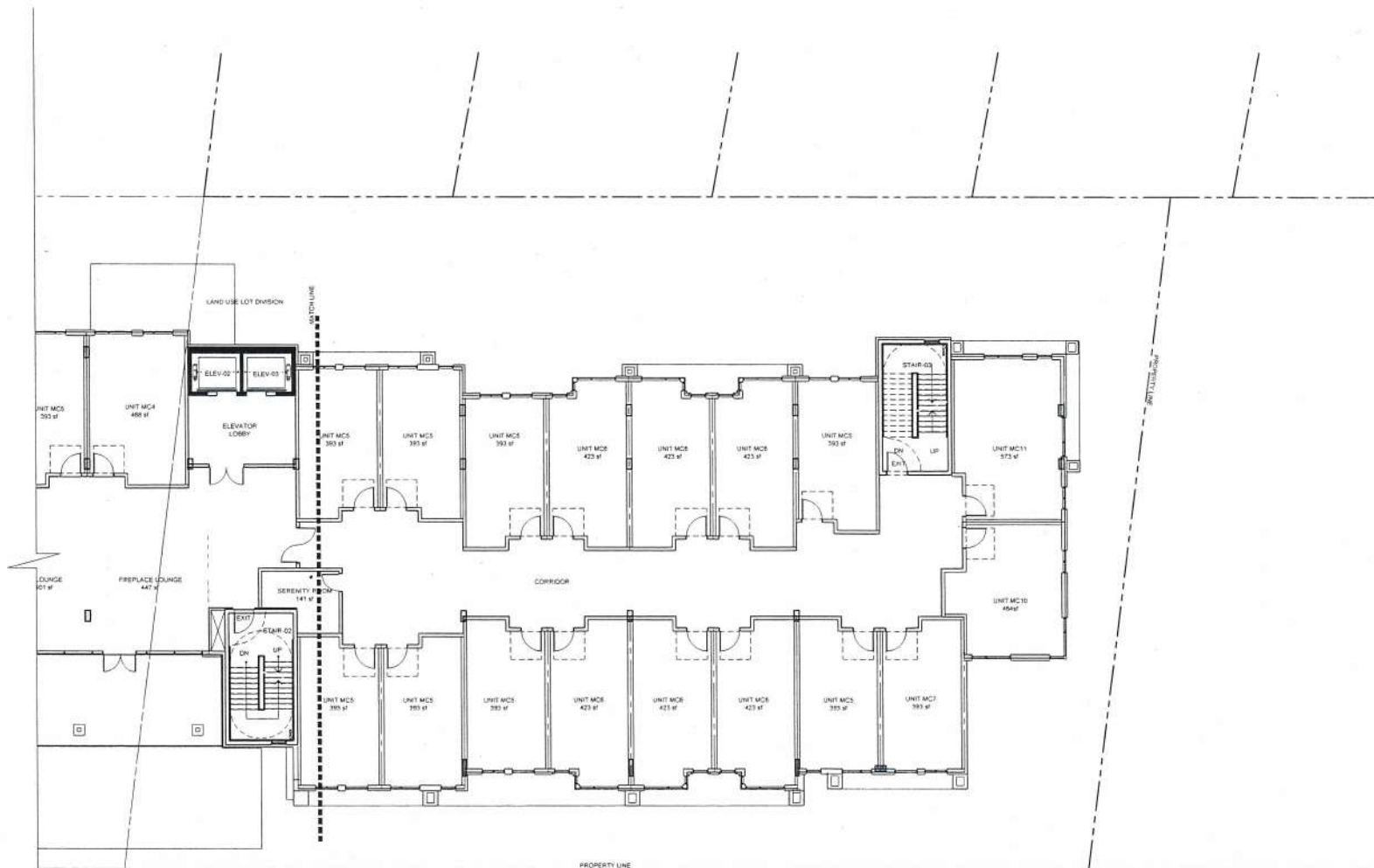
Project Manager	Drawn
C. Abernethy	C. Clark
Project Leader	Checked
C. Clark	C. Abernethy

Client
MILLIKEN REAL ESTATE CORPORATION
#100-3489 BELLEVUE AVE
WEST VANCOUVER, B.C. V7V 1E1

Project
MAISON VICTORIA
1900 RICHMOND RD
VICTORIA, B.C.
V8R 4R2

Drawing Title
OVERALL FLOOR PLAN
LEVEL 03

Check Scale (may be photo reduced):
1:200
0 10mm
Project No: NCCA-17-0221
Drawing No: DP209



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City of Victoria

MAY 01 2019

Planning & Development Department
Development Services Division



DATE	ISSUED FOR	RE
2018-05-17	DIGITAL DEVELOPMENT PERMIT	A
2018-06-12	DEVELOPMENT PERMIT	B
2018-10-23	REVISED DEVELOPMENT PERMIT	C
2019-02-15	REVISED DEVELOPMENT PERMIT	D

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Project Component

Mason Victoria

W012
Keyplan



Consultants	
Civil	McShannery Consulting Services Ltd
Landscape	Lombard North Group (B C) Inc
Architectural	Neh Architects Engineers Planners

Seals)

NORR

2000-411, 14 Avenue SE
 Calgary, AB Canada T2C 4A7
 www.1111.ca

NOIR AB INITIO ENCOUNTERS ANALYSIS
 A Partnership Model and Program

Project Manager C Abernombie	Drawn C Clark
Project Leader C Clark	Checked C Abernombie

Client
MILLIKEN REAL ESTATE
CORPORATION
#100-2489 BELLEVUE AVE
WEST VANCOUVER, B.C. V7V 1E1

Project
MAISON VICTORIA
 1900 RICHMOND RD
 VICTORIA, B C
 V8R 4R2

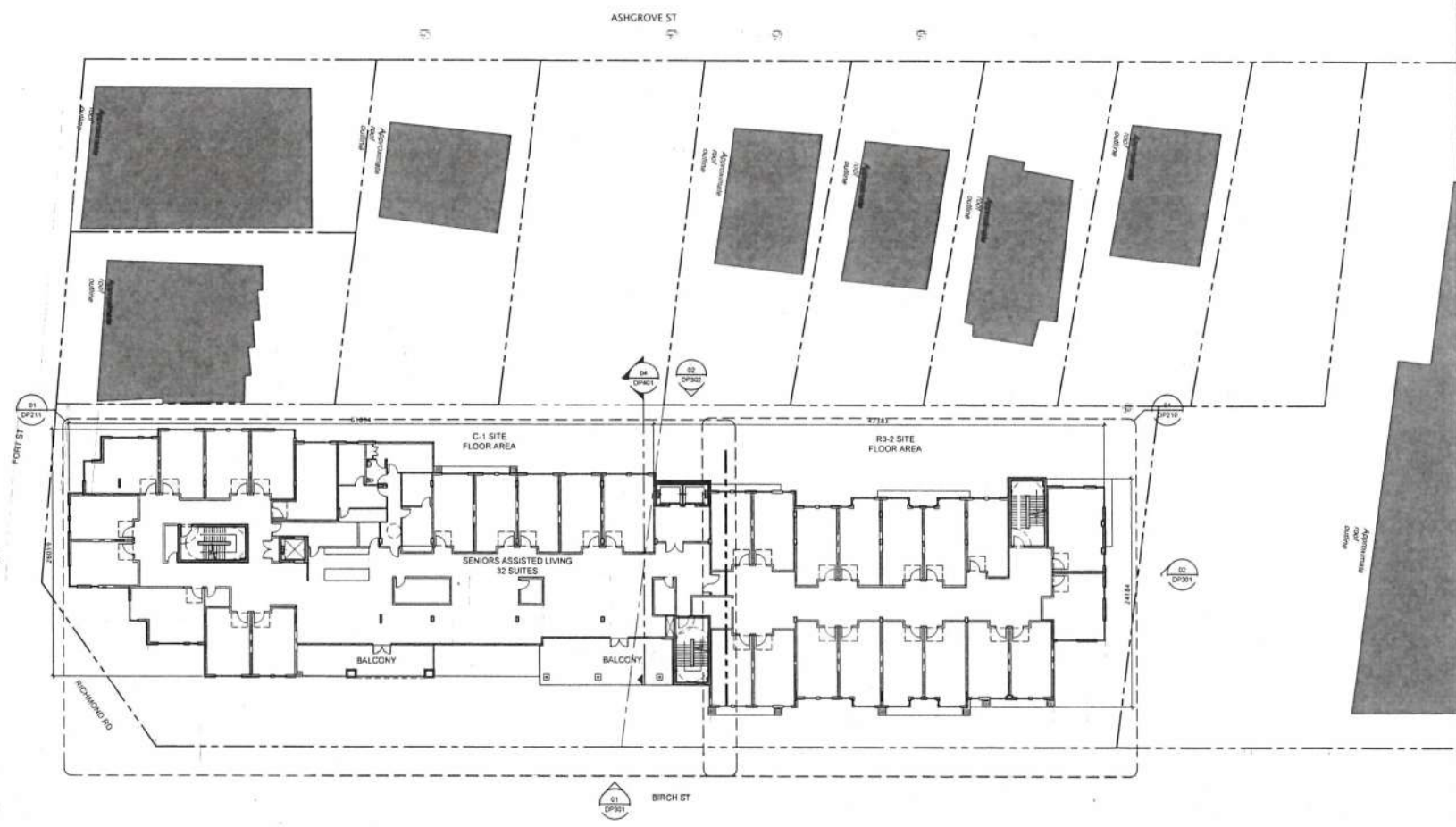
Drawing Title
PARTIAL FLOOR PLAN
LEVEL 03
NORTH

Check Scale (may be photo reduced):

0 10 cm

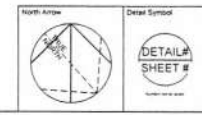
Project No	NCCA-17-0221
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PLAT DATE: February 14, 2019 TIME: 10:27 AM FULL PATH: AND FILENAME: P:\PROJECTS\2021\MAISON VICTORIA\000\DEVELOPMENT\DP209A.DWG PLOT STYLE TABLE: PMA-STD-100.dwt



01
DP209A
OVERALL FLOOR PLAN LEVEL 04
1/200

Received
City of Victoria
MAY 01 2019
Planning & Development Department
Development Services Division



DATE	ISSUED FOR	REV
2018-05-17	DIGITAL DEVELOPMENT PERMIT	A
2018-06-12	DEVELOPMENT PERMIT	B
2018-10-23	REVISED DEVELOPMENT PERMIT	C
2019-02-15	REVISED DEVELOPMENT PERMIT	D

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Project Component
Maison Victoria
Keyplan

Consultants
Civil: McElhenny Consulting Services Ltd.
Landscape: Lush Landscape Group Inc.
Architectural: NORR Architects Engineers Planners

Seal:
NORR
2300 411 - 1st Street SE
Calgary, AB Canada T2C 4V1
NORR ARCHITECTS ENGINEERS PLANNERS
A Partnership of Limited Companies

Project Manager	Drawn
C. Abernethy	C. Clark
Project Leader	Checked
C. Clark	C. Abernethy

Client:
WILLIKEN REAL ESTATE CORPORATION
#100-2489 BELLEVUE AVE
WEST VANCOUVER, B.C. V7V 1E1

Project:
MAISON VICTORIA
1900 RICHMOND RD
VICTORIA, B.C.
V8R 4R2

Drawing Title:
OVERALL FLOOR PLAN LEVEL 04

Check Scale (may be photo reduced):
1/200
0 10mm

Project No:
NCCA-17-0221

Drawing No:
DP209A

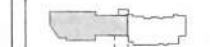
PLOT DATE: February 14, 2019 TIME: 10:20 AM FILE: PATH AND PLANNING - P:\PROJECTS\02111A - MAISON VICTORIA\04 SOUTH\04 SOUTH SHEET 04 SOUTH.PLA PLOT SCALE: 1/8" = 1'-0" (1/8" = 1'-0")

DATE	ISSUED FOR	REV
2018-05-17	DIGITAL DEVELOPMENT PERMIT	A
2018-06-12	DEVELOPMENT PERMIT	B
2018-10-23	REVISED DEVELOPMENT PERMIT	C
2019-02-15	REVISED DEVELOPMENT PERMIT	D

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Project Component
Maison Victoria
Residential



Consultants
Civil: MDRM Consulting Services Ltd.
Landscape: Lend Lease Group (B.C.) Inc.
Architectural: NORR Architects Engineers Planners

Drawn by: [Blank]

NORR
2500-411, 100 Street St.
Vancouver, B.C. V6Z 1K1
www.norr.ca
NORR ARCHITECTS ENGINEERS PLANNERS
A Partnership of United Companies

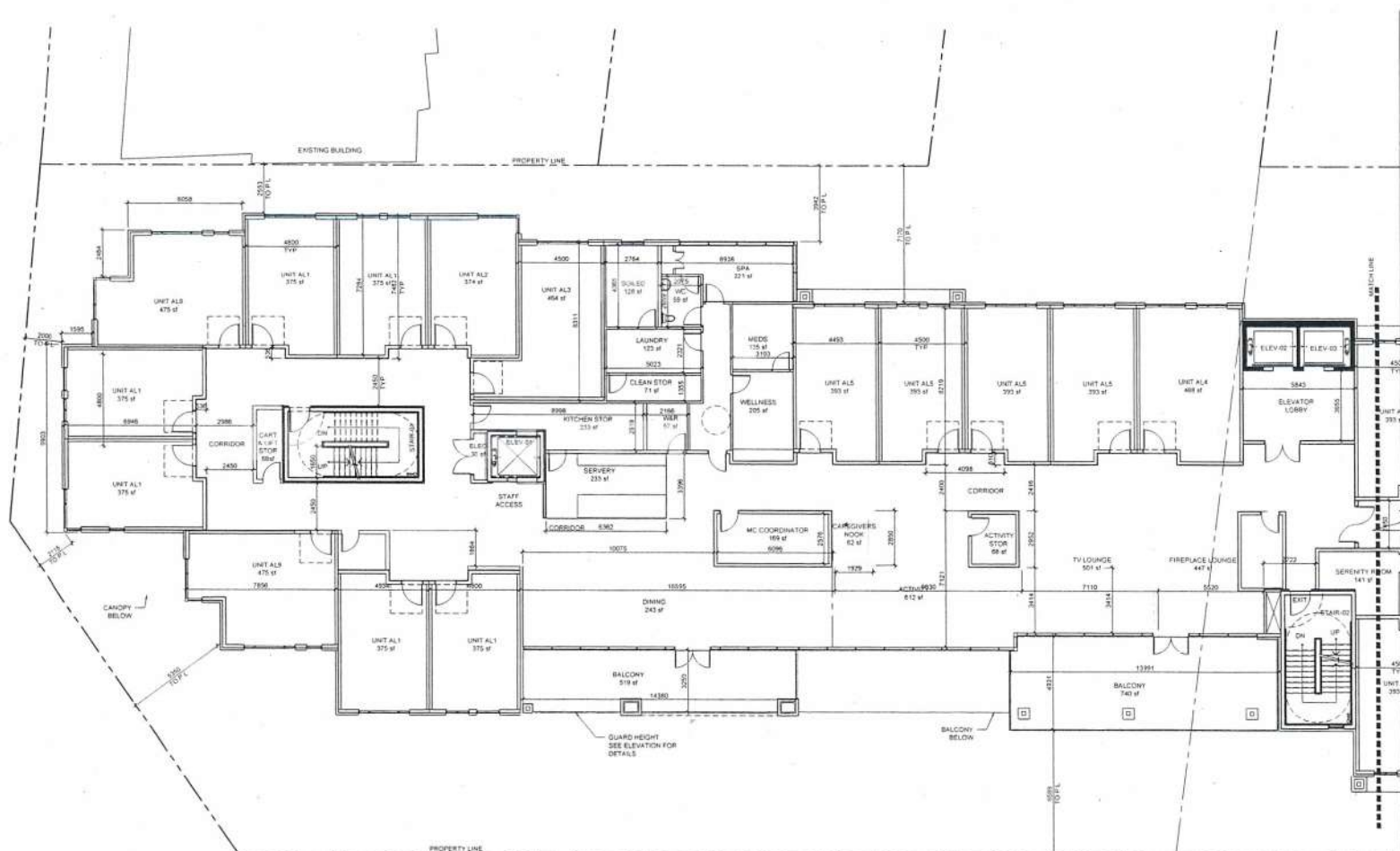
Project Manager: C. Alcorn
Project Leader: C. Clark
Client: MILLIKEN REAL ESTATE CORPORATION
#100-2459 BELLEVUE AVE
WEST VANCOUVER, B.C. V7V 1E1

Client: MILLIKEN REAL ESTATE CORPORATION
#100-2459 BELLEVUE AVE
WEST VANCOUVER, B.C. V7V 1E1

Project: MAISON VICTORIA
1900 RICHMOND RD
VICTORIA, B.C.
V8R 4R2

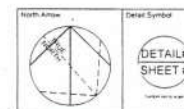
Drawing Title: PARTIAL FLOOR PLAN
LEVEL 04
SOUTH

Check Scale (max 64 plots reduced)
Project No: NCCA-17-0221
Drawing No: DP211A



01 PARTIAL FLOOR PLAN LEVEL 04- SOUTH
QP211A 1:100

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City of Victoria
MAY 01 2019
Planning & Development Department
Development Services Division



PLAT DATE: February 14, 2019 TIME: 10:28 AM FULL PATH AND FILE NAME: P:\LOCAL\001- MAISON VICTORIA\001-000\PROJECTS\DP212 OVERALL FLOOR PLAN LEVEL 05.DWG P:\LOCAL\001-000\PROJECTS\DP212 OVERALL FLOOR PLAN LEVEL 05.DWG

DATE	ISSUED FOR	REV
2018-05-17	DIGITAL DEVELOPMENT PERMIT	A
2018-06-12	DEVELOPMENT PERMIT	B
2018-10-23	REVISED DEVELOPMENT PERMIT	C
2019-02-15	REVISED DEVELOPMENT PERMIT	D

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Project Components
Maison Victoria
Residential

Consultants
Civil: McInerney Consulting Services Ltd.
Landscape: Landmark North Group Inc.
Architectural: Nor Architects Engineers Planners

Seals:

NORR
1000-411 1st Street SE
Calgary, AB Canada T2G 0H1
www.norr.com
NORR ARCHITECTS ENGINEERS PLANNERS
A Partnership of Limited Companies
NORR ARCHITECTS LTD.
NORR ENGINEERS LTD.
NORR PLANNERS LTD.

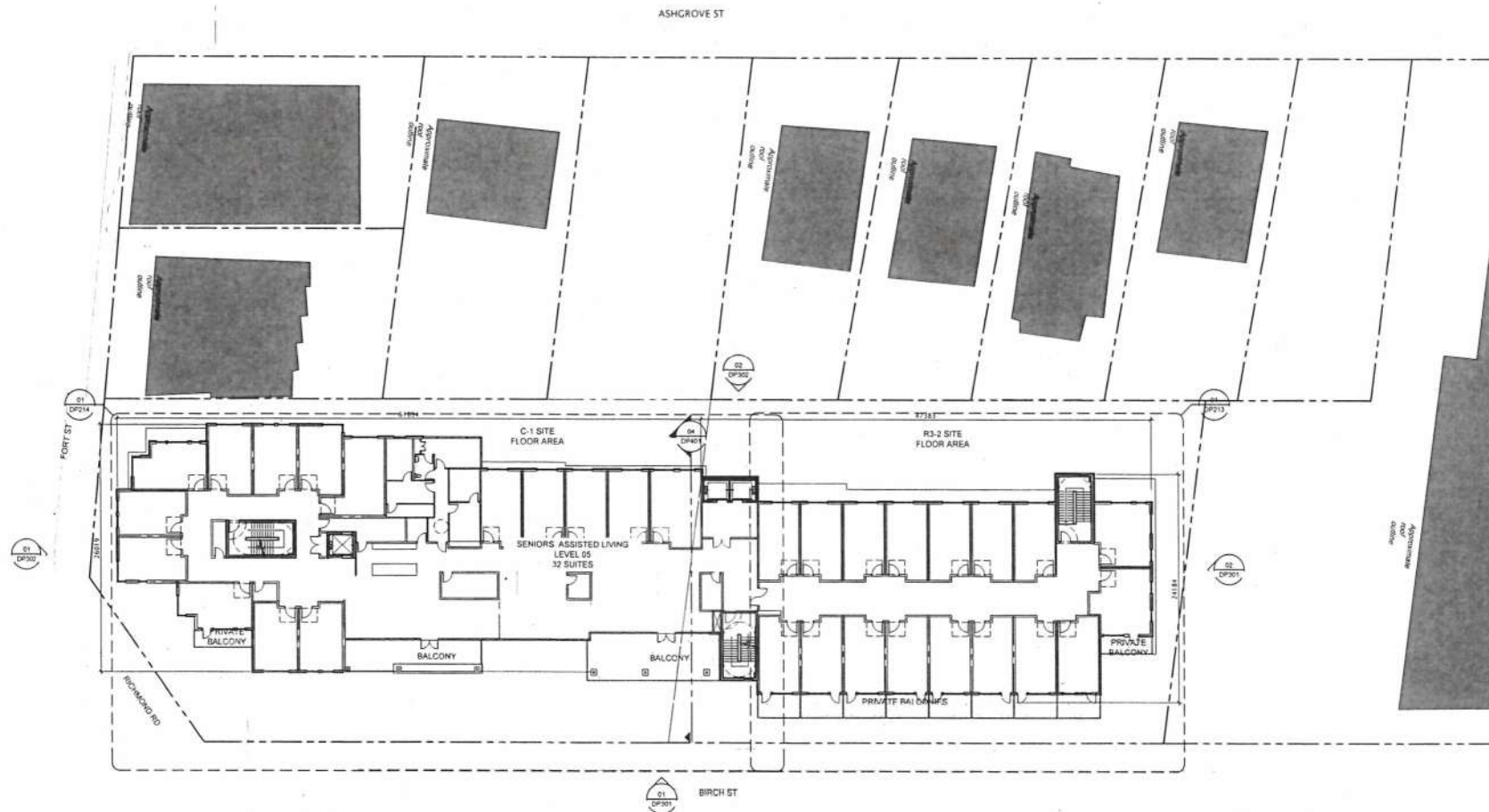
Project Manager C. Abernethy	Drawn C. Clark
Project Leader C. Clark	Checked C. Abernethy

Client:
MILLIKEN REAL ESTATE CORPORATION
#100-2489 BELLEVUE AVE
WEST VANCOUVER, B.C. V7V 1E1

Project:
MAISON VICTORIA
1500 RICHMOND RD
VICTORIA, B.C.
V8R 4R2

Drawing Title:
OVERALL FLOOR PLAN LEVEL 05

Check Scale (may be photo reduced)
1 inch = 10m
Project No: NCCA-17-0221
Drawing No: DP212

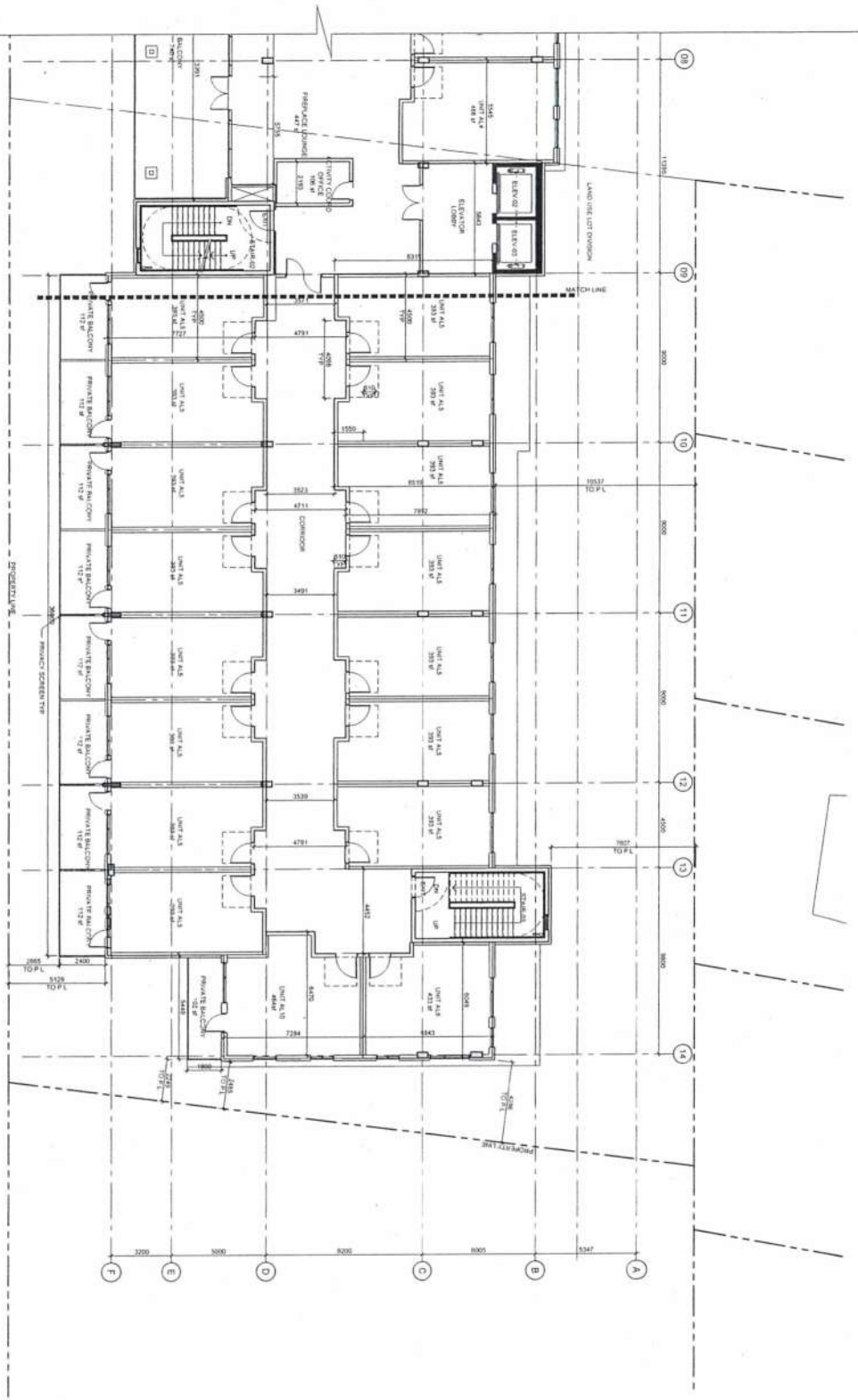


01
DP212
OVERALL FLOOR PLAN LEVEL 05
1:200

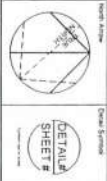
Received
City of Victoria
MAY 01 2019
Planning & Development Department
Development Services Division



01
PARTIAL FLOOR PLAN LEVEL 05 NORTH
1:100
DP213



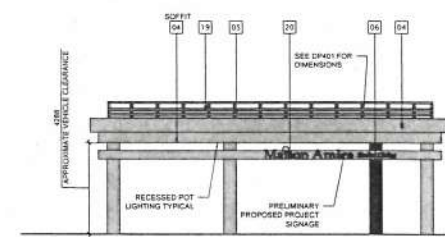
Received
City of Victoria
MAY 01 2019
Planning & Development Department
Development Services Division



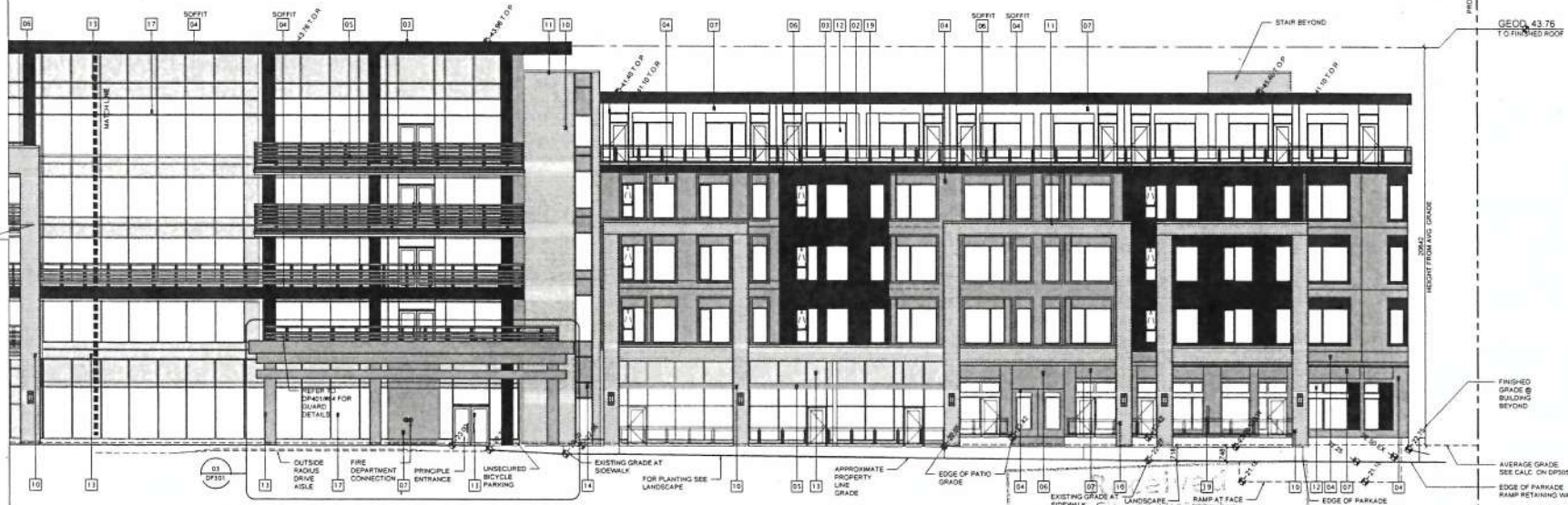
<p>DATE ISSUED FOR</p> <p>2018.06.11 PARTIAL DEVELOPMENT PERMIT A</p> <p>2018.06.12 DEVELOPMENT PERMIT B</p> <p>2018.05.23 REVERSED DEVELOPMENT PERMIT C</p> <p>2018.05.15 REVERSED DEVELOPMENT PERMIT D</p>	<p>REVISIONS</p> <p>2018.06.11 PARTIAL DEVELOPMENT PERMIT A</p> <p>2018.06.12 DEVELOPMENT PERMIT B</p> <p>2018.05.23 REVERSED DEVELOPMENT PERMIT C</p> <p>2018.05.15 REVERSED DEVELOPMENT PERMIT D</p>	<p>PROJECT INFORMATION</p> <p>Project Name: MAISON VICTORIA</p> <p>Project Address: 1000 RICHMOND RD, VICTORIA, B.C.</p> <p>Project Owner: NORR</p> <p>Project Manager: [Name]</p> <p>Project Engineer: [Name]</p> <p>Project Architect: [Name]</p> <p>Project Designer: [Name]</p> <p>Project Draftsman: [Name]</p> <p>Project Checker: [Name]</p> <p>Project Approver: [Name]</p>	<p>NOTES</p> <p>1. This drawing is a partial floor plan for Level 05 North. It shows the layout of the units, common areas, stairs, and elevators. The units are labeled with numbers and areas. The common areas are labeled with 'COMMON'.</p> <p>2. The units are all 307 sq ft.</p> <p>3. The common areas are 112 sq ft.</p> <p>4. The stairs and elevators are located in the center of the building.</p> <p>5. The north arrow is located in the bottom right corner.</p>	<p>LEGEND</p> <p>UNIT A15 (307 sq ft)</p> <p>UNIT A16 (307 sq ft)</p> <p>UNIT A17 (307 sq ft)</p> <p>UNIT A18 (307 sq ft)</p> <p>UNIT A19 (307 sq ft)</p> <p>UNIT A20 (307 sq ft)</p> <p>UNIT A21 (307 sq ft)</p> <p>UNIT A22 (307 sq ft)</p> <p>UNIT A23 (307 sq ft)</p> <p>UNIT A24 (307 sq ft)</p> <p>UNIT A25 (307 sq ft)</p> <p>UNIT A26 (307 sq ft)</p> <p>UNIT A27 (307 sq ft)</p> <p>UNIT A28 (307 sq ft)</p> <p>UNIT A29 (307 sq ft)</p> <p>UNIT A30 (307 sq ft)</p> <p>UNIT A31 (307 sq ft)</p> <p>UNIT A32 (307 sq ft)</p> <p>UNIT A33 (307 sq ft)</p> <p>UNIT A34 (307 sq ft)</p> <p>UNIT A35 (307 sq ft)</p> <p>UNIT A36 (307 sq ft)</p> <p>UNIT A37 (307 sq ft)</p> <p>UNIT A38 (307 sq ft)</p> <p>UNIT A39 (307 sq ft)</p> <p>UNIT A40 (307 sq ft)</p> <p>UNIT A41 (307 sq ft)</p> <p>UNIT A42 (307 sq ft)</p> <p>UNIT A43 (307 sq ft)</p> <p>UNIT A44 (307 sq ft)</p> <p>UNIT A45 (307 sq ft)</p> <p>UNIT A46 (307 sq ft)</p> <p>UNIT A47 (307 sq ft)</p> <p>UNIT A48 (307 sq ft)</p> <p>UNIT A49 (307 sq ft)</p> <p>UNIT A50 (307 sq ft)</p> <p>UNIT A51 (307 sq ft)</p> <p>UNIT A52 (307 sq ft)</p> <p>UNIT A53 (307 sq ft)</p> <p>UNIT A54 (307 sq ft)</p> <p>UNIT A55 (307 sq ft)</p> <p>UNIT A56 (307 sq ft)</p> <p>UNIT A57 (307 sq ft)</p> <p>UNIT A58 (307 sq ft)</p> <p>UNIT A59 (307 sq ft)</p> <p>UNIT A60 (307 sq ft)</p> <p>UNIT A61 (307 sq ft)</p> <p>UNIT A62 (307 sq ft)</p> <p>UNIT A63 (307 sq ft)</p> <p>UNIT A64 (307 sq ft)</p> <p>UNIT A65 (307 sq ft)</p> <p>UNIT A66 (307 sq ft)</p> <p>UNIT A67 (307 sq ft)</p> <p>UNIT A68 (307 sq ft)</p> <p>UNIT A69 (307 sq ft)</p> <p>UNIT A70 (307 sq ft)</p> <p>UNIT A71 (307 sq ft)</p> <p>UNIT A72 (307 sq ft)</p> <p>UNIT A73 (307 sq ft)</p> <p>UNIT A74 (307 sq ft)</p> <p>UNIT A75 (307 sq ft)</p> <p>UNIT A76 (307 sq ft)</p> <p>UNIT A77 (307 sq ft)</p> <p>UNIT A78 (307 sq ft)</p> <p>UNIT A79 (307 sq ft)</p> <p>UNIT A80 (307 sq ft)</p> <p>UNIT A81 (307 sq ft)</p> <p>UNIT A82 (307 sq ft)</p> <p>UNIT A83 (307 sq ft)</p> <p>UNIT A84 (307 sq ft)</p> <p>UNIT A85 (307 sq ft)</p> <p>UNIT A86 (307 sq ft)</p> <p>UNIT A87 (307 sq ft)</p> <p>UNIT A88 (307 sq ft)</p> <p>UNIT A89 (307 sq ft)</p> <p>UNIT A90 (307 sq ft)</p> <p>UNIT A91 (307 sq ft)</p> <p>UNIT A92 (307 sq ft)</p> <p>UNIT A93 (307 sq ft)</p> <p>UNIT A94 (307 sq ft)</p> <p>UNIT A95 (307 sq ft)</p> <p>UNIT A96 (307 sq ft)</p> <p>UNIT A97 (307 sq ft)</p> <p>UNIT A98 (307 sq ft)</p> <p>UNIT A99 (307 sq ft)</p> <p>UNIT A100 (307 sq ft)</p>
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02 PARTIAL EAST ELEVATION
DP301 1:100



03 ENTRY CANOPY DETAIL
DP301 1:100



01 PARTIAL EAST ELEVATION
DP301 1:100

MATERIAL LEGEND	
01	NOT USED
02	ALUMINUM FACIA (COLOUR CHARCOAL)
03	PRE FINISHED METAL FLASHING (COLOUR TO MATCH ADJACENT MATERIAL)
04	WOOD LOOK PANEL (COLOUR WALNUT BROWN)
05	WOOD LOOK ACCENT TRIM SLATS (COLOUR TO MATCH #04)
06	METAL PANEL AND TRIM (COLOUR CHARCOAL)
07	METAL PANEL AND TRIM (COLOUR LIGHT GREY)
08	MASONRY BRICK (COLOUR CHARCOAL)
09	CONCRETE MASONRY CAP (COLOUR BROWN TO MATCH #04)
10	MASONRY BRICK (COLOUR LINEN)
11	CONCRETE MASONRY CAP (BEIGE)
12	GLAZING SYSTEM w/ CLEAR ANODIZED WINDOW MULLIONS
13	GLAZING SYSTEM SPANDREL PANEL (COLOUR TO MATCH ADJACENT GLAZING)
14	GLAZING SYSTEM SPANDREL PANEL (COLOUR TO MATCH #09)
15	GLAZING SYSTEM SPANDREL PANEL (COLOUR TO MATCH #04)
16	EXTERIOR GLAZING W/ HIDDEN MULLION (COLOUR CLEAR)
17	EXTERIOR GLAZING w/ MULLION CAP (COLOUR CLEAR w/ CLEAR ANODIZED CAP)
18	EXTERIOR MOUNTED DIRECTIONAL LIGHTING (FEATURE COLOUR CHARCOAL)
19	PRE-FIN METAL FRAME GLASS PANEL BALCONY (COLOUR CHARCOAL)
20	GLAZING PANEL SYSTEM (COLOUR CHARCOAL)
21	EXTERIOR ENTRY DOOR TO MATCH ADJACENT MATERIAL
22	EXTERIOR OVERHEAD DOOR TO MATCH ADJACENT MATERIAL
23	METAL LOUVRES (COLOUR CHARCOAL)

NOTES
SOFFIT OVERHANG TO BE METAL WOOD GRAIN FINISHING TO MATCH #04 BALUST ROD (IN FLAT ROD)

DATE	ISSUED FOR	REV
2018-05-17	DIGITAL DEVELOPMENT PERMIT	A
2018-06-12	DEVELOPMENT PERMIT	B
2018-10-23	REVISED DEVELOPMENT PERMIT	C
2019-02-15	REVISED DEVELOPMENT PERMIT	D
2019-04-05	REVISED DEVELOPMENT PERMIT	E

This drawing has been prepared solely for the use of the CLIENT and there are no representations of any kind made by NORR Architects Engineers Planners in any party with whom NORR Architects Engineers Planners has no known or a contract.
This drawing shall not be used for construction purposes until the seal appearing hereon is signed and dated by the Architect or Engineer.

Project Component
Maicon Victoria
Kipling

Consultants
Civil: McEnamney Consulting Services Ltd.
Landscape: Lushland Group (B.C.) Inc.
Architectural: Norr Architects Engineers Planners

Scale(s)
1:100

NORR
2100 411 1st Street SE
Calgary, AB Canada T2C 4V5
norr.com
NORR ARCHITECTS ENGINEERS PLANNERS
A Partnership of Limited Companies
1. NORR ARCHITECTS ENGINEERS PLANNERS
2. NORR ARCHITECTS ENGINEERS PLANNERS
3. NORR ARCHITECTS ENGINEERS PLANNERS
4. NORR ARCHITECTS ENGINEERS PLANNERS
5. NORR ARCHITECTS ENGINEERS PLANNERS

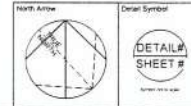
Project Manager	Drawn
C. Abernethy	C. Clark
Project Leader	Checked
C. Clark	C. Abernethy

Client
MILLIKEN REAL ESTATE CORPORATION
8100 2485 BELLEVUE AVE
WEST VANCOUVER, B.C. V7V 1E1

Project
MAISON VICTORIA
1900 RICHMOND RD
VICTORIA, B.C. V8R 4R2

Drawing Title
EXTERIOR ELEVATIONS
EAST ELEVATION
ENTRY CANOPY DETAILS & SIGNAGE

Check Scale (may be photo reduced)
1 inch = 1 foot
1:100
Project No. NCCA-17-0221
Drawing No. DP301



MAY 01 2019
Planning & Development Department
Development Services Division



01 OVERALL SITE CONTEXT ELEVATION SOUTH
DP304 1:200 APPROXIMATE



03 OVERALL SITE CONTEXT ELEVATION- EAST
DP304 1:200 APPROXIMATE

NOTE
COLOURED RENDERINGS ARE FOR SITE AND MATERIAL CONTEXT TO DEMONSTRATE INTENT OF MATERIAL FINISHES AND SHOW BUILDING SCALE IN CONTEXT
SCALE INDICATED IS APPROXIMATED FROM ELEVATIONS
SEE DP301-DP303 FOR DETAIL NOTES AND DIMENSIONS (TO SCALE)



DATE	ISSUED FOR	RE
2018-05-17	DIGITAL DEVELOPMENT PERMIT	A
2018-06-12	DEVELOPMENT PERMIT	B
2018-10-23	REVISED DEVELOPMENT PERMIT	C
2018-02-18	REVISED DEVELOPMENT PERMIT	D

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Project Component
Maison Victoria
Keyplan

Consultants
Civil: M/Emergency Consulting Services Ltd
Landscape: Lushmore North Group B/C Inc.
Architecture: Hux Architects Engineers Planners

Scale:

NORR
1001-1011 141 Street St.
Vancouver, BC V6A 1T1
Tel: 604-681-1111
Fax: 604-681-1112
www.norr.ca

Project Manager: C. Abernethy
Project Lead: C. Clark
Checked: C. Clark

Client: MILLIKEN REAL ESTATE CORPORATION
#100-2489 BELLEVUE AVE
WEST VANCOUVER, B.C. V6V 1E1

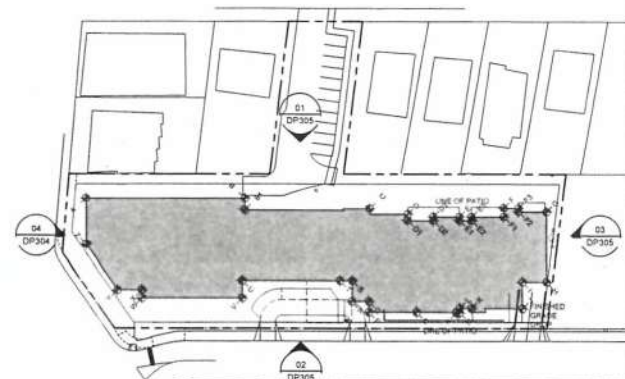
Project: MAISON VICTORIA
1900 RICHMOND RD
VICTORIA, B.C.
V8R 4R2

Drawing Title: EXTERIOR ELEVATIONS
SITE CONTEXT

Check Scale (may be photo reduced):
Project No: NCCA-17-0221
Drawing No: DP304



04 SOUTH ELEVATION
DP305 1:200



05
DP305

KEY PLAN AVERAGE GRADE CALCULATION

1:500



02 EAST ELEVATION
DP305 1/200



01 WEST ELEVATION
DP305 1/200

AVERAGE GRADE CALCULATION					
POINT	GRADE	AVG. GRADE	MULTIPLY	DISTANCE	CALC. TOTAL
A	23.5114	23.500	x	7.5641	187.6389
B	23.5114	23.400	x	7.991	63.3726
B3	23.52181AC	23.54	x	20.55	673.877
C	22.95181AC	22.9603	x	6.88	209.323
D	23.01181AC	23.06	x	7.99	63.3726
E1	23.02181AC	23.04	x	14.52	181.52
E2	23.03181AC	23.06	x	0.91	0.8349
F1	23.04181AC	23.22	x	5.73	135.764
F2	23.05181AC	23.22	x	0.91	0.8349
G	23.11181AC	23.22	x	1.84	3.4556
H	23.12181AC	23.49	x	0.91	15.6717
I1	23.13181AC	23.49	x	7.16	127.274
I2	23.14181AC	23.49	x	1.84	3.4556
J	23.06181AC	23.49	x	1.84	3.4556
K	23.07181AC	23.49	x	1.84	3.4556
L	23.08181AC	23.49	x	1.84	3.4556
M	23.09181AC	23.49	x	1.84	3.4556
N	23.10181AC	23.49	x	1.84	3.4556
O	23.11181AC	23.49	x	1.84	3.4556
P	23.12181AC	23.49	x	1.84	3.4556
Q	23.13181AC	23.49	x	1.84	3.4556
R	23.14181AC	23.49	x	1.84	3.4556
S	23.15181AC	23.49	x	1.84	3.4556
T	23.16181AC	23.49	x	1.84	3.4556
U	23.17181AC	23.49	x	1.84	3.4556
V	23.18181AC	23.49	x	1.84	3.4556
W	23.19181AC	23.49	x	1.84	3.4556
X	23.20181AC	23.49	x	1.84	3.4556
Y	23.21181AC	23.49	x	1.84	3.4556
Z	23.22181AC	23.49	x	1.84	3.4556
AA	23.23181AC	23.49	x	1.84	3.4556
AB	23.24181AC	23.49	x	1.84	3.4556
AC	23.25181AC	23.49	x	1.84	3.4556
AD	23.26181AC	23.49	x	1.84	3.4556
AE	23.27181AC	23.49	x	1.84	3.4556
AF	23.28181AC	23.49	x	1.84	3.4556
AG	23.29181AC	23.49	x	1.84	3.4556
AH	23.30181AC	23.49	x	1.84	3.4556
AI	23.31181AC	23.49	x	1.84	3.4556
AJ	23.32181AC	23.49	x	1.84	3.4556
AK	23.33181AC	23.49	x	1.84	3.4556
AL	23.34181AC	23.49	x	1.84	3.4556
AM	23.35181AC	23.49	x	1.84	3.4556
AN	23.36181AC	23.49	x	1.84	3.4556
AO	23.37181AC	23.49	x	1.84	3.4556
AP	23.38181AC	23.49	x	1.84	3.4556
AQ	23.39181AC	23.49	x	1.84	3.4556
AR	23.40181AC	23.49	x	1.84	3.4556
AS	23.41181AC	23.49	x	1.84	3.4556
AT	23.42181AC	23.49	x	1.84	3.4556
AU	23.43181AC	23.49	x	1.84	3.4556
AV	23.44181AC	23.49	x	1.84	3.4556
AW	23.45181AC	23.49	x	1.84	3.4556
AX	23.46181AC	23.49	x	1.84	3.4556
AY	23.47181AC	23.49	x	1.84	3.4556
AZ	23.48181AC	23.49	x	1.84	3.4556
BA	23.49181AC	23.49	x	1.84	3.4556
BB	23.50181AC	23.49	x	1.84	3.4556
BC	23.51181AC	23.49	x	1.84	3.4556

Project No.	NCCA-17-0221
Drawing No.	DP305

Received
City of Victoria
MAY 01 2019
Planning & Development Department
Development Services Division



Detail Symbol

DETAIL#
SHEET #

Project Component	
Maison Victoria	

Consultants	
Civil	McShannan
Landscape	Lundberg North Group
Architectural	North Architects Engineers Planners
Structural	
Mechanical	Mechanical Firm Name
Electrical	Electrical Firm Name

Sealish

NORR[illegible]

Project Manager C. Adertrombe	Drawn
Project Leader C. Gile	Checked

Client
MILLIKEN DEVELOPMENTS
#100-2489 BELLEVUE AVE
WEST VANCOUVER, BC
V7V 1E1

Project
MAISON VICTORIA
1900 RICHMOND RD
VICTORIA, B.C.
V8R 4R2

Drawing Title

**LANDSCAPE
PLAN**

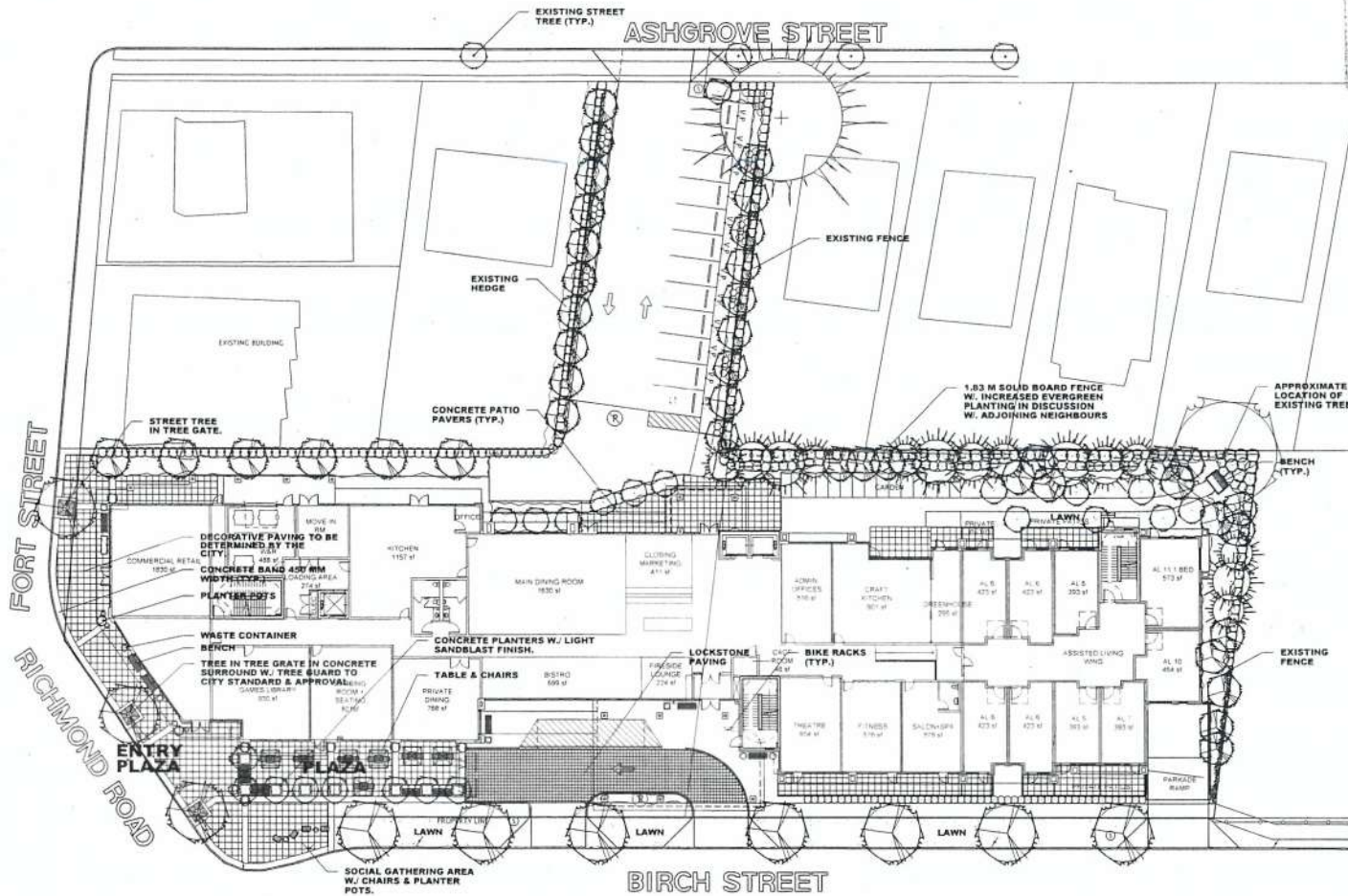
Check Scale (may be photo reduced)

0 1 inch 0 10 mm

Project No. NCCA-17-0221

Drawing No. P1

97



MEDIUM DECIDUOUS TREE TO BE A SELECTION OF:
RED MAPLE, TREMBLING ASPEN, LIQUIDAMBAR, HEDGE
MAPLE, KATSURA TREE:
SIZE: 8.0 CM CAL., 5.5-6.5 M HT.,
APPROXIMATE NO. 10

SMALL DECIDUOUS TREE TO BE A SELECTION OF:
EDDIES WHITE WONDER, KOUSSA DOGWOOD;
SIZE: 6.0 CM CAL., 4.5-5.5 M HT.; APPROXIMATE NO. - 06

COLUMNAR DECIDUOUS TREE TO BE A SELECTION OF:
COLUMNAR GOLD MAPLE, COLUMNAR RED MAPLE;
SIZE: 8.0 CM CAL., 5.5-6.5 M HT.; -
APPROXIMATE NO. - 36

CONIFEROUS TREE TO BE A SELECTION OF:
DOUGLAS FIR, HEMLOCK;
SIZE 3.0, 4.0, 4.5 M HT., APPROXIMATE NO. - 14

MULTISTEMED TO BE A SELECTION OF: STAR MAGNOLIA (DEC), CAMELLIA (BL), STAGHORN SUMAC (DEC),
SIZE: 3.0 M. HT.; APPROXIMATE NO. - 23

LARGE SHRUB TO BE A SELECTION OF: GLOSSY
ABELIA (BL), PIERIS (BL), RHODODENDRON (BL),
MEXICAN ORANGE (BL), DECIDUOUS AZALEA (DEC),
COTONEASTER (BL), PORTUGUESE LAUREL (BL).
SIZE 27 CM POT: APPROXIMATE NO. - 25

MEDIUM SHRUB TO BE A SELECTION OF:
HARD HACK (DEC), NOOTKA ROSE (DEC),
RHODODENDRON (BL), OREGON GRAPE (BL),

THIMBLE BERRY (DEC), SALMON BERRY (DEC);
SIZE 21 CM POT; APPROXIMATE NO. - 257

SMALL SHRUB TO BE A SELECTION OF: SALAL (BL),

LONG-LEAF MANHOTA (BL), SWORDFERN (BL), ROCK
DAPHNE (BL), DEER FERN (BL), MAIDEN HAIR FERN
(DEC), SIZE 15 CM POT; APPROXIMATE NO. - 142
VINES TO BE A SELECTION OF: EYECANTHA (BL)

ENGELMANN IVY (DEC), CLEMATIS (DEC);
SIZE 21 CM POT; APPROXIMATE NO. - 06

GROUNDCOVER TO BE A SELECTION OF:
MARGUERITE (DEC), CLEMATIS (DEC);

- LANDSCAPE AREAS ARE TO BE IRRIGATED WITH A FULLY AUTOMATIC UNDERGROUND IRRIGATION SYSTEM.
- THIS DRAWING IS CONCEPTUAL ONLY AND NOT INTENDED FOR CONSTRUCTION PURPOSES.
- THIS DRAWING IS FOR SOFT LANDSCAPE ONLY.

DETAIL#
SHEET #



Committee of the Whole Report For the Meeting of April 11, 2019

To: Committee of the Whole **Date:** March 28, 2019

From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development

Subject: Rezoning Application No. 00651 for 1900-1912 Richmond Road

RECOMMENDATION

That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00651 for 1900-1912 Richmond Road, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set once the following conditions are met:

1. Preparation and execution of the following legal documents to the satisfaction of the City Solicitor:
 - a. Statutory Right-of-Way of 1.82m off Fort Street
 - b. Statutory Right-of-Way of 1.39m off Birch Street
 - c. Statutory Right-of-Way of 4.53m off Richmond Road
 - d. Statutory Right-of-Way of 1.44m off Ashgrove Street
 - e. Housing Agreement to secure the building as rental in perpetuity and to secure the amenity spaces as noted on plans date stamped March 14, 2019.
2. Submission of revised plans that address the parking shortfall and the slope of the driveway to the underground parking.

LEGISLATIVE AUTHORITY

In accordance with Section 479 of the *Local Government Act*, Council may regulate within a zone the use of land, buildings and other structures, the density of the use of the land, building and other structures, the siting, size and dimensions of buildings and other structures as well as the uses that are permitted on the land and the location of uses on the land and within buildings and other structures.

In accordance with Section 483 of the *Local Government Act*, Council may enter into a Housing Agreement which may include terms agreed to by the owner regarding the occupancy of the housing units and provided such agreement does not vary the use of the density of the land from that permitted under the zoning bylaw.

EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for a Rezoning Application for the property located at 1900-1912 Richmond Road. The proposal

is to rezone from the R3-2 Zone, Multiple Dwelling District, and the C-1 Zone, Limited Commercial District, to a site-specific zone in order to construct a five-storey assisted living and memory care building with ground floor commercial uses along Fort Street and Richmond Road.

The following points were considered in assessing this Application:

- the proposal is consistent with the Large Urban Village and Urban Residential designations in the *Official Community Plan* (2012), which envision densities up to approximately 2.5:1 and 2.0:1 respectively and building heights up to six storeys
- the proposal is inconsistent with the policies of the *Jubilee Neighbourhood Plan* (1996) to maintain current zoning and to reduce the permissible height for properties zoned R3-2 from six to eight storeys to a maximum of four storeys
- the applicant is willing to enter into a Housing Agreement to secure the building as rental in perpetuity
- a Traffic Impact Assessment indicated that no traffic mitigation measures are required with the redevelopment of the site, and levels of service generally remain the same or will be improved at nearby intersections.

BACKGROUND

Description of Proposal

The Rezoning Application is to rezone from the R3-2 Zone, Multiple Dwelling District, and the C-1 Zone, Limited Commercial District, to a site-specific zone in order to construct a five-storey assisted living and memory care building with ground floor commercial uses along Fort Street and Richmond Road.

The following differences from the current R3-2 Zone and C-1 Zone are being proposed and would be accommodated in the new zone:

- increasing the density from 1.2:1 to 2.29:1 Floor Space Ratio (FSR) and increasing the floor area from 5637.36m² to 10771.30m²
- increasing the height from 12.0m to 20.64m
- increasing the site coverage from 24% to 45.08%
- decreasing the setbacks to the street boundary, rear yard and side yards.

Affordable Housing Impacts

The applicant proposes the creation of 167 new assisted living and memory care units which would increase the overall supply in the area. A Housing Agreement is also proposed, which would ensure that the building remains rental in perpetuity and that the proposed amenity spaces are secured.

Tenant Assistance Policy

The proposal is to demolish an existing medical office building and therefore would not result in any loss of existing residential rental units.

Sustainability Features

The applicant has identified a number of sustainability features that will be reviewed in association with the concurrent Development Permit Application.

Active Transportation Impacts

The applicant has identified measures to support active transportation, which will be reviewed in association with the concurrent Development Permit Application.

Public Realm Improvements

No public realm improvements are proposed in association with this Rezoning Application.

Accessibility Impact Statement

The British Columbia Building Code regulates accessibility as it pertains to buildings.

Land Use Context

The area is characterized by a wide range of uses. To the south, across Fort Street, are one-storey commercial buildings and two- to four-storey multi-unit residential buildings. Immediately to the west are office and medical office buildings. Single family dwellings are located to the northwest of the subject property and immediately to the north is a four-storey multi-unit residential building. Finally, to the east is the Turner Building, a medical office building, and the Royal Jubilee Hospital property.

Existing Site Development and Development Potential

The site is presently developed as a three-storey medical office building fronting Fort Street on the southern portion of the property. The remainder of the property is a large surface parking lot. The site has two zones that apply to it, with the north and west portion in the R3-2 Zone, Multiple Dwelling District, and the south portion in the C-1 Zone, Limited Commercial District.

Under the current C-1 Zone, Limited Commercial District, the southern portion of the property could be developed as a commercial building or a mixed-residential building with commercial on the ground floor, up to a height of 12m and a density of up to 1.4:1 FSR. Under the current R3-2 Zone, Multiple Dwelling District, the western and northern portions of the property could be developed as a multi-unit residential building up to a height of 18.5m and a density of up to 1.6:1 FSR.

Data Table

The following data table compares the proposal with the existing R3-2 Zone, Multiple Dwelling District, and the C-1 Zone, Limited Commercial District. An asterisk is used to identify where the proposal is less stringent than the existing zone.

Zoning Criteria	Proposal	Existing R3-2 Zone	Existing C-1 Zone
Site area (m ²) – minimum	4697.80	920.0	N/A
Density (Floor Space Ratio) – maximum	2.29:1 *	1.2:1	1.4:1

Zoning Criteria	Proposal	Existing R3-2 Zone	Existing C-1 Zone
Total floor area (m ²) – maximum	10771.30 *	5637.36 (if entire site were R3-2)	6576.92 (if entire site were C-1)
Height (m) – maximum	20.64 *	18.50	12.00
Storeys – maximum	5.0	N/A	N/A
Site coverage (%) – maximum	45.08 *	24.0	N/A
Open site space (%) – minimum	30.45	30.0	N/A
Setbacks (m) – minimum			
Street Boundary (Birch Street)	1.50 *	12.00	6.00
Rear (West)	2.69 *	7.50 from street centreline	6.00 or ½ building height
Side (North)	2.49 *	3.00 or ½ building height	3.00
Side (South)	2.00 *	7.50 from street centreline	2.40
Vehicle parking stalls – minimum			
Vehicle parking (residential)	48	48	48
Vehicle parking (commercial based on retail)	3	3	3
Visitor vehicle parking	14	14	14
Bicycle parking stalls – minimum			
Long term	8	7	7
Short term	4	4	4

Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variance Applications*, the applicant has consulted the North Jubilee CALUC at a Community Meeting held on April 24, 2018. A letter dated October 22, 2018 is attached to this report.

ANALYSIS

Official Community Plan

The subject site is split-designated as Large Urban Village and Urban Residential in the *Official Community Plan* (OCP, 2012). The Large Urban Village designation envisions low to mid-rise mixed-use buildings up to approximately six storeys and up to approximately 2.5:1 FSR. The Urban Residential designation envisions low to mid-rise multi-unit residential up to approximately six storeys and up to approximately 2:1 FSR. The proposal is consistent with the designations, as the height is five storeys and the average FSR calculated over the entire site is 2.29:1. In addition, the OCP supports the provision of a range of seniors housing and innovative care options including assisted living.

Local Area Plan

The *Jubilee Neighbourhood Plan* (1996) policies are not completely consistent with the OCP. Map 1 of the plan identifies the subject properties as "Maintain Current Zoning". The housing policies and recommendations note that land currently zoned R3-2 Zone, Multiple Dwelling District, should be rezoned to reduce the permitted heights from six to eight storeys to a maximum of four storeys and consider townhouses.

However, the proposal is consistent with other policies in the Plan. For instance, mixed residential and commercial use is seen as a positive way to add housing and enliven buildings, and residential developments should provide sufficient parking to meet their needs.

Tree Preservation and Urban Forest Master Plan

There is one existing public maple tree on Ashgrove Street that will be retained, and ten new public trees are proposed on Richmond Avenue, Fort Street and Birch Street. There is one existing Lombardy poplar tree on private property that will be retained. Fifty-six new medium trees and twenty-two small trees are proposed on private property. There are no bylaw-protected trees associated with this application. A large Blue Atlas cedar located on the neighbouring property at 1929 Ashgrove Street will be retained and protected during construction.

Encroachment Agreement

With any project of this scale that has little to no setbacks and requires significant excavation, construction methods often require a form of underpinning which can result in material being left in the Public Right-of-Way. The resulting material (typically rock anchors) presents no concerns to the public interest and does not impact any underground infrastructure; however, an Encroachment Agreement between the City and the developer is required. The recommended motion relating to the associated Development Permit addresses this Encroachment Agreement.

Other Considerations

Staff recommend securing the following four Statutory Right-of-Ways as a condition of rezoning: 4.53m off Richmond Road, 1.82m off Fort Street, 1.44m off Ashgrove Street and 1.39m off Birch Street. These right-of-ways will be used to help fulfill Council-approved OCP objectives such as enhanced facilities for walking, cycling and boulevards.

A Traffic Impact Assessment (TIA) was submitted as part of the proposal. The TIA (attached) indicates that no mitigation measures are required with the redevelopment of this site. The existing parking lot, which is proposed to be removed as part of the development, currently generates more trips than is anticipated for the proposed development. Levels of service generally remain the same or are in fact improved at nearby intersections. The TIA also indicates the replacement of sidewalks surrounding the site and new bicycle parking facilities will support active transportation objectives.

CONCLUSIONS

The proposal is generally consistent with the OCP as it relates to multi-residential and commercial development within Large Urban Village and Urban Residential areas. While the proposal does not meet the overarching policy to maintain current zoning and lower heights within the *Jubilee Neighbourhood Plan*, it does meet other policies such as providing adequate parking and engaging the public realm at street level. It also achieves goals included in the OCP related to encouraging a range of different housing types and support services. Staff therefore recommend that Council consider moving the Application forward to a Public Hearing.

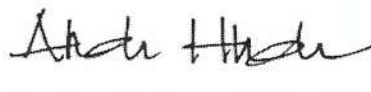
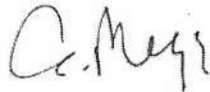
ALTERNATE MOTION

That Council decline Rezoning Application No. 00651 for the property located at 1900-1912 Richmond Road.

Respectfully submitted,




Michael Angrove
Planner
Development Services



Andrea Hudson, Acting Director
Sustainable Planning and Community
Development Department

Report accepted and recommended by the City Manager:


Date: April 2, 2019

List of Attachments

- Attachment A: Subject Map
- Attachment B: Aerial Map
- Attachment C: Plans date stamped March 14, 2019
- Attachment D: Letter from applicant to Mayor and Council dated October 15, 2018
- Attachment E: Community Association Land Use Committee Comments dated October 22, 2018
- Attachment F: Traffic Impact Assessment
- Attachment G: Advisory Design Panel Minutes from the January 23, 2019 meeting
- Attachment H: Correspondence (Letters received from residents).



Committee of the Whole Report

For the Meeting of April 11, 2019

To: Committee of the Whole **Date:** March 28, 2019

From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development

Subject: Development Permit Application No. 000531 for 1900-1912 Richmond Road

RECOMMENDATION

That Council, after the Public Hearing for Rezoning Application No. 00651, if it is approved, consider the following motion:

"That Council authorize the issuance of Development Permit Application No. 000531 for 1900-1912 Richmond Road, in accordance with:

1. Plans date stamped March 14, 2019.
2. Development meeting all *Zoning Regulation Bylaw* requirements.
3. Council authorizing anchor-pinning into the City Right-of-Way, provided that the applicant enters into an Encroachment Agreement in a form satisfactory to the City Solicitor and the Director of Engineering and Public Works.
4. The Development Permit lapsing two years from the date of this resolution."

LEGISLATIVE AUTHORITY

In accordance with Section 489 of the *Local Government Act*, Council may issue a Development Permit in accordance with the applicable guidelines specified in the *Official Community Plan*. A Development Permit may vary or supplement the *Zoning Regulation Bylaw* but may not vary the use or density of the land from that specified in the Bylaw.

Pursuant to Section 491 of the *Local Government Act*, where the purpose of the designation is the revitalization of an area in which a commercial use is permitted, a Development Permit may include requirements respecting the character of the development, including landscaping, and the siting, form, exterior design and finish of buildings and other structures.

Pursuant to Section 491 of the *Local Government Act*, where the purpose of the designation is the establishment of objectives for the form and character of intensive residential development, a Development Permit may include requirements respecting the character of the development including landscaping, and the siting, form, exterior design and finish of buildings and other structures.

EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for a Development Permit Application for the property located at 1900-1912 Richmond Road. The proposal is to construct a five-storey assisted living and memory care building with ground floor commercial uses along Fort Street and Richmond Road.

The following points were considered in assessing this Application:

- the proposal is generally consistent with the *Multi-Unit Residential, Commercial and Industrial Design Guidelines* (2012)
- the proposal is consistent with the policies for new buildings within the *Jubilee Neighbourhood Plan*.

BACKGROUND

Description of Proposal

The proposal is to construct a five-storey assisted living and memory care building with ground floor commercial uses along Fort Street and Richmond Road. Specific details include:

- a contemporary design
- commercial units that front onto and help frame Fort Street and Richmond Road
- underground parking accessed off Birch Street, visitor parking primarily accessed from Ashgrove Street and a dedicated area for vehicular pick up / drop off at the main residential entrance on Birch Street
- a common plaza on the corner of Richmond Road and Birch Street
- garden space for the residents on the northwest portion of the property
- approximately 65 new trees, predominantly around the site perimeter.

Affordable Housing Impacts

The applicant proposes the creation of 167 new assisted living and memory care units, which would increase the overall housing supply in the area. A Housing Agreement is also being proposed which would ensure that the building remains rental in perpetuity and that the amenity spaces (e.g. dining room, games library, lounges etc.) are secured so that the spaces could not be converted to additional residential units in the future.

Sustainability Features

As indicated in the applicant's letter dated May 17, 2018, the following sustainability features are being explored with this Application:

- photovoltaic panels, solar-read systems and passive solar systems
- green roof applications
- mechanical and electrical efficiencies
- building envelope systems and thermal performance
- storm water retention
- indigenous, low-water landscaping
- decreased construction waste.

Active Transportation Impacts

The Application proposes 32 long-term and 24 short-term bicycle parking stalls, which support active transportation.

Public Realm Improvements

No public realm improvements are proposed in association with this Development Permit Application.

Accessibility Impact Statement

The British Columbia Building Code regulates accessibility as it pertains to buildings.

Data Table

The following data table compares the proposal with the existing R3-2 Zone, Multiple Dwelling District, and the C-1 Zone, Limited Commercial District. An asterisk is used to identify where the proposal is less stringent than the existing zone.

Zoning Criteria	Proposal	Existing R3-2 Zone	Existing C-1 Zone
Site area (m ²) – minimum	4697.80	920.0	N/A
Density (Floor Space Ratio) – maximum	2.29:1 *	1.2:1	1.4:1
Total floor area (m ²) – maximum	10771.30 *	5637.36 (if entire site were R3-2)	6576.92 (if entire site were C-1)
Height (m) – maximum	20.64 *	18.50	12.00
Storeys – maximum	5.0	N/A	N/A
Site coverage (%) – maximum	45.08 *	24.0	N/A
Open site space (%) – minimum	30.45	30.0	N/A
Setbacks (m) – minimum			
Street Boundary (Birch Street)	1.50 *	12.00	6.00
Rear (West)	2.69 *	7.50 from street centreline	6.00 or ½ building height
Side (North)	2.49 *	3.00 or ½ building height	3.00
Side (South)	2.00 *	7.50 from street centreline	2.40

Zoning Criteria	Proposal	Existing R3-2 Zone	Existing C-1 Zone
Vehicle parking stalls – minimum			
Vehicle parking (residential)	48	48	48
Vehicle parking (commercial based on retail)	3	3	3
Visitor vehicle parking	14	14	14
Bicycle parking stalls – minimum			
Long term	8	7	7
Short term	4	4	4

Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variance Applications*, the Application was presented at a Community Meeting with the North Jubilee CALUC on April 24, 2018. A letter dated October 22, 2018 is attached to this report.

ANALYSIS

Development Permit Area and Design Guidelines

The *Official Community Plan* (OCP, 2012) identifies this property within two Development Permit Areas (DPAs): DPA 5 - Large Urban Villages and DPA 16 - General Form and Character. Design Guidelines that apply to these DPAs are the *Multi-Unit Residential, Commercial and Industrial Design Guidelines* (2012), *Advisory Design Guidelines for Buildings, Signs and Awnings* (2006), and *Guidelines for Fences, Gates and Shutters* (2010).

Staff believe the proposal is generally consistent with the key design guidelines. The roofline of the building steps down at the northern portion of the site to provide an improved transition to the adjacent multi-unit residential building. The commercial units along Fort Street and Richmond Road are visually distinct from the upper storeys, creating an approachable pedestrian scale as well as weather protection through the canopy. These commercial units transition into the active use areas for the assisted living building, such as a games room and a dining room, which increases the interactions between pedestrians and the interior spaces. The length of the building (from north to south) is split up through varying materials, as well as through a masonry brick "hyphen" located just north of the main entrance off Birch Street.

Common and private patios are used to mitigate the lack of at-grade individual entrances for the residential units along Birch Street, which are not present due to building security concerns. The plaza on the corner of Richmond Road and Birch Street provides an opportunity for users of

the commercial units to intermingle with the residents of the building. Landscaping in general is sensitive to the adjacent neighbours, with much of the tree planting occurring on the interior lot lines.

Local Area Plans

The *Jubilee Neighbourhood Plan* envisions new buildings that are compatible with the character of the neighbourhood and surrounding properties, that ground floor housing should have individual unit entrances and that site planning should balance useable green space and paved areas. The proposal addresses these issues and is considered consistent with the Plan policies.

Tree Preservation Bylaw and Urban Forest Master Plan

There is one existing public maple tree on Ashgrove Street that will be retained, and ten new public trees proposed on Richmond Avenue, Fort Street and Birch Street. There is one existing Lombardy poplar tree on private property that will be retained. Fifty-six new medium trees and twenty-two small trees are proposed on private property. There are no bylaw-protected trees associated with this Application. A large Blue Atlas cedar located on the neighbouring property at 1929 Ashgrove will be retained and protected during construction.

Regulatory Considerations

There are currently two vehicle parking shortfalls for visitor and commercial stalls. The applicant has indicated that these shortfalls will be rectified through adding more spaces and making modifications to the commercial spaces. In addition, the current slope of the driveway is 20%, which is inconsistent with the 15% maximum slope within Schedule 'C'. The recommended motion for the Rezoning Application would require the applicant to address this inconsistency and the parking shortfall prior to a Public Hearing.

All other deviations from the standard zones (i.e. density, floor area, setbacks, height, site coverage) will be written into the new site-specific zone, should this Application proceed to a Public Hearing.

Advisory Design Panel

The Advisory Design Panel (ADP) reviewed this Application on January 23, 2019. A copy of the minutes from this meeting are attached. The ADP was asked to comment on the overall design with particular attention to the transition to the lower density residential areas as well as reducing the effect of the length of the building.

In response to the ADP comments, the applicant made a number of changes including:

- balconies on the west façade of the fifth storey were removed
- landscaping was increased on along the interior property lines
- the materials and articulation on the building were simplified
- a canopy was added to the lobby entrance off Ashgrove Street to increase the visual prominence of the entrance
- the rooftop mechanical equipment is screened and located away from the adjacent residential properties
- the corner plaza was revised to include additional planters and concrete patterning in an effort to provide visual interest and encourage social gatherings.

CONCLUSIONS

The proposed development is generally consistent with the relevant Design Guidelines and represents an appropriate fit in the immediate and general context. The applicant has generally addressed the items discussed by the Advisory Design Panel to further enhance the development. Therefore, staff recommend that Council consider supporting this Application.

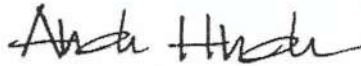
ALTERNATE MOTION

That Council decline Development Permit Application No. 000531 for the property located at 1900-1912 Richmond Road.

Respectfully submitted,



Michael Angrove
Planner
Development Services



Andrea Hudson, Acting Director
Sustainable Planning and Community
Development Department

Report accepted and recommended by the City Manager:



Date:

April 2, 2019

List of Attachments

- Attachment A: Subject Map
- Attachment B: Aerial Map
- Attachment C: Plans date stamped March 14, 2019
- Attachment D: Letter from applicant to Mayor and Council dated October 15, 2018
- Attachment E: Community Association Land Use Committee Comments dated October 22, 2018
- Attachment F: Traffic Impact Assessment
- Attachment G: Advisory Design Panel Minutes from the January 23, 2019 meeting
- Attachment H: Correspondence (Letters received from residents).

I.1.b.d Attendance at the AVICC Conference, Powell River, April 12-14, 2019

Moved By Councillor Collins
Seconded By Councillor Isitt

That Council authorize the attendance and associated costs for Councillor Sarah Potts to attend the AVICC Conference to be held in Powell River, April 12-14, 2019.

CARRIED UNANIMOUSLY

I.1.b.e Inclusionary Housing and Density Bonus Policy

Moved By Councillor Isitt
Seconded By Councillor Potts

1. That the matter be referred to staff to report back by May 16 with any proposed amendments to the revised Attachment A to ensure a workable policy; and
2. Revised attachment A be forwarded to the working group for comment; and
3. That any amendments be consistent with the principle that new density beyond the entitlement in the existing zoning should be targeted toward the social purpose of expanding inclusivity and affordability in the community.
4. That the Interim Policy adopted by Council in November 2018 remain in effect until a new policy is adopted.

FOR (7): Councillor Alto, Councillor Collins, Councillor Dubow, Councillor Isitt, Councillor Loveday, Councillor Potts, and Councillor Thornton-Joe
 OPPOSED (1): Mayor Helps

CARRIED (7 to 1)

I.1.b.f 1900 - 1912 Richmond Road - Rezoning Application No. 00651 and Development Permit Application No. 000531 (North Jubilee)

Moved By Councillor Alto
Seconded By Councillor Potts

Rezoning Application No. 00651

That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00651 for 1900-1912 Richmond Road, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set once the following conditions are met:

1. Preparation and execution of the following legal documents to the satisfaction of the City Solicitor:

- a. Statutory Right-of-Way of 1.82m off Fort Street
 - b. Statutory Right-of-Way of 1.39m off Birch Street
 - c. Statutory Right-of-Way of 4.53m off Richmond Road
 - d. Statutory Right-of-Way of 1.44m off Ashgrove Street
 - e. Housing Agreement to secure the building as rental in perpetuity and to secure the amenity spaces as noted on plans date stamped March 14, 2019.
2. Submission of revised plans that address the parking shortfall and the slope of the driveway to the underground parking.

Development Permit Application No. 000531

That Council, after the Public Hearing for Rezoning Application No. 00651, if it is approved, consider the following motion:

"That Council authorize the issuance of Development Permit Application No. 000531 for 1900-1912 Richmond Road, in accordance with:

1. Plans date stamped March 14, 2019.
2. Development meeting all *Zoning Regulation Bylaw*
3. Council authorizing anchor-pinning into the City Right-of-Way, provided that the applicant enters into an Encroachment Agreement in a form satisfactory to the City Solicitor and the Director of Engineering and Public Works.
4. The Development Permit lapsing two years from the date of this resolution."

Motion to refer:

Moved By Councillor Isitt

Seconded By Councillor Dubow

That the application be referred back to staff to work with the applicant to determine whether affordability can be built into the project.

Amendment:

Moved By Councillor Collins

Seconded By Councillor Potts

That the application be referred back to staff to work with the applicant to determine whether affordability can be built into the project **and work with the applicant to ensure Lifelabs and the Medical Clinic find a home either in the project or in the neighbourhood.**

Amendment to the amendment:

Moved By Mayor Helps

Seconded By Councillor Collins



May 13, 2019

Mr. Michael Angrove
Planner
Sustainable Planning and Community Development
City of Victoria
1 Centennial Square
Victoria, BC V8W 1P6

Re: 1900 Richmond Road – Proposed Senior's Care Community

Dear Mike,

The intent of this letter is to outline our response to Council's request to work with City Staff on 1) affordability and 2) retention of medical uses for our proposed senior's community.

To review, our proposed senior's care community consists of all memory care and assisted living. This means that all of our potential residents will have either physical impairments, or cognitive impairments, or both. This type of full care for seniors is in extremely short supply in virtually every municipality in Canada, including Victoria. Also, our proposed building would be governed by a Housing Agreement that ensures the building remains rental in perpetuity.

In terms of affordability, it may be useful for us to provide some detail and context as to how our senior's care communities serve our residents. Our communities' philosophy is to provide completely personalized care for our residents. We provide a spectrum of care that runs from "light" assisted living care, which might include assistance with bathing, medication management etc, right up to palliative care. Most of our residents have cognitive/memory issues, and need a moderate to heavy amount of care, and these needs change over time, sometimes rapidly. A resident could move in with us, only requiring an hour of care per day at that point, and within 6 months, could have progressed to needing 6 or more hours of care per day. As a result, our staffing levels are very high (in the area of 1 staff per 3 residents, where publicly funded communities are typically 1 staff to 10 residents) and we do not have any restrictions on the amount of care a resident can receive.

This changing nature of care required, and therefore changing care cost, makes it challenging to offer a "subsidized" rental rate for some residents. A resident may be able to afford the subsidized rate when they first move in, but as their care needs, and therefore costs, increase, they may have to move elsewhere, which is very disruptive to their lives. For this reason, we view subsidization for some residents as problematic, but believe we have a potential solution

to Council's request. We would like to propose that **we contribute \$1 million to the City's Housing Reserve Fund**, to be used as the City sees fit. We feel that this would be more impactful, and less problematic, than attempting to make subsidization of some specific residents work.

Regarding the retention of medical uses, again, some context may be useful. The current building at 1900 Richmond Road is an approximately 52 year old building that is at the end of its useful life. The single pane windows rattle and are drafty (our tenants tell us so) and we can't get replacement parts for the elevators, as they are too old. When we purchased the building in January 2019, the building was approximately 50% vacant. It is now approximately 70% vacant, and not all uses are medical; there is administrative space etc. This is not a thriving medical building. However, we do appreciate the desire to retain medical uses in the neighbourhood, and so are **willing to have the zoning uses restricted to "medical office" and "retail pharmacy" for the retail space on the ground floor of our proposed building.**

We hope that our proposals above on affordability and medical use retention are acceptable to Council. We welcome the opportunity at any time to discuss these items further, and to answer any questions that Council might have.

Best regards,

A handwritten signature in black ink, appearing to be 'KB', followed by a horizontal line.

Kate Milliken Binns
President & COO
Milliken Real Estate Corporation
778.628.7097

PART 4.95 – C1-R ZONE, RICHMOND LIMITED COMMERCIAL 2 DISTRICT**4.95.1 Definitions**

In this Part, Assisted Living Facility means premises in which housing, meal services, housekeeping services, laundry services, social and recreational opportunities, a 24 hour emergency response system, and one or two prescribed services as defined in the Community Care and Assisted Living Act are provided by or through the operator to 3 or more adults who are not related by blood or marriage to the operator of the premises.

4.95.2 Permitted Uses in this Zone

The following uses are the only uses permitted in this Zone:

- a. Uses permitted in the R-2 Zone, Two Family Dwelling District, subject to the regulations set out in Part 2.1 of the Zoning Regulation Bylaw
- b. Assisted Living Facility
- c. Medical Laboratory
- d. Medical Offices
- e. Restaurant
- f. Retail

4.95.3 Lot Area

- | | |
|-------------------------------|--------------------|
| a. <u>Lot area</u> (minimum) | 4697m ² |
| b. <u>Lot width</u> (minimum) | 72m |

4.95.4 Community Amenities

- a. As a condition of additional density pursuant to Part 4.95.5, a monetary contribution of \$1,000,000 must be provided to the Victoria Housing Reserve Fund prior to issuance of a Development Permit.
- b. Until the amenity contribution identified in Part 4.95.4 a. is paid in full, it shall be adjusted annually on January 1 commencing the second calendar year following the year Bylaw #19-060 is adopted and each year thereafter, by adding to the base contribution amount in Part 4.95.4 a. an amount calculated by multiplying that base contribution as of the previous January 1 by the annual percentage increase in the CPI for the most recently published 12 month period.
- c. For the purposes of this Part 4.95.4 “CPI” means the all-items Consumer Price Index for Victoria published by Statistics Canada or its successor in function.

PART 4.95 – C1-R ZONE, RICHMOND LIMITED COMMERCIAL 2 DISTRICT**4.95.5 Floor Area, Floor Space Ratio**

- | | |
|---|-------------------------|
| a. <u>Total floor area</u> (maximum) | 10,771.30m ² |
| b. <u>Floor space ratio</u> where the amenity has not been provided pursuant to Part 4.95.4 (maximum) | 1.4:1 |
| c. <u>Floor space ratio</u> where the amenity has been provided pursuant to Part 4.95.4 (maximum) | 2.29:1 |
| d. A minimum of 170m ² on the ground floor must be dedicated to one or more of the following uses: medical laboratory, medical office or pharmacy. | |

4.95.6 Height, Storeys

- | | |
|---|--------|
| a. Principal <u>building height</u> where the amenity has not been provided pursuant to Part 4.95.4 (maximum) | 12m |
| b. Principal <u>building height</u> where the amenity has been provided pursuant to Part 4.95.4 (maximum) | 20.64m |
| c. <u>Storeys</u> (maximum) | 5 |

4.95.7 Setbacks, Projections

- | | |
|--|-------|
| a. <u>Street Boundary</u> – Birch Street (minimum) | 1.10m |
| b. <u>Rear yard setback</u> – Ashgrove Street (minimum) | 2.55m |
| c. <u>Side yard setback</u> - from interior <u>lot lines</u> (minimum) | 2.24m |
| d. <u>Side yard setback</u> – Fort Street (minimum) | 2.00m |

4.95.8 Site Coverage, Open Site Space

- | | |
|-------------------------------------|--------|
| a. <u>Site Coverage</u> (maximum) | 51% |
| b. <u>Open site space</u> (minimum) | 30.45% |

PART 4.95 – C1-R ZONE, RICHMOND LIMITED COMMERCIAL 2 DISTRICT**4.95.9 Vehicle and Bicycle Parking**

- | | |
|-------------------------------------|--|
| a. <u>Vehicle parking</u> (minimum) | Subject to the regulations in Schedule "C" except as otherwise specified by the regulations in this Part |
| b. <u>Medical Offices</u> | 1 space per 50m ² floor area |
| c. <u>Medical Laboratory</u> | 1 space per 50m ² floor area |
| d. <u>Restaurant</u> | 1 space per 50m ² floor area |
| e. Bicycle parking (minimum) | Subject to the regulations in Schedule "C" |



Committee of the Whole Report

For the Meeting of June 20, 2019

To: Committee of the Whole **Date:** April 30, 2019

From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development

Subject: Application to Change Hours of Licensed Service for Chuck's Burger Bar, Food Primary License at 101 - 538 Yates Street.

RECOMMENDATION

That Council direct staff to provide the following response to the Liquor Licensing Agency:

1. Council, after conducting a review with respect to noise and community impacts, does support the application of Chuck's Burger Bar located at 538 Yates Street to have hours of operation from 9:00 am to 12:00 am Sunday through Thursday and 9:00 am to 1:00 am Friday and Saturday with an occupant load of 100 persons.

Providing the following comments on the prescribed considerations:

- a. The impact of noise on the community near the establishment was considered in relation to the request and assumptions are the noise impacts would be comparable to previous licenced capacity and hours in the same location. The applicant's original request has been adjusted, reflecting community and staff inputs outlining concerns related to close proximity of residences and resource pressures.
- b. If the application is approved, the impact on the community is expected to be positive economically as the approval supports the business plan and long-term viability of the establishment.
- c. The views of residents were solicited via a mail out to neighbouring property owners and occupiers within 100 metres of the licensed location and a notice posted at the property. The City received four letters in response to the request, all of which were opposed. One of the four was from the Downtown Residents Association.
- d. Council recommends the hours supported for the establishment be approved.

EXECUTIVE SUMMARY

The purpose of this report is to seek a Council resolution, in accordance with the requirements of the *Liquor Control and Licensing Act*, regarding an application by Chuck's Burger Bar. The application is to increase existing hours of operation, being 9:00 am to 12:00 am daily, to 9:00 am to 1:00 am Sunday through Thursday, 9:00 am to 2:00 am Friday and Saturday with no change to the existing occupant load of 100 persons.

This location was previously occupied by Famous Originals and was approved to provide licenced service until 12:00 am Sunday through Thursday and 1:00 am Friday and Saturday. This licence was closed, and not transferred. Following this, Chuck's Burger Bar moved into this location consisting of interior space and an exterior patio area as represented by the floor plan provided in Appendix A. Chuck's Burger Bar received a new Food Primary License which permits licensed service up to 12:00 am daily. A resolution is required to extend these hours past midnight.

The application was reviewed by City staff including Planning, Engineering, Business and Community Relations, Bylaw, and Police. A public notification process was also conducted, as required by the Liquor Licence Policy, to invite public comments through written correspondence. Four letters were received, all of which were opposed to the proposed hours and included a letter of opposition from the Downtown Residents Association.

The application is consistent with the City's Liquor License Policy. However, Yates Street is known to have a significant density of licenced seats, and concerns regarding this have been expressed by both staff and the community. Extended hours at the same location was most recently considered in 2016, and the conclusion at that time was that 12:00 am closing on Sunday through Thursday and a 1:00 am closing on Friday and Saturday would be appropriate.

After reviewing staff comments and community feedback, the applicant has proposed additional options that include a 2:00 am closing on Friday and Saturday while maintaining the 12:00 am closure for the remaining days of the week, or as an alternative to this, a 1:00 am closing every day.

Based on staff analysis and community feedback, an extension of hours to 1:00 am on Friday and Saturday only are recommended. The applicants request exceeds the recommendation, and would impose significant impact to residents in an already densified area.

PURPOSE

The purpose of this report is to seek a Council resolution, in accordance with the requirements of the *Liquor Control and Licensing Act* (the Act), regarding an application by Chuck's Burger Bar to increase hours of operation for their food primary license.

BACKGROUND

The Liquor and Cannabis Regulations Branch (LCRB) issues liquor licences under the authority of the *Liquor Control and Licensing Act* and regulations. LCRB determines the category of licence appropriate for the business based on submitted details. In the case of Chuck's Burger Bar, the establishment is regulated under a food primary licence.

This application is to extend hours of licensed service, and a letter of intent has been provided in conjunction with the application, included in Appendix A.

The existing hours are 9:00 am to 12:00 am daily with an occupant load of 100 persons distributed as follows; 13 seats to the outdoor patio area and 87 to the interior area. The application seeks a change to the hours, but not the occupant load, proposing 9:00 am to 1:00 am Sunday through Thursday, and 9:00 am to 2:00 am Friday and Saturday. The LCRB is requesting a resolution from the City of Victoria regarding:

1. The impact of noise on nearby residents.
2. Impact on the community if the application is approved.
3. Whether or not the amendment, if approved, would result in the service area being operated in a manner that is contrary to the primary purpose.

A map of the subject property and the immediate area is attached to this report (Appendix B) and illustrates the 100m public notification area targeted for comment.

The location was previously home to Famous Originals which was also a food primary establishment, but they did not transfer their licence, and so the new food primary establishment has no right to hours previously approved, and must again seek a Council resolution of support.

ISSUES & ANALYSIS

The following sections identify key issues and provide analysis for Council's consideration:

Zoning

Zoning for the establishment is OTD-1, which permits "drinking establishment," and "restaurant" uses and imposes no restriction on hours or occupant loads. Compliance would be demonstrated through application for a building permit and the resulting construction verified for compliance through the City inspection process related to an issued building permit.

Noise Bylaw

The City's Noise Bylaw sets forth limits on four key areas within the City, which are the Quiet District, Intermediate District, Harbour Intermediate and Activity District. Chuck's Burger Bar is within the Intermediate Noise District and limited to 60dBA at the point of reception during daytime hours, which end at 10:00 pm. During nighttime hours, noise at the point of reception received is limited to 50dBA in Quiet districts, 55dBA in the Harbour Intermediate and Intermediate districts and 65dBA in the Activity district. 50dBA is comparable to rainfall, light traffic or a refrigerator and 60dBA is comparable to conversational speech or an air conditioner. Where issues of non-compliance exist, Bylaw Officers and Police have authority to order compliance.

The City of Victoria Noise District Map is included for reference (Appendix C).

Vicinity and Municipal Impacts

Predictability of noise related issues or other community impacts, negative or positive in effect, is challenging due to a number of variable factors. The business model, target clientele, quality of owner/operator, existing density of licenced capacity in the area, hours of service, demographics, and fluctuating populations due to tourism factor into predicting the likelihood of noise related issues and impacts on the community.

Consideration of those factors can assist a municipality to predict negative aspects associated with licenced establishments. The factors considered in conjunction with any application approval at time of consideration change over the life of a licenced establishment, and when they do change, and unanticipated issues arise, the fallback to re-establish compliance related to noise and other aspects is to use tools of enforcement. These tools include LCRB enforcement, which ensure responsible and appropriate service as required by the terms of the licence with LCRB. The Noise Bylaw can be enforced to bring an establishment into compliance, and police have additional authority to bring an establishment back into compliance where issues are more complex.

Chuck's Burger Bar's application has been considered with regard to the impact it would have on the community and its potential to generate noise related issues. The establishment is regulated under a food primary licence and has been compared in terms of existing capacity in the vicinity and citywide, for comparison and understanding of likely impact.

Based on the occupant load associated with the licence, an increase to hours beyond midnight on the 500 Block of Yates Street represents up to a 40% increase in seating capacity for food primaries at 1:00 am or up to 81% increase if permitted to stay open until 2:00 am. The staff recommendation to extend hours to 1:00 am on Friday and Saturday only, imposes a 20% increase, but the area has experience with these hours due to the previous operator which operated under the hours put forth in the recommendation. The applicant's proposal would impose potential impacts and the recommendation is based on established norms for the area and minimizes impacts to the community beyond that which exists currently. Vicinity information is attached as Appendix D.

City Liquor Licensing Policy

The City's Liquor Licensing Policy directs staff to consider applications for liquor licences having hours of operation not later than 2:00 am. The applicable Council policy is attached to this report (Appendix E). The hours of licensed service proposed in this application are within the parameters of the policy.

City Referrals

An inter-departmental review of the project was undertaken and included circulation to Planning, Engineering, Community and Business Relations, Bylaw, and Police. That review resulted in the following feedback,

Planning

- The application is supportable as the establishment is zoned appropriately for its intended use.

Engineering

- Transportation related noise impacts or general community impact are not anticipated.

Community and Business Relations

- Community and Business Relations identified issues associated with existing licenced capacity and density in the area. Recent complaints made by residents give cause to believe issues will be increase if capacity at later hours is increased. Community and Business Relations recommends weekend hours of 1:00 am and not later than existing 12:00 am on weekdays with patio hours set to 10:00 pm and 11:00 pm correspondingly.

Bylaw

- Bylaw identified similar concerns as Community and Business Relations, noted above.

Police

- Police do not support the application due to resource pressures. Full police comments are available in Appendix F.

Community Consultation

In accordance with the City's Liquor Licensing Fee Bylaw and Liquor Licensing Policy, all property owners and occupiers within 100 metres of the applicant's location were solicited by a mailed notice to provide input regarding this application. In addition, Chuck's Burger Bar posted a notice poster at the entrance for 30 days, which invited input to the City with respect to this application.

Notices were mailed to 703 addresses. Of the 703 addresses notified, four letters were received which included a letter from the DRA; all were in opposition to the application. These response letters are available in Appendix G.

Applicant Response

As is standard practice as a part of the liquor licence process, after City staff gives input, the applicant has a chance to review the information (and this report) and respond prior to the report being forwarded to Council. After the applicant reviewed City staff comments, the applicant chose to provide additional correspondence related to the staff review and the report. This correspondence is available in Appendix H.

The applicant was informed of staff and community concerns, and in response has proposed other options that include a 1:00 am daily closing, or maintaining the 12:00 am closing Sunday through Thursday with extended hours to 2:00 am on Friday and Saturday. These improve on the original request but still carry impacts in terms of increased capacity that may be experienced by residents in the area.

IMPACTS

Accessibility Impact Statement

As this application is focused on extending hours of operation and no changes are proposed to the interior space or outdoor patio, this application does not result in accessibility impacts.

Strategic Plan 2019 – 2022

The recommendation to support the application is likely to increase the viability of the pub as a local employer, which is consistent with Strategic Objective #4 – *Prosperity and Economic Inclusion*.

Impacts to Financial Plan

None

Official Community Plan

The proposed license changes are consistent with the *Official Community Plan* objectives for this neighbourhood as the property is located within the Core Historic designation which permits a mix of uses including commercial, retail, office and multi-unit residential.

CONCLUSIONS

The application to extend hours is supportable where hours of operation are from 9:00 am to 1:00 am Friday through Saturday, and 9:00 am to 12:00 am Sunday through Thursday. Concern for the application was expressed by the community and staff, and consequential analysis of the local vicinity and the 500 Block of Yates street has informed a recommendation that is in keeping with existing conditions in the area. The applicant appreciates concerns expressed and proposed additional alternatives that were found to impose impacts similar to the initial application, and were therefore not supportable. The recommendation permits additional hours, and does not impose significant additional stress to the already densified area.

ALTERNATE MOTIONS

1. Council could support the hours originally proposed for Chuck's Burger Bar at 538 Yates Street, 9:00 am to 1:00 am Sunday through Thursday and 9:00 am to 2:00 am Friday and Saturday.

2. That Council, after conducting a review with respect to noise and community impacts regarding the application of Chuck's Burger Bar, at 538 Yates Street, does not support the request for the amendment.

Respectfully submitted,



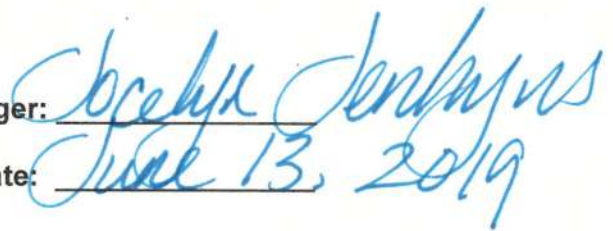
Ryan Morhart
Manager, Permits & Inspections



Andrea Hudson, Acting Director
Sustainable Planning & Community Dev.

Report accepted and recommended by the City Manager:

Date:


June 13, 2019

List of Attachments

- Appendix A: Rationale Letter
- Appendix B: Site Map
- Appendix C: Noise District Map
- Appendix D: Vicinity Map
- Appendix E: Council Policy
- Appendix F: Police Comments
- Appendix G: Public Response from 30 day posting
- Appendix H: Applicants Comments
- Appendix I: Provincial Liquor License Types

Appendix A



To Whom it May Concern,

Chuck's Burger Bar is a food primary restaurant serving premium burgers and poutine. We have been in Victoria on Yates for 5 months, and in Sidney for almost 3 years. We take our liquor licence and public responsibility very seriously and have never incurred a liquor infraction at either location.

Victoria has a lot of places to drink, but few places to enjoy a good late-night meal. Extending our hours would allow city goers a safe relaxed place to enjoy a meal and have a drink. Our restaurant features the local artists throughout, plays mostly classical rock, and has live edge natural wood features that Victorians and visitors alike seem to love!

Thanks for your consideration,

Elliot Houlston

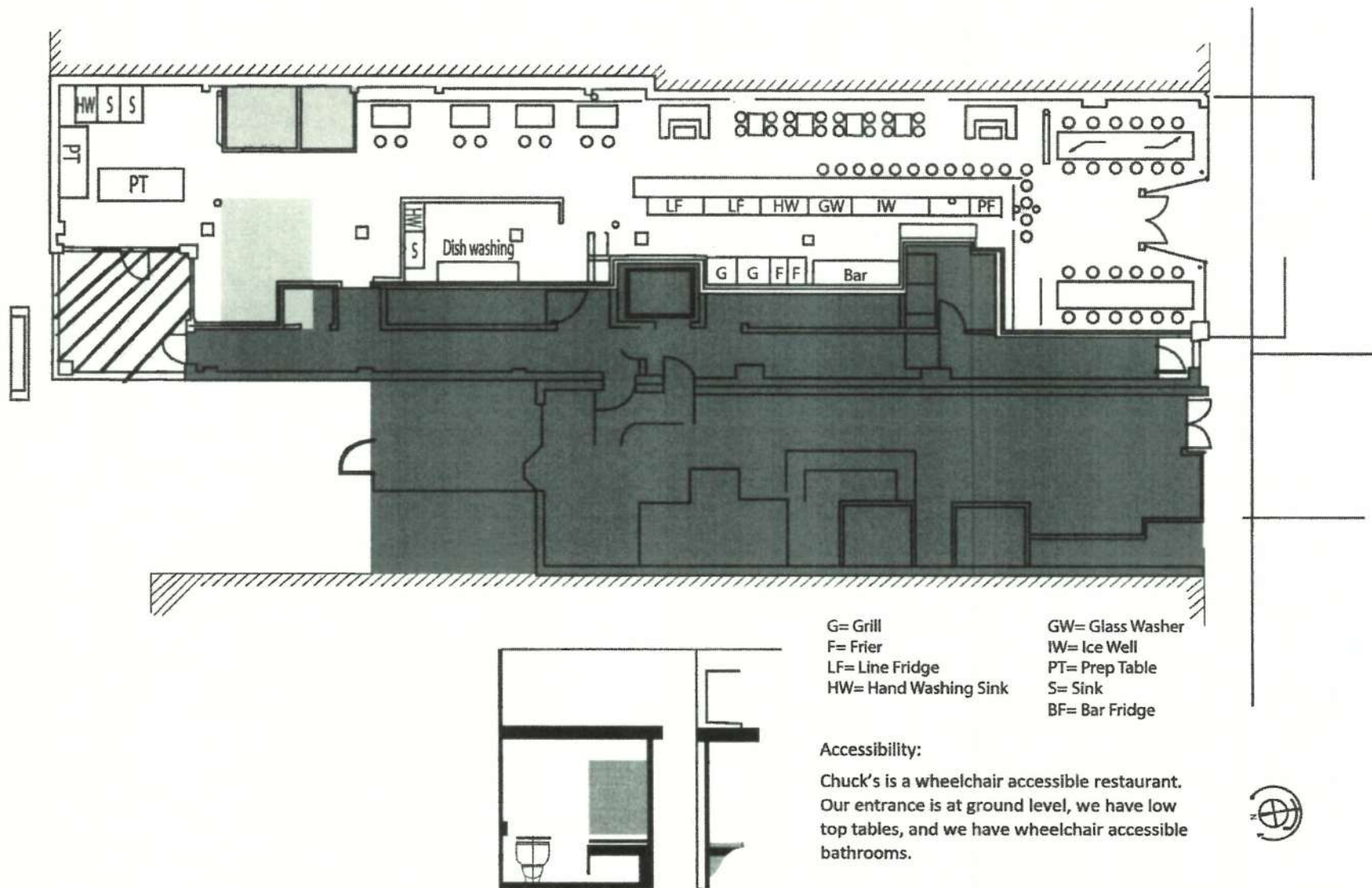
Owner - Chuck's Restaurant Group Ltd.

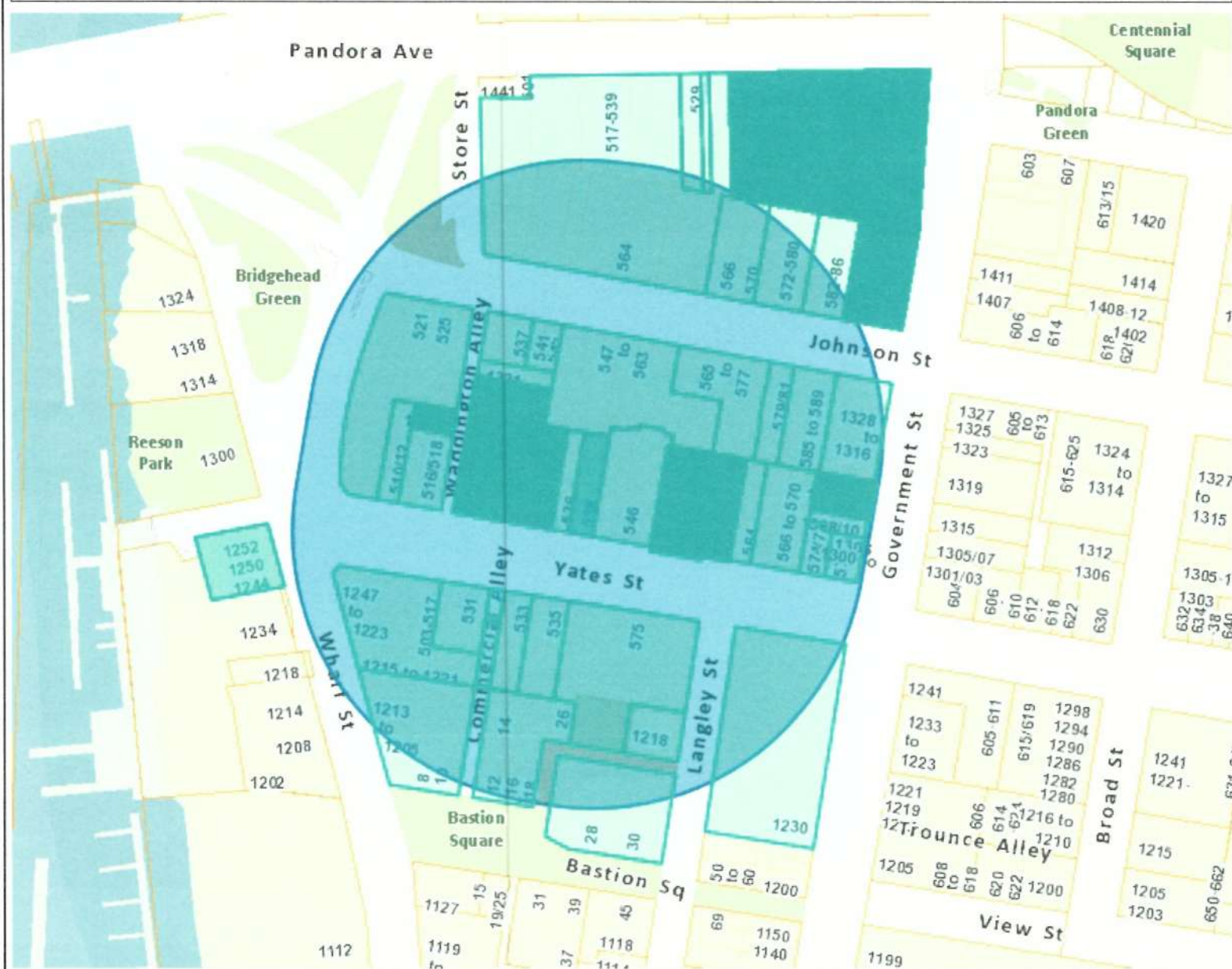
p: 250-661-4644

e: elliot@chucksburgerbar.com

w: chucksburgerbar.com

Appendix A





Legend

Victoria Parcels

1: 2,105



Notes

Appendix B

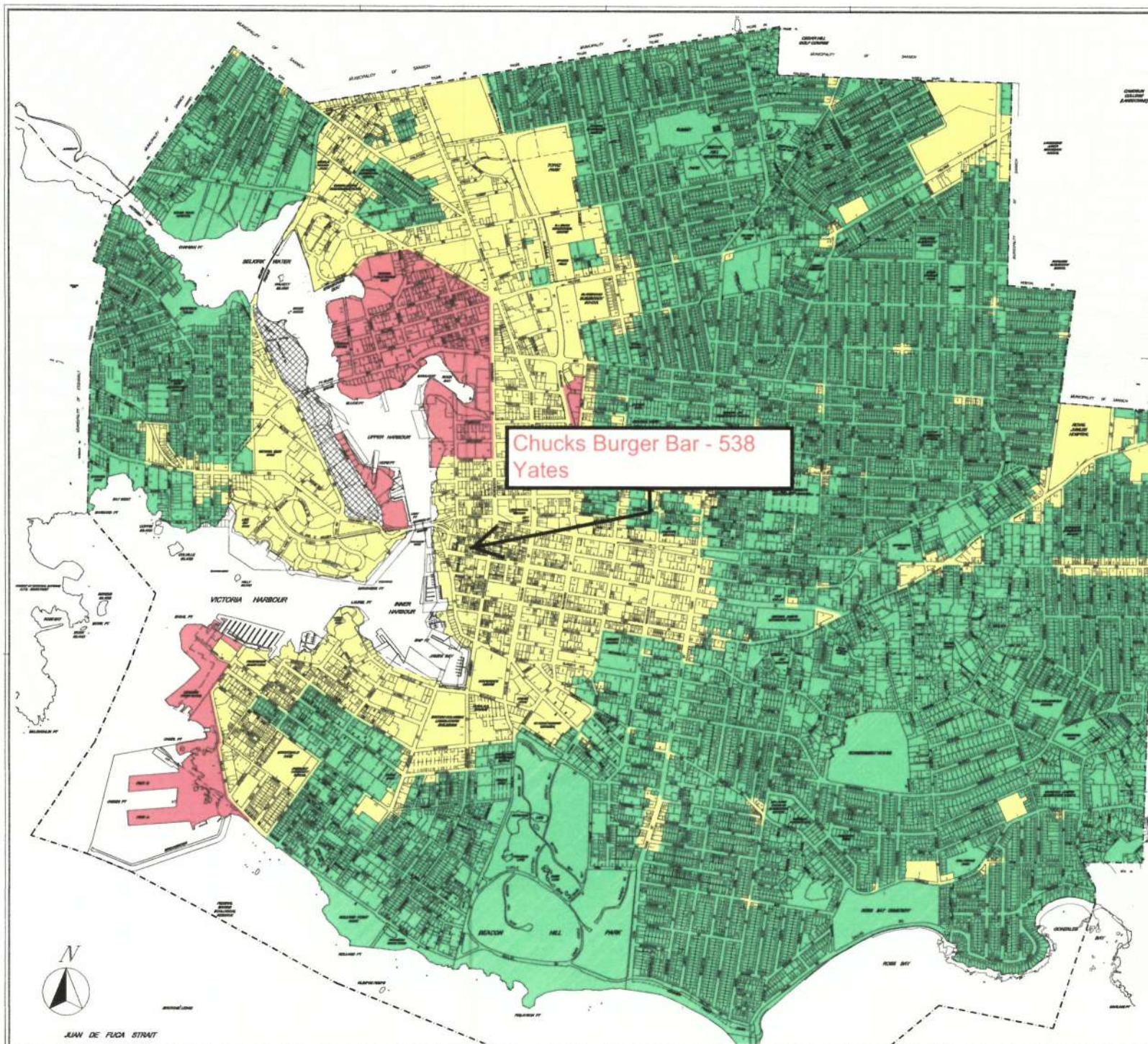
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City of Victoria Noise District Map

LEGEND

- Quiet District
- Intermediate District
- Harbour Intermediate District
- Activity District

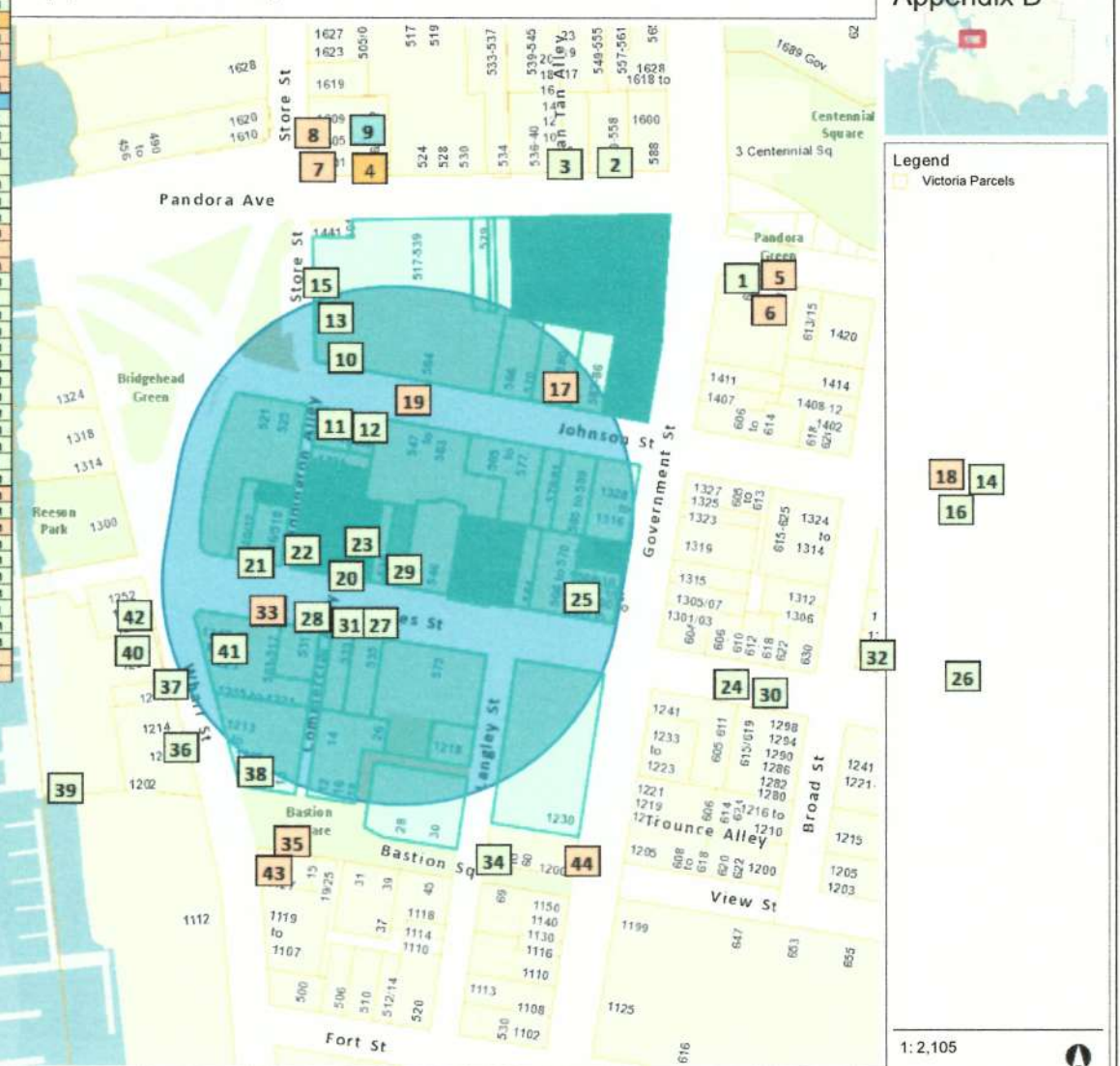
Date: February 17, 2004

Scale: Not to Scale



LICENCE TYPE	ESTABLISHMENT NAME	ADDRESS	OCC LOAD	FRI OPEN	FRI CLOSE	SUN OPEN	SUN CLOSE
1 Food Primary	Victoria Plaza Hotel	603 Pandora Avenue	229	10:00 AM	12:00 AM	11:00 AM	12:00 AM
2 Food Primary	Mozie	554 Pandora Avenue	50	9:00 AM	12:00 AM	9:00 AM	12:00 AM
3 Food Primary	Shamice's Biscuit Cafe	529 Pandora Avenue	83	9:00 AM	12:00 AM	9:00 AM	12:00 AM
4 License Retail Store	Swans	510 Pandora Avenue		9:00 AM	11:00 PM	9:00 AM	11:00 PM
5 Liquor Primary	Metropolis Nightclub	603 Pandora Avenue	225	7:00 PM	2:00 AM	7:00 PM	12:00 AM
6 Liquor Primary	Victoria Plaza Hotel	603 Pandora Avenue	225	11:30 AM	1:00 AM	11:00 AM	12:00 AM
7 Liquor Primary	Swans	510 Pandora Avenue	171	9:00 AM	2:00 AM	9:00 AM	2:00 AM
8 Liquor Primary	Swans	510 Pandora Avenue	218	12:00 PM	2:00 AM	12:00 PM	12:00 AM
9 Manufacturer	Swans - Bucherfeld's Brewery	506 Pandora Ave.	8				
10 Food Primary	Famoso Market Square	128 - 560 Johnson St	69	11:00 AM	12:00 AM	11:00 AM	11:00 PM
11 Food Primary	IL TERRAZZO DI CECCONI'S	555 JOHNSON ST.	182	11:00 AM	1:00 AM	11:00 AM	12:00 AM
12 Food Primary	Willie's Cafe & Bakery	537 JOHNSON ST.	106	9:00 AM	1:00 AM	9:00 AM	12:00 AM
13 Food Primary	Fuego	134-560 Johnson St	36	9:00 AM	9:00 PM	9:00 AM	8:00 PM
14 Food Primary	Carlton Plaza Hotel	642 Johnson Street	86	9:00 AM	12:00 AM	9:00 AM	12:00 AM
15 Food Primary	Cafe Mexico	130-560 Johnson Street	144	11:00 AM	1:00 AM	11:00 AM	12:00 AM
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18 Liquor Primary	Carlton Plaza Hotel	642 Johnson St.	170	12:00 PM	2:00 AM	12:00 PM	2:00 AM
19 Liquor Primary	The Drake Eatery	146-560 Johnson Street		9:00 AM	12:00 AM	9:00 AM	12:00 AM
20 Food Primary	FERRIS OYSTER BAR AND GRILL	536 YATES ST	101	11:00 AM	1:00 AM	11:00 AM	12:00 AM
21 Food Primary	Fiamto Italian Kitchen	515 YATES ST	123	12:00 PM	2:00 AM	12:00 PM	2:00 AM
22 Food Primary	Chimac Kuman Pub & Fried Chicken	512 YATES ST	40	11:00 AM	1:00 AM	11:00 AM	12:00 AM
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28 Food Primary	Dylan's Sports Bar and Grill	531 Yates Street	130	9:00 AM	2:00 AM	9:00 AM	12:00 AM
29 Food Primary	Chuck's Burger Bar	538 Yates St	100	9:00 AM	12:00 AM	9:00 AM	12:00 AM
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31 Food Primary	El Furniture Warehouse	583 Yates Street	116	11:00 AM	1:00 AM	11:00 AM	1:00 AM
32 Food Primary	Wild Coffee & Bistro	632 Yates Street	50	9:00 AM	12:00 AM	9:00 AM	12:00 AM
33 Liquor Primary	Lucky Bar	517 Yates St.	188	12:00 PM	2:00 AM	12:00 PM	12:00 AM
34 Food Primary	Re-Bar Modern Foods	50 Bastion Square	93	10:00 AM	12:00 AM	11:00 AM	12:00 AM
35 Liquor Primary	Upstairs Cabaret	15 Bastion Square	500	4:00 PM	2:00 AM	4:00 PM	12:00 AM
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43 Liquor Primary	O'arry McGee's	1127 Wharf Street	190	11:00 AM	2:00 AM	9:00 AM	1:00 AM
44 Liquor Primary	Irish Times Pub	1200 Government Street	250	9:00 AM	1:00 AM	9:00 AM	1:00 AM

Map (Internal Version)

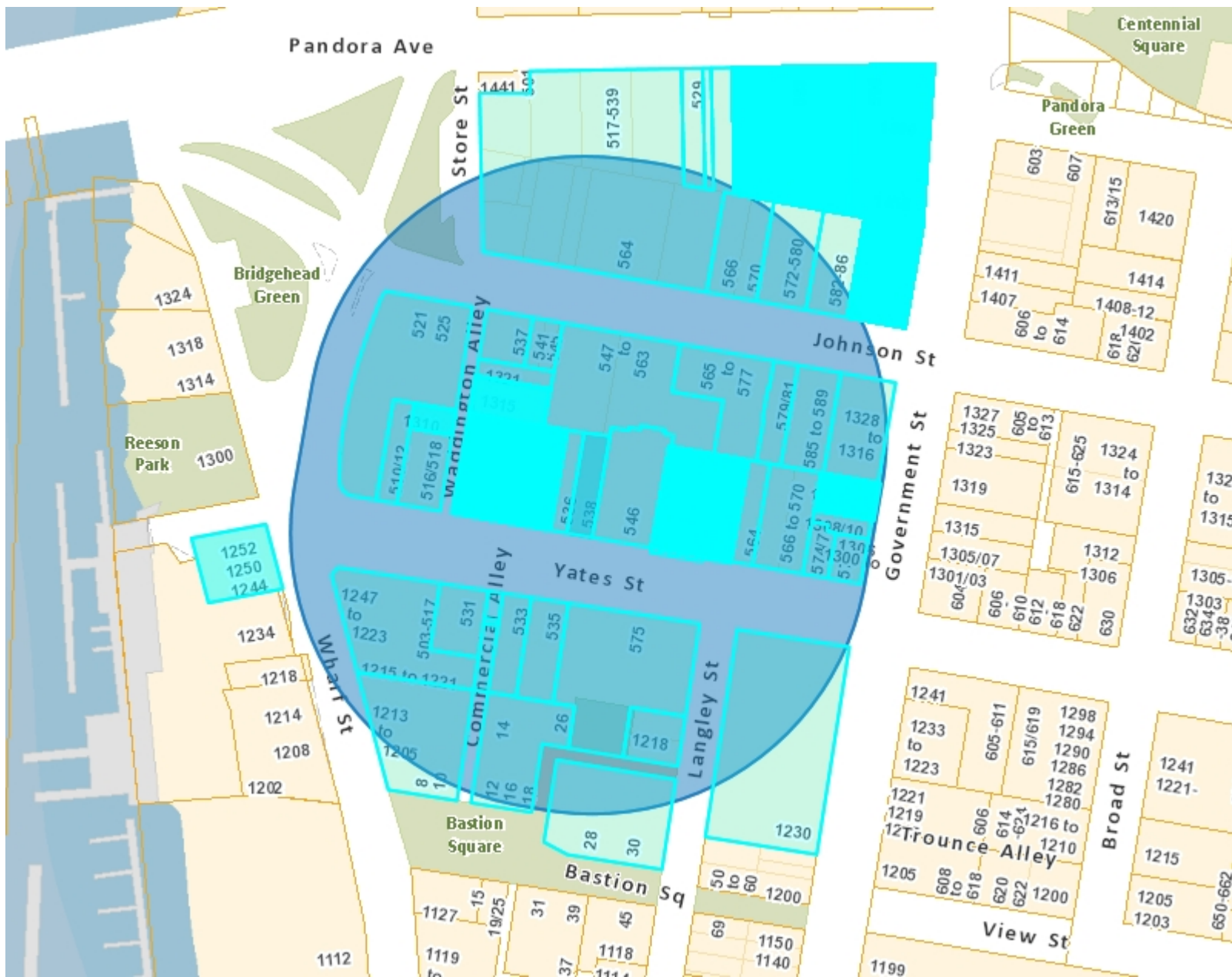


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Notes
Appendix D



Legend

 Victoria Parcels

1: 2,105



Notes

Appendix B

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



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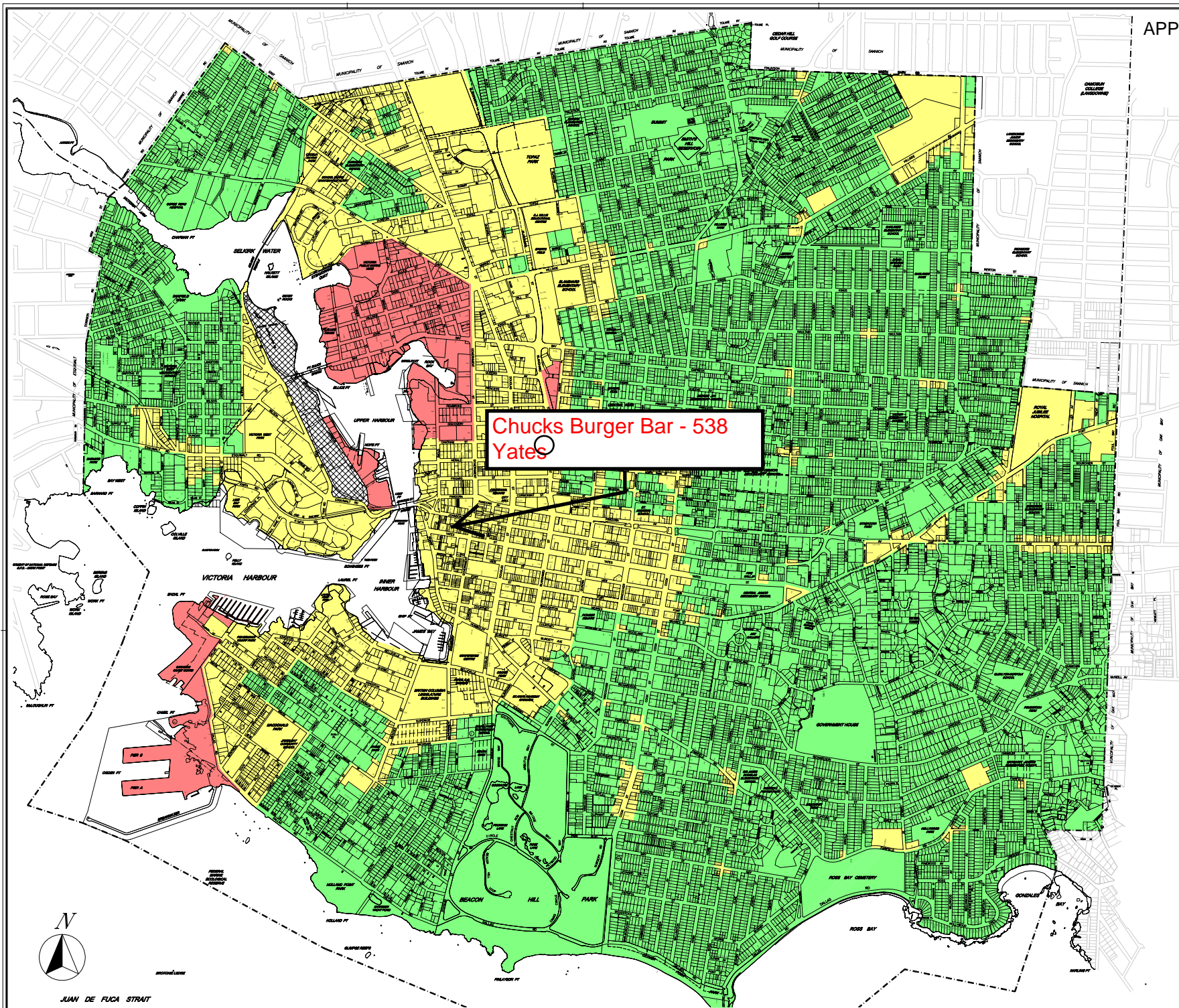
City of Victoria Noise District Map

LEGEND

-  Quiet District
-  Intermediate District
-  Harbour Intermediate District
-  Activity District

Date: February 17, 2004

Scale: Not to Scale



JUAN DE FUCA STRAIT

	LICENCE TYPE	ESTABLISHMENT NAME	ADDRESS	OCC LOAD	FRI OPEN	FRI CLOSE	SUN OPEN	SUN CLOSE
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Map (Internal Version)

04/30/2019

Appendix D

Legend
Victoria Parcels



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Notes

Appendix D

	Liquor Licencing Policy
	Page 1 of 2
SUBJECT:	Liquor Licencing Policy
PREPARED BY:	Sustainable Planning and Community Development
AUTHORIZED BY:	City Council
EFFECTIVE DATE:	October 12, 2017
REVIEW FREQUENCY:	Every three years
	REVISION DATE:

A. PURPOSE

The purpose of the City of Victoria's Liquor Licensing Policy is to provide direction to the following parties:

1. Liquor licence applicants on the process and fees associated with City of Victoria review of applications;
2. Liquor Control and Licencing Board (LCBC) on the types of applications that the City will opt-out of providing comment on; and
3. City staff on application review and public notification criteria for those types of liquor licence applications that require review by Council and opportunity for the public to comment.

B. POLICY STATEMENTS

1. This policy applies to liquor license applications in the City of Victoria.:
2. The city will opt out of the review and comment requirements for the following types of applications;
 - a. Liquor Primary with licensed service up to 10:00 pm and having an occupant load less than 31 persons.
 - b. Manufacturer with Lounge Endorsement, Special Event Area, or Picnic Area with licensed service up to 10:00 pm and having an occupant load less than 31 persons.
 - c. A temporary extension to hours of licensed service for all licence types up to 3:00 am on New Year's Eve.
 - d. The addition of an Entertainment Endorsement to any Food Primary with licensed service up to 12:00 am.
3. The City of Victoria generally does not approve the extension of liquor service past 2:00 am, with the exception of New Year's Eve, which allows for service up to 3:00 am. In extraordinary cases, the City may consider short term or one time provisions for allowing liquor service between 2:00 am and 9:00 am to accommodate international sporting or significant cultural events.

C. PROCEDURES

A business engaging in the manufacture, sale or service of liquor must have a City of Victoria Business License to lawfully conduct its businesses.

The provincial government, through the Liquor Control and Licencing Branch, is the first and last point of contact for businesses interested in applying for a liquor licence.

The application process and related fees will be made available to any business or member of the public through the internet or by request.

For any liquor applications where the City of Victoria has not opted out of providing comment, the following provisions apply:

1. Public notification for comment will be placed at the site for a period no less than 30 days.
2. The City will provide public notification through mailed notice to all residents and businesses within a 100 metre radius.
3. The City will provide notification to the applicable community association.
4. When providing comment on an application, the City will include comments on those aspects within the parameters set by LCLB which currently include:
 - a. Noise impacts in the immediate vicinity of the establishment;
 - b. Impact on the community if approved (including the location of the establishment and person capacity and hour of liquor service of the establishment)
 - c. Confirm that the establishment is being operated in a manner that is consistent with its primary purpose (only for food primary)

D. ENFORCEMENT POLICY

Businesses that have a history of non-compliance with local and provincial government bylaws and legislation or re-occurring nuisance issues may be subject to a Good Neighbour Agreement that will be reviewed along with the annual renewal of a business licence. Lack of adherence to this agreement may result in a business licence being revoked. This will be assessed by staff on a case by case basis.

E. REFERENCES

Business License Bylaw (89-071)
Land Use Procedures Bylaw (16-028)
Noise Bylaw (03-012)
Liquor Licensing Fee Bylaw (01-06)

F. REVISION HISTORY

None

Ryan Morhart

From: DoNotReply@escribemeetings.com on behalf of eSCRIBE Notification
<DoNotReply@escribemeetings.com>
Sent: Monday, June 18, 2018 3:15 PM
To: Ryan Morhart
Subject: eSCRIBE Task Alert: Motion Arising from the Motion to Postpone to the June 14, 2018 Committee of the Whole meeting the 1199 Government Street - Application for a Permanent Change to Hours of Service for a Food Primary License (0302087) Earl's Restauran...

This is an automated task reminder from eScribe.

A Task has been assigned to you does not have a due date.

Meeting: **VCC_Jun14_2018**

Agenda Item: **Motion Arising from the Motion to Postpone to the June 14, 2018 Committee of the Whole meeting the 1199 Government Street - Application for a Permanent Change to Hours of Service for a Food Primary License (0302087) Earl's Restaurant (Downtown)**

Due Date: **None**

Task Description:

That Council direct staff that all future liquor licence applications include a letter from the Police Department attached to the report.

To view the task, please [click here](#).

Please complete the task as soon as possible. Thank you.

From: Watson, Cliff

Sent: Thursday, March 14, 2019 9:28 AM

To: 'Ryan Morhart' <RMorhart@victoria.ca>; Barrie Cockle <bcockle@victoria.ca>; Ross Kenny <rkenny@victoria.ca>; Thom Pebernat <tpebernat@victoria.ca>; Jim Handy <JHandy@victoria.ca>; Michael Hill <mhill@victoria.ca>; Whiskin, Jamie [REDACTED]

Subject: RE: LL000293 Chucks Burger Bar | 101 - 538 Yates Street

This application from Chuck's Burger Bar (formerly Famous Originals) at 538 Yates Street proposes extended liquor service hours from the current midnight (7 days/wk) to 1am (Sun-Thur) and until 2am (Fri-Sat). The applicant is not seeking any increase to the number of seats. The current license includes a small patio on sidewalk in front of the licensed establishment.

The location is within an area populated with numerous other licensed establishments. The immediate area (500 block Yates St) is mixed-use, comprised of retail, government, food/restaurant, residential, and office/commercial. The area is one which generates an unusually high call-volume for police (987 calls for service for the past 14 months, the period January 1, 2017 to March 13, 2019) This does however include two unrelated 'hot spots'. Taking out these two 'hot spots' brings that total from 987 down to 429. However, those numbers are still relevant when considering the impacts on this particular neighbourhood and the residents that live here.

The extension of the liquor service hours contributes to the further draw of liquor-related disorder and calls-for-service later into the night. The effects that could be attributed specifically to this application are difficult to predict or determine. Documented issues are rarely assigned specifically to one address, but are commonly tagged to the block in which the incident(s) occur.

VicPD cannot support an application where there is either an increase to the load capacity (not the case here) and/or to the hours of operation later into the evening and night. An increase in liquor seats and/or hours equates to a greater demand on police resources, resulting in decreased level of service to the community. Current service and staffing levels cannot manage any further increase to liquor-related calls for service. VicPD is already heavily reliant on funding through the Late Night Task Force to meet even the most basic operational needs in the downtown core during the busy liquor hours (evening through to the early morning hours). There is no additional operational capacity to handle the increased call load that would result from this application, similar applications, and the incremental effect that they have collectively.

Ryan Morhart

From: Tim Grant [REDACTED]
Sent: Friday, April 5, 2019 8:48 AM
To: Ryan Morhart
Subject: Chuck's Burger Bar

To: Manager, Permits & Inspections,

Thank you for the opportunity to comment on the application to extend operating hours at Chuck's Burger Bar.

As a resident/owner within the 100 metre radius of the facility, we are **not** supportive of the application. We are located at 524 Yates, unit 202.

We are aware from past discussion with City representatives that there are continued challenges in managing the interface between residential and the entertainment/service business within the downtown core areas. The main issue being late night noise generated by night club and food service facilities. We feel this application will be a catalyst for an increase in late night noise, and not be welcome for those who are living in the area. Along with personally being a resident for extended times in the area, we are also a registered business for short term rentals. We have numerous complaints about disturbing noise on the street at late hours, that has resulted in negative reviews and impact on our business.

Therefore, we feel any extension of hours will only lead to more people being on the streets later at night and result in increased noise to the detriment of those residing in the area.

We would appreciate your rejection of this application.

Regards

Tim and Sue Grant

Ryan Morhart

From: Jana [REDACTED]
Sent: Thursday, April 25, 2019 3:00 PM
To: Ryan Morhart
Subject: Chucks burger

Hello

I live at 562 Yates street . This block has become increasingly noisy very late at night due to Lucky bar being open very late and selling cheap drinks. Screaming and yelling is so loud that is not possible to have normal night of sleep. . I have considered moving because of the noise ..

In my opinion having one more place open very late will ad to the noise level which is out of control already.

thank you

Jana Ignelzi

Maria Coffey & Dr. Dag Goering
Owners/residents 313 – 599 Pandora Avenue, Victoria BC V8W 1N5
Owners 301 – 534 Yates Street, Victoria BC V8W 1K8

Manager, Permits & Inspections
Sustainable Planning and Community Development Department
1 Centennial Square
Victoria BC V8W 1P6
rmorhart@victoria.ca

Regarding: Application by Chuck's Burger Bar, 101 – 538 Yates Street, to the Liquor and Cannabis Regulation Branch (LCRB) to modify hours of operation from 11 am to 12 am daily to 11 am to 1 am Sunday to Thursday, and 11 am to 2 am Friday and Saturday.

Dear Madame or Sir,

The large concentration of restaurants and bars at the lower half of Yates Street (along with a new pub opening closer to Government Street) – while a draw for locals and visitors alike – is a source of a lot of noise. The 500 block of Yates Street is also home to several residential buildings.

The addition of another business which spills noise into the street until 1 or 2 am will effect the enjoyment of living on this vibrant block, and could impact the income for licensed short-term rental unit owners.

We were also recently dismayed by the practice of pubs broadcasting sports, music and even their pub quizzes out onto the sidewalk, presumably for patrons sitting on outdoor patios. More than one establishment engaging in this practice within half a block would be really pushing the limits.

We own a vacation rental in Yates Street and we live in an apartment on the corner of Pandora and Government. We enjoy the vibrancy of downtown living very much, however we feel it is necessary to maintain a balance that works for both downtown businesses as well as residents and visitors. There are many examples of badly managed historic areas in other cities that have become “party central” with all the attendant issues of noise, alcohol over-consumption and the often attendant belligerent or even criminal behavior. In the end, all that remains is the hardcore party crowd and businesses that benefit from it.

We hope the City of Victoria recognizes this danger and sees fit to make decisions that maintain a healthy balance of quality of life for residents and enjoyment for all kinds of visitors - not just the party animals.

Sincerely,

Dr. Dag Goering and Maria Coffey.

Appendix G



1715 Government Street
Victoria, BC
V8W 1Z4

Mayor Lisa Helps and Council
City of Victoria
c/o Mr. Ryan Morhart – Manager, Permits and Inspections
No.1 Centennial Square, Victoria, BC, V8W 1P6

April 29th, 2019

Re: Application to Extend Hours of Operation at 101-538 Yates Street; Chuck's Burger Bar

Dear Mayor Helps and Council,

The DRA Land Use Committee has reviewed the application to amend the Liquor Licence for Chuck's Burger Bar. It is our understanding that the scope of changes is to extend the hours of liquor service from midnight daily to 1:00 am Sunday through Thursday and 2:00am on Fridays and Saturdays.

Feedback and questions from committee members are as follows:

- What are the Food to Alcohol sales ratios for the last hour of operation each day for at least the past month? Are they selling late night food, or are they simply another late night pub operating under the guise of a restaurant?
- Why doesn't the City charge more for business licences that include onsite liquor sales and consumption? Much like the province charges substantially higher fees for liquor primary (\$4400) as compared to food primary (\$950), the City should be collecting more revenue from business operations that are associated with the costs of late-night disorder and enforcement. Any food primary operator, open after midnight, should also be charged the same fees as liquor primary, as we know that many are operating as de facto liquor primary and are contributing to the late night issues in the core.
- Lucky Bar and Fiamo are the only late night liquor establishments operating on this block of Yates Street. Both of these establishments are not mid block, were in business prior to any residential development on Yates Street and operate until 2:00 am.
- The nightclub "Steamers" was located mid-block and was closed permanently when the premises were converted to residential; the owner citing "obvious incompatible uses".
- Any proposed hours of operation beyond what is typical for a business of this type would create a "destination" establishment and corresponding public nuisance.
- Insertion of new late night liquor seats and extended operating hours of liquor related seats in residential areas will create conflict between operators and residents that can be avoided with the establishment of good policy.
- There have been a great many applications for extended hours for food primary licences downtown recently. However, no City policy exists within the downtown area regarding

the siting of late night liquor establishments and proximity to residential development or vice versa.

- Within the Downtown Core Area Plan, under "Community Vitality" Policy 9.27.5 states:

Interface conditions and strategies to mitigate conflict between residential development and bars, nightclubs and restaurants.

These conditions and strategies have yet to be developed. It's time to amend the Plan to better define and incorporate "conditions and strategies" related to "bars, nightclubs and restaurants".

- No City policy exists requiring residential developments to achieve mandatory standards of "sound transmission class" (soundproofing) for developments constructed within the "entertainment" areas of Downtown. Such a policy would reduce conflict.

Concentrating late night liquor related activities into a residential area "after the fact" should be considered through a different and much more powerful lens. The Strategic Plan contains objectives for "Strong Livable Neighbourhoods" and developing a Municipal Alcohol Policy in 2019 to address concerns, forms part of this objective. If Council is genuine in its desire to not degrade livability for all neighbourhoods, including this one, it will restrict opening hours to midnight until the Alcohol Policy committed to within the Strategic Plan is established.

The alternative will simply be setting the residents and operators up for the inevitable but avoidable conflicts. DRA LUC members strongly support a vibrant downtown that includes late night drinking establishments but cannot support extended liquor service beyond midnight immediately adjacent to many pre-existing residences.

Sincerely,



Ian Sutherland

Chair
Land Use Committee
Downtown Residents Association

Ryan Morhart

From: Elliot Houston <elliott@chucksburgerbar.com>
Sent: Friday, May 3, 2019 8:31 AM
To: Ryan Morhart
Subject: Re: Hi

Good morning Ryan!

I spoke with my partner and either the 12am Sun-Thurs and 2am sat-sun, or the 1am all days of the week would be great. If we have a better chance at the 1am option let's go for that.

Thanks!

On May 2, 2019 13:05, Ryan Morhart <RMorhart@victoria.ca> wrote:

Ryan Morhart

Manager & Chief Building Official

Permits & Inspections
Sustainable Planning and Community Development Department
City of Victoria
1 Centennial Square, Victoria BC V8W 1P6

T 250.361.0241 F 250.361.1128



Types of Liquor Licences Issued in the Province of British Columbia

Last updated: October 5, 2017

The Liquor Control and Licensing Branch (LCLB) supervises over 10,200 licensed establishments and over 25,000 temporary special events per year in B.C.

The purpose of this document is to give a broad understanding of the types of liquor licences issued in B.C. Visit the LCLB's website at www.gov.bc.ca/liquorregulationandlicensing and the hyperlinks below for the most up to date information.

Licences:

[Agent](#) – for independent liquor agents who market products from liquor manufacturers outside of B.C.

[Catering](#) – for catering companies who wish to serve liquor in addition to food, with food service as the primary purpose.

[Food Primary](#) – for businesses where the primary purpose is to serve food (such as restaurants).

A Patron Participation Endorsement is an additional term and condition on a food primary licence that permits the active involvement of patrons in entertainment or results in patrons leaving their seats, such as dancing or karaoke. An application for this endorsement requires additional considerations beyond the routine assessment of an initial application. To ensure that community concerns about noise, nuisance and other impacts are considered, input from local government or First Nation authorities is required before patron participation entertainment will be approved for a food primary establishment.

[Liquor Primary](#) – for businesses where the primary purpose is to sell liquor (such as bars, pubs, and nightclubs, as well as stadiums, theatres, aircraft, etc.). Liquor primary licences are also for businesses that wish to serve liquor as an additional service to their primary business (such as spas, salons, art galleries, etc.)

Liquor Primary Club – a sub-class of the liquor primary licence for private clubs. To be eligible to apply, the club must be a society registered under the provincial Societies Act or a non-profit or veterans organization incorporated by special act of parliament. LP Clubs must have at least 50 members who pay annual fees. The service area of an LP Club is restricted to members and guests only.

[Manufacturer](#) – for businesses making wine, cider, beer (this includes brew pubs), or spirits (known as wineries, breweries, and distilleries). Manufacturers can also apply to add a lounge, special event area, and/or picnic area endorsement to their manufacturer licence.

[UBrew/UVin \(Ferment-on-Premises\)](#) – for businesses that sell ingredients, equipment and provide advice for customers to make their own beer, wine, cider or coolers.

[Licensee Retail Store*](#) – for selling liquor by the bottle at retail stores (often called private liquor stores).

[Wine Store*](#) – for wine stores including winery-operated stores, independent wine stores, VQA stores and tourist wine stores.

[Special Wine Store](#) – available to eligible grocery stores only, the special wine store licence permits the sale of 100% BC wine on grocery store shelves.

**No new licences are available at this time.*

Permits:

[Special Event Permit](#) – for individuals and groups holding special events (such as community celebrations, weddings or banquets).

[Ethyl Alcohol Purchase Permit](#) – for purchasing ethyl alcohol for commercial and industrial use.

[Charitable Auction Permit](#) – for registered charities and non-profit organizations that wish to hold liquor auctions to raise funds for a charitable purpose.

What is the difference between a food primary and a liquor primary licence?

A food primary licence is issued when the primary purpose of the business is the service of food (such as restaurants and cafes). A liquor primary licence is issued when the primary purpose of the business is the service of liquor, hospitality or entertainment (such as bars, pubs, spas, and art galleries).

The approval process is different for both types of licences, with the process for liquor primaries being more involved. Minors are generally prohibited from liquor primary establishments, unless the licence specifically allows them.

Additional Resources:

[Forms](#) – access to all LCLB forms, including application forms and licence change forms.

[Frequently Asked Questions](#) – answers to common liquor-related questions.

[Licensed Establishment Locations](#) – a list of all licensed establishments in B.C.

[Publications & Resources](#) – access to the licensee terms and conditions handbooks, public consultations, and the Local Government/First Nations Guide page and more.

grants of up to \$1,000 (matched funds).

The program is open to all not-for-profit organizations including community and neighbourhood associations and schools. Residents, informal organizations and businesses may also apply for funding by partnering with a local not-for-profit group. The not-for-profit group is required to co-sign the application, receives the funding and is the responsible party for ensuring the project meets agreed conditions.

The projects and activities must be located within the City of Victoria to be eligible for funding.

2019 GRANT PROGRAM

This grant program is open for two 6-week intakes per year, between March 1 and April 15, and September 1 to October 15. Staff actively promote the program through social media posts, email and verbal communications with stakeholders, a poster campaign and a community development event. Radio interviews and print media will also help promote the program. Throughout both intake periods, staff meet with prospective applicants to shape their projects and support them in providing a high-quality application.

Applications for the Spring Intake were received from twelve of the City's thirteen neighbourhoods.

The total amount of matching funds requested is \$60,300 which leaves \$59,700 available. The interdepartmental committee made up of staff from Parks, Planning, Arts & Culture and Engineering reviewed the applications. Funding recommendations are provided in Tables 1, 2 and 3.

Summary tables of the Placemaking and Activity applications are provided below. The evaluation matrix and evaluations have been included in Appendix B. The complete applications for Placemaking are attached in Appendix C and Activities in Appendix D.

Table 1: 2019 Spring Placemaking Grant applications

	Name of Project	Neighbourhood	Applicant/Sponsor	Request
1	Rock Bay Concrete Canvas Maps	Burnside Gorge	Burnside Gorge Community Association	\$4,500
2	Food for Thought	Downtown	FED Restaurant Society	\$5,000
3	George Jay mural	Fernwood	George Jay PAC	\$1,820
4	Community Centre Garden Revitalization	Fernwood	Fernwood NRG	\$5,000
5	Honouring Lekwungen Plant Garden	Fernwood	Mitraniketan Housing COOP	\$1,750
6	Little Seed Library	James Bay	James Bay Neighbourhood Association	\$1,200
7	Hillside Ave murals	Oaklands	Oaklands Community Association	\$5,000
8	Park Signs Project	Oaklands	Oaklands Community Association	\$4,985

9	Walbran Mural	Oaklands	Oaklands Community Association	\$5,000
10	Xeriscaping	Oaklands	Oaklands Community Association	\$3,105
11	Ryan Street Mural	Oaklands	Oaklands Community Association	\$2,000
12	Woodland Pathway	Rockland	Rockland Neighbourhood Association	\$2,490
13	Pollinator Garden Enhancement	VicWest	Pollinator Partnership Canada	\$5,000

*see Table 3 for explanation

Total Placemaking Applications \$46,850

Table 2: 2019 Spring Activity Grant applications

	Name of Project	Neighbourhood	Applicant/Sponsor	Request
1	Walk on Film Night	Downtown	Victoria Film Festival	\$1,000
2	Inner Harbour Interactive Storytelling	Downtown	Downtown Victoria business Association	\$1,000
3	Singing in the Streets	Hillside Quadra	Quadra Village Community Centre	\$1,000
4	Scare on McNair	Hillside Quadra	Quadra Village Community Centre	\$1,000
5	Peoples Apothecary Summer Herbal Workshops	Hillside Quadra	Quadra Village Community Centre	\$450
6	Bicycle Champions	Fairfield	Greater Victoria Placemaking Society	\$1,000
7	Solstice Party	Fairfield	Fairfield United Church	\$1,000
8	Seniors Yoga	Fernwood	Fernwood NRG	\$1,000
9	Rock Bay Creek Celebration Tour	Fernwood	Fairfield Community Association	\$1,000
10	South Jubilee Community Music Festival	South Jubilee	South Jubilee Neighbourhood Association	\$1,000
11	Basketball Street Party	Oaklands	Oaklands Community Association	\$1,000
12	Creekside Concert	Oaklands	Friends of Bowker Creek	\$1,000
13	Pear Harvest	Vic West	Vic West Community Association	\$1,000

*see Table 3 for explanation

Total Activity Applications \$13,450

Table 3: Applications recommended for decline

	Name of Project	Neighbourhood	Request	Explanatory Notes
1	Wellness First	Fairfield	\$1,000	Recommend decline as the same event was funded in the previous year and does not reflect a substantial new element
2	The Wellness Place	Fairfield	\$5,000	Recommend decline as proposal does not reflect a placemaking installation
3	Next Steps Childcare Society Playground build	North Park	\$5,000	Recommend decline as the proposal does not reflect an installation that is open to the public

4	Rockland Children's Garden and play Space Concept Design	Rockland	\$5,000	Recommend decline for now and have staff work with applicant in the coming months to refine application
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ISSUES AND ANALYSIS

Staff have been tracking grants across neighbourhoods from 2016 to the current intake. A summary of grant distribution by neighbourhood for this intake is provided in Table 4.

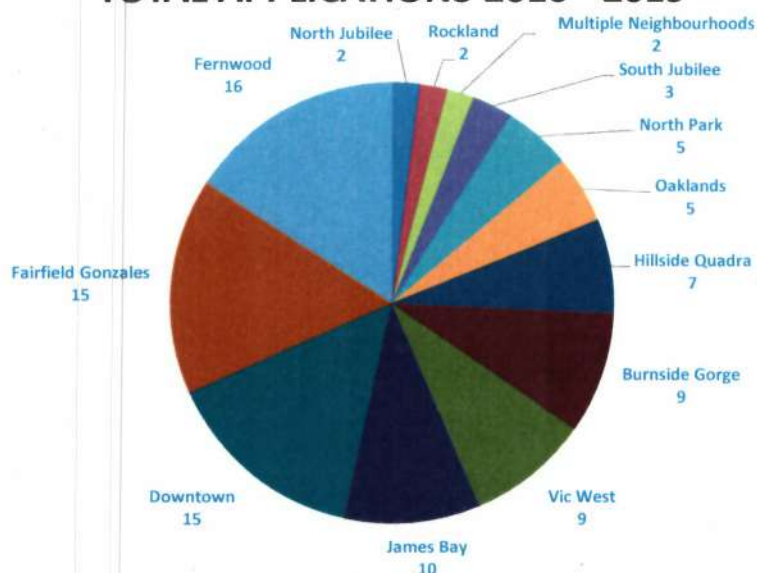
Table 4: Applications by Neighbourhood 2019 Spring Intake

Neighbourhood	Total Applications	Total Requested Funds	Total Recommended	Recommendation
Burnside Gorge	1	\$4,500	1	\$4,500
Downtown	3	\$7,000	3	\$7,000
Fairfield Gonzales	4	\$8,000	2	\$8,000
Fernwood	5	\$11,270	5	\$10,570
Hillside Quadra	3	\$2,450	3	\$2,450
James Bay	1	\$1,200	1	\$1,200
North Jubilee	0	0	0	0
North Park	1	\$5,000	0	0
Oaklands	7	\$22,089	7	\$22,089
Rockland	2	\$7,490	1	\$2,490
South Jubilee	1	\$1,000	1	\$1,000
Vic West	2	\$6,000	2	\$6,000
Total	30	\$76,300	26	\$60,300

This pie chart shows the distribution of approved grants by neighbourhood up to the Spring 2019 intake.

As of December 2018, the City has approved \$329,681 funding for 101 projects. If the recommended Spring 2019 applications are approved, this grant program will have initiated 127 placemaking projects and community development activities with \$389,981 of grant funds in three and a half years.

TOTAL APPLICATIONS 2016 - 2019



OPTIONS & IMPACTS

Option 1 – Approve 26 applications (Recommended)

An interdepartmental committee made up of staff from Parks, Planning, Arts & Culture and Engineering reviewed the applications and issues which have been noted have been resolved.

Option 2 – Further review grant applications and make alternative decisions for grant awards

This option would involve a further process and Council direction to identify the scope of eligibility.

Accessibility Impact Statement

There are no accessibility concerns related to the proposed recommendations in this report.

2019 - 2022 Strategic Plan

The applications received support the objectives and/or the action and outcome statements of the Strategic Plan specifically:

- Objective 8: Strong Livable Neighbourhoods

Impacts to Financial Plan

The \$120,000 for this grant program was approved as part of the 2019 Financial Plan.

Official Community Plan Consistency Statement

The My Great Neighbourhoods Grants program supports several of the OCP's broad objectives, including:

Placemaking

- 8 (d) That social vibrancy is fostered and strengthened through human scale and design of buildings, streetscapes and public spaces.
- 8 (g) That a sense of place is developed and enhanced through urban design features.

Community Wellbeing

- 15 (d) That strong partnerships build the capacity of individuals and the community.
- 15 (e) That all citizens have the opportunity to participate in civic affairs.

Arts and Culture

- 16 (a) That Victoria is a creative and vibrant city.
- 16 (f) That art in public places is supported and enabled as a public good and an expression of community identity.

Respectfully submitted,



Gary Pemberton
Neighbourhood Advisor



Kerri Moore
Head of Business and Community Relations

Report accepted and recommended by the City Manager:

Date:

Spencer Jenkins
June 7, 2019

List of Attachments

- Appendix A: Great Neighbourhood Grant Policy proposed amendments
- Appendix B: Evaluation Criteria and Spring 2019 Intake evaluations
- Appendix C: 2019 Spring intake placemaking applications (attached as pdf)
- Appendix D: 2019 Spring intake activity applications (attached as pdf)

Appendix A. Grant Policy

A. PURPOSE

The purpose of the My Great Neighbourhood Grant Policy is to guide the allocation of grants that impact public space and support community activities.

B. OBJECTIVES

The objectives of the My Great Neighbourhood Grants is to bring neighbours together to animate under-utilized community space that will leave a positive physical legacy in public spaces and to support community development through action and education.

C. DEFINITIONS

Great Neighbourhood projects that qualify for this funding fall into two separate categories:

Placemaking projects have the following characteristics:

- They are initiated by local residents.
- They animate under-utilized community spaces.
- They create gathering spots that bring people together.
- They are partnerships between the community and the City of Victoria.
- The community takes the lead in these projects. City staff provides advice in design, development, installation and construction.
- They can be a pilot project.
- They must be completed within one year upon receiving funding.
- They contribute to neighbourhood pride and enhance quality of life.

Activity projects have the following characteristics:

- They are initiated by local residents.
- They engage and/or educate community members.
- They promote community development and community programming.
- They serve as a neighbourhood improvement campaign.
- The community takes the lead in these projects. City staff provides advice in regulatory guidelines
- They can be a pilot project.
- They must be completed within one year upon receiving funding.
- They contribute to neighbourhood pride and enhance quality of life.

My Great Neighbourhood Placemaking and Activity grants require a 100% matching contribution by the community. The City will fund up to \$5,000 to match the equivalent contribution the neighbourhood makes for a Placemaking grant and up to \$1,000 for an Activity grant. The matching contribution can be a combination of volunteer labour, donated services, donated materials and supplies and other funds raised. A rate of \$20/hr will be used to calculate the match made with volunteer labour. If professional services are provided, the professional donating their services will provide the value of their contribution.

D. ELIGIBILITY CRITERIA

The program is open to all not-for-profit organizations including community and neighbourhood associations and schools. Ad hoc, informal organizations and businesses may also apply for funding by partnering with a local not-for-profit group. The not-for-profit group is required to submit the application, and if approved, will receive the funding. The project must be within Victoria to be eligible for funding.

The applicant must meet all the following criteria to apply for a grant:

- Registered non-profit organization in good standing in the Province of BC or registered charitable organization in good standing with the Canada Revenue Agency
- Each application can submit one application per intake period (Registered non-profit organization in good standing can support multiple groups)
- Organization can reside outside of Victoria
- The project must be in Victoria and benefit residents of the City of Victoria
- Evidence of clear mandate and competent administration
- Not in arrears with the City of Victoria
- Not in bankruptcy or seeking creditor protection
- Projects must be completed within one year upon receiving funding
- Reporting requirements
- Must outline match from the community
- Must outline how the project will be maintained

Eligible expenses for Placemaking funding include:

- Materials (paint, equipment, wood, etc.)
- Insurance fees
- Equipment rentals
- Professional labour costs

Eligible expenses for Activity funding include:

- Program materials (craft supplies, food)
- Insurance fees
- Equipment rentals
- Professional facilitation costs
- Room rental fees

Ineligible expenses include all other applicant expenses not related to the project including:

- Fundraising
- Direct financial assistance to individuals or families
- Maintaining ongoing programs, services or events
- Funding staff positions and staff training / professional development costs
- Deficit or debt repayment
- Commercial activities and related costs
- Projects on private property
- Purchase of land or buildings
- Travel and accommodation expenses

The following items are required as part of the application package:

- Placemaking project - design information, including site map and visuals of location

- Activity project – program or event outline, including site map and visuals of location
- If the application is not from a recognized not-for-profit organization, a letter from a not-for-profit partner providing their support on the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to provide to the group they are supporting.

Applicants are limited to one placemaking project and one activity grant per annual intake. For a multi-phased project to be considered, a substantial new element must be introduced with each application. This program limits a maximum of three (3) proposals for the same project area. Applications for new projects will be prioritized over recurring applications, factoring in quality of application.

E. EXAMPLES OF PROJECTS

Placemaking Projects can include:

- Community garden enhancement
- Boulevard enhancement
- Neighbourhood gathering place
- Community pathway
- Decorative lighting display
- Community art display
- Neighbourhood branding initiative
- Interpretive signage
- Community lending installation
- Playground enhancement
- Playable space
- Other projects that animate public space

Activity Projects can include:

- Social Connection community program
- Educational community program
- Neighbourhood improvement program
- Neighbourhood diversity program
- Temporary site transformation (pop ups)
- New neighbourhood parties (not previously established)

F. GRANT REVIEW PROCESS

The first intake period will be in the spring. Applications will be accepted for the duration of six weeks. If funds remain, a second intake period will begin in the fall and will also be open for six weeks. All grants are awarded using a competitive process.

The process of reviewing the grants includes the following steps:

1. Intake period opens
2. Applications submitted by deadline
3. Staff review applications for eligibility
4. Staff conduct a technical review of the applications to ensure they meet City of Victoria standards and bylaws
5. Applications that impact public space will be vetted through appropriate departments to assess the project or program feasibility

6. The City's unions will be notified of eligible applications for their review and notification of any staff considerations
7. Eligible applications will be presented to the Committee of the Whole
8. Council awards the grants
9. Awards announced
10. Successful recipients will have up to one year to complete their project.
11. Recipients report on grant use and deliverables as projects are completed. Council will be updated through the quarterly report.

G. DECISION MAKING

Staff will review all applications and evaluate based on the eligibility requirements and technical review. All eligible grant applications will be presented to Council for review. City Council will decide on all grant allocations.

H. GRANT LIMITATIONS

Not all applicants meeting the eligibility requirements will necessarily receive a grant. Grants are one-time approvals and are not an automatic ongoing source of annual funding.

I MAINTENANCE AND PROJECT LIFESPAN

Successful Placemaking projects will be maintained for a mutually agreed upon lifespan not to exceed 5 years in total by the community organization once completed. Maintenance may be renewed beyond the initial term through mutual agreement of the City and the community organization. If the item created through the project falls into disrepair, requires replacement or becomes a safety concern it will be removed by the City of Victoria. Activity projects will be maintained for a period of up to six months by the community organization once activated.

J MONITORING AND REPORTING

Each grant recipient will be required to submit a post-program report as specified by the City of Victoria.

K. TIME EXTENSIONS AND REPAYMENT OF GRANTS

If the grant will not be used for the stated purpose, the full amount must be returned to the City of Victoria.

At the discretion of the Neighbourhood Team, a three-month extension may be granted for placemaking projects; a second three-month extension may be granted under extenuating circumstances. If after eighteen months (one year to complete and six months of extension) the project is not complete, the City will ask for the grant funds to be returned.

At the discretion of the Neighbourhood Team, one three-month grant extension for an activity may be granted under extenuating circumstances.

Appendix B: Evaluation Criteria Matrix

My Great Neighbourhood Grants are evaluated for eligibility based on the following matrix:

Evaluation scores are for final applications, though they may be used to inform applicants during the preparation process

The lowest score is 0/10, a moderate score is between 5-7, and a high score is between 8-10

Evaluation should consider the scale of the activity/project and a suitable level of required support

Criteria		Description	0	1	2
1	Community engagement and support for idea	Has the community been consulted about the idea and do they strongly support it? Is there evidence that the community would strongly support the idea?			
2	Community involvement during preparation and implementation	Have residents/organizations in the community been involved in the planning, preparation and undertaking of the project?			
3	Projected community impact/value through having completed the activity/project	Will the project contribute to the quality of life in the neighbourhood over its lifespan (relative to the amount of the grant)? How much will it be used, seen or experienced? Will an activity have a strong and/or enduring impact?			
4	Organizer's capacity to complete the activity/project	Is there confidence that the organizer will be successful? Are they open to staff assistance if needed?			
5	Quality of final proposal	Is the plan well-developed and feasible? Is the timeline clear and reasonable? Are all areas of uncertainty well-addressed? Are all areas of uncertainty well-addressed? Is the budget appropriate for the proposal?			

2019 Spring Intake Applications – Evaluation Matrix

P= placemaking project A=activity

Project or Activity Name		Type	Community support for idea	Community involvement during preparation and implementation	Projected community impact/value through having completed the activity/project	Organizer's capacity to complete the activity/project	Quality of final proposal	Score
1	Walk on Film Night	A	0	2	1	2	2	4
2	FED Blanshard Planters	P	0	0	2	1	1	4
4	Walbran Wall Mural	P	1	1	1	1	1	5
3	Bicycle Champions at Sir James Douglas	A	1	0	2	2	1	6
5	Fernwood Community Garden	P	0	2	2	1	1	6
6	Peoples Apothecary	A	1	1	2	1	1	6
7	FNRG Seniors Event	A	1	1	2	2	1	7
8	Oaklands Basketball Party	A	1	2	2	1	1	7
9	Hillside Avenue Murals	P	1	1	2	2	1	7
10	Pollinator Partnership Signs	P	1	1	2	2	1	7
12	Enhancing Woodland Garden	P	1	1	2	2	1	7
13	First Nations Boulevard Garden	P	1	2	2	1	1	7
14	Creekside Concert	A	2	1	2	2	1	8
15	Oaklands Interpretive Park signs	P	1	1	2	2	2	8
16	Rock Bay Mural Maps	P	1	1	2	2	2	8
17	Scare on McNair	A	2	2	1	2	1	8
18	Rock Bay Creek Celebration	A	1	2	1	2	2	8
19	Singing in the Streets	A	2	2	2	1	1	8
20	Seniors Yoga Program	A	1	2	1	2	2	8
21	Vic West Pear Harvest Festival	A	1	2	2	1	2	8
22	James Bay Little Seed Library	P	2	2	2	2	1	9
23	George Jay Mural	P	2	2	2	2	1	9
24	Inner Harbour Interactive Storytelling	A	1	2	2	2	2	9
25	Fairfield Solstice Party	A	1	2	2	2	2	9
26	Xeriscaping	P	2	2	2	2	2	10
27	South Jubilee Community Celebration	A	2	2	2	2	2	10



1 Centennial Square Victoria,
BC V8W 1P6
E: grants@victoria.ca

My Great Neighbourhood Grant Application

PROJECT TITLE: École George Jay Elementary School -- Cook St. Mural : "Encourage, Imagine, Liberate"

PROJECT TYPE:

(Check one)

☒ Placemaking

☐ Activity

CONTACT INFORMATION:

☒ Not-for-Profit Organization, or

☐ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Angela Carmichael, George Jay Parent Advisory Council co-chair

Organization Name: *(if applicable)* George Jay Parent Advisory Council

Mailing Address: 1118 Princess Ave, Victoria, BC V8T 1L3

Telephone: (250) 383 - 3837

Email: georgejaypac@gmail.com

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: 1255-92667 George Jay Parent Advisory Council

Contact Name: Same as above

Organization Name:

Mailing Address:

Telephone:

Email:

PROJECT DESCRIPTION: Please describe your proposed project

George Jay surpasses the 500 student benchmark making it one of the largest in B.C. We have recently welcomed many new Syrian families and as a school community, we celebrate over 100 unique cultural groups from countries around the globe. George Jay receives CommunityLINK (Learning Includes Nutrition and Knowledge) funding from the Ministry of Education as 75% of our enrolled students are considered vulnerable; that is, at risk in terms of their socio-economic status with the potential for negative impacts on both academic achievement and social functioning.



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My Great Neighbourhood Grant Application

Our project was initiated by local residents to revitalize a space surrounding our elementary school that is continuously tagged with graffiti. We want to ensure that our student body and larger community feel proud of our school. Many folks wait for the #25 BC Transit bus in this location in addition to many pedestrians who use this route on Cook St. and people coming to work or attend the school. We hope to brighten this gathering place within our community.

The artist for the project is a science graphic artist and illustrator (Cara Gibson, and previous work can be viewed on her website, www.caragibson.com), and mother of one of the pupils at the school. The title of the proposed mural "Encourage, Imagine, Liberate" was derived from a quote by Keith Haring: "Art should be something that liberates your soul, provokes the imagination and encourages people to go further." Students were invited to provide images for the mural that encourage them, spark their imagination, and give them feelings of freedom. The colour scheme was chosen to match the existing First Nations mural on the Cook St side of the building which is visible when viewing this additional mural.

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years ☒ X

How will your project be maintained through its lifecycle and retired after its intended lifespan?

We intend to use an anti-graffiti coat on the mural so that maintenance of the artwork will be straightforward.

Who will assume responsibility for ensuring these actions are undertaken?

Any cleaning of the painted surface will be done by GJ school Facilities Management team.

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

The 500 diverse students at GJ will have the opportunity to propose visuals that they find inspiring, encouraging, or that give them feelings of freedom. These images will be transposed onto the mural as dreamlike clouds.

BENEFITS: How will your proposed project benefit the community?

Our project will act in part as a revitalization project (graffiti abatement), a traffic calming measure to improve the safety of our students and as an invitation to explore what frees us, inspires and encourages us.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

We have the property owner's permission. We have contacted the city and have approval to paint the wall and have also met with city staff members, Gary Pemberton and Andrea Walker Collins (also a parent of a GJ school pupil) to discuss the design, development and installation of this project. We have also contacted Telus about a post that is in front of the wall and obtained permission to paint the pole.

We have also sent out our proposed plan to the community via the school's communication channels and reached out to our direct neighbours by knocking on doors and discussing our plans with them. The neighbours and broader community support our project.

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

We will paint the wall on a low traffic day (e.g. Sunday) and put up sandwich boards inviting pedestrians to use the sidewalk on the western side of the street. We do not intend to use the whole sidewalk however so folks waiting for #25 Bus (runs approx. every 1.5h on Sundays) will have still have sufficient space to wait and board safely.



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My Great Neighbourhood Grant Application

PROJECT TIMELINE:

Start date: _____ May 2019 _____ Completion date: _____ June 2019 _____

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: _____ Fernwood / North Park

Street: _____ Cook St. (Mural)

Address: _____ 1118 Princess Avenue, Victoria, BC, V8T 1L3

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
May 17, 2019	GJ Facilities Management team to prime the wall
May 10 2019	Artist to finalize design
May 19, 20 2019	Artist & project helper paint mural
June 12, 2019	Mural unveiling party

PROJECT COST:

What is the **total cost** of the proposed project (*including in kind labour and donated goods and services*): \$ \$4,140

Amount requested from the My Great Neighbourhood grant fund: \$ 2,070 (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET:

Items Funded by Grant	Amount
Artist's labour (10 h @ \$100 / h)	\$1,000
Project coordinator labour (10 h @ \$25 / h)	\$250
Project helper labour (10 h @ \$25 / h)	\$250
Anti-graffiti paint (3 gal)	\$170
Community unveiling snacks & supplies	\$150
Include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	1,820

Items Provided by Applicant	Amount
Artist's labour (10 h @ \$100 / h)	\$1,000
Project coordinator labour (10 h @ \$25 / h)	\$250
Project helper labour (10 h @ \$25 / h)	\$250
George Jay Facilities labour (10 h @ \$25 / h)	\$250
Exterior paint and sundries from Castle	\$320
YOUR TOTAL MATCHING CONTRIBUTION	\$2,070



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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 10, 2019

Applicant Group/Resident Lead Name: George Jay Parent Advisory Council co-chair, Angela Carmichael

Signature(s): _____

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☒ Design information, including site map and visuals of Project or Activity location
- ☐ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.



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My Great Neighbourhood
Grant ApplicationPROJECT TITLE: Honouring Lekwungen: Indigenous Plant Garden.

PROJECT TYPE:

(Check one)

☒ Placemaking☐ Activity

CONTACT INFORMATION:

☒ Not-for-Profit Organization, or non-profit housing co-op.☐ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Bobby Arbess, mitraniketen Housing Cooperative Organ
1-1241 Balmoral Rd. Victoria, B.C. V8T 1B2

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: CP-1466 (our co-op incorporation #) email: gardenzobeds@mitraniketen.ca Contact: gardenzobeds@mitraniketen.ca

PROJECT DESCRIPTION: Please describe your proposed project

Honouring Lekwungen: Indigenous Plant Garden is a project of the mitraniketen Housing Cooperative in the heart of the Fernwood neighbourhood. Its aims are: 1) To reestablish some of the Indigenous plants of the Lekwungen territories along the streetscape where we live, which will honour the connection between the Lekwungen peoples and their traditional plants, which in the Lekwungen word-view are known as ancestors. 2) To educate community members about the Indigenous plants, peoples, language & culture of where we live. 3) To help restore native biodiversity, pollinator species & habitats within the urban environment. 4) Provide a touchstone between people & nature within the city, particularly in the Fernwood area where there is little natural greenspace.

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year

2 years

3 years

4 years

5 years +

How will your project be maintained through its lifecycle and retired after its intended lifespan?

The project will be maintained through a regular garden maintenance contract with our co-op's groundskeepers & through volunteer work parties facilitated by the co-op groundskeeper.

Who will assume responsibility for ensuring these actions are undertaken?

our groundskeeper is accountable directly to the Board of Directors of our co-op, under annual contract, so the Board will work with the groundskeepers to ensure care & maintenance of the project.



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My Great Neighbourhood Grant Application

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

The project will involve co-op community members, Neighbours & volunteers of our partner group, the Fernwood Neighbourhood Resource Group (FNRG) in all aspects and stages of the project: installation, maintenance, creation of signage through a series of volunteer work party events, breaking ground, building soil, laying in woodchip pathways & seating area, planting, mulching, installing irrigation, split-rail fencing, signage & seating, as well as regular care of the garden space & flora.

BENEFITS: How will your proposed project benefit the community?

The project will provide the following community benefits:

- educate children & youth of the Lekwungen people, ethnobotany, & patterns of habitation on this land since time immemorial.
- Enhance quality of life in the Fernwood neighbourhood through restoration of native plant/animal habitat lacking in this part of the city
- Provide a natural refuge for Indigenous people, wildlife & for people in the neighbourhood
- Support pollinator species, practice drought-resistance gardening & teach others how to do so.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

The project has been approved by the Board of Directors of the Mitkaniketan Housing Co-operative & permission of the City for use of the boulevard is still needed.

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

Both the co-op and our partner group are covered with liability insurance in the case of injury to volunteers during installation, maintenance & use of the garden space.

PROJECT TIMELINE:

Start date: May 2019 Completion date: July 2019

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

1241 Balmoral Rd (Mitkaniketan Housing Co-operative)



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My Great Neighbourhood Grant Application

Neighbourhood: Fernwood
Street: Balmoral Rd.
Address: 1241

WORKPLAN SCHEDULE: (Please add more lines if necessary)

Date	Milestone
May 15 th	Stake out garden beds, paths & seating areas
May 22 m	Break ground on beds, filler cloth on path areas
May 29 th	Install woodchips, compost, plantings & mulch.
June 5 th	Install micro-irrigation sprinkler system
June 12 th	Install signage (art party on site)
June 17 th	Install split-rail fencing & boulders
July 1st	Notices distributed to neighbours for garden opening.
July 8 th	Garden opening.

PROJECT COST:

Total: Approx 200 hrs labour

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ 5,290 (+ 2790 materials + 2500 labour)

Amount requested from the My Great Neighbourhood grant fund: \$ 2,450 (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
9 cubic yards of woodchips to cover 900 sqft. area ^{at 6" depth}	\$600 (including)
9 pieces of 8-10' cedar split rail fencing	\$350
Signage materials	\$300
Micro-irrigation supplies (2 stations, controller)	\$400
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1250

Items Provided by Applicant	Amount
Plant material (approx. 35 plants (lg) to cover 900 sqft)	\$450
6 rolls of geotextile fabric (150 sqft each) ^{add extra}	\$250
2 cubic yards - compost	\$120
2 cubic yards - leaf mulch	\$120
10 feature boulders	\$200
Micro-irrigation (2 stations, controller)	\$400
YOUR TOTAL MATCHING CONTRIBUTION	\$1540



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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity Implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 15 th, 2019

Applicant Group/Resident Lead Name: Mitraniketan Housing Co-operative, Bobby Arbes.

Signature(s): Bobby Arbes.

☐ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☒ Design information, including site map and visuals of Project or Activity location
- ☒ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.

Mike,

I could bring pics of the front of our property to you later - forgot them on my way ; or better still send along digitally. Thanks!

Bobby



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My Great Neighbourhood Grant Application

PROJECT TITLE: Ryan Street Reconciliation Mural Pilot Project (Oaklands)

PROJECT TYPE:

(Check one)

☒ Placemaking

☐ Activity

CONTACT INFORMATION:

☐ Not-for-Profit Organization, or

☒ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: D'Ann Owen, Elaina Mack & Carey Newman

Organization Name: *(if applicable)* We will work in collaboration with the Oaklands Community Association

Mailing Address: 2827 Belmont Avenue (OCA address)

Telephone: 778-679-0411 (Elaina Mack cell)

Email: elainadmack@gmail.com

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: S0034168

Contact Name: Sarah Marshall

Organization Name: Oaklands Community Association

Mailing Address: 2827 Belmont Avenue

Telephone: 250-370-9101

Email: community@oaklandsca.com

PROJECT DESCRIPTION: Please describe your proposed project

In collaboration with the Oaklands Community Association and supported by Oaklands Elementary school, a group of neighbours—including parents, children and other community members—seek to collectively create a protective barrier and road mural to border the cross-walk on Ryan Street at Forbes Street, directly adjacent to the school. The mural would tie into the totem being built at the school with Master Carver (and Oaklands resident), Carey Newman. The children have selected animals for the totem, including a sea otter which represents kindness, being social and taking care of each other which may be featured in the mural design. In addition to involving community members, we see this as an opportunity to address a recognized concern with cars parking and blocking the sight lines of the cross-walk as well as to promote more active, safer active transportation options for children/families en route to school and community activities.



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My Great Neighbourhood Grant Application

This project seeks to support children's right to walk/bike/scooter to school safely. In particular, parents and caregivers routinely park along the yellow line both east and west of the crosswalk on Ryan Street near its intersection with Forbes Street prior to the school day (approx.. 8:30-9:00). These vehicles impact sight-lines for drivers approaching the crosswalks and increase risk for pedestrians (especially young children) crossing to street to the school yard. School administration has included reminders of this safety related concern in newsletters and daily announcements. Further, the City of Victoria has also sent a parking ambassador to raise awareness of cross-walk visibility. Also in response to concerns, City of Victoria staff indicated that the school community could place cones along the length of the yellow line¹.

With support from the City of Victoria's My Neighbourhood Grant, this project will involve seven key activities:

1. Supporting a team of children and parent supports as action researchers to observe, gather and analyze data about car/pedestrian use on Ryan Road during five mornings during the busy school commuting times (8:30-9:00).
2. Information will be shared through school and community newsletters/posters about the place-making project and its linkages to the Totem project. Highlights about what the children learned from their action research will also be shared to raise awareness of cross-walk use.
3. In consultation with the City, Community Association and School, the adult team will use temporary delineators purchased for the project to establish space for our place-making project. Team volunteers will place the delineators along the length of the yellow line on the north side of Ryan Street, east of the existing sidewalk. The delineators will be placed 1.5-1.7 m from the yellow line on the north side of Ryan Street, eastward for the length a maximum of 10-12 m.
4. Artist Carey Newman will work with children, school and community association to create the design for the temporary road mural, in tandem with the Totem project.
5. The Street Mural pilot will be installed using temporary using artist quality sidewalk pastels. Community volunteers may participate in helping with the road mural installation.
6. Celebration/reveal of the street mural and protective barriers, in collaboration with the Oaklands Sunset Market
7. Child action researchers to observe, gather and analyze data about car/pedestrian use on Ryan Street during five mornings to track any changes related to protective barriers.

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

X<1 year 2 years 3 years 4 years 5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

This pilot mural would be created using artist quality sidewalk pastels which would be allowed to naturally wash away over the course of several weeks. We would work with the artist, OCA, school and City to determine the possibility of more permanent paint options for the project.

Who will assume responsibility for ensuring these actions are undertaken?

Lead project leads include D'Ann Owens, Elaina Mack and Carey Newman – all long-time, Oaklands residents and parents of children at Oaklands Elementary School. We will work in close collaboration with the Oaklands Community Association and the Oaklands Elementary School.

¹ Email from

email from Ismo Husu, Manager, Parking Service, September 5, 2018 to D'Ann Owens



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My Great Neighbourhood Grant Application

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

There will be several ways that community members will be involved in all stages of the project:

- *Before:* Children and parents will be involved in research and information related to safety concerns related to the cross-walk as well as the design of the road mural
- *During:* Cross-section of Community volunteers may help with street mural installation, participation in learning about Indigenous design selected for the mural, involvement in the 'reveal/celebration' of mural
- *After:* Discussions/observations between community members (children, parents) about any difference from the protective barriers and improvements to safety for active transportation. Participate in learning from the pilot to explore opportunities for more permanent art/safety solutions in the place-making project area.

BENEFITS: How will your proposed project benefit the community?

This project will benefit the community in several ways, including:

- Increased awareness of child/community safety related to the cross-walk on Ryan Street
- Engagement of diverse community members in placemaking art project focused on Coast Salish art
- Establishment of temporary structures to support safer, active transportation options for children and community members en route to activities at the school/community centre

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

Project leads will need to work closely with the City of Victoria staff to ensure that the street mural meets safety requirements. The project will also require a permit for temporary blockage of Ryan Street during the painting of the mural (likely during the Oaklands summer market). There are no houses/private properties impacted by the mural. The field across the street (David Spencer park) is owned by SD61.

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

We do not foresee risks during this placemaking project. We expect that event insurance for the Oaklands Community Association Summer Market will cover any liability related to the installation.

PROJECT TIMELINE:

Start date: _____ June 2019 _____ Completion date: June 2020

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Oaklands

Street: Ryan Road (between Forbes and Belmont) - crosswalk/road in front of Oaklands Elementary School

Address: Ryan Road (between Forbes and Belmont) – crosswalk/road in front of Oaklands Elementary School

WORKPLAN SCHEDULE:

(Please add more lines if necessary)



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My Great Neighbourhood Grant Application

Date	Milestone
Late May/June	Targeted baseline/awareness of crosswalk safety issues
June	Installation of temporary barrier
Early July	Inform community of project & recruit art volunteers – posters, OCA newsletter
July	Design of road mural
Late July	Preparation of site (e.g. washing, blocking with tape)
August	Painting/installation of road mural
Late August/or early fall	Celebration of installation
Fall	Continued work with City staff for permanent protective barrier
Late Fall/early winter	Monitoring of any changes to crosswalk safety – in collaboration with City staff
Winter	Reporting/lessons learned with community/City staff

PROJECT COST:

What is the **total cost** of the proposed project (*including in kind labour and donated goods and services*): **\$4,000**

Amount requested from the My Great Neighbourhood grant fund: **\$2,000** (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET:

Items Funded by Grant	Amount
Artist road mural supplies (e.g. pastels, tape, stencil supply making, etc.)	\$500
Supplies (stationary, clipboards, name tags)	\$100
Printing, Laminating & Report Production	\$200
Safety Vests	\$150
Delineators	\$400
Food (for volunteers, may be purchased from the Oaklands Market farmers)	\$350
Overhead for OCA (as administrative fiduciary)	\$300
Subtotal	
	\$
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$2,000

Items Provided by Applicant	Amount
Volunteer Hours (@ \$20/hour)	\$1500
Volunteers (50)	
Artist (10)	
Project Managers (70)	
Support from OCA (@ \$20/hour)	\$400
Communications/Outreach/Project Support	
Celebration support/part of the Oaklands Market	
Support from School (@20/hour) – promo in school newsletters, announcements	\$100
YOUR TOTAL MATCHING CONTRIBUTION	\$2,000



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My Great Neighbourhood Grant Application


DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 15, 2019

Applicant Group/Resident Lead Name: Oaklands Road Mural Animators/Animators

Signature(s): 

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

☒ Design information, including site map and visuals of Project or Activity location

☒ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.



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My Great Neighbourhood Grant Application

FIGURES:





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My Great Neighbourhood Grant Application

PROJECT TITLE: Food for People, Food for Pollinators, Food for Thought

PROJECT TYPE:

(Check one)

☒ Placemaking

☐ Activity

CONTACT INFORMATION:

☒ Not-for-Profit Organization, or

☐ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Holly Dumbarton

Organization Name: *(if applicable)* FED Restaurant Society (S-0061108)

Mailing Address: 300 – 569 Johnson St., Victoria, BC, V8W 1M2

Telephone: 778-584-7423

Email: info@get-fed.ca

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: _____

Contact Name: _____

Organization Name: _____

Mailing Address: _____

Telephone: _____

Email: _____



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My Great Neighbourhood Grant Application

PROJECT DESCRIPTION: Please describe your proposed project

FED is proposing an educational campaign designed on the 4 blocks along Blanshard St., between Courtney and Yates St. This will include 10 edible gardens and 60 small educational signs in the garden planters to increase public awareness about the potential for urban agriculture in our region. These signs will include information about what can be grown in our climate and will provide essential advice regarding Victoria's planting guidelines.

We have begun working with the City of Victoria and will be in touch with private land owners once the locations for these gardens has been approved. We will also be engaging with all businesses on these blocks to participate in this edible streetscape by encouraging them to start their own edible planters (big or small), with guidance from FED if necessary.

Our goal is to offer educational opportunities for the public, beautify the area by providing a unique aesthetic to the streets and common zones, while also supporting the City's goal of creating healthy and diverse gardens, inspiring further urban agriculture in Victoria and beyond!

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

FED will take on the maintenance of these planters indefinitely. We have just hired a gardening intern, whose main role is to take care of the planter boxes in the district and would be caring for these planters in the long term. Once we have confirmed the locations with the City, we will approach the necessary businesses for their approval, and part of this will be getting their confirmation to use their water for the maintenance of the planters (we do this with our restaurant members and it works very well). Each planter has a reserve tank, which allows the plants to self-water, therefore minimizing the amount we would have to get water from these organizations. I will be the contact if there are any problems with the planters.

We are applying for funding to accommodate retiring the project if and when necessary.

Who will assume responsibility for ensuring these actions are undertaken?

FED will assume this responsibility.

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

Once we received confirmation for planter locations from the city, we will involve the local businesses along the proposed blocks to get involved in the planning stages of this initiative, as well as encouraging them to bring their own edible planter to the street (big or small), with help from FED if necessary.

We will involve 10 volunteers to help us with the installation, and once these planters have been installed, they will be for the enjoyment and educational benefit of all those who visit the proposed streets.

Following the installation, the educational signage will inform the public on easy and meaningful ways to get involved in urban agriculture, free of charge.

BENEFITS: How will your proposed project benefit the community?

- This project will better utilize the space in the proposed streets and provide the chance for meaningful public engagement and educational opportunities
- Gardens and street beautification enhances quality of life and promotes Victoria as a sustainable city
- It will display the importance of sustainability in Victorian culture
- This project will enhance public spaces to attract more visitors and residents to the city core, as well as increase visitation to the surrounding businesses
- These urban food systems will be well-maintained, with long-term maintenance plans
- Community members will be engaged in the installation
- It will increase local food awareness and security on Vancouver Island



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My Great Neighbourhood Grant Application

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

We will need both City & property owner permission. As stated above, we have already begun working with the City, who have shown support for this project, and as soon as we get the approved locations will contact each business owner directly.

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

We will secure the planters in place with 3/4" Stainless steel concrete anchors and tamperproof stainless-steel bolts. This will ensure the planters do not impede foot, bicycle or vehicle traffic. These bolts are also easy to remove if necessary.
The Food Eco District is covered under general liability insurance.

PROJECT TIMELINE:

Start date: 06/01/2019 Completion date: 10/31/2019

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Downtown Victoria

Street: Blanshard St., between Yates & Broughton St.

Address: Exact locations currently not confirmed, but we will send them to you once getting confirmation from the City (tentative locations attached with application)

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
June 1st	All planter locations approved by the City & business owners
June 1 st – 30 th	Planters are custom built in North Vancouver and delivered to Victoria
June 30 th	Design for all 10 planters finalized
July 15 th – 30 th	Planters installed along Blanshard St, plants are sourced locally and placed in
July 30 th	Signage installed
August 1 st & beyond	Maintenance begins
August 1 st	Press release sent to media

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$11,840

Amount requested from the My Great Neighbourhood grant fund: \$ 5,000 (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET:

Items Funded by Grant	Amount
Professional services for signage installation - Graphic FX (60 signs @ \$25 each)	\$1,500
Delivery & installation of planter boxes (2 workers, includes ferry travel from Vancouver with trailer)	\$1,786
General Liability Insurance (copy attached)	\$650
Project retirement (if necessary)	\$500
5% maintenance contingency of total budget	\$564
Include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$5,000

Items Provided by Applicant	Amount
Grant received from Coastal Community Credit Union	\$4,700
LifeSpace Gardens (30% discount)	\$1,340
40 hours Volunteer Labour @ \$20 per hour	\$800
YOUR TOTAL MATCHING CONTRIBUTION	\$6,840



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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: 2019-04-14

Applicant Group/Resident Lead Name: Holly Dumbarton

Signature(s): 

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

☒ Design information, including site map and visuals of Project or Activity location

N/A If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.



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My Great Neighbourhood Grant Application

PROJECT TITLE: Enhancing Access through the Woodland Garden

PROJECT TYPE:
(Check one)

* ☒ **Placemaking**

☐ Activity

CONTACT INFORMATION:

* ☒ **Not-for-Profit Organization, or**

☐ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Janet Simpson Organization Name: (if applicable) Rockland Neighbourhood

Association Mailing Address: 1336 Richardson Street Telephone:

250-381-6657 Email: jesimpson@shaw.ca

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: _____ Contact Name: Janet Simpson, Chair of the Woodland

Garden Committee Organization Name: Rockland Neighbourhood

Association Mailing Address: 1336 Richardson Street Telephone:

250-381-6657 Email: jesimpson@shaw.ca

PROJECT DESCRIPTION: Please describe your proposed project

This project would provide an inviting, long-lasting pathway through the woodland garden at the corner of Craigdarroch and Joan Crescent.

The existing cedar-chip pathway would be excavated to approximately 4" below the final height of the pathway, which will be approximately 2' in width. A layer of landscape fabric would be installed through the pathway network. Three inches of 3/4" clear-crush aggregate would be applied. This gravel would make the path more visible from the sidewalks and, therefore, more inviting. At the main entrance to the garden, 1" x 6" x 10' cedar would be installed to retain the gravel, and prevent the soil from encroaching onto the sidewalk.

A more level, obvious access point to the lower educational sign would be created, and the new path would clearly lead to the higher educational sign at the top of the garden. Areas of the garden now used

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My Great Neighbourhood Grant Application

for informal paths would be planted to discourage through travel.

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

5 years at least

Volunteers would ensure that weeds do not encroach onto the new pathway, and that the gravel does not spread onto the soil. Volunteers will continue to maintain the garden and stewardship of the native plants there.

Who will assume responsibility for ensuring these actions are undertaken?

The Woodland Garden Committee of the Rockland Neighbourhood Association

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

The community is involved in the planning of the pathway and its maintenance, as well as the ongoing maintenance of the woodland garden. The community is also regularly invited to visit the garden,



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My Great Neighbourhood Grant Application

which is featured on the RNA website.

BENEFITS: How will your proposed project benefit the community?

We no longer receive wood chips from Parks. A gravel pathway is seen as a long-term solution. It will encourage neighbours and visitors to read the educational signage and enter the garden to enjoy the ongoing stewardship of a Garry oak ecosystem.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

None. The property is owned by the City of Victoria.

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

No. The neighbourhood association carries insurance for its volunteers.

PROJECT TIMELINE:

Start date: _____ ASAP _____ Completion date: _____ November, 2019 _____

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Rockland _____



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My Great Neighbourhood Grant Application

Street: the corner of Craigdarroch and Joan
Crescent _____

Address: _____

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

April, 2019	Move native bulbs from the existing pathway.
May, 2019	complete the new pathway
November, 2019	Increase the plantings along the edges and informal pathways.

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$4480.00 _____

Amount requested from the My Great Neighbourhood grant fund: \$ 1650.00 _____ (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET:

Items Funded by Grant	Amount
Removal of excavated material	60.00
Landscape fabric	100.00
Aggregate rock or screenings	800.00
Realignment of pathway with rock edger to retain screenings	300.00
Labour	1050.00
Taxes	180.00
Include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$2490.00

Items Provided by Applicant	Amount
Salvaged camas and fawn lily bulbs (350 @ \$5 each)	1750.00
Labour involved in salvaging and replanting (32 hours @ \$20/hr)	640.00
Clearing and preparing the existing pathway by moving native bulbss from the area	250.00
Weeding and planting surrounding areas	350.00
YOUR TOTAL MATCHING CONTRIBUTION	\$2990.00

ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	

Items Provided by Applicant	Amount
YOUR TOTAL MATCHING CONTRIBUTION	\$



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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: May 3, 2019

Applicant Group/Resident Lead Name: Janet Simpson for the Rockland Neighbourhood Association

Signature(s): _____

* ☒ have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- * ☐ Design information, including site map and visuals of Project or Activity location
- ☐ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.



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My Great Neighbourhood Grant Application

HOW TO APPLY:

1. Read the Application Checklist and other information on our website
2. Get all of your supporting information together
 - Project design and/or activity plan information, including site map and sketches/photos of project location
 - If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner providing their support on the project must accompany the application. (If the applicant is successful, the cheque will be made out to the partnering not-for profit organization, who will be responsible for administering the funding to the applicant).
- 2 Arrange to meet with your Neighbourhood Advisor as soon as possible to discuss your initial proposal (our names are listed on the last page of this application form).
- 3 Complete the application form and send it to grants@victoria.ca

PROJECT TITLE: Vic West Community Pollinator Garden Enhancement

PROJECT TYPE:

(Check one)

☒ Placemaking

☐ Activity

CONTACT INFORMATION:

☒ Not-for-Profit Organization, or

☐ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Jenny Lotz Organization Name: *(if applicable)* Pollinator Partnership Canada (P2C)

Mailing Address: 3934 Elsey Lane, Victoria, BC Telephone: 778-228-9479 Email: jl@pollinator.org

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: 841695174 Contact Name: Jenny Lotz Organization Name: Pollinator Partnership Canada

Mailing Address: 3934 Elsey Lane, Victoria, BC Telephone: 778-228-9479 Email: jl@pollinator.org



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My Great Neighbourhood Grant Application

PROJECT DESCRIPTION: Please describe your proposed project.

Pollinators, particularly native bees, are essential for urban and agricultural food production, and ecosystems. Yet, few people know about native bees, the role they play in our food production, the issues they are experiencing, and the best ways to help sustain native bee populations. **Pollinator Partnership Canada (P2C) will partner with Vic West Community Association**, which already has a flourishing community garden and orchard, **to install native pollinator habitat and interactive interpretive signage within Banfield Commons**, which will enhance existing biodiversity and community engagement within the existing community garden space. Community gardens provide a backdrop with which to facilitate a strengthening of community, help to create a 'can-do' attitude with local residents, establish a sense of place and a connection to our natural world and local ecological and food systems, and can provide a means for which to produce food, locally. The pollinator plants will provide the opportunity for community and garden volunteers to connect with pollinators that are native to our region, and become familiar with the integral role pollinators play in maintaining stability within our ecological and food systems. Interpretive signage will be installed which will take members of the community on a stroll through pollinator life cycles, habitat requirements, and specific native plants that support pollinators. **P2C will partner with other local organizations to provide a series of workshops** on gardening for pollinators, growing food using regenerative agriculture and soil building techniques, with a mission of empowering the local citizens to become both pollinator stewards and local food advocates. This will provide the knowledge and skills required for members of the community and the wider public to garden in a way that integrates permaculture principles and techniques in addition to supporting native pollinators, building healthy soil, and reducing the use of pesticides. Members of the public will be empowered to pass along this knowledge to the broader community, enabling a ripple-effect of knowledge transfer to occur throughout the community.

SUSTAINABILITY: What is the intended lifespan for your proposed project?

<1 year

2 years

3 years

4 years

5 years

ongoing (10+) : years (specify)

How will your project be maintained through its lifecycle and retired after its intended lifespan?

P2C will lead the development and installation phases of the pollinator garden project, including the development of interpretive signage, and conducting on-site workshops on pollinators once the garden is installed. Continued **maintenance of the pollinator garden will be the responsibility of the Vic West Food Security Collective** members who are already taking care of the Banfield Commons garden, in addition to the assistance from the VWCA Community Garden Volunteer Coordinator. **A few dedicated "pollinator advocates" will be selected to maintain the pollinator garden** over time. Only native plants will be used, and once the plants are established, there will be very little required in terms of maintenance besides some weeding and periodic trimming, dividing, and thinning of plants. The project is intended to last into perpetuity, as the garden matures.

Who will assume responsibility for ensuring these actions are undertaken?

Pollinator Partnership will take full responsibility for the initial creation and first year establishment. The Vic West Food Security Collective will be responsible for ensuring that the proper maintenance is routinely performed to allow the pollinator garden to thrive over time. Once the plants are established, there should be very minimal maintenance over time, besides some weeding, and thinning of plants.

COMMUNITY INVOLVEMENT: How will your proposed project involve the community during and following implementation?

Upon approval, a notification will go out to the community, of the plans to install a pollinator garden and invite feedback. We will provide time to properly incorporate feedback and address any concerns that are raised. We will go over details of the planting plan, along with addressing any concerns the members of the public may have about the pollinator garden. We will ensure the implementation stages of the garden are as inclusive as possible through social media and poster campaigns. During the planting phase, members of the public will be invited for a public planting day in order to learn about pollinator gardens and native plants. Members of the public and garden volunteers will be invited to spend time in the garden to observe the native plants and pollinators that are attracted to the garden. After the garden is installed, P2C will organize a workshop for the public to learn about gardening for pollinators, and basic bee identification. There is an opportunity to host further workshops in collaboration with the onsite VWCA Community Garden Volunteer Coordinator which would involve integrating concepts of permaculture, soil building, and other regenerative urban agricultural techniques and principles. 189 Pollinators are crucial for ecosystem health and food system resilience.



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My Great Neighbourhood Grant Application

BENEFITS: How will your proposed project benefit the community?

This project will create a heightened sense of place and connection within the already animated and unique Vic West community by fostering a deeper connection to ecosystems, food production, and the role that pollinators (and humans) play in stabilizing both. People will learn about native bees, the issues they are having, their importance to food production, and simple ways to help. They will learn some of the common misconceptions about bees and learn facts such as: honey bees are important in large scale agriculture but are not a natural part of our ecosystems or needed for small-scale food production, native bees are better pollinators of food plants and natural plants, there is an incredible and beautiful diversity of native bees (450 species in BC!), they are not aggressive and rarely sting, and they can be helped by small actions. They will learn how to recognize some different types of bees, and see how easy it is to grow food in an urban area. They will be able to ask questions of a wide range of local experts. They will be inspired to pass on this information, help native bees and other urban wildlife, and feel more connection to their community, food, and nature. Adding a pollinator garden to the already existing community garden will invigorate community passion and support for pollinators, local/urban food production and healthy ecosystems. In addition, the garden will further beautify the area for the enjoyment of all and will be an oasis of nature in an urban setting.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

The City of Victoria's Park's Department will have to approve the signage. Other than that, there are no additional regulatory requirements that need to be met in order to complete the project.

LIABILITY: Are there aspects of your project that present risk to people or property? How will the risk be managed? (e.g. insurance)

Generally, planting plugs, seeding, installing signage, and ongoing maintenance are activities that are of low risk to people and the surrounding property. Pollinator Partnership has liability insurance for the duration of the project. Thereafter, the VWCA would assume liability, and have liability insurance for the pollinator garden. There are no foreseeable risks associated with this project.

PROJECT TIMELINE:

Start date: ___September 2019___ Completion date: ___August 2020___

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: ___Vic West___

Street: ___Corner of Raynor St. & Craigflower Rd. ___

Address: ___Banfield Park, Banfield Commons___

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
August 2019	Site visit for species inventory, soils, and other site attributes analysis
(project start date flexible)	Planning of garden, species selection, # of each plant – what do we want to keep? What do we want to add?
	Map out proposed pollinator garden and planting area
	Community notification and feedback review.
August/early September 2019	Acquire/order plants (Saanich Native Plants)
	Quantify amount of mulch/soil amendment required, if any (pre-planting)
	Determine planting day & organize pre-planting meeting
	Create ad/poster for planting day to engage local community
	Ensure proper site prep prior to planting (dividing, transplanting, weeding
	In areas where pollinator plants are going to go).
mid September/Early October	Planting day – Vic West Corn Roast
	Ensure proper weeding and maintenance, especially water in beginning
	during plant establishment
	Organize a workshop/garden talk after the plants are planted to describe
	the planting, the benefit to pollinators, methods of gardening for pollinators
	& pollinator ID.
November 2019	Host workshop(s)
	Develop a management plan for the community garden to take on
	stewardship
Dec 2019/Jan 2020	Design of signage – ongoing consult w/ VW Food Security Collective
February 2020	Installation of signage
March – July 2020	Host community celebration and/or more workshops on pollinators and
	gardening. This is the time bees will be emerging.
	Ongoing – maintenance of garden

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ _10,350_____

Amount requested from the My Great Neighbourhood grant fund: \$ _5000_____ (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET:

Items Funded by Grant	Amount
Project management and expert services – garden design, pollinator plant selection (P2C expert @ \$50/hr x 25 hrs ; VWCA Garden Vol. Coordinator \$20/hr x10hr)	\$1,450
Plant materials – soil, plants, seeds (approximately 40 plugs, and additional seed mixes (??))	\$900
Expert hours for design of signage @ \$75/hr x 15 hrs	\$1,050
Interpretive signage (cost of signs plus install/mounting)	\$650
Time to plan, organize, advertise & conduct pollinator workshop(s) (on-site) – P2C expert @ \$50/h x 15 hrs ; VWCA Garden Vol Coordinator \$20/hr /10 hrs	\$950
Project retirement cost and 15% maintenance contingency of total budget or as agreed with staff (\$1,500 max)	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$5,000

Items Provided by Applicant	Amount
Add'l time to plan, design, implement pollinator garden– P2C expert @ \$50/hr x 26 hrs; VWCA @ \$20/hr x 20 hrs;	\$1700
Volunteer hours @ \$20/hr 150 hrs (25 volunteers @ 6 hrs ea.)	\$3,000
Mason bee and other bee home (donated or made)	\$100
Arbor chip from Bartlett Tree Experts (1 full truck load)	\$200
YOUR TOTAL MATCHING CONTRIBUTION	\$5,000

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 13, 2019

Applicant Group/Resident Lead Name: Jennifer Lotz



1 Centennial Square Victoria,
BC V8W 1P6
E: grants@victoria.ca

My Great Neighbourhood Grant Application

Signature(s):



I have completed the Readiness Checklist

LIST OF ATTACHMENTS:



Design information, including site map and visuals of Project or Activity location



If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner providing their support on the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer to the group they are supporting.



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My Great Neighbourhood Grant Application

PROJECT TITLE: Xeriscape learning activity and demonstration garden

PROJECT TYPE:

(Check one)

☐ Placemaking

☒ Activity

CONTACT INFORMATION:

☐ Not-for-Profit Organization, or

☒ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: John O'Brien

Organization Name: (if applicable)

Mailing Address: PO Box 5418 Victoria BC V8S 1Z4

Telephone: 250 891-2997

Email: jobrien@gardenoaks.ca

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: BN 882929946RR0001

Contact Name: Sarah Murray

Organization Name: Oaklands Community Association

Mailing Address: #1 2827 Belmont Avenue, Victoria, B.C. (Community Development is at 2629 Victor Street, Victoria BC V8R 4E3)

Telephone: 250 387-9101

Email: community@oaklandsca.com

PROJECT DESCRIPTION: Please describe your proposed project

Water conservation is both a necessity and a challenge for Victoria's gardeners. Need to achieve sustainable gardens with less water led the City of Denver to coin (and trademark) the term *Xeriscaping* in the 1970s. Xeriscaping is a method of garden design and implementation to reduces water consumption (reportedly by as much as 50%). We are including information on the demonstration garden established by the City of Kamloops at the end of this application form.

Our proposal is to coordinate learning activities conducted by local xeriscape practitioners recommended by the Greater Victoria Compost Education Centre with additional outreach to the CRD and City of Victoria parks departments. Learning will focus on the principles of xeriscaping (planning and design, soil improvement, plant selection, grouping, grading, mulching, efficient irrigation, maintenance) to ground preparation and gardening activities that result in a demonstration garden.

Additionally, horticultural research carried out by the Oaklands Rise Woonerf Planning Group will be reviewed for xeriscaping potential and amended to include suitable plants, identifying height, width, physical characteristics and



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My Great Neighbourhood Grant Application

maintenance requirements. This information will be made available to participants to use in their own gardening and in boulevard planting activity in accord with the City of Victoria Boulevard Planting Guidelines.

The location at 2695 Capital Heights is supported by the owner who has agreed to permit participants access to hose and water and will provide rocks for use in grading and decorative application. Of course, placement is non-permanent to facilitate City works as may be needed over time.

We are excited to find that xeriscaping can support neighbourhood interest in pollinator gardening. "Thoughtful xeriscaping will allow flowering plants to thrive, adding visual appeal – as well as important forage for pollinators." Mark Macdonald, 2019.

SUSTAINABILITY: (PLACEMAKING ONLY), WHAT IS THE INTENDED LIFESPAN FOR YOUR PROPOSED PROJECT?

<1 year 2 years 3 years 4 years **5 years**

How will your project be maintained through its lifecycle and retired after its intended lifespan?

Participants will be asked to participate in at least one of several seasonal maintenance activities once the initial project is implemented. The process of coming to agreement on specific ways to volunteer, tasks and activities will inform a similar intent for the ongoing maintenance of the future woonerf, building on the 32 survey respondents who have indicated a willingness to maintain boulevards. Xeriscaping will reduce both watering and maintenance requirements, according to the literature, ably supported by volunteers and the donation of water that is needed as agreed with adjacent owners.

Who will assume responsibility for ensuring these actions are undertaken?

The Oaklands Rise Woonerf Planning Group has agreed to coordinate activities and we propose to update the Oaklands Community Association Parks Committee of progress.

Community involvement: How will your proposed project involve the community before, during and/or following implementation?

The Oaklands Rise Woonerf Planning Group has researched plants deemed compatible for the area applying a traditional horticultural lens. This project will extend the research to focus xeriscaping criteria. We anticipate one education session introducing the xeriscape principles and practice, and another to guide actual groundwork, using local experts recommended by the Greater Victoria Compost Education Centre and/or expertise drawn from the CRD or City of Victoria. Xeriscaping as a concept will be introduced to up to 900 people through an article in the Oaklands Community Association newsletter and approx. 135 neighbours will be invited, resulting in an estimated group of 15-20 participants. Location on a popular promenade will bring interaction from passersby during creation of the garden which will be accompanied by a street party, during and/or as a launch in late summer to celebrate community success. Interpretative signage will provide ongoing enjoyment and learning of passersby. Seasonal "calls to action" will bring together neighbours and other interested users of the promenade to undertake the minimal work associated with xeriscaping. 32 survey respondents have indicated willingness to volunteer to maintain boulevards as part of neighbourhood activity teams.

BENEFITS: How will your proposed project benefit the community?

This project will bring together neighbours and create opportunities for relationship building among residents of the area; model ways of gardening that are environmentally responsible in support of water conservation; extend neighbourhood desire for increased pollinators and green space. Photos and artistic interpretations are anticipated for use in creating a community activity archive available for use in newsletters, presentations, etc.



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APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

This activity will be carried out in accord with the City of Victoria Boulevard Planting Guidelines and agreement of residents along the specific model xeriscaping beds. Records of agreement will be retained by the Archivist, Oaklands Rise Planning Group. We are not aware of any other required approvals.

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

We are not aware of any liability concerns.

PROJECT TIMELINE:

Start date: May 1 or upon notification Completion date: September 30, 2020

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Oaklands

Street: Kings Road

Address: frontage of 2695 Capital Heights

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
May 2019	Xeriscaping expertise arranged via Greater Victoria Compost Centre, CRD and/or City; Scheduling and coordination of neighbours; Identification of hard/soft needs for education sessions and ground work
June 2019	Education sessions (theory & nursery visits) and plant procurement
July 2019	Education and action sessions (practice); ground prep and planting
August 2019	Celebrating Xeriscaping project
Ongoing	Periodic newsletter updates on progress of the demonstration garden, replacement of plants as/if needed, renewal of interpretive signage.
(see draft project management plan, included)	



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My Great Neighbourhood Grant Application

PROJECT COST:

What is the **total cost** of the proposed project (*including in kind labour and donated goods and services*): **\$ 9279.85**

Amount requested from the My Great Neighbourhood grant fund: **\$ 3104.85** (must not exceed 50% of total cost)

ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
Tuff Turf : soil	389.00
Plant procurement to meet xeriscaping criteria from local nurseries such as Saanich Native Plants, Russell's, etc. Pricing based on Dinter's Nursery (following review of quotes)	523.00
Education Session (est. 800.00 for a theory and a practice session including facilitation; xeriscaping consultant)	800.00
Refreshments for community education/information sessions	100.00
Bobcat rental and operation	510.00
Print costs (newsletters, interpretive signage, etc.)	500.00
Insurance obtained through block party permit	35.00
Include any funding required to maintain and/or retire the project (periodic plant replacement; renewal of signage)	100.00
Sub-total	2957.00
Oaklands Community Association administrative fee of 5%	147.85
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	3104.85

Items Provided by Applicant	Amount
3 volunteers donating 15 hours each	900.00
20 volunteers donating 10 hours each	4000.00
Donation of granite stone and rock by a neighbourhood construction firm	575.00
Design of communications donated by local consultant 35 hours	700.00
YOUR TOTAL MATCHING CONTRIBUTION	6175.00

Total cost of the proposed project (<i>including in kind labour and donated goods and services</i>)	9279.85
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My Great Neighbourhood Grant Application

DECLARATION:

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1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
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8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 13, 2019

Applicant Group/Resident Lead Name: John O'Brien

Signature(s): 

☒ I have completed the Readiness Checklist and met with Neighbourhood Advisor Gary Pemberton on April 10, 2019.

LIST OF ATTACHMENTS:

- ☒ Design information, including site map and visuals of Project or Activity location (see page 9)
- ☒ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.

(Letter attached as page 10)

Also included in the following pages:

- ✓ Project plan
- ✓ Xeriscaping description from Greater Victoria Compost Centre
<https://www.slideshare.net/Eric851q/q2n591>
- ✓ Kamloops: larger scale demonstration garden as inspiration
<https://maps.roadtrippers.com/ca/bc/nature/xeriscape-garden>

Draft project management plan

		Name	Qtr 2, 2019			Qtr 3, 2019			Q4
			Apr	May	Jun	Jul	Aug	Sep	
1		Xeriscaping Community Activity							
2		Planning and work meetings							
3		Planning session (s)							
4		Work sessions (graphics, text, arrange tools, etc.)							
5		Coordinate learning activities							
6		Identify expertise: GVCC, CRD, CoV							
7		Introduce Xeriscaping project to facilitators							
8		Agree on session content and structure							
9		Communications							
10		Establish Information list Xeriscaping segment							
11		Conduct poll to determine timing of education							
12		Create poll to SELECT DATE(S)							
13		Create invitation to poll							
14		Assess responses and select date(s)							
15		Issue INVITATION TO SESSION(S)							
16		Create invitation poster , online pages & multiple communuc							
17		Issue Invitation							
18		Block Party Application							
19		Complete Application: Submit							
20		Receive approval							
21		CONDUCT Xeriscaping Learning Session(S)							
22		Learning Activity: Principles and Practice							
23		Set-up learning space							
24		Conduct session							
25		Tear-down learning space							
26		Learning Activity(-ies): Nursery visits, planning and prep							
27		Set-up learning space							
28		Conduct session							
29		Tear-down learning space							
30		Complete Xeriscaping Prototype/Demonstration Garden							
31		Celebrate the Xeriscaping Demonstration Garden							
32		Create invitation to celebration							
33		Arrange refreshments, music, seating, accessibility							
34		Party (approx two weeks prior to start of school year)							
35		Tear down							
36		Ongoing: seasonal calls to action: volunteer maintenance							

<https://www.slideshare.net/Eric851q/q2n591>

THE GREATER VICTORIA COMPOST EDUCATION CENTRE



XERISCAPING

AN APPROACH TO WATER CONSERVING LANDSCAPES

by David Lewis

What is xeriscape?

The word xeriscape is derived from the Greek word "xeros", meaning dry, and was coined by the Denver Water Board when promoting a water conservation program in the 1970s.

Xeriscaping combines the use of drought tolerant plants, extensive mulching and efficient watering techniques, to create an attractive low maintenance garden. A xeriscaped garden may still require some watering during the summer months, but much less than a typical garden.

Why create a xeriscape garden?

A xeriscaped garden is much better in withstanding a sudden decrease in available water. Mulch significantly reduces water evaporation from the soil while effectively smothering weeds. The garden requires less maintenance.

How do I create a xeriscaped garden?

A good site has an appropriate mix of sun and shade to suit the plants in the landscape plan. It should be sheltered from strong drying winds, and not too close to the roots of mature shrubs or

trees that may compete for moisture. If the ground is sloped, place the most drought tolerant plants at the top of the slope and the moisture loving plants at the base. The soil should be well

Efficient watering, mulching, and careful plant selection make it possible to reduce water use in many parts of the garden.

drained. If there is heavy clay soil, incorporate sand and gypsum lime to help break it up. All soils will benefit from additions of organic matter (compost, well rotted manure, etc.) which is excellent at retaining water.

When designing a xeriscaped garden consider using drought-resistant plants. Plants should be

grouped together according to their sunshine and watering needs. In this way it is possible to have a garden that has sunny and shady areas, dry and moist areas, which can be watered accordingly. Mulch reduces evaporation from the soil surface while conserving moisture within the ground for use by the plants. Make sure you have a layer of mulch that is at least 2 to 3 inches deep.

How can I conserve water elsewhere in my garden?

Efficient watering, mulching, and careful plant selection make it possible to reduce water use in many parts of the garden. Mulches are very attractive on flower and shrub beds and at the base of trees. Placement of moisture loving plants in naturally damp parts of the garden reduces the water they need. Remember that deep, infrequent watering will conserve water while helping plants to become more drought tolerant.

If you wish to contact David Lewis you can E-mail him at david-c-lewis@home.com.

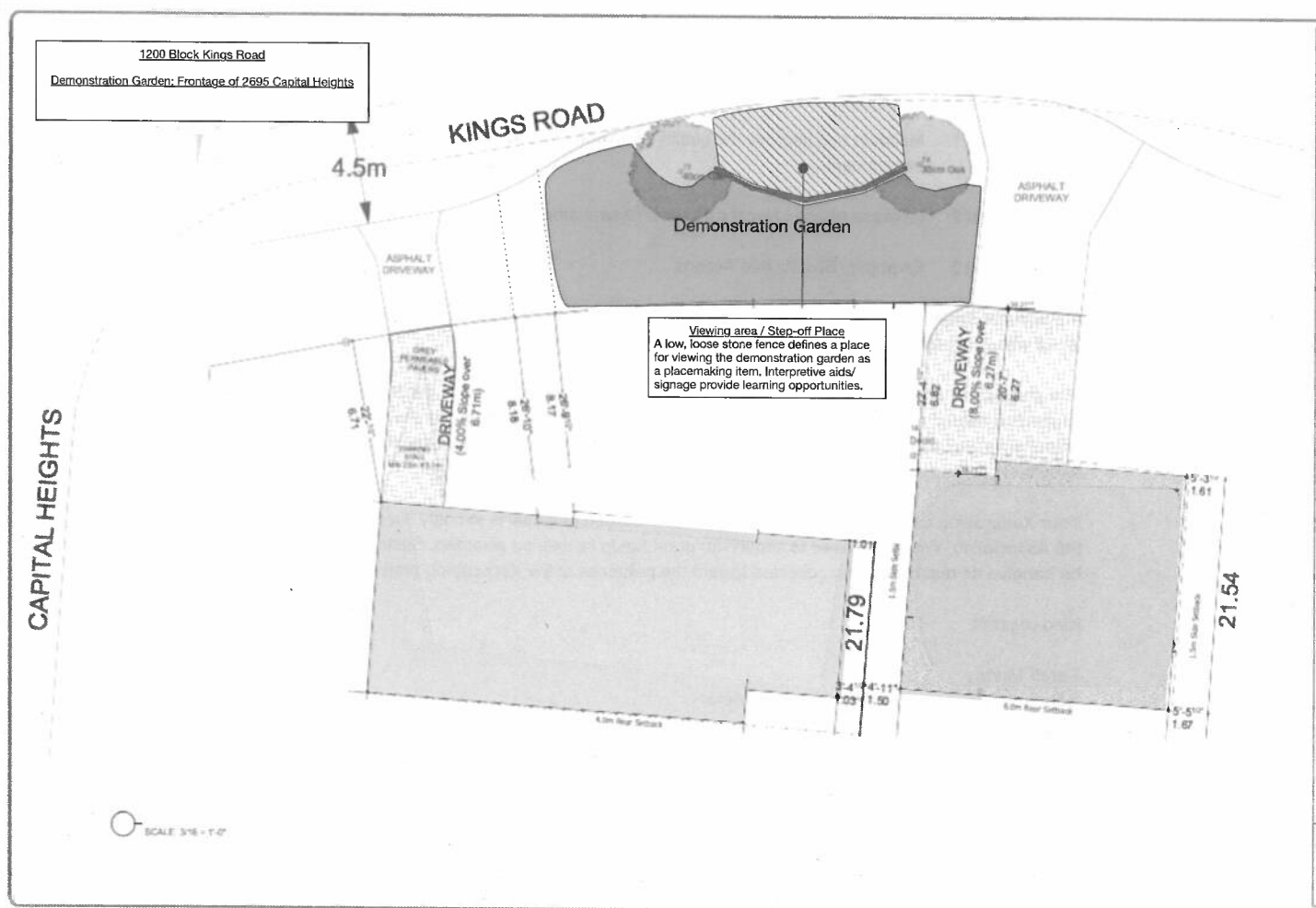


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My Great Neighbourhood Grant Application

<https://maps.roadtrippers.com/ca/bc/nature/xeriscape-garden>

"Kamloops is promoting Xeriscaping through the creation of a Xeriscape Demonstration Garden in McArthur Park using plants adapted to Kamloops and through holding several xeriscaping seminars. The term 'xeriscape' means "water conservation through creative landscaping". Xeriscaping emphasizes the efficient use of the minimum amount of water required to sustain an attractive and functional landscape. Kamloops receives approximately 250 mm of precipitation each year, therefore, some watering is necessary to keep yards growing. Much of this watering is not necessary due to inappropriate planting, and an overuse of high water demand lawns. The most significant benefit of Xeriscaping is reduced water use. Water consumption to maintain Xeriscape can be 50% or less of the amount needed to maintain a traditional landscape on the same property. Xeriscaping usually requires less fertilizer, less pruning, and less mowing, leaving more time for you to enjoy the garden rather than work in it."





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My Great Neighbourhood Grant Application



Mission

The Oaklands Community Association's vision is to provide a welcoming, engaging, sustainable community where all members can live, learn and thrive.

John O'Brien
2708 Mt. Stephen Ave.
Victoria, B.C.
V8T 3L8

Dear John O'Brien,

The Oaklands Community Association appreciates the ongoing community building activities of your group of neighbours. Your proposal fits well with neighbourhood objectives.

Goals identified in the Oaklands Community Association Strategic Plan 2015-2020 include:

- Goal 1: Maintain and improve the quality of neighbourhood green spaces and natural environment
- Goal 2: Increase usage of local parks and natural areas
- Goal 3: Exemplify Sustainable Actions

A boulevard scale xeriscaping demonstration garden can model sustainable gardening practices for all who enjoy the unique walkability of our Oaklands Rise area.

The proposal to achieve this through learning opportunities for neighbourhood gardeners supports a shared objective to expand pollinator and boulevard gardening in an environmentally responsible way that reduces water consumption. Residents educated in this approach can become important resources in achieving the strategic goals for our community.

Your Xeriscaping Learning Activity & Demonstration Garden proposal is strongly supported by the Association. We are pleased to administer grant funds as may be awarded. Such funds will be handled as restricted funds, directed toward the purposes of the Xeriscaping project.

Kind regards,

Sarah Murray
Community & Fund Development Coordinator
Oaklands Community Association
250-370-9101 ext. 4
community@oaklandsca.com

Oaklands Community Association is a registered charity | BN 882929946RR0001

Oaklands Community Centre
2827 Belmont Ave #1, Victoria BC V8R 4B2

Oaklands Neighbourhood House
2629 Victor Street, Victoria BC V8R 4E3



1 Centennial Square Victoria,
BC V8W 1P6
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My Great Neighbourhood Grant Application

PROJECT TITLE: Rock Bay Concrete Canvas Map Installs

PROJECT TYPE:

(Check one)

☒ Placemaking

☐ Activity

CONTACT INFORMATION:

☐ Not-for-Profit Organization, or

☒ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Jordan Stout

Organization Name: (if applicable) The Number Creative

Mailing Address: 2725 Rock Bay Avenue

Telephone: 250-590-7663

Email: jordanstout@thenumber.ca

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: S-0027918

Contact Name: Rachel O'Neill

Organization Name: Burnside Gorge Community Association

Mailing Address: 471 Cecelia Road, Victoria BC, V8T 4T4

Telephone: 250-388-5251

Email: rachel@burnsidegorge.ca

PROJECT DESCRIPTION: Please describe your proposed project

In compliance with the Spring 2019 My Great Neighbourhood Grant program, I am excited to outline our plan to help animate Rock Bay while providing a visual touchpoint for the community through installation of ambient lightboxes along main neighbourhood corridors.

We will coordinate, design, build, install, and maintain 2 solar-powered, wall-mounted lightboxes with ambient back-lighting along Rock Bay Avenue. These lightboxes (approximately 3' x 4') will display neighbourhood maps that provide information to visitors about the 2018 Concrete Canvas Mural Project, included on the map will be highlights of all mural locations and other local points of interest.

Should additional funding be secured through future grant opportunities, the subsequent production of more lightboxes will be more affordable due to the preexisting creative assets.



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My Great Neighbourhood Grant Application

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years ☒ 5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

The signs will be installed at 2500 and 2725 Rock Bay Avenue, on our property at The Number Creative – and our colleagues property at Gabriel Ross. We will periodically monitor the lightboxes for any quality issues, and provide repairs and maintenance as needed for a period of 5 years. At the end of 5 years we will uninstall the lightboxes, or replace maps with updated information.

Who will assume responsibility for ensuring these actions are undertaken?

As a family of companies, The Number Creative owns 3 properties in Rock Bay and have been here for 15 years. We are permanent residents, and champions of the neighbourhood. As an organization we are equipped with the project management and maintenance staff to ensure that this project is professionally maintained for the duration of its lifespan.

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

As part of our community initiative, we are already working with neighbouring businesses to raise awareness of Rock Bay as a positive consumer and cultural destination – while raising funds for the Burnside Gorge Community Association. During the coordination and production of these lightboxes we will have discussions with multiple community stakeholders to ensure we include all Concrete Canvas murals, as well as any other key points of interest.

BENEFITS: How will your proposed project benefit the community?

These lightboxes will raise awareness of unique cultural points of interest in Rock Bay. Not only will they draw additional traffic (to the benefit of the retail business community) and encourage guests to explore the neighbourhood – they will also increase the exposure of Rock Bay and what it has to offer.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

We have acquired written approval for signage installation from the property owners of 2500 and 2750 Rock Bay Avenue. Neither buildings are heritage status.

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

While this is a very low-risk installation, nonetheless installation will be conducted behind a rope-stanchioned area. All work will be performed by employees of The Number Creative and will be covered by both business insurance and appropriate work safe guidelines and rules. The signs will be built using commercial-grade, all-weather materials.

PROJECT TIMELINE:

Start date: June 1, 2019 Completion date: October 31, 2019

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Rock Bay
Street: Rock Bay Avenue
Address: 2500 & 2750 Rock Bay Avenue



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My Great Neighbourhood Grant Application

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
Week of June 2	Acquire Concrete Canvas mural information from City of Vic
Week of June 9	Review local Points of Interest with Rock Bay neighbours, begin design
Week of June 23	Review map designs with Rock Bay neighbours and landowners
Week of July 14	Complete map design revisions, begin physical sign production
Week of August 12	Begin lightbox production
Before October 31	Lightboxes installed at both Rock Bay Avenue locations

PROJECT COST:

What is the total cost of the proposed project (*including in kind labour and donated goods and services*): **\$ 9,500**

Amount requested from the My Great Neighbourhood grant fund: **\$ 4,500** (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET:

Items Funded by Grant	Amount
Material costs for 2 lightboxes (solar panels, frame, backlighting, etc)	\$1,200
Labour costs to build 2 lightboxes	\$800
Printing of 2 maps	\$700
Installation of 2 lightboxes	\$800
2hrs of maintenance once a year for 5 years	\$1000
Include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$4,500

Items Provided by Applicant	Amount
Project management (land-owner liaison, production coordination, copywriting, etc)	\$1,000
Lightbox design	\$1,500
Map design, with revisions	\$2,500
YOUR TOTAL MATCHING CONTRIBUTION	\$5,000



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My Great Neighbourhood Grant Application



ABOVE:
Map view of Rock Bay Avenue, with Lightbox 01 and Lightbox 02 denoted in green.

TOP RIGHT:
A very rough mock-up of Lightbox 01 affixed to the NORTH facing wall of 2725 Rock Bay Avenue. A key ingress point to the community.

BOTTOM RIGHT:
A very rough mock-up of Lightbox 02 affixed to the SOUTH EAST facing wall of 2500 Rock Bay Avenue. A key ingress point to the community.





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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
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6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 11, 2019

Applicant Group/Resident Lead Name: Jordan Stout, The Number Creative

Signature(s):

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☒ Design information, including site map and visuals of Project or Activity location
- ☒ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.



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My Great Neighbourhood Grant Application

PROJECT TITLE: James Bay Seed Box & Garden

PROJECT TYPE:

(Check one)

☒ Placemaking

☐ Activity

CONTACT INFORMATION:

☒ Not-for-Profit Organization, or

☐ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Kathryn Pankowski Organiza

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: 5-003-1280 Contact

PROJECT DESCRIPTION: Please describe your proposed project

The James Bay Seed Box project will develop a small section of boulevard on the SE corner of Michigan & Menzies into a garden which features a 'seed exchange', a box which allows neighbours to exchange seeds and other small gardening items. The area will also have seating.

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years X 5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

The project will be maintained weekly by JBNA gardening volunteers, who have maintained adjoining areas since 2016. If JBNA can no longer maintain the project, it will be offered to other community orgs and adjoining businesses and, if no one wishes to take on its upkeep, the project will be removed & the site restored to its present state.

Who will assume responsibility for ensuring these actions are undertaken?

The JBNA Board



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My Great Neighbourhood Grant Application

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

Before: A group of 3 volunteers has been & will continue to be involved with planning the project.

During: A core group of 5 volunteers who have been working on the adjoining project will install the project. New volunteers will be sought at this time.

Following: We will hold a community opening of the area; all community gardeners will be welcome and encouraged to use the seed exchange by saving, donating, or taking seeds; and, we hope, all passers-by will enjoy looking at or sitting in the garden.

BENEFITS: How will your proposed project benefit the community?

The project will improve the attractiveness of the James Bay village core by creating another garden area.

The seed exchange will encourage gardening by making access to seeds easier, especially for those with limited incomes or mobility.

The project will encourage neighbourliness by providing a 'chat' spot and encouraging sharing with others in the neighbourhood.

The project provides another place for residents without land to garden, which has well-documented health benefits.

Converting worn boulevard grass to garden helps, in a small way, to fight loss of biodiversity, pollutants, increased runoff, and climate change.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

The JBNA gardening volunteers have permission from the property owner's agent to convert this section of the boulevard to a garden, and the support of the nearest business tenant. No further permissions are required.

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

As may happen in any public place, there is a small risk of personal injury to someone crossing the garden, using the seed box, or to a volunteer working in the garden. The James Bay Neighbourhood Association carries liability insurance for its activities including this project.

PROJECT TIMELINE:

Start date: May 2019 Completion date: Nov 2019



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My Great Neighbourhood Grant Application

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: James Bay

Street: Michigan Street

Address: 281 Menzies (side)

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
May 2019	Plant east half of boulevard
June 2019	Install pavers and plant paver area
July 2019	Modify and paint seed box, design and produce seed packets, signs, instructions
Aug 2019	Package seeds, plan and promote opening event
Sept 2019	Install seed box and seating, hold opening
Oct 2019	Add supplemental planting, evaluate & tweak seed box operation

PROJECT COST:

What is the **total cost** of the proposed project (including in kind labour and donated goods and services): \$ 3800.00

Amount requested from the My Great Neighbourhood grant fund: \$ 1200.00 (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET:

Items Funded by Grant	Amount
Modifications to seed box & painting	\$400.00
Pavers for area in front of seed box	\$100.00
Seating	\$300.00
Plants	\$300.00
Supplies for seed box (seed envelopes, signs)	\$100.00
Include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1200.00

Items Provided by Applicant	Amount
Seed box	\$ 200.00
Labour (6 vol hours/week for 20 weeks)	\$2400.00
YOUR TOTAL MATCHING CONTRIBUTION	\$2600.00



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ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$

Items Provided by Applicant	Amount
YOUR TOTAL MATCHING CONTRIBUTION	\$



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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 13, 2019

Applicant Group/Resident Lead Name: Marg Gardiner, President, JBNA

Signature(s):

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☒ Design information, including site map and visuals of Project or Activity location
- ☐ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.



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My Great Neighbourhood Grant Application

PROJECT TITLE: Hillside Avenue Community Murals

PROJECT TYPE:

(Check one)

☒ Placemaking

☐ Activity

CONTACT INFORMATION:

☐ Not-for-Profit Organization, or

☒ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Melissa Faye Reid

Organization Name: (if applicable)

Mailing Address: #3-1388 Hillside Avenue

Telephone: 778-922-7410

Email: melissafreid@gmail.com

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: 50034168

Contact Name: Sarah Murray

Organization Name: Oaklands Community Association

Mailing Address: #1-2827 Belmont Ave, Victoria BC, V8R 4B2

Telephone: 250-370-9101

Email: community@oaklandsca.com

PROJECT DESCRIPTION: Please describe your proposed project

As a resident living on Hillside Avenue, I've noticed three heavily graffitied spaces. The first, on a cement retaining wall outside residence 1388 Hillside Ave, the second, on a retaining wall outside 1313 Hillside, and the third at 1366 Hillside Ave. The goal of the project is to hire a local muralist to paint a motif/theme on these three spaces. The goal is to renew and revitalize these spaces and also act as a traffic calming device.



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My Great Neighbourhood Grant Application

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year

2 years

3 years

4 years

5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

A mural's expected lifespan is about five years depending on the type of mural. I have budgeted a gloss coat paint which acts as a mural seal. If the mural is tagged again, it can easily be washed off with soap and water. Oaklands Community Association will provide volunteers to wash the murals should they be tagged. After its lifespan, Oaklands Community Association will look at painting new murals or painting over them with basic paint.

Who will assume responsibility for ensuring these actions are undertaken?

Oaklands Community Association.

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

Before implementation I will need to obtain permission from the property owners/managers of each proposed mural site. I will work with Oaklands Community Association to recruit volunteers and promote the painting of the murals to the wider community. Once I have chosen a muralist and they provide designs, I will reach out to residents at the proposed mural sites for feedback. There is also an opportunity for residents to get involved and connect with their neighbours on mural painting days. Following implementation, the community will be able to enjoy three beautiful murals!

BENEFITS: How will your proposed project benefit the community?

The murals will benefit the community by slowing traffic on the busy Hillside Ave. corridor, provide community conversation pieces for those waiting at nearby bus stops, and mitigate future tagging of blank wall space. These murals will create conversations among local residents and provide an opportunity for those living on Hillside Avenue to connect and maintain relationships with one another.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

Approvals from property owners/ managers which is in process.

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

The muralist may be utilizing sidewalk space and minimizing access during the painting process which could be a potential tripping hazard. Traffic volunteers would manage the flow of pedestrian, scooter, and stroller traffic etc, so sidewalk access would not be restricted and mitigate any tripping hazards.



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My Great Neighbourhood Grant Application

PROJECT TIMELINE:

Start date: June 2019 Completion date: Nov 2019 (weather dependent)

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Oaklands

Street: Hillside Avenue

Address: 1388 Hillside Ave, 1313 Hillside, 1366 Hillside

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
June 2019	Approval from Landlords for mural spaces
July 2019	Artist research and call out
August 2019	Choose mural designs
Sept & October 2019	Painting of murals
November 2019	Murals are complete!

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ 10,000.00

Amount requested from the My Great Neighbourhood grant fund: \$ 5,000.00 (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET:

Items Funded by Grant	Amount
Artist Wage @ \$1,000.00 per mural	\$3,000.00
Mural paints	\$1,500.00
Gloss Coat (protects from future graffiti)	\$500.00
Include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$5,000.00

Items Provided by Applicant	Amount
200 volunteer hours @ \$20 (1 volunteer donating 100 hours & 4 volunteers donating 25 hours each)	\$4,000.00
In-kind donations: Paint Supplies (brushes, gloves, drop sheet, ladders)	\$500.00
In-kind donations: Oaklands Promotion (activity guide, social media, newsletter)	\$300.00
In-Kind donation: Oaklands Admin: printing, posters, volunteer call outs	\$200.00
YOUR TOTAL MATCHING CONTRIBUTION	\$5,000.00



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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 12, 2019

Applicant Group/Resident Lead Name: Melissa Faye Reid.

Signature(s): Melissa Faye Reid

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☒ Design information, including site map and visuals of Project or Activity location
- ☒ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.



Mission

The Oaklands Community Association's vision is to provide a welcoming, engaging, sustainable community where all members can live, learn and thrive.

April 12, 2019

**Re: My Great Neighbourhood Grant,
Hillside Avenue Murals Project**

To whom it may concern,

The Oaklands Community Association (OCA) is writing in support of the Mural Project by applicant Melissa Reid. The OCA is excited about the prospect of more public art in the Oaklands neighbourhood, and commends the applicant for seeking out a creative, community oriented solution to traffic calming and graffiti in Oaklands.

The applicant will be working with the Oaklands Community Association to consult with the community, involve volunteers, and carry out the mural project. We are looking forward to working together to bring this mural project to life.

The Oaklands Community Association is confident in the ability of Melissa Reid to organize and carry out this mural project. The OCA offers assistance managing grant funds, sourcing additional donations, recruiting volunteers, informing the community, and generally supporting the applicant throughout the project.

Thank you for your consideration.

Sincerely,

Sarah Murray

Sarah Murray
Community & Fund Development Coordinator
Oaklands Community Association
250-370-9101 ext. 4
community@oaklandsca.com

Oaklands Community Association is a registered charity | BN 882929946RR0001

Oaklands Community Centre
2827 Belmont Ave #1, Victoria BC V8R 4B2

Oaklands Neighbourhood House
2629 Victor Street, Victoria BC V8R 4E3

A map of Hillside, Illinois, showing streets, parks, and schools. Handwritten annotations include '1350' and '1366' with asterisks, and '1313' with an asterisk. The map includes labels for Hillside Ave, Cook St, Basil Ave, Grosvenor Rd, Hillside Park, National Little League, Cridge Centre School Age Care, The Cridge Centre for the Family, Mt Stephen Park, Ooh La La Cupcakes, Damascus, Cedar Hill Rd, Ryer, and Hayward Heights.



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My Great Neighbourhood Grant Application

PROJECT TITLE: Oaklands Park Signs Project

PROJECT TYPE:

(Check one)

☐ Placemaking

☐ Activity

CONTACT INFORMATION:

☐ Not-for-Profit Organization, or

☐ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Sarah Murray

Organization Name: *(if applicable)* Oaklands Community Association

Mailing Address: 1 -2827 Belmont Ave, Victoria, BC, V8R 4B2

Telephone: 250-370-9101 ext. 4

Email: community@oaklandsca.com

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: S0034168

Contact Name: Sarah Murray

Organization Name: Oaklands Community Association

Mailing Address: 1 -2827 Belmont Ave, Victoria, BC, V8R 4B2

Telephone: 250-370-9101 ext. 4

Email: community@oaklandsca.com

PROJECT DESCRIPTION: Please describe your proposed project

In 2010 the Oaklands Community Association placed six park signs in Oaklands parks and greenspaces. Each sign displayed artwork and a brief history of the specific location (Oaklands Community Centre, Ryan Street Greenway, Four Corners, Mount Stephen Park, Oswald Park, and Doncaster Green). These signs are in need of refurbishing, as well as updated graphics.

In collaboration with the 4 Corners Collective, community members, and historical groups, the Oaklands Community Association will design six new panels to replace the panels currently in place. The need for this project has been identified by both the City of Victoria, and by the Oaklands Community Association itself. The content of the panels is increasingly out of date and would benefit from additional research.



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This project will include five phases:

- Initial consultation with residents of the Oaklands community, Victoria Native Friendship Centre, The Haultain Belmont Corners Project, Victoria Heritage Foundation, The Cridge, Habitat Acquisition Trust, and the City of Victoria archives, to learn more about the history and ecology of the six locations
- Art workshops at Four Corners Collective to create new artwork for the six new panels. Community members will also be invited to submit artwork to be considered for the panels.
- Design and community consultation on the six new panels
- Refurbishment and installation of the new signs
- Celebratory public walk finishing at Oaklands Community Centre

Each park sign will include three parts: art by an Oaklands artist (completed at one of the workshops), history or story of the area, and opportunity for contemporary community involvement (through QR code leading to Oaklands Community Centre website with up to date information about programs, events, and opportunities in Oaklands).

Included in the budget is an honourarium for the artists whose art is featured on the new panels. We have chosen to do this for two reasons, to incentivize involvement in this project, and to provide economic development and recognition to artists located in Oaklands. Anyone who lives, works, plays, or volunteers will be invited to submit artwork, and the OCA Community Coordinator, an OCA Board Member, and owners of the 4 Corners Collective will be on the design panel.

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years **5 years**

How will your project be maintained through its lifecycle and retired after its intended lifespan?

The current panels and signs are nearly nine years old, and have received limited maintenance during this time. We aim to change this with this grant. Included in the budget for this project is an additional reprinting of each panel as well as the replacement of the plexiglass and a professional cleaning and repair of each of the six signs. The content of the panels will be designed to last for five years.

Who will assume responsibility for ensuring these actions are undertaken?

Together with Sandy Robertson, the Facility Manager, the Oaklands Community Association will include a monthly inspection of each of the six signs to include graffiti removal, and general cleaning.

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

There will be several ways for the community to be involved throughout the process of this project. For example:

- Invitation to share stories, or historical information about six locations where park signs currently exist
- Invitation to public workshops at 4 Corners Collective to make artwork for new panels
- Invitation to submit artwork for the new panels to Oaklands residents, and anyone who lives, works, plays, or volunteers in Oaklands
- Input on design panels through online polls
- Attendance at celebratory walk unveiling new panels

BENEFITS: How will your proposed project benefit the community?

The Park Signs Project will benefit the Oaklands community by giving Oaklands a chance to engage in a creative project with the intention of establishing a sense of identity, place, and pride in the Oaklands community. The current content of the park signs are quite outdated, and the artwork has faded in time by the sun. This project will give Oaklands residents a chance to get involved, create art together, learn more about the history of the neighbourhood,



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My Great Neighbourhood Grant Application

and see a finished product that they have contributed to. Furthermore, by including a \$150 artist honourarium per panel we are creating an economic opportunity to highlight Oaklands residents. Artwork not selected for the panels will be displayed (with the artist's permission) at Koffi (café at Haultain Corners).

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

No approvals are necessary, as this grant will be used to update and refurbish the park signs already in place in six locations throughout the Oaklands neighbourhood.

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

There are no risks to people or property during this activity. The art workshops will be held in a purpose built, dedicated art studio, and the refurbishment and installation of the panels will be carried out by professionals.

PROJECT TIMELINE:

Start date: ____ July 2019 ____ Completion date: ____ April 2020 ____

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: _____ Oaklands _____

Street:
Oaklands Community Centre,
Ryan Street Greenway,
Four Corners,
Mount Stephen Park,
Oswald Park
Doncaster Green

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
July 2019	First art workshop at 4 Corners Community Collective
August 2019	Second art workshop at 4 Corners Community Collective
July - August 2019	Invitation to community at Oaklands Sunset Market table, OCA website, social media, and through posters, to share stories and history of six different park signs locations. Consultation with historical societies to research six locations.
September 2019	Design of panels, consultation with City of Victoria
October 2019	Community consultation on panel designs
November 2019	Editing of panel designs based on feedback
December 2020	OCA Board approvals, City of Victoria approvals of panel design
January 2020	Installation and refurbishment of panels



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March 2020	Public celebration unveiling walk, display all submitted works at Koffi , report to City of Victoria
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PROJECT COST:

What is the **total cost** of the proposed project (*including in kind labour and donated goods and services*): \$ ____ \$10,114.56 ____

Amount requested from the My Great Neighbourhood grant fund: \$ ____ \$4,984.56 ____ (must not exceed 50% of total cost)



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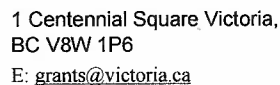
Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET:

Items Funded by Grant	Amount
4 Corners Collective Workshop rental (July, August)	\$500.00
4 Corners Collective Workshop artist honourarium (July, August)	\$500.00
Artist Honourariums (x 6 panels)	\$900.00
Research Honourariums (Victoria Native Friendship Centre, Victoria Heritage Foundation, etc)	\$300.00
Printing of new panels (including 6 replacements)	\$1668.40
Replacement of plexiglass, refurbishment and cleaning of signs	\$1,016.16
Design Consultation Honourarium (4 Corners Collective)	\$100.00
Include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$ 4,984.56

Items Provided by Applicant	Amount
4 Corners Collective Workshop – art supplies (July, August)	\$400.00
4 Corners Collective Workshop – snacks, tea, coffee, etc for participants	\$200.00
Celebratory Walk – snacks, drinks, printing of maps	\$150.00
Celebratory Walk – facility rental (3 hours x \$80/hour)	\$280.00
Community Coordinator (150 hours coordination x \$22/hour)	\$3,300.00
Board Member (10 hours volunteer, research assistance, \$20/hour)	\$200.00
Board Member (10 hours volunteer, design panel , \$20/hour)	\$200.00
4 Corners Collective (10 hours, volunteer, design panels, \$20/hour)	\$200.00
Printing, advertising	\$200.00
YOUR TOTAL MATCHING CONTRIBUTION	\$5,130.00

**ACTIVITY PROJECT BUDGET:**

Items Funded by Grant	Amount
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$

Items Provided by Applicant	Amount
YOUR TOTAL MATCHING CONTRIBUTION	\$



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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 15, 2019

Applicant Group/Resident Lead Name: Sarah Murray

Signature(s): Sarah Murray

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☒ Design information, including site map and visuals of Project or Activity location
- ☐ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.

HOW TO APPLY:

1. Read the Application Checklist and other information on our website
2. Get all of your supporting information together
 - Project design and/or activity plan information, including site map and sketches/photos of project location
 - If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner providing their support on the project must accompany the application. (If the applicant is successful, the cheque will be made out to the partnering not-for profit organization, who will be responsible for administering the funding to the applicant).
2. Arrange to meet with your Neighbourhood Advisor as soon as possible to discuss your initial proposal (our names are listed on the last page of this application form).
3. Complete the application form and send it to grants@victoria.ca

PROJECT TITLE: Walbran Wall Mural

PROJECT TYPE:

(Check one)

- ☒ Placemaking
☐ Activity

CONTACT INFORMATION:

- ☒ Not-for-Profit Organization, or
☐ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Melissa Ollsin Name: Melissa Ollsin

Organization Name: (if applicable) _____

Mailing 2665 Belmont Ave Address: 2665 Belmont Ave, Victoria BC, V8R 4A7.

Telephone _____

778-678-8200 _____

Email: melissa@appleford.ca

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: 882929946 RR 0001

Contact Name: SARAH MURRAY

Organization Name: OAKLANDS COMMUNITY ASSOCIATION

Mailing Address: 1-2827 BELMONT AVE

Telephone: 250-370-9101

Email: COMMUNITY@OAKLANDSCA.COM



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My Great Neighbourhood Grant Application

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

none

LIABILITY: Are there aspects of your project that present risk to people or property? How will the risk be managed? (e.g. insurance)

There are risks with painting, on a high wall. We will use equipment and safety standards that meet wcb requirements, we will also provide liability insurance.

PROJECT TIMELINE:

Start date: March .1st Completion date: August.1st

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Oaklands

Street: Belmont

Address: 2665 Belmont Ave

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
March.1	Begin prepping ground for planting
March.15	Planting
April.1	Start painting Mural
July.1	Finish Mural, Install benches and signs.
August.1	Complete cleanup and Landscaping.

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ 10,000.00

Amount requested from the My Great Neighbourhood grant fund: \$ 5,000.00 (must not exceed 50% of total cost)



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PROJECT DESCRIPTION: Please describe your proposed project.

We just recently built a passive home, constructed from insulated concrete forms. Which means it meets the most stringent requirements for energy efficiency. The design of the building, has quite a large North Facing wall, with very few windows. We have engaged local indigenous artist, Cary Newman to design and carry out the application of a large wall mural, on part of the wall, depicting an old growth forest scene from the Wahlbran Valley. Our intention is to bring education on the plight of the old growth forest, as well as through community engagement and discussion with neighbours teach them alternatives to building that do not require the harvesting of old growth trees. We will also install an education board that explains "Passive House ", and the premise behind it. Surrounding the mural we will provide native plants and trees, that are drought resistant and low maintenance, all selected according to the bulletin, from the City of Victoria, on planting on boulevards.

SUSTAINABILITY: What is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years 15 years (specify)

How will your project be maintained through its lifecycle and retired after its intended lifespan?

We will follow the artist's recommendations on maintaining his mural. We will also maintain any plants that we install on the boulevard. The mural itself can be painted over at the end of it's lifecycle. The plants could be removed if necessary, but our intention is that they grow and flourish, but are maintained.

Who will assume responsibility for ensuring these actions are undertaken?

We, the applicants, will assume all responsibility.

COMMUNITY INVOLVEMENT: How will your proposed project involve the community during and following implementation?

We will engage the Oaklands Community Association to help inform the neighbours of our plans, and gain neighbourhood input. The artist will engage students from UVIC, as well as potentially Vic High to carry out the wall mural. Following implementation, the mural and gardens, and interpretive signage can be viewed by public. We will also provide a bench, or some kind of seating.

BENEFITS: How will your proposed project benefit the community?

Our project will benefit the community in that it will bring awareness to the destruction of old growth forests, and also provide education in ways that we have solutions to using old growth trees. It will also provide an area to sit, and the public property on the boulevard will be greatly enhanced with plants. We also intend to remove the spear grass, and make public aware how harmful it can be to dogs.



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My Great Neighbourhood Grant Application

FINAL REPORT GUIDELINES

Here are the questions we would like you to consider in your final report on your project:

- What were your project objectives and did you achieve them?
- Did your project involve working with residents? How did that go?
- How has your project been received by the community?
- Please provide a financial breakdown of the final budget and explain any changes that were necessary
- Are there any other thoughts or observations you would like to share?
- Please provide some photos of the finished project or the activity.

In addition to this report, please consider accepting an invitation to participate in a future event to share your project experience with other residents.

Please forward your final report to your Neighbourhood Advisor within 30 days of completing your project.

Burnside-Gorge, Oaklands, Quadra-Hillside, Rockland

- Gary Pemberton: gpemberton@victoria.ca

Downtown-Harris Green, Fernwood, North Park, Victoria West

- Michael Hill: mhill@victoria.ca

Fairfield-Gonzales, North Jubilee, South Jubilee, James Bay

- Kimberley Stratford: kstratford@victoria.ca



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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: Oct. 15/2018

Applicant Group/Resident Lead Name: Melissa Olsin, Sarah Murray

Signature(s): M. Olsin, S. Murray

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☐ Design information, including site map and visuals of Project or Activity location
- ☐ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner providing their support on the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer to the group they are supporting. *email*

Mandatory pre-application meetings must take place by October 5, 2018

Please submit this application with all applicable attachments to grants@victoria.ca by **October 15, 2018**.

Any questions may be directed to your Neighbourhood Advisor for the proposed location (see below).

Burnside-Gorge, Oaklands, Quadra-Hillside, Rockland

- Gary Pemberton: gpemberton@victoria.ca

Downtown-Harris Green, Fernwood, North Park, Victoria West

- Michael Hill: mhill@victoria.ca

Fairfield-Gonzales, North Jubilee, South Jubilee, James Bay

- Kimberley Stratford: kstratford@victoria.ca

Thank you for your application!



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My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET:

Items Funded by Grant	Amount
Artist & Materials	5,000.00
Project retirement cost and 15% maintenance contingency of total budget or as agreed with staff (\$1,500 max)	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$

Items Provided by Applicant	Amount
Scaffolding Rental	800.00
Signage	1000.00
Boulevard Planting	2000.00
Neighbourhood Meetings and Forum (hours)	300.00
Bench or Seating	500.00
Site maintenance and Cleanup	400.00
YOUR TOTAL MATCHING CONTRIBUTION	\$5,000.00



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My Great Neighbourhood Grant Application



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My Great Neighbourhood Grant Application

PROJECT TITLE: Fernwood Community Centre Garden Revitalization

PROJECT TYPE:

(Check one)

☒ Placemaking

☐ Activity

CONTACT INFORMATION:

☒ Not-for-Profit Organization, or

☐ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Mila Czemerys

Organization Name: *(if applicable)* Fernwood Neighbourhood Resource Group Society

Mailing Address: 1240 Gladstone Avenue, Victoria BC, V8T 1G6

Telephone: 250-217-9275

Email: mila@fernwoodnrg.ca

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: S-14959

Contact Name: Lee Herrin, Executive Director

Organization Name: Fernwood Neighbourhood Resource Group Society

Mailing Address: 1240 Gladstone Avenue, Victoria BC, V8T 1G6

Telephone: 250-381-1552

Email: lee@fernwoodnrg.ca

PROJECT DESCRIPTION: Please describe your proposed project

This placemaking project will revitalize the gardens surrounding the Fernwood Community Centre, including the Kitchen Garden Pilot Project, the Fernwood Neighbourhood Orchard, and add to the beds to the west of the Community Centre. Three ferro cement raised beds will be added to the Kitchen Garden for growing annual veggies and herbs, and the irrigation systems for all the garden beds will be repaired. A new pollinator garden bed will be planted in the bed to the west of the Fernwood Community Centre. Perennial food plants will be planted in the bed to the north of the pollinator garden. Annual veggie crops will be planted. Youth gardening drop-ins will be hosted to engage youth with the gardens. Informational signage will be installed in the gardens. Tags will be painted out behind the Orchard.

These repairs and additions will revitalize this space; it is in need of work. The Fernwood Community Centre is used by hundreds of community members every week. These gardens can become a space for our community to enjoy the beauty of nature, relax, learn about gardening, volunteer in their community, and taste some locally-grown food. These gardens will also add some locally grown produce and herbs to our weekly community meals (Family Dinner, Student Dinner, and Seniors Lunch).



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My Great Neighbourhood Grant Application

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years X 3 years 4 years 5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

These sites will be maintained by Fernwood NRG staff, Mila Czemerys. She will do monthly maintenance on the sites through out the year and host multiple work parties to get volunteer involved. In the fall, she will put the gardens to bed and mulch the sites. In the winter, she will monitor the sites and make sure they don't fall into disrepair. In two year, Fernwood NRG will asses the sites and make a plan moving forward with the gardens.

Who will assume responsibility for ensuring these actions are undertaken?

Mila Czemerys, employee of Fernwood NRG, will ensure these actions are undertaken.

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

- Multiple volunteer work parties at the gardens will be announced through out the gardening season. They will be shared in the Village Vibe newspaper and on Fernwood NRG social media. These work parties will invite community members to come meet their neighbours, get their hands dirty, and help create these garden sites. These volunteers will hopefully feel a connection and sense of pride for the gardens.
- Monthly youth drop-in gardening times will be hosted with Kathryn Juricic, Fernwood NRG's youth programmer to engage youth in our community
- Once the garden is planted, food will be harvested for use our community meals at the Fernwood Community Centre. These meals are open to everyone and are by donation.

BENEFITS: How will your proposed project benefit the community?

- Food produced on the site will be harvested and used in our by-donation community meals at the Fernwood Community Centre
- Informational signage be installed for community members to learn about the sites
- Community members will be able to harvest lightly on the site and taste the food being produced
- These sites are all in public space for everyone to enjoy and relax in. Currently, there need a lot of work. The revitalization of these sites will benefit everyone that walks by or uses the community centre by creating beautiful, productive garden spaces to enjoy and learn in.
- The new pollinator garden will help with pollination of the Fernwood Neighbourhood Orchard located 25 feet to the north/west. This orchard is open for all community members to harvest from.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

The Fernwood Community Centre and Fernwood NRG currently has approval to use these garden sites.

If there is any digging on site, we will do a BC One Call to ensure there are no buried cables, conduits, gas or oil pipelines and/or other underground facilities that serve our city.



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My Great Neighbourhood Grant Application

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

Fernwood NRG has insurance currently that covers volunteers working on site at the Fernwood Community Centre. We will also get all volunteers to sign a waiver form and discuss safety. We will not have volunteers working on any dangerous activities during our work parties or drop-in gardening times.

PROJECT TIMELINE:

Start date: April 2019 Completion date: November 2019

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Fernwood

Street: Gladstone Avenue

Address: 1240 Gladstone Avenue

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
April 2019	Installation of ferro cement raised beds by Hatchet & Seed
April 2019	Work party spreading wood chips on path, sea soil on beds, and filling new raised beds with soil
May 2019	Irrigation repaired in the Orchard and Kitchen Garden
May 2019	Planting of the Pollinator and Perennial Food Plant Garden Beds
April - August 2019	Planting of annual veggies and herbs in the raised beds at the Kitchen Garden
July/August 2019	Installation of Informational Signage in the gardens
July/August 2019	Painting out tags behind the Orchard and painting a design on the wall
August & October 2019	Work Party planting winter veggie crops, weeding, and mulching

PROJECT COST:

What is the **total cost** of the proposed project (including in kind labour and donated goods and services): \$ \$11,455

Amount requested from the My Great Neighbourhood grant fund: \$ \$5,000 (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET:

Items Funded by Grant	Amount
Ferro Cement Bed install by Hatchet and Seed (\$50/hr + materials)	\$1,800.00
Sea Soil 5 yards + delivery from Integrity Sales	\$620.00
Container Garden soil, 5 yards + delivery from Integrity Sales	\$665.00
Irrigation repairs by Michael Isacson CIC, CID, CIT, Island Waterwise Irrigation Inc.	\$500.00
Wood Chipper Rental	\$80.00
Plants, seeds, tools for gardens	\$900.00
Informational Signage printing by Garside Signs	\$500.00
Paint for wall behind the Orchard	\$300.00
Include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$ 5365.00

Items Provided by Applicant	Amount
50 hours volunteer labour at \$20 per hour	\$1,000.00
165 hours Mila Czemerys wages at \$26 per hour (April to November 2019, garden management and signage design)	\$4,290.00
Food for volunteers at work parties	\$200.00
5 hours Cole Polly wages at \$20 per hour (running wood chipper)	\$100.00
Donation of signage by Garside Signs (discount on printing)	\$200.00
Donation of services by Island Waterwise Irrigation Inc. (discount on services)	\$200.00
Materials for garden (steaks, trellises, etc.)	\$100.00
YOUR TOTAL MATCHING CONTRIBUTION	\$ \$6,090.00



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My Great Neighbourhood Grant Application

ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$

Items Provided by Applicant	Amount
YOUR TOTAL MATCHING CONTRIBUTION	\$



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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 10, 2019

Applicant Group/Resident Lead Name: Mila Czemerys

Signature(s): _____

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☒ Design information, including site map and visuals of Project or Activity location
- ☐ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.



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My Great Neighbourhood Grant Application

PROJECT TITLE: Creekside Concert

PROJECT TYPE:

(Check one)

☒ Placemaking

☐ Activity

CONTACT INFORMATION:

☒ Not-for-Profit Organization, or

☐ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Soren Henrich

Organization Name: *(if applicable)* Friends of Bowker Creek Society

Mailing Address: 1739 Haultain St., Victoria, V8R 2L1

Telephone: 250-370-4365

Email: friendsofbowkercreek@gmail.com

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: S0069262

Contact Name: Soren Henrich

Organization Name: Friends of Bowker Creek Society

Mailing Address: 1739 Haultain St., Victoria, V8R 2L1

Telephone: 250-370-4365

Email: friendsofbowkercreek@gmail.com

PROJECT DESCRIPTION: Please describe your proposed project

This event is being planned as part of a series of three Creekside Concerts, which will take place in various public spaces along Bowker Creek. The creek begins on the campus of the University of Victoria and runs through eleven different neighbourhoods and three CRD municipalities before emptying into the Salish Sea. (The other two concerts will take place in Oak Bay and Saanich.)

The concert will be free and open to the public and will feature a local storyteller or poet in addition to a performance by a local musical act, all amplified by a bicycle-powered sound system. This innovative system allows audience members to participate in a unique manner by pedalling stationary generator bicycles to power the stories, poetry and music.

The main motivation that drove us to create this project is the major lack of awareness that most residents of the CRD have of Bowker Creek. More than 60% of the waterway is covered over, including the entire stretch of the creek that runs through the City of Victoria. We want to use the Creekside Concert in Clawthorpe Park to bring Bowker Creek into the consciousness of those who live, work and play in the area. This location was selected because the creek runs underground just a few metres north of the park, after entering a tunnel on the north side of North Dairy Rd.



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My Great Neighbourhood Grant Application

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

☒ <1 year

☐ 2 years

☐ 3 years

☐ 4 years

☐ 5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

The event takes place on a single day and requires no maintenance. We will not use staging and all equipment for this low-impact event will be transported to the venue by bicycle. We will ensure that the park is left cleaner than when we arrived.

Who will assume responsibility for ensuring these actions are undertaken?

Volunteers and members of Friends of Bowker Creek Society will be responsible for helping to collect compost, recycling and any garbage resulting from the event. Audience members will be encouraged to assist with this effort.

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

We will work in collaboration with the Oaklands Community Association to plan and promote the event, which will be free and open to all members of the public. We hope to also build relationships with members of Songhees Nation and invite them to take part in the event to welcome attendees to their territory and to tell stories about the relationship of Lekwungen people to the watershed. One avenue that is currently being explored for cultivating a relationship with members of the Nation is a collaboration between Creekside Concerts and the Songhees Wheelness cycling program.

BENEFITS: How will your proposed project benefit the community?

The project will help Friends of Bowker Creek to pursue its mission to support the restoration and enhancement of Bowker Creek by creating emotional connections between attendees and this oft-forgotten feature of the landscape. The connection to place that results from enjoying a Saturday afternoon listening to stories, poetry and music (and meeting neighbours) will motivate participants to advocate for the protection of this important waterway. The events will also provide us with opportunities to educate the public about the creek and the steps needed to rehabilitate and restore it. Our hope is that improved ecological outcomes will come about as a result of this education work. Another benefit of the event include an enhanced sense of belonging and community for those who participate in the event. In an age when social isolation is a major problem, bringing people from various walks of life together to enjoy free artistic performances and also cultivate a sense of place is vital.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

We will require a special event permit and a noise exemption permit from the City of Victoria.



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My Great Neighbourhood Grant Application

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

Although the event does not present any major risks to those who attend, we will be required to purchase liability insurance in order to receive our special event permit. Insurance will be obtained through HUB International and we have built the cost into our project budget.

PROJECT TIMELINE:

Start date: June 2019 Completion date: September 28, 2019

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Oaklands

Street: Clawthorpe Park (1619 Clawthorpe Ave.)

Address: see above

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
June 2019	-apply for park permit and noise exemption, collaborate with Oaklands Community Association
July 2019	-confirm performers and finalize poster for event
August 2019	-promote event through postering, online listings and local media
September 28, 2019	-execute event
October 2019	-debrief with planning team and prepare project report

PROJECT COST:

What is the **total cost** of the proposed project (including in kind labour and donated goods and services): \$ 2500

Amount requested from the My Great Neighbourhood grant fund: \$ 1000 (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
liability insurance	\$125
noise exemption permit	\$50
artist fees and honoraria	\$650
poster design	\$100
poster printing	\$75
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000

Items Provided by Applicant	Amount
food for volunteers (donated gift card from Whole Foods)	\$100
donated rental of bike-powered sound system	\$500
volunteer labour - planning, postering, staffing event (45 hours @ \$20/hr)	\$900
YOUR TOTAL MATCHING CONTRIBUTION	\$1500



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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 8th 2019

Applicant Group/Resident Lead Name: Soren Henrich

Signature(s): Soren Henrich

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☒ Design information, including site map and visuals of Project or Activity location
- ☐ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.





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My Great Neighbourhood Grant Application

PROJECT TITLE: South Jubilee Neighborhood Association Summer Community/Folk Music Festival

PROJECT TYPE:

(Check one)

- ☐ Placemaking
☒ XX Activity

CONTACT INFORMATION:

- ☒ Not-for-Profit Organization, or
☐ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Matt Dell, SJNA Coordinator

Organization Name: (if applicable) South Jubilee Neighborhood Association

Mailing Address: 1525 Fell Street, Victoria BC

Telephone: 250-532-6276

Email: board@southjubilee.ca and w.mattdell@gmail.com

PROJECT DESCRIPTION: Please describe your proposed project

This coming summer, the South Jubilee Neighborhood Association is planning to host our first Community/Folk Music Festival in 5 years. Our neighborhood is undergoing a lot of transformation and growth, and community members are passionate about strengthening bonds between existing community members, and welcoming those new to our area. We want to establish this area as a vibrant, healthy, friendly, artistic and welcoming character neighborhood, a place where all residents feel safe and included.

Prior to 2011, South Jubilee had a long history of vibrant summer community festivals that helped to build community, introduce neighbors, highlight our local parks, and celebrate the summer. Unfortunately, core volunteers that organized these festivals burned out in 2011 and we haven't had a celebration since. In 2019, a new group of young community members are working to host a new South Jubilee Community/Folk Music Festival on Saturday September 7th 2019.

Planning for this event is already underway, and the community is extremely excited. Our new motto is "keep it simple," as we want to make this an annual event that doesn't burn-out our volunteers. Our festival will be held at Red Fern Park, and is designed to bring out ALL community members, including families, kids, teenagers, seniors, dog-owners, people with out children, local non-profits, local First Nations, businesses and others.

We have identified 5 key themes for our festival: Kids activities (games, art, food, bouncy castles, sports); adult space (plant swap, book swap, quiet space, shade, produce giveaway); music (featuring local folk artists and volunteer community performers, and open mic), food (Red Barn market BBQ and local coffee/drinks), and dogs (dog dress-up and run way show).



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My Great Neighbourhood Grant Application

The South Jubilee Neighborhood association would greatly appreciate financial support through the My Great City Neighborhood grant, to help cover costs for musicians, food, and bouncy castle rentals. This money would go a long way in helping us rebuild vibrancy in our community.

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

Who will assume responsibility for ensuring these actions are undertaken?

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

A group of 12 community members, of all ages, has already formed a working group and begun preparations for our event. We plan to involve the community as widely as possible in this event, as it is intended to be "hosted by the community members." Specifically, we have identified about 30 simple volunteer roles and are already seeking community member help for these roles. For example, we will rely on community help to run the kids art activities (e.g. side walk chalk, painting boards, face painting), organize the plant swap, organize some of the food donations and help advertise. We are most excited to include an "open mic" part of our music which will allow any community members to play 3-5 songs on the PA system. This is hugely beneficial to young musicians or bedroom musicians who are looking for an opportunity to play music in front of a crowd. We are hoping to have 30-40 volunteers total for this event, and a turnout of 300-500 people.

Initial discussions for this event at our community meetings show a huge amount of excitement amongst community members, many who are passionate about revitalizing the sense of community in South Jubilee.

BENEFITS: How will your proposed project benefit the community?

Currently, there are no significant community building events or activities in South Jubilee. Our residents are in great need of a regular (annual) event that can bring people together, introduce neighbors, and build community. The South Jubilee Neighborhood Association board feels passionately that a big summer Community Festival is exactly the type of event we need to strengthen our community. This event will provide a congregation spot for community members, bring people out of their homes, allow residents the opportunity to volunteer, and create new friendships etc between community members. For example, it is quite difficult to know what children live in our area as the streets are too fast to allow children to roam freely. The younger families on our organizing committee hope this event can let kids learn what friends live in their neighborhood, and introduce parents. There are also many seniors in our neighborhood, so this is an important activity to reduce isolationism and incorporate seniors and others into the broader community. We have invited businesses and non-profits to set-up information tables at the event, which will create further community and highlight the great people who earn a living in our neighborhood.



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APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

The only permit we require is a City "Block Party Permit" so we can block off a small section of Leighton Street to make a larger safe space.

We have consulted with our City Council Liaison Marianne Also, and City Staff Kerri Moore (at our April 6th meeting), and both said this should be an easy permit to obtain. Our regular city staff person has been away sick for some months so we haven't had more regular communication.

There are no other permits necessary.

We plan to get electricity (for music and bouncy castles) from one of the adjacent homeowners. Two have already volunteered

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

The South Jubilee Neighborhood Association has full insurance for the event through our regular policy. This policy covers our association for any accidents at the event, including volunteer coverage.

PROJECT TIMELINE:

Start date: Saturday September 7th, 11:00AM Completion date: Saturday September 7th, 4:00PM

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood South Jubilee, Red Fern Park. :

Street: 1700 Leighton Road

Address: 1700 Leighton Road

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
2019-03-23	First official planning meeting. Group of 12 identified all tasks to be complete. Red
April 6 th 2019	SJNA community meeting. Community members unanimously support idea of
April 27 th , 2019	Second official planning meeting. Will begin to finalize details. Will include a one-



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June 6 th 2019	SJNA community meeting. Will present finalized plan, budgets, and timeline to
June 29 th 2019	Third official planning meeting. Work to finalize all details. Continue to seek
August 15 th	One-page advertisement will be delivered to all homes and condos in
August 2019	Final planning meeting. All details confirmed and partners organized. Detailed
September 7 th	Official event.

PROJECT COST:

What is the **total cost** of the proposed project (*including in kind labour and donated goods and services*): \$ 4040

Amount requested from the My Great Neighbourhood grant fund: \$1650 (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
Bouncy Castle Rental –Fun Time Inflatables (two large castles)	\$750
Folk Musician Fees (4 artists, \$150 each)	\$600
PA System Rental – Long and Mcquade	\$150
Porto-potty rental - Supersave	\$150
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1650

Items Provided by Applicant	Amount
Shared cost of BBQ food – Red Barn Market	\$500
Shared cost of coffee – Discovery Coffee	\$150
Shared cost of kids drinks – Wrap N Roll	\$100
Popcorn machine rental	\$75
Cotton Candy rental	\$75
Art Supplies - Bank Street Art School	\$100
Volunteer Labor (30 people, 3 hours each, at \$15 an hour)	\$1350
Posters and mail out advertising	\$40
YOUR TOTAL MATCHING CONTRIBUTION	\$2390



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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: Sunday April 14th, 2019

Applicant Group/Resident Lead Name: Matt Dell, South Jubilee Neighborhood Association Coordinator

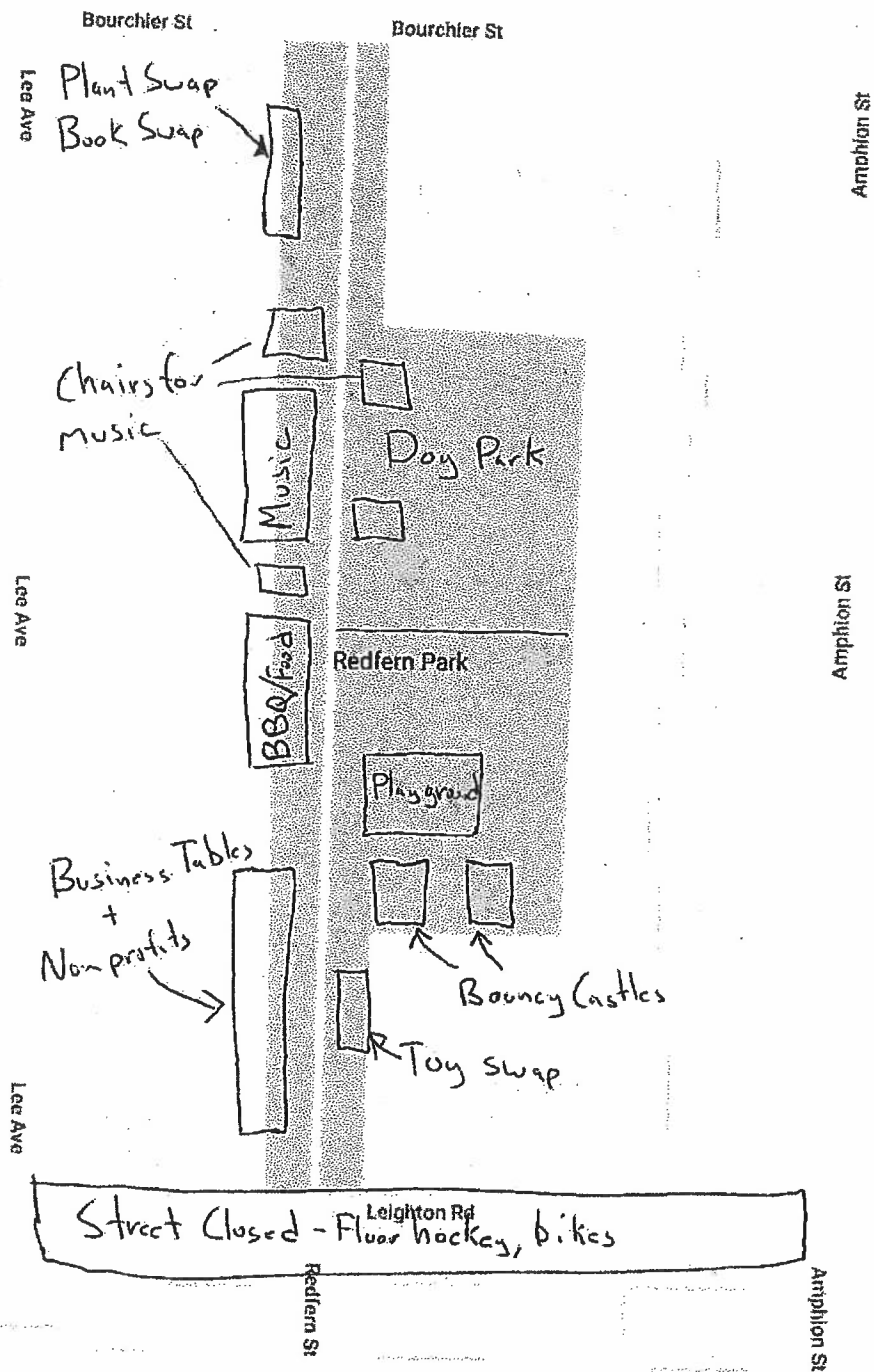
Signature(s):

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☒ Design Information, including site map and visuals of Project or Activity location
- ☒ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.

South Jubilee Neighborhood Association- Summer Community Folk Music Festival MAP



Please note: This is a tentative map. We have a community member volunteer that has offered to make a full CAD map for the official event schedule.



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My Great Neighbourhood Grant Application

PROJECT TITLE: Bicycle Champions
(Neighbourhood improvement program)

PROJECT TYPE:

(Check one)

☐ Placemaking

☒ Activity

CONTACT INFORMATION:

☐ Not-for-Profit Organization, or

Informal Group (not registered as a not-for-profit organization)

☒ If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Susan Stokhof

Organization Name: Bicycle Mayor of Victoria

Mailing Address: #205-455 Sitkum Road Telephone: 250.856.0464 Email: BicycleMayorYYJ@gmail.com

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: S - 0064132

Contact Name: Ray Straatsma

Organization Name: Greater Victoria Placemaking Network (Society) GVPN

Mailing Address: 1725 Carrick Street V8R 2M1 (c/o Jim LaMorte, GVPN Treasurer)

Telephone: 250.294.4346

Email: info@victoriaplacemaking.ca / straatsma.ray@gmail.com

PROJECT DESCRIPTION: Please describe your proposed project –.

This is a super fun design competition for children aged 9 to 11 at Sir James Douglas School. The campaign challenges children to think of the bicycle as an important form of transportation, to encourage children to cycle more and to think of solutions to problems children currently experience around cycling.

The idea of the campaign is to get children to come up with a great idea to improve cycling around their school and make it more fun, easier, safer, and more accessible and become a bicycle champion at their school. Ideally the

Bicycle Champions will then try to carry out their idea in or around their school together with other children, teachers and or parents.

The campaign is designed to increase awareness around cycling and safety for children, parents, schools and the city. In addition, the campaign highlights the importance of exercise at school as many research papers indicate that exercising before they start their day at school can positively impact a child's learning ability and will help retain good health not to mention a life long love for cycling.

Working with the teachers we'll choose a theme around cycling at school for which the children come up with solutions. Think of bicycle parking, crowds around the school at the beginning and end of the school day, difficult intersections or unsafe situations with cars. By participating we can ensure that the cycling possibilities around the school are improved.

In the classroom the Bicycle Mayor of Victoria will take the children on a virtual tour through cycling spaces around the world showing the ease in cycling when the environment is built for safety. The students will then be invited for their feedback about which spaces looked inviting and the features they found most appealing. From this each learner will be encouraged to re-imagine cycling to school or cycling around the school by drawing, writing, or even a video of how they would like to see cycling improved.

It is easy to engage learners in problems that involve real situations with personal significance like a safe passage to school. The results of the exercise will provide our learners with a meaningful voice in their community. But also help to end the discourse our city is experiencing between people who drive cars and people riding their bicycles. After all who could say no to a child wanting to ride a bicycle to school.

How does the campaign work?

The campaign focuses on children aged 9 to 11 and encourages them to draw a picture with a story, or even a presentation in which they demonstrate their idea to improve safety around cycling. Choosing the best ideas (perhaps the whole class) and holding a design competition at city hall to further design their concepts.

Choosing a Bicycle Champion:

Once the children's pictures and stories are complete the Bicycle Champions are invited to a design competition (Charrette) where they further design and pitch their concepts to a panel on how to improve cycling for children. Ideally we would hold the design competition at City Hall.

This event should be facilitated by a third-party, who supports the children and is able to take the children's original ideas and work with them on sketching and creating a mock-up of their idea that demonstrates a safer way for children to cycle to school. The mock-up ideally results in some kind of action by the City.

Bicycle Champions are chosen based on the idea they submit that will increase safety of cycling to school. The school Bicycle Champion is then chosen by a panel of bicycle advocates such as the City Mayor Lisa Helps, the Bicycle Mayor of Victoria, teachers, businesses, council members and media. During the selection of the Bicycle Champion, a jury will look at the creativity of the idea, the feasibility of carrying it out within a year, and the effectiveness of the eventual result the idea creates.

The Bicycle Mayor and the Bicycle Champion (if they want to do this) will present the chosen design to the Mayor and Council and request the funds to design this safety mechanism around Sir James Douglas School. Leave display of artwork available for other schools to go to City Hall and review what the children accomplished. Raises awareness of the Bicycle Champion initiative and bring awareness around cycling and safety for children, parents, schools and the city.

The election of the school Bicycle Champion can raise awareness around the importance of cycling in our city. This pilot project is scalable and can include every elementary school in the district with the eventual idea of electing a Child Bicycle Mayor who would represent children in the city to continue creating safe cycling for children.

Ideally we will have prizes (donated from local bike shops) for all of the children who enter and something special for the chosen idea that gives the child the title of Bicycle Champion of the School.

Scalability:

This idea is based on the BYCS Bicycle Heroes campaign. The idea of the Bicycle Heroes campaign is that we involve all elementary schools across the district. Choosing the top 5 designs from each school and running the design competition and follow a similar process. We are piloting a lite version of this program. This program is based off of the successful Bicycle Heroes campaign from the City of Amsterdam where in 2018 they elected the worlds first Child Bicycle Mayor.

The idea of both campaigns is to draw attention to the need to have children cycle safely to their schools. Hearing the voices of children and making this a really great feel good story will help remove the discourse between people driving motor vehicles and people riding bicycles. Allocate appropriate road space for all road users and continue building separated cycling infrastructure for people on bicycles, who deserve the same road safety that people driving have. Cycling infrastructure also creates better sidewalks and safer intersections for people who walk and roll on the streets. Build a city with children in mind and we build a city for everyone. Returning the streets to the people and creating a safe way for children to ride independently to school is the goal. Who doesn't want children to be happy, safe and independent?

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

Who will assume responsibility for ensuring these actions are undertaken?

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?



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The idea of the campaign is to get children to come up with an idea to improve cycling around their school and make it more fun, easier or safer and accessible for all. The campaign is designed to increase awareness around cycling and safety for children, parents, schools and the city. Build with children in mind and you build a community for everyone.

Choosing a theme around cycling at school for which the children come up with solutions. Think of bicycle parking, crowds around the school at the beginning and end of the school day, difficult intersections or unsafe situations with cars. Consider how cycling in the city looks like from the eyes of a child or consider their greatest idea for improving cycling in the city, all through the eyes of a child. By participating we can ensure that the cycling possibilities around the school are improved. This has lasting effects on the community as a whole after school and weekends and the results can be utilized for the whole community. The campaign challenges children to think of the bicycle as an important form of transportation, to encourage children to cycle more and to think of solutions to problems children currently experience around cycling.

The campaign is designed to increase awareness around cycling and safety for children, parents, schools and the city. In addition, the campaign highlights the importance of exercise at school as many research papers indicate that exercising before they start their day at school can positively impact a child's learning ability and will help retain good health not to mention a life-long love for cycling and movement.

BENEFITS: How will your proposed project benefit the community?

Improving cycling conditions around the school affects everyone in the community. This campaign could result in improved intersection safety, or improved conditions that were once unsafe situations with cars. This project focuses on all children in the community, not just the children who attend the school; it also improves conditions for adults as well. Contributes to neighbourhood improvement, education for safe cycling, and enhances quality of life for the residents and visitors to the neighbourhood.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

Approvals will need to come from the school board/teachers to work with the learners. The results of the design competition may result in discussions with City Hall on road safety around the school.

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

- None that I'm aware of

PROJECT TIMELINE:

Start date: May 2019 Completion date: May 2020

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Sir James Douglas Elementary

Street: Moss St

Address: 01 Moss St, Victoria, BC V8V 4N2

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
	Project Start
April 23 - 30	Meeting with Alison James, Head of Strategy, City Hall – <ul style="list-style-type: none"> Plan media event with Mayor Helps at Sir James Douglas School Provide introduction to school board
April 26 – May 3	Meeting with school board (PAC) – introduce Bicycle Champion program and receive approval to work with teachers at Sir James Douglas School (September)
May 27 – June 2	Bike to School Week media event with Mayor Lisa Helps at Sir James Douglas School <ul style="list-style-type: none"> Introduction to the Bicycle Mayor of Victoria at Sir James Douglas School First meeting with the learners during Bike To School Week – introduce the Bicycle Mayor to the Children
June 3 – 30	Confirm and book professional facilitator: <ul style="list-style-type: none"> November 2019
	Arrange and book room at City Hall for design competition – date booked
June 3 – 30	Arrange for and confirm judges for the design competition
July – Sept 1	Seek community partners to donate gifts to the children
September 13	Meeting with teacher/champion of program at Sir James Douglas School <ul style="list-style-type: none"> Introduction to Bicycle Champion program Plan / sketch out the details of the program Letter to parents introducing Bicycle Champion program, invite them to design competition along with their children on the decided Saturday at City Hall
	Confirm the following: <ul style="list-style-type: none"> Room at City Hall for design competition Judges for design competition Professional facilitator Volunteers for the design day

September 27 – October 24	Meeting with learners: (one month to finish art work) <ul style="list-style-type: none"> • Introduce the learners to the Bicycle Champion program – get them excited • Take the children on a virtual tour through cycling spaces around the world showing the ease in cycling when the environment is built for safety • The learners will then be invited for their feedback about which spaces looked inviting and the features they found most appealing. • From this each learner will be encouraged to re-imagine cycling to school or cycling around the school by drawing, writing, or even a video in which they demonstrate their idea to improve the safety around cycling to school and how they would like to see it improved. • Reminder letter to parents of the upcoming design competition
October 25	Return visit to school: <ul style="list-style-type: none"> • Design ideas complete • Children present their ideas
October 28	Confirm <ul style="list-style-type: none"> • Room at City Hall for design competition • Judges for design competition • Professional facilitator • Volunteers for the design day
Nov 8 – December 31 (Milestone)	Hold Design competition at city hall (Saturday Nov 8?) <ul style="list-style-type: none"> • Bicycle Champion chosen based on the idea that will increase safety of cycling to school • Display art work for the month of November
Next available city council meeting (Mayor and Council – Committee of the Whole)	Present the chosen design to the Mayor and Council and results of the competition. Request the funds to design this safety mechanism around Sir James Douglas School, if it makes sense to do so.
January 2 nd	Collect children's art work – return to school
January 2 nd (Milestone)	Project wrap up
Jan – May	Final report writing and submission to City Hall
May 2020	Project close

PROJECT COST:

What is the **total cost** of the proposed project (*including in kind labour and donated goods and services*): \$ 2680
Amount requested from the My Great Neighbourhood grant fund: \$1000 (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET:

Items Funded by Grant	Amount
Include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$

Items Provided by Applicant	Amount
YOUR TOTAL MATCHING CONTRIBUTION	\$



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ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
Lunch - food beverages for all volunteers / learners	\$300
Space at City Hall to run the design workshop	Free
Space at City Hall to display children's/learner's ideas	Free
Poster campaign and marketing for event advertising	\$150
Art supplies (Program materials - craft supplies)	\$400
15% administration costs	\$150
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000

Items Provided by Applicant	Amount
Professional facilitation costs – professional services to work with children 8 hours at \$60 per hour	\$480
6 Volunteers @ 10 hours \$20 per hour	\$1200
Prized for all learners – community donations (prizes not in cash)	\$1000
YOUR TOTAL MATCHING CONTRIBUTION	\$2680



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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 14, 2029

Applicant Group/Resident Lead Name: Susan Stokhof

Signature(s): susan Stokhof

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

☐ Design information, including site map and visuals of Project or Activity location

☒ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.



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My Great Neighbourhood Grant Application

PROJECT TITLE: Oaklands and The Grind Basketball Street Party

PROJECT TYPE:

(Check one)

☐ Placemaking

☒ Activity

CONTACT INFORMATION:

☐ Not-for-Profit Organization, or

☒ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Per Sekhon and Terrell Evans

Organization Name: *(if applicable)* Sponsored by Oaklands Community Association (informal Group – The Grind Basketball)

Mailing Address: 204-1510 Hillside Avenue, Victoria, BC V8T 2C2

Telephone: 250-995-2554

Email: persekhon@shaw.ca

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: BN882929946RR0001

Contact Name: Sarah Murray

Organization Name: Oaklands Community Association

Mailing Address: 2827 Belmont Avenue Victoria, BC V8R 4B2

Telephone: 250-370-9101

Email: community@oaklandsca.com

PROJECT DESCRIPTION: Please describe your proposed project

We would like to host a Neighbourhood Basketball Street Party at Oaklands Community Centre in June 2019 to bring our community together to enjoy an afternoon of basketball, music, food, and community connectedness. The goal of the street party is to generate engagement of families to look beyond the mainstream perception of youth sports being always about competition and winning but more about how playing a sport together can enhance relationships in our community, build connections across all social, economic, and cultural demographics in our neighbourhood and generate enthusiasm amongst our community to live active and healthy lives and build relationships which center around positive sportsmanship. The Street party will be designed to have mini tournaments amongst various age groups along with skills development for younger children interested in the sport. This is a pilot activity in hopes we can do yearly. We will ask all those attending to bring one non-perishable food item to donate to the Mustard Seed Food Bank -Sports and Community engagement in action



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SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

☐ <1 year ☐ 2 years ☐ 3 years ☐ 4 years ☐ 5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

We would like to host a one time event in the month of June which will link into the drop in basketball program and other programming at Oaklands Community Centre. The goal is to bring awareness to the many avenues to participate post street party.

Who will assume responsibility for ensuring these actions are undertaken?

Per Sekhon and Terrell Evans will work closely with volunteers and Oaklands Community Association to ensure the street party is organized and a success the day of the event

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

The Community is the pillar of our project. Many families and children in the neighbourhood have expressed great interest in their children playing basketball (currently the fastest growing sport) and finding ways for them to connect with each other as they seem to be scattered all throughout the city and do not necessarily play or know each other. An initial interest poll (verbally) was taken from children participating in the Oaklands Community Association drop in basketball program, the children of Oaklands Community School, and the children who participate in the community based The Grind program. We have a number of people interested in volunteering and participating in the street party. A follow up evaluation will be done with those participating by having a volunteer engage with those who attend to ask a few questions on their experience. We hope that this evaluation will reveal what worked well and areas for enhancement.

BENEFITS: How will your proposed project benefit the community?

The Basketball street party will bring families and most importantly children of all ages together to play a sport they either love or are curious to play. It is the most affordable and accessible sport to all demographics and gives a sense of positivity and accessibility to everyone. It is a sport that these families can continue to play in any outdoor court in the neighbourhood and the hopes are that we will connect and mobilize ourselves to create informal gatherings which bring people out of their homes, be outside, and nurture positive sportsmanship and team spirit amongst kids – one team, one goal (philosophy of The Grind Basketball)

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

We will need to get authorization from School District 61 to use their outdoor courts/property.



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LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

Our sponsor, Oaklands Community Association has generously provided their insurance coverage which includes the outdoor courts space. We plan to have First Aid Attendants onsite during the street party.

PROJECT TIMELINE:

Start date: _____ May 2019 _____ Completion date: _____ June 2019 _____

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: _____ Oaklands _____

Street: _____ Belmont Avenue _____

Address: _____ 2827 Belmont Avenue _____

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

NOTE: We would love to host the activity before families leave for summer vacations

Date	Milestone
May 1, 2019	Delegate all duties to specific volunteers – action plan list with deliverables by dates below
May 8, 2019 onward	Create flyers, Instagram, social media, outreach to neighbourhood businesses Begin promotion and marketing of Street Party (Continuous to day of event) Promote amongst children who want to register as teams
May 15, 2019	Secure all Food truck vendors, DJ, rental of property, all rental equipment and supplies purchased and finalize blueprint of venue details (ie. placement of trucks, tables etc)
May 15, 2019	Organize team schedules and have three point shootout and skills challenge
May 22, 2019	Finalize and orient all volunteer roles and responsibilities for day of event
May 22-June 7, 2019	Follow up on any outstanding action items
June 8, 2019	Oaklands Basketball Street Party



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PROJECT COST:

What is the **total cost** of the proposed project (*including in kind labour and donated goods and services*): \$ 2800.00

Amount requested from the My Great Neighbourhood grant fund: \$ 1000.00 (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
Marketing material (posters/printing)	\$50
Referees	\$50
Three pop up tents for rental for one day	\$50
Speaker system with microphone and DJ	\$200
Garbage bags, gloves, pens, table clothes	\$100
Lunch for volunteers	\$200
Waste disposal	\$200
Site Rental	\$150
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000

Items Provided by Applicant	Amount
Social Media promotion, photography, and videography	\$200
Volunteers 10 @ 6 hours @ \$20 per hour	\$1200
Insurance	\$250
Tables and Chairs	\$100
Vests and garbage pickers	\$50
YOUR TOTAL MATCHING CONTRIBUTION	\$1800



1 Centennial Square Victoria,
BC V8W 1P6
E: grants@victoria.ca

My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 15, 2019

Applicant Group/Resident Lead Name: Per Sekhon

Signature(s): _____

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☐ Design information, including site map and visuals of Project or Activity location ****Basketball Courts at Oaklands Community School and Centre**
- ☒ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.



My Great Neighbourhood Grant Application



PROJECT TITLE: Senior's Yoga and Afternoon Tea (Pilot Project)

PROJECT TYPE:

(Check one)

☐ Placemaking

☒ Activity

CONTACT INFORMATION:

☒ Not-for-Profit Organization, or

☐ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Kirsty Sewell

Organization Name: (if applicable) Fernwood NRG

Mailing Address: 1240 Gladstone Ave, Victoria

Telephone: 250-381-1552 Email: kirsty9@outlook.com or info@fernwoodnrg.ca

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: S-14959

Contact Name: Kirsty Sewell

Organization Name: Fernwood NRG

Mailing Address: 1240 Gladstone Ave, Victoria

Telephone: 250-381-1552 or 250-891-3627

Email: kirsty9@outlook.com or info@fernwoodnrg.ca

PROJECT DESCRIPTION: Please describe your proposed project

Pilot Project (10 weeks):

Senior's Yoga Class Followed by Afternoon Tea

Sample Menu:

Cucumber and mint tea sandwiches

Ham with mustard tea sandwiches

Watercress and egg salad finger sandwiches

Lemon Pound Cake



My Great Neighbourhood Grant Application



SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

Who will assume responsibility for ensuring these actions are undertaken?

FERNWOOD NRG

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

- BRING NEIGHBOURS TOGETHER
- CREATE INVITING ATMOSPHERE TO INCREASE SOCIAL CONNECTIONS IN VULNERABLE RESIDENTS

BENEFITS: How will your proposed project benefit the community?

- ENHANCE QUALITY OF LIFE
- PROMOTE CENTER PROGRAMMING
- ENCOURAGE VOLUNTEERISM IN SENIORS
- FOOD SECURITY
- IMPROVE MENTAL AND PHYSICAL HEALTH

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

NA

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

Fernwood NRG Insurance Policy

PROJECT TIMELINE:

Start date: May 2019 _____ Completion date: July 2019 _____

(Projects must be completed within one year of receiving funds)



My Great Neighbourhood Grant Application



Please complete following budget (budget examples can be viewed on the website)

Items Funded by Grant	Amount
4 White tablecloths	~80.
Tea Service (second hand store)	~50.
Tiered Serving Tray (second hand store)	~50.
6 yoga mats	120.
Food	300.
Professional Yoga Instructor	400.
For Placemaking, include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000.

Items Provided by Applicant	Amount
Space (70./week x 10 weeks)	700.
Volunteers (3x20x10)	600.
Donated Food (40x10)	400.
Food prep by kitchen staff (30x10)	300.
Social media, marketing, graphics by communications staff (3x20)	60.
Facilitator (84x10)	840.
YOUR TOTAL MATCHING CONTRIBUTION	\$2900.



My Great Neighbourhood Grant Application



PROJECT LOCATION:

Neighbourhood: Fernwood NRG

Street: Gladstone Avenue

Address: 1240 Gladstone Avenue

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
May 14, 2019	First Yoga and Tea

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$3900.

Amount requested from the My Great Neighbourhood grant fund: \$1000. (must not exceed 50% of total cost)



My Great Neighbourhood Grant Application




DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
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5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 8, 2019

Applicant Group/Resident Lead Name: Kirsty Sewell

Signature(s): 

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☐ Design information, including site map and visuals of Project or Activity location
- ☐ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.



1 Centennial Square Victoria,
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My Great Neighbourhood Grant Application

PROJECT TITLE: The People's Apothecary Summer Herbal Workshops

PROJECT TYPE:

(Check one)

☐ Placemaking

☒ Activity

CONTACT INFORMATION:

☒ Not-for-Profit Organization, or

☐ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Krista Poulton

Organization Name: *(if applicable)* Pacific Rim College and Quadra Village Community Centre

Mailing Address: 229-560 Johnson St, Victoria BC V8W 3C6

Telephone: 250-896-2291 (Krista)

Email: krista.peoplesapothecary@gmail.com and quadravillage.gardens@gmail.com

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: Federal Charity # 101476083RR0001 // Society # S-0010895

Contact Name: Nicola Gunter (Garden Coordinator)

Organization Name: Quadra Village Community Centre (Downtown Blanshard Advisory Committee)

Mailing Address: 901 Kings Rd, Victoria BC V8T 1W5

Telephone: 250-388-7696

Email: quadravillage.gardens@gmail.com

PROJECT DESCRIPTION: Please describe your proposed project

Our project is a series of educational, hands-on herbalism workshops provided to the community and held at The People's Apothecary Community Garden over the summer of 2019. These workshops will include an overview of specific plants, their medicinal uses, and an opportunity to harvest and create medicinal tinctures for participants to take home. Our intent is to increase education and health in a community context. The workshops will be taught by Pacific Rim College students in the Herbalism program. Anyone in the community can attend, free of charge (so that they are most accessible). We are looking for support in order to cover supplies associated with hosting these workshops.



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My Great Neighbourhood Grant Application

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project? n/a

<1 year 2 years 3 years 4 years 5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

n/a as seeking activity grant

Who will assume responsibility for ensuring these actions are undertaken?

Krista Poulton with support of the Quadra Village Garden Coordinator and Celine Cuevas (Pacific Rim College student).

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

The People's Apothecary is a community garden with medicinal plants that can be accessed by the community at large, year-round, and is maintained by community support. Community members weed, beautify, harvest, and help take care of the garden.

The summer workshops are aimed to provide hands-on knowledge of harvesting plant medicine and promoting overall health and wellbeing. These workshops are accessible to anyone in the community, free of charge. We will utilize the expertise of local students from the Pacific Rim College program who will share their herbalism and health knowledge with the community. Historically, events held at the garden also bring people together, making residents feel more connected to other members in their neighborhood. We like to offer snacks and beverages, which always serves as a catalyst to conversation and gathering.

BENEFITS: How will your proposed project benefit the community?

Also known as herbal medicine, herbalism refers to the use of plants and other natural substances for healing, preventing and treating illness and improving health. With a holistic approach to health, herbal medicine addresses the physical, mental, emotional, and spiritual aspects of an individual. We want to decentralize medicine – herbs are the medicine of the people, and healing with plants should be free, accessible, and community-based. We want to make medicinal plants accessible to everyone, creating alternatives to Western medicine and corporate pharmaceuticals. By providing education and workshops to the greater community, our aim is to promote better individual health which in turn creates healthier communities. Our events tend to bring community together, connecting like-minded individuals. Overall, it will strengthen and aliven the community through urban gardening culture and skill-building.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

With the purchase of the People's Apothecary lot by the School District we will be in contact with them to ensure property owner permission(s).



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My Great Neighbourhood Grant Application

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

With botany and herbal plant use there is some advisory regarding certain cautions, but our workshops will be led by trained and in-training herbalists who will provide necessary advisories and answer any questions or concerns.

PROJECT TIMELINE:

Start date: June 2019 Completion date: August 2019

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Quadra Village

Street: 2549 Quadra Street

Address: Victoria, BC

WORKPLAN SCHEDULE:

(tentative dates, but will host a minimum of 6 workshops)

Date	Milestone
May 2019	Prepping and maintenance of garden
June 2019	Collaboration and planning of upcoming workshops
June 13, 2019	Herbal Workshop #1
June 27, 2019	Herbal Workshop #2
July 11, 2019	Herbal Workshop #3
July 25, 2019	Herbal Workshop #4
August 8, 2019	Herbal Workshop #5
August 15, 2019	Herbal Workshop #6

PROJECT COST:

What is the **total cost** of the proposed project (*including in kind labour and donated goods and services*): \$ 900

Amount requested from the My Great Neighbourhood grant fund: \$ 450 (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET:

Items Funded by Grant	Amount
n/a	

Items Provided by Applicant	Amount
n/a	



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My Great Neighbourhood Grant Application

ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
Workshop #1 food, beverages and supplies (including materials for tincture or salve-making)	\$75.00
Workshop #2 food, beverages and supplies (including materials for tincture or salve-making)	\$75.00
Workshop #3 food, beverages and supplies (including materials for tincture or salve-making)	\$75.00
Workshop #4 food, beverages and supplies (including materials for tincture or salve-making)	\$75.00
Workshop #5 food, beverages and supplies (including materials for tincture or salve-making)	\$75.00
Workshop #6 food, beverages and supplies (including materials for tincture or salve-making)	\$75.00
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$450.00

Items Provided by Applicant	Amount
Herbalism Students In-kind/volunteer hours (6 sessions @ \$20/hr for 3 hours per sessions)	\$360.00
Volunteers to prep garden (10 volunteers @ \$20 hour for 3 hours)	\$600.00
YOUR TOTAL MATCHING CONTRIBUTION	\$960.00



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My Great Neighbourhood Grant Application

DECLARATION:

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1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
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7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 12, 2019

Applicant Group/Resident Lead Name: Nicola Gunter

Signature(s): Nicola Gunter

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☐ Design information, including site map and visuals of Project or Activity location
- ☐ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.



1 Centennial Square Victoria,
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My Great Neighbourhood Grant Application

PROJECT TITLE: Raynor Park Pear Tree Harvest Celebration

PROJECT TYPE:

(Check one)

☐ Placemaking

☒ X Activity

CONTACT INFORMATION:

☒ X Not-for-Profit Organization, or

☐ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Patti Parkhouse

Organization Name: *(if applicable)* Victoria West Community Association, Vic West Food Security Collective

Mailing Address: 521 Craigflower Road Victoria V9A 6Z5

Telephone: 250-686-0856

Email: vicwestgarden@yahoo.ca

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: S-0008974

Contact Name: Justine Semmens

Organization Name: Victoria West Community Association

Mailing Address: 521 Craigflower Road Victoria V9A 6Z5

Telephone: 250-590-8922

Email: president@victoriawest.ca

PROJECT DESCRIPTION: Please describe your proposed project

A majestic old pear tree stands tall in Vic West's Raynor Park. The tree is believed to be part of the first farm operated by Puget Sound Agriculture Company farm owned by the Hudson Bay Company to supply food for Fort Victoria. Still today that tree produces hundreds of pounds of fruit but unfortunately due to its great height, the fruit cannot be harvested from the ground or ladder. Instead the fruit falls to the ground wasted making and attracts insects that are a pest to the children in the adjacent playground and park users.

This year the Vic West Food Security will be partnering with the City Parks Department (pending Council and management approval) or local business to provide staff and a truck equipped with a bucket lift to harvest the pears for distribution to the public during a three-hour celebration - the Raynor Park Pear Tree Harvest Celebration in August. The exact day in August is still to be determined pending partnership with Parks or local business.

The public will be invited through social media and event poster displayed in the park area to celebrate and receive the tree's historic gift of food. Local musicians will entertain and a local chef from Fry's Bakery will offer up pear-inspired treats...the recipes will be offered to inspire. A display will tell the tree's story and offer the public to leave their own stories of fruit trees on a Vic West Fruit Map.



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My Great Neighbourhood Grant Application

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

Who will assume responsibility for ensuring these actions are undertaken?

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

Community volunteers will plan and run the event. Local musicians will perform during the event. Community will gather in the park to celebrate and learn local history; and in exchange, receive free freshly harvested pears.

BENEFITS: How will your proposed project benefit the community?

The public harvest event will identify a special place in our community by celebrating a landmark tree that tells the history of our neighbourhood. The community will gain free access to local food that usually goes to waste and litters the park. Unclaimed fruit will be donated to a food bank or food rescue organization.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

- Special Event permit
- Noise By-Law Exception Permit
- If the partnership with Parks Department is not finalized, then formal approval for local business to access Raynor Park will be required. Note: Parks management has given informal approval through email.

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

A safety zone around the tree and truck will be marked to restrict public access during harvest. The pears will be distributed to the public after the fruit harvest is completed and the truck is removed from the park.

PROJECT TIMELINE:

Start date: _____ August 2019 _____ Completion date: _____ August 2019 _____

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: _____ Victoria West _____



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My Great Neighbourhood Grant Application

Street: _____ Raynor Street _____

Address: _____ Raynor Park _____

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
June 2019	Finalize partnership with Parks Department or local business for staff and equipment
June 2019	Research local history and finalize content for event display
July 2019	Coordinating Team to finalize event details
July 2019	Start event promotion via social media and posters
August 2019	Event/activity

PROJECT COST:

What is the **total cost** of the proposed project (*including in kind labour and donated goods and services*): \$ 2200/*2700

Amount requested from the My Great Neighbourhood grant fund: \$ 1000 (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET:

Items Funded by Grant	Amount
Include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$

Items Provided by Applicant	Amount
YOUR TOTAL MATCHING CONTRIBUTION	\$



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My Great Neighbourhood Grant Application

ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
Professional graphic artist for event poster	100
Event Food	500
Event musicians	300
Noise By-law exemption fee	50
Display materials	50
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000

Items Provided by Applicant	Amount
Event coordination 40hrs@\$20	800
Event volunteers 5hrs@\$20 for 7	700
Chef services 3hrs	300
Research volunteers 10hrs@\$20 for 2	400
*If partnership with Parks is not approved then donation from local business of lift equipment and operator for 1 hour	500
YOUR TOTAL MATCHING CONTRIBUTION	\$2200 or *\$2700



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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: _____

Applicant Group/Resident Lead Name: _____

Signature(s): _____

☐ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☐ Design information, including site map and visuals of Project or Activity location
- ☐ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.



1 Centennial Square Victoria,
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My Great Neighbourhood Grant Application

PROJECT TITLE: Singing in the Streets 2019

PROJECT TYPE:

(Check one)

☐ Placemaking

☒ Activity

CONTACT INFORMATION:

☐ Not-for-Profit Organization, or

☒ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Barbara Clausen Mailing Address: 2940 Graham Street, Victoria V8T 3Z6 Tel: 604.805.2807 Email: babaclausen@gmail.com

PARTNERING NOT-FOR-PROFIT GROUP: QUADRA VILLAGE COMMUNITY CENTRE

Society Registration Number: S-0010895 Contact Name: Kelly Greenwell Organization Name: Quadra Village Community Centre

Mailing Address: 901 Kings Road, Victoria V8T 1W5 Telephone: 250.388.7696x221 Email: kelly@quadravillagecc.com

PROJECT DESCRIPTION: Please describe your proposed project

Singing in the Streets is a local one day neighbourhood event, which was first held in 2016. It is a neighbourhood street party with food, live music by local performers, and opportunities to socialize. With this application we are proposing to expand the event's reach and activities. Last year over 100 people came out to reconnect or meet for the first time, and 12 musical groups entertained, including both professional and amateur, with young local musicians highlighted.

Changes this year will be a welcoming table with name tags to encourage newcomers to socialize, a specific timeline that includes organized activities for children to attract more families with children, and more time to share food. We will also concentrate on increasing the diversity of our musical offerings (and therefore our participants). We propose to do this by approaching local schools, businesses and cultural organizations. There is a Jewish organization, a Hindu temple, an African store, a Caribbean café, a Persian café and a mosque in our neighbourhood. We will connect with these as well as with Quadra School, which has a First Nations Drum Circle and an Arabic Choir, and invite them to participate.

Placemaking only: How will your project be maintained through its lifecycle and retired after its intended lifespan?

Who will assume responsibility for ensuring these actions are undertaken?



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My Great Neighbourhood Grant Application

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

There is an organizing committee of neighbours, some of whom have been instrumental in planning past Singing in the Street events, and some of whom are new to the neighbourhood. The plan for this year includes expanded activities designed for children, a pot luck dinner and social, and musical performances by local musicians, both professional and amateur, with an emphasis on young performers and a concerted effort to engage musicians from different cultural communities living in the Hillside-Quadra area. Past iterations of this event have been really successful, bringing together both older and newer residents and celebrating the musical talent we have right here. The committee members will plan the event, and enlist other members of the neighbourhood to help with distributing information, event set up, a welcoming table with name tags and community information, children's activities, organizing the pot luck, and clean up.

BENEFITS: How will your proposed project benefit the community?

The Hillside-Quadra community is diverse and growing, and we propose to invite and involve those not previously engaged in this neighbourhood celebration. Name tags and a dedicated time slot for a pot luck dinner will encourage socializing for adults, and the children's activities will encourage more families with children to attend. The proposed musical offerings by a diversity of cultural groups will promote cultural understanding. We believe this event is a wonderful opportunity for neighbours to reconnect or meet for the first time, enjoy unstructured social time, and experience the satisfaction of being part of the vibrancy and diversity of the neighbourhood. We will be closing off the streets adjacent to the event with City of Victoria approval to emphasize the importance of reclaiming public space and prioritizing people over cars. As people spill onto the streets we take back the public realm that is still dominated by private vehicles. The event is called "in the streets" on purpose. The area has experienced an increase in cut-through traffic that the neighbourhood would like addressed through calming measures.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

City of Victoria permit to close the streets adjacent to the event, neighbours sign off on closing the streets.

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

We will obtain the applicable insurance policy necessary for this event.

PROJECT TIMELINE:

Start date: Sept 14 2019 Completion date: Sept 15 2019

(Projects must be completed within one year of receiving funds)



1 Centennial Square Victoria,
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My Great Neighbourhood Grant Application

PROJECT LOCATION:

Neighbourhood: Hillside-Quadra

Street: Intersection of Graham and Topaz, closing the 2800 and 2900 blocks of Graham, and the 1000 and 1100 blocks of Topaz

Address: Intersection of Graham and Topaz

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
April	Apply to My Great Neighbourhood Grant program
May, June, July, August	Develop expanded working committee of neighbourhood members
	Apply to City for street closures, tables, chairs, tents and insurance
	Outreach to cultural organizations, musical groups and local young musicians
	Book donated and rental equipment (tents, chairs, tables, sound equipment)
	Plan children's activities and purchase materials
	Distribute information flyers to all neighbours and obtain consent for street
	closing and car removal, request pot luck dishes to share
	Request gifts and gift cards from local merchants
	Distribute flyer advertising event, post free listings in local newsletters and elists
	Reminder to local neighbours about street closures and potluck contributions
September 14	Set up chairs, tables, tents, sound equipment
	Singing in the Streets 2019!
	Clean up
September 15	returns

PROJECT COST:

What is the **total cost** of the proposed project (including in kind labour and donated goods and services): \$ 2,000

Amount requested from the My Great Neighbourhood grant fund: \$ 1,000 (must not exceed 50% of total cost)



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E: grants@victoria.ca

My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET:

Items Funded by Grant	Amount
Include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$

Items Provided by Applicant	Amount
YOUR TOTAL MATCHING CONTRIBUTION	\$



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My Great Neighbourhood Grant Application

ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
Materials and supplies (kids activities, garbage bags, paper napkins, paper for printing posters)	100
Musicians' honoraria (8 musicians/groups @\$100 each)	800
Table and chair rental	50
Insurance	50
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000

Items Provided by Applicant	Amount
Coordinator (10 hours @\$20/hour)	200
Sound technician (5 hours @\$20/hour)	100
Donated sound equipment	150
Donated tents	150
Printing	50
Poster and flyer distribution (2.5 hours @\$20/hour)	50
Goods provided by local merchants (gift baskets, gift cards, etc)	200
Transport	100
YOUR TOTAL MATCHING CONTRIBUTION	\$1000



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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 10, 2019

Applicant Group/Resident Lead Name: Barbara Clausen

Signature(s): _____

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☐ Design information, including site map and visuals of Project or Activity location
- ☒ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.



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My Great Neighbourhood Grant Application

PROJECT TITLE: Rock Bay Creek Revival Community Watershed Celebration

PROJECT TYPE:

(Check one)

- ☐ Placemaking
☒ Activity

CONTACT INFORMATION:

- ☐ Not-for-Profit Organization, or
☒ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: **Carolyn Knight** Organization Name: **Rock Bay Creek Revival** *(if applicable)*

Mailing Address: 1784 Carrick Street Victoria BC V8R 2M2

Telephone: 250.595-7205 Email: cjdknight@gmail.com

PARTNERING NOT-FOR-PROFIT GROUP: FERNWOOD COMMUNITY ASSOCIATION

Society Registration Number: **S-0010687**

Contact Name: Tony Sprackett (Vice President) Organization Name: **Fernwood Community Association**

Mailing Address: 1923 Fernwood Road, Victoria, BC V8T 2Y6 Telephone: 250.384-7441 Email: office@thefca.ca

PROJECT DESCRIPTION: Please describe your proposed project

The Rock Bay Creek Revival Project is a multi-year community arts-based watershed awareness initiative started and led by local artists in 2016, with the intention of bringing neighbourhood awareness to the long-culverted Rock Bay Creek which rises in Fernwood and flows into Rock Bay. The initiative is sponsored by the Fernwood Community Association in cooperation with Hillside Quadra Community Centre and its Neighbourhood Action Committee. Funded by two previous My Great Neighbourhood Grants, 2016 and 2017, this project funding request is to celebrate completion of wayfinding art signs now installed by City of Victoria staff.

This has been achieved through arts-infused outreach and education, interpretive walks, free public art-making workshops, presentations and LOST RIVERS film screenings in community centres, a church, and at Movie Monday. The Project aims to provide opportunities to raise awareness about watershed thinking and actions in response to climate change imperatives. The artists and neighbours of Fernwood and Hillside Quadra, in collaboration and with endorsement and guidance of Esquimalt and Songhees Nations' Chiefs and Councils and cultural leaders, have created three interpretive art signs now installed in three locations that act as wayfinding markers along the historic culverted Rock Bay Creek. To complete Phase 1 of the initiative, The RBCR Project is planning a one-day vibrant community event to celebrate the successful installation of the three art signs with ribbon cuttings at each: Sign No.1, SE corner Vining St at Stanley Avenue; Sign No.2, picnic area at Alexander Park; and Sign No.3, Blackwood Park. We envision a walk, following a mapped route, along the creek's path starting at Sign No.1, walking to the event hub at Sign No.2 for the Opening Ceremony, remarks and thanks to project partners, special guests, participants, volunteers, suppliers, and City of Victoria staff. Celebration activities at Alexander Park will include Indigenous-led cultural ceremonial protocol presentations, a water acknowledgement ceremony, a hands-on interactive 3D watershed demonstration



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My Great Neighbourhood Grant Application

model, musical performances by a community choir and local acoustic musicians. The finale will take place at Sign No.3 where we will celebrate with a short recognition and final ribbon cutting. Volunteers will perform all the required set up, pack down, and clean up at the three event sites; all permits and insurance requirements will be met prior to event day, scheduled in recognition of World Rivers Day, September 29, 2019. Date to be confirmed, likely Saturday, September 28, 1:00-4:00pm.

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

Who will assume responsibility for ensuring these actions are undertaken?

Rock Bay Creek Revival Project group will assume responsibility for all event day activities.

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

The event day is the capstone celebration of a multi-year initiative that has seen many previous outreach and hands-on arts-based educational opportunities for neighbours of Fernwood and Hillside Quadra plus project outreach for residents of Oaklands, North Park and Burnside Gorge, to learn about watershed health through arts-based approaches. The project has facilitated public art making such as drawing, print-making, suminagashi ink arts, and photography, particularly at community partnering events (Quadra Village Day and Fernfest, 2016 and 2017) and a short video by University students' about Rock Bay Creek. The art made in free workshops creates one layer of the multi-layered designs on all three signs. Hundreds of people were made aware of Rock Bay Creek Revival at public events, at presentations and by participation of children, youth, and university student volunteer engagement. Focus Magazine featured an article; Black Press covered the project in lead up to workshops; and CBC Radio-Victoria twice interviewed RBCR group members. During the celebration we expect 50-100 participants to take part. After the celebration, the three vibrant interpretive art signs will awaken the public to the creek beneath our feet. We expect further inter-community linkages to watershed thinking to emerge in future project phases.

BENEFITS: How will your proposed project benefit the community?

Celebrating watershed health through arts-based and cultural activities will provide residents opportunities to consider old and new ideas about water use in this time of climate change; to consider how our neighbourhoods can convene for fun and for action; to consider how to improve the quality of water entering the marine ecosystem we all depend upon; and to reach out into and across neighbourhoods in support of healthy, active, vibrant communities. We believe people benefit by arts-based approaches to community and social development, through opportunities for cultural sharing, and by inviting our neighbours to share our interest in watershed resilience. Taking an arts based approach introduces an element of fun to serious environmental issues expanding the reach beyond those who are already concerned about water issues.



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My Great Neighbourhood Grant Application

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

We will work with City of Victoria Recreation & Culture Department staff to secure permit required for two sites Alexander and Blackwood Park locations at which a 10X10 pop up tent and tables and chairs will be used.

LIABILITY: Are there aspects of your project that present risk to people or property during the **activity** or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

We will ensure event insurance will be included in budget, and will confirm premium with City Finance Department as required. We will have sufficient number of identified volunteer walking route ambassadors, as well as enough volunteers at each site to maintain safety

PROJECT TIMELINE:

Start date: July 2, 2019 Completion date: December 15, 2019

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Fernwood and Hillside Quadra

Street: Vining St at Stanley Ave; Alexander Park, Blackwood Park.

Address: 1829 Stanley Ave; Oregon St at Walnut; Haultain St at Cook St.

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
July 2- 5-2019	Create List of Invitations
July 8-15	Confirm City Departments: Finance: Insurance; Recreation & Culture: Event Permit
July 15-22	Invite Guests/ Elders
July 23-31	Book Performers; Invite volunteer participants
Aug 1-9	Prepare Advertising – Write PSA/Design and print posters/handbills
Sept 3-6	Distribute posters/handbills/ Send PSA to Media
Sept 9-13	Solicit donor contributions / create Thank You list/ make cards
Sept 16-20	Confirm volunteers - orientation/ guests/ equipment/ supplies
Sept 23-27	Gather Celebration Event equipment/ supplies/list of confirmed volunteers
Sept 28 or 29	Event Day/document Day/ set up/ facilitate celebration/pack down/return equipment
December 2019	Prepare Event Final Report and submit to City project liaise



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My Great Neighbourhood Grant Application

PROJECT COST:

What is the **total cost** of the proposed project (*including in kind labour and donated goods and services*): **\$ 2,620**

Amount requested from the My Great Neighbourhood grant fund: **\$ \$1,000** (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET: *****SEE ACTIVITY Project Budget*****

Items Funded by Grant	Amount
Include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	

Items Provided by Applicant	Amount
YOUR TOTAL MATCHING CONTRIBUTION	



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My Great Neighbourhood Grant Application

ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
Event Insurance – City Finance Department “User Group” rate; covers 2 Parks	65
Event Permit- City Recreation and Culture Department fee: Estimated permit fee for 2 parks/1-day	100
Cultural Gifts to Elders – blankets for 4	120
Cultural Performers- Honorarium for singers & dancers	165
Acoustic Performer 1 and Acoustic Performer 2 : Each @ \$110	220
3D Watershed Map and hosting – Rental of hands-on interactive 3D map for stormwater education	150
Event Advertising and Promotion – Design, print posters, handbills, make thank you cards	60
Event Refreshments – for 12 volunteers and 50-100 participants	135
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1,000

Items Provided by Applicant	Amount
Donated vehicle : ½ day before event for equipment/ supplies pick up, ½ day for event	100
Tables and Chairs – in-kind contribution FCA	80
2 Tents – Use of for event in Alexander and Blackwood Parks	50
12 volunteers @ 5 hours each=60 volunteer hours @ \$20/hr	1,200
FCA in-kind donation of printing, + admin time to send invitation to listserv, posting to website	100
Table covers/ flowers/décor/ beverage cups/paper serviettes – in-kind donation snacks/cookies local provider	70
Garbage and recycling receptacles/ recycling	20
YOUR TOTAL MATCHING CONTRIBUTION	\$1,620



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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 15, 2019

Applicant Group/Resident Lead Name: Rock Bay Creek Revival/ Carolyn Knight

Signature(s): *Carolyn Knight*

☐ ☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☐ ☒ Design information, including site map and visuals of Project or Activity location
- ☐ ☒ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.



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My Great Neighbourhood Grant Application

PROJECT TITLE: New Urbanism Film Festival Night

PROJECT TYPE:

(Check one)

☐ Placemaking

☒ Activity

CONTACT INFORMATION:

☐ Not-for-Profit Organization, or

☒ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Carolyn Gisborne

Organization Name: *(if applicable)* Walk On, Victoria

Mailing Address: 5-444 Michigan Street, Victoria BC V8V 1R5

Telephone: 250-514-9506

Email: carolyngisborne@gmail.com

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: S - 38671

Contact Name: Kathy Kay

Organization Name: Victoria Independent Film & Video Festival

Mailing Address: 1215 Blanshard St., Victoria BC V8W 3J4

Telephone: 250 389 0444

Email: director@victoriafilmfestival.com

PROJECT DESCRIPTION: Please describe your proposed project

We are hoping to host a film festival evening focusing on the built environment, walkability, and placemaking. The audience would view a series of short films and participate in a dialogue about Victoria's built environment. The series of films would be licensed from the New Urbanism Film Festival (newurbanismfilmfestival.com), which has access to a large library of films to select from.

The evening would include a panel discussion/Q & A hosted by local experts. It would also include an opportunity to engage with representatives from stakeholder groups that relate to downtown Victoria and to issues related to the built environment.



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My Great Neighbourhood Grant Application

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

N/a. It will be a one-night event.

Who will assume responsibility for ensuring these actions are undertaken?

Walk On, Victoria volunteers will execute the project in partnership with the Victoria Film Festival Society.

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

The public will be invited to the event. They will be invited to participate in the Q&A session and will be invited to meet representatives from local stakeholder groups.

Local stakeholder groups will be invited to attend and to distribute materials and sign up members. We hope to have in attendance a variety of representatives from organizations such as the Downtown Residents Association, Greater Victoria Cycling Coalition, Greater Victoria Placemaking Network, ourselves (Walk On, Victoria), disability/accessibility advocates, and business-related organizations.

We hope that audience members will come away from the event with a new perspective on the built environment. By providing opportunities to meet with local groups, we also hope attendees will discover ways they can become involved as citizens in shaping our built environment.

BENEFITS: How will your proposed project benefit the community?

Attendees will enjoy an opportunity to learn about some of the many reasons the built environment matters. They will be better equipped to understand and evaluate change to the built environment, more likely to participate in consultations, and more likely to understand how different people experience the city in different ways. Attendees will also develop a new appreciation for walkability, placemaking, and other outcomes of the built environment.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

None.



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My Great Neighbourhood Grant Application

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

There are no foreseen risks to people or property for this event.

PROJECT TIMELINE:

Start date: October 6, 2019 Completion date: October 6, 2019

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Downtown

Street: Douglas Street

Address: 808 Douglas St, Victoria, BC V8W2B6

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
June 2019	Identify potential panelists and stakeholder groups
August 2019	Secure commitments from panelists and stakeholder groups
August 2019	Design promotional strategy and materials
October 2019	Host event
November 2019	Evaluate success of event

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ 2000

Amount requested from the My Great Neighbourhood grant fund: \$ 1000 (must not exceed 50% of total cost)



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My Great Neighbourhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET:

Items Funded by Grant	Amount
Include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$

Items Provided by Applicant	Amount
YOUR TOTAL MATCHING CONTRIBUTION	\$



1 Centennial Square Victoria,
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My Great Neighbourhood Grant Application

ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
License fee (for films)	\$435
Venue rental (4 hours, includes staff time)	\$500
Event promotion	\$75
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000

Items Provided by Applicant	Amount
Volunteer hours/planning (20 hours at \$20 per hour)	\$400
Volunteer hour during event (20 hours at \$20 per hour)	\$400
In-kind contribution (billboard advertising at the Vic theatre, newsletter inclusion, media support)	\$200
YOUR TOTAL MATCHING CONTRIBUTION	\$1000



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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 11, 2019

Applicant Group/Resident Lead Name: Carolyn Gisborne

Signature(s): _____

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☐ Design information, including site map and visuals of Project or Activity location
- ☒ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.



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My Great Neighbourhood Grant Application

PROJECT TITLE: Inner Harbour Interactive Storytelling Project

PROJECT TYPE: Activity

CONTACT INFORMATION:

Not-for-Profit Organization

PROJECT LEAD

Contact Name	Denton Pendergast
Organization Name	Victoria Harbour History Society Society Board of Directors: Mr. Bill Conconi Mr. Ian Izard QC Mr. Gene Miller
Mailing Address	406-890 Academy Close
Telephone	250-813-0019
Email	denton@launchsite.ca

DOWNTOWN VICTORIA BUSINESS ASSOCIATION

Society Registration Number	S-48478
Contact Name:	Jeff Bray
Organization Name:	Downtown Victoria Business Association
Mailing Address:	20 Centennial Square, Victoria, BC, V8W 1P7
Telephone:	250-386-2239
Email	jeff@downtownvictoria.ca

PROJECT DESCRIPTION

Public Engagement

1. We propose deploying volunteers on two different days on Government Street's Upper Causeway to draw attention and share to the stories behind the 70 historic plaques on balustrade.
 - a. On both days there will be late morning deployment of two volunteers, followed by an early afternoon deployment of three different volunteers.
 - b. In addition, Denton Pendergast will serve as supervisor on all four shifts
 - c. The first deployment will occur on Saturday, 20 July, along the course of the plaques.
 - d. The second deployment will occur on 01 September deployment will be focused on the this year's Classic Boat Festival.
2. Each volunteer will undergo a two hour story-telling session to prepare them to share the overall story of the plaques and will be able to tell the story behind a couple of specific plaques.
3. The team will engage with passers by and hand out illustrated information sheets and stickers.
4. Volunteers will wear a distinctive T shirt to identify and differentiate them from the crowd.
5. We are attempting to rent space in the Maritime Museum of BC for a PowerPoint presentation on the plaques during the Classic Boat festival.

Speaking Engagement

1. Mr Pendergast will arrange for and present 12 custom PowerPoint presentations on the plaques to a variety of local service clubs and seniors' organizations, the first of which will be on 10 May to a group of James Bay seniors.

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

Before:

1. The Victoria Harbour History Society will recruit and train four volunteers to inform the public of the importance of the Upper Causeway's 70 plaques
2. On 10 May, Mr. Pendergast has arranged to give a PowerPoint supported story-telling session to the James Bay Seniors at the James Bay Community Project.
3. We will design the project's information sheets and stickers and have both printed.

During:

1. In two shifts on each of two different days the volunteers plus supervisor will devote at total of 36 person-hours engaging the public in story telling
2. Mr. Pendergast will serve as supervisor on all four shifts
3. Over the two days the volunteers will pass out 1,000 information sheets and 500 "Know your harbour history" stickers

After:

1. From June, 2019 through May, 2020 Denton Pendergast of the Victoria Harbour History Society will arrange and give monthly talks on the stories behind the plaques to local service clubs and senior citizen groups.

We have the support of the following organizations:

1. The Downtown Victoria Business Association
2. The Greater Victoria Harbour Authority
3. The Victoria and Esquimalt Harbour Society
4. The Maritime Museum of British Columbia
5. The Thermopylae Club
6. The Hallmark Heritage Society
7. Carole James, MLA

BENEFITS

1. Our volunteers will have heightened the awareness of well over 1,000 passers by of the importance of one of Victoria's largest and most important heritage locations
2. Well over 100 local service club members and senior citizens will have been made aware of many of Victoria's founding stories that lie behind the plaques through Mr. Pendergast's 12 PowerPoint presentations.

APPROVALS

1. The Greater Victoria Harbour Authority, the site's landlord, has approved the project.

LIABILITY

Are there aspects of your project that present risk to people or property during the activity?

We do not foresee our activity posing any risk to either people nor to property

How will risk be managed during the lifespan of the activity?

The project's risk of liability is very low during the public engagement phase of the project, though we will be asking the Maritime Museum of BC to include our volunteers under their policy for the time they are on duty

PROJECT TIMELINE:

Start date: May, 2019

Completion date: May, 2020

PROJECT LOCATION:

Neighbourhood: Downtown

Street: Government Street

Address: 700 block



1 Centennial Square Victoria,
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My Great Neighbourhood Grant Application

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

1. 01 June:
 - a. develop plaque story-telling PowerPoint
 - b. Present first Service Club / Seniors' Centre speaking engagement
2. 15 June:
 - a. complete recruitment and training of six story-telling volunteers
 - b. design and print information handout
 - c. design and print stickers
 - d. Confirm more Service Club / Seniors' Centre speaking engagement
3. 20 July:
 - a. two on-site distribution session by six volunteers
4. 01 September
 - a. two on-site distribution sessions by six volunteers
 - b. present plaque story-telling PowerPoint at the Classic Boat Festival
5. 15 September
 - a. confirm balance of Service Club / Seniors' Centre speaking engagements
6. 30 September
 - a. Submit project report to the My Great Neighbourhood committee

PROJECT COST:

What is the **total cost** of the proposed project (*including in kind labour and donated goods and services*):

1. Wages	\$1,625.00	
2. Costs	373.34	
3. Donated by applicant	647.50	\$2,645.84

ACTIVITY PROJECT BUDGET:

Items funded by grant

1. Train four volunteers	12 hrs @ \$35.00 per	\$420.00	
2. Volunteer hours	16 hrs @ \$20.00 per	320.00	
3. Volunteer management and backup	8 hrs @ \$20.00 per	160.00	
4. Develop plaque story-telling PowerPoint	6 hrs @ \$35.00 per	210.00	
5. Design of print information handout	3 hrs @ \$35.00 per	105.00	
6. Speaking engagements	12 hrs @ \$35.00 each	420.00	\$1,635.00

Project Costs

7. Printing of information handout	1,000 units tax in	\$120.96	
8. Printing of "Know your harbour history" stickers	500 units tax in	152.38	
9. T shirts	5 units tax in	100.00	\$ 373.34

Total Project Cost **\$2,008.34**

Amount requested from the *My Great Neighbourhood* grant fund **\$1,004.17**

Matching contribution requested from the Downtown Victoria Business Association **\$1,004.17**



1 Centennial Square Victoria,
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My Great Neighbourhood Grant Application

Items Provided by Applicant

1. Arrange speaking engagements	6 hrs @ \$35.00 per	\$210.00	
2. Recruit six story-telling volunteers	9 hrs @ \$35.00 per	315.00	
3. Design of "Know your harbour history" stickers	2 hrs @ \$35.00 per	70.00	
4. Present PowerPoint at Victoria Classic Boat Festival	1.5 hrs @ \$35.00 per	52.50	\$ 647.50

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: 05 April, 2019

Applicant Group (Victoria Harbour Society) / Resident Lead Name: Denton Pendergast

I have completed the Readiness Checklist

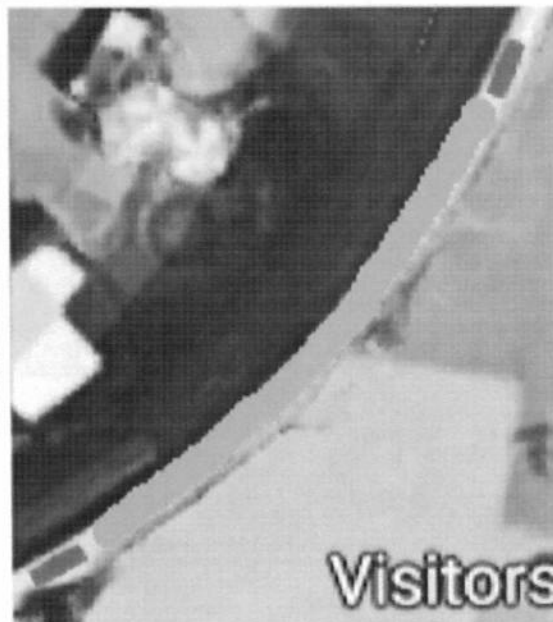
LIST OF ATTACHMENTS:

Please see the next page for the interactive location map and a sample of one of four informational plaques

SITE MAP



**Captain Cook
location**



**Speakers' Corner
location**

Please note: If our grant application is successful each of the informational plaques will include the City logo in acknowledgement of your support.



1 Centennial Square Victoria,
BC V8W 1P6
E: grants@victoria.ca

My Great Neighbourhood Grant Application

PROJECT TITLE: Scare on McNair

PROJECT TYPE:

(Check one)

- ☐ Placemaking
☒ Activity

CONTACT INFORMATION:

- ☐ Not-for-Profit Organization, or
☒ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Jenn Neilson Organization Name: *(if applicable)* N/A

Mailing Address: 1356 McNair Street Telephone: 778-676-7328 Email: jenn.neilson@gmail.com

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: 101476083 RR0001 Contact Name: Kelly Greenwell Organization Name: Downtown Blanshard Advisory Committee

Mailing Address: 901 Kings Rd. Victoria, BC V8T 1W5 Telephone: (250) 388-7696 Email: Kelly@quadravillagecc.com

PROJECT DESCRIPTION: Please describe your proposed project

First annual community Halloween celebration!

- Costume contest
- Neighbourhood scavenger hunt
- Light refreshments
- costume parade from H-Q through Summit Park to McNair
- jack-o-lantern parade Nov 1
- projector and screen

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

Who will assume responsibility for ensuring these actions are undertaken?

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

This project will bring local families together in a part of town where people generally go elsewhere to celebrate Halloween (we only had 3 Trick-or-Treaters last year, even though many more kids live within a few blocks). Families will contribute finger foods, participate in the costume contest, and bring their Jack 'o lanterns for the parade the next morning.



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BC V8W 1P6
E: grants@victoria.ca

My Great Neighbourhood Grant Application

BENEFITS: How will your proposed project benefit the community?

This project will make the local community aware that there are many more children living and playing close by than they realize, which will have a traffic calming effect. It will help neighbours get to know each other, and will enable local residents to discover the newly-installed access to Summit Park from the end of McNair Street.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

Property owner permission from residents on the street. Street closure is not necessary.

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

N/A

PROJECT TIMELINE:

Start date: Oct 31, 2019 Completion date: Nov 1, 2019

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Hillside-Quadra

Street: McNair Street

Address: 1356 McNair Street

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
Sept 30	Invite guests on Facebook and via email. Begin to distribute flyers.
Oct 30	Prepare food
Oct 31	Set up and tear down
Nov 1	Host Jack 'o lantern parade
Nov 5	Clean up Jack 'o lanterns

PROJECT COST:

What is the **total cost** of the proposed project (including in kind labour and donated goods and services): \$ 2480

Amount requested from the My Great Neighbourhood grant fund: \$ 1000 (must not exceed 50% of total cost)



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BC V8W 1P6
E: grants@victoria.ca

My Great Neighbourhood Grant Application

ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
Landfill charge for waste disposal (including Jack 'o lanterns)	\$30
Lunch for volunteers and snacks and hot apple cider for all attendees	\$320
Three 10 x 10 pop up tents rental for one day	\$60
Garbage bags, compostable dishes	\$30
Flyer and poster campaign for event advertising	\$55
150' Extension cord	\$150
Large folding table	\$75
Portable projector screen with tripod stand	\$125
Signage	\$65
Prizes for costume contest	\$75
Glow sticks for kids	\$15
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000.00

Items Provided by Applicant	Amount
Graphic design of flyer and poster @ \$20/hr x 4 hrs	\$80
Social media marketing, poster and flyer distribution, event planning, volunteer coordination @ \$20/hr x 40 hrs	\$800
Use of projector for ½ day	\$50
Thematic lighting to illuminate the new stairs to Summit Park	\$150
DJ or live music and corresponding equipment for the event	\$200
Patio heater	\$200
YOUR TOTAL MATCHING CONTRIBUTION	\$1480.00



1 Centennial Square Victoria,
BC V8W 1P6
E: grants@victoria.ca

My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and I am required to return the funds back to the City of Victoria.
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7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 14, 2019

Applicant Group/Resident Lead Name: Jenn Neilson

Signature(s): JNeilson

☒ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☒ Design information, including site map and visuals of Project or Activity location
- ☒ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.

SITE MAP – MCNAIR STREET





CITY OF
VICTORIA 1 Centennial Square Victoria,
BC V8W 1P6
E: grants@victoria.ca

My Great Neighbourhood Grant Application

PROJECT TITLE: Community Solstice FAMILY Neighborhood Dance

PROJECT TYPE:

(Check one)

☐ Placemaking

☒ Activity

CONTACT INFORMATION:

☒ Not-for-Profit Organization, or

☐ Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Joan Kotarski - jkotarski@fairfieldunitedchurch.com

Organization Name: *(if applicable)* Fairfield United Church

Mailing Address: 1303 Fairfield Road, Victoria BC V8T 3J5 (after June 1st contact by email or Telephone: (778) 678-5207

Email: jkotarski@fairfieldunitedchurch.com

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: _____ Conta

PROJECT DESCRIPTION: Please describe your proposed project

The Fairfield United church congregation along with support from Sir James Douglas School and the Fairfield Gonzales Community Association will host a Community Solstice All Ages Dance; on June 21st, 2019 from 7 to 10pm. There will be local community and school band musicians performing and probably light refreshments available. The intention is to create an opportunity to mix, mingle and have some fun! We hope to build connections within the neighborhood addressing issues like social isolation and loneliness.

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

How will your project be maintained through its lifecycle and retired after its intended lifespan?

Who will assume responsibility for ensuring these actions are undertaken?



1 Centennial Square Victoria,
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E: grants@victoria.ca

My Great Neighbourhood Grant Application

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation?

The community of Fairfield United Church along with students, staff and parents at Sir James Douglas School and the users of Fairfield Gonzales Community Association will have an opportunity to assist in organizing and/or to participate in this event. Of course we hope the entire community will attend the event itself. If there is interest the congregation will volunteer to be the lead organization for 2020.

BENEFITS: How will your proposed project benefit the community?

As the church congregation transitions from its old location to the temporary location in the Garry Oak room of the FGCA and then to new space in the new building, it wishes to remain an important component of the larger Fairfield community. Hosting new events and encouraging the community to participate in events that reach across traditional church practices and embrace the spiritual nature of all residents benefits those of all faiths and spiritual persuasions to come together to celebrate the constant that is the change of seasons.

Events like this one provide an opportunity for generational intermingling amongst diverse populations anchored by the school and the community center.

Events like this one bring the community together to have fun.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

We will rent the basketball court from the School District 61. We will also be investigating a 'noise permit' if required.

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

Insurance is provided by the United Church of Canada, through Fairfield United Church and is required by the school district

PROJECT TIMELINE:

Start date: April 30, 2019 Completion date: June 22, 2019

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Fairfield



1 Centennial Square Victoria,
BC V8W 1P6
E: grants@victoria.ca

My Great Neighbourhood Grant Application

Street: 401 Moss Street

Address: _____

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
April 30	Confirm type and amount of participation of partners and secure an event planner
May 1	Secure use of Sir James Douglas School courtyard with Sd#61 and permits
May 15 -30	Confirm musicians
June 1	Finalize poster and distribute and promote and through various platforms
June 15	Identify volunteers needed and logistics of site
June 21	Dance and celebrate with our neighbors
June 24	Evaluation and final report writing

PROJECT COST:

What is the **total cost** of the proposed project (*including in kind labour and donated goods and services*): \$ 2600 .

Amount requested from the My Great Neighbourhood grant fund: \$ 1000.00 _____ (must not exceed 50% of total cost)



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BC V8W 1P6
E: grants@victoria.ca

My Great Neighbourhood Grant Application

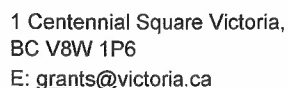
Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

PLACEMAKING PROJECT BUDGET:

Items Funded by Grant	Amount
Include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	

Items Provided by Applicant	Amount
YOUR TOTAL MATCHING CONTRIBUTION	

**ACTIVITY PROJECT BUDGET:**

Items Funded by Grant	Amount
facilitator,	\$250.00
Cost of one band.	\$750.00
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000.

Items Provided by Applicant	Amount
Facilitator and volunteers	\$200.00
rental of location, equipment, tents	\$400.00
creation of posters marketing on website etc,	\$250.00
Cost of one band.	\$750.00
YOUR TOTAL MATCHING CONTRIBUTION	\$1600



1 Centennial Square Victoria,
BC V8W 1P6
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My Great Neighbourhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
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8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 10, 2019

Applicant Group/Resident Lead Name: Fairfield United Church/Joan Kotarski

Signature(s): Joan Kotarski

☐ I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- ☐ Design information, including site map and visuals of Project or Activity location
- ☐ If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer and disburse funds to the group they are supporting.



2019 Spring Intake



Background

My Great Neighbourhood Grants launched in 2016 to support community-driven projects in the public realm

- budget is \$120,000 annually
- Up to \$5000 available for placemaking grants
- Up to \$1000 available for activity grants



Fernwood Road Hockey Tourney



Promotion

- Neighbourhood Association promotion via e-news letters and website posts
- Poster campaign targeting neighbourhood cafés and community board
- Social media campaign
- Annual community development event



Victoria's first bench-charging station is powered by cycling in Cook St. Village.

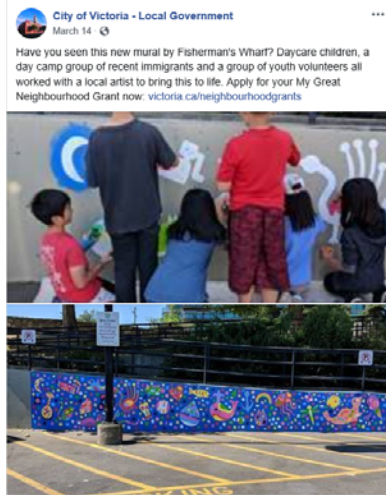
Charge your phone through pedal power with Victoria art installation



NOW OVER 101 RESIDENT GROUPS SERVED!



2019 Spring Intake Period



- Spring intake took place between March 1st and April 15th
- Mandatory preliminary meetings with a Neighbourhood Advisor
- More community conversations leading towards grant applications year round



Community Celebrations



Chinatown Community
Street Festival



Community Celebrations



Multicultural
Festival
Treelane
Estates



Community Colour



Princess St. Mosaics



Community Colour



Hillside Quadra mural on
Community gym



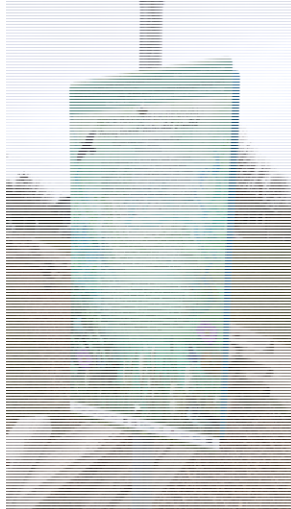
Transformation



Natural Playscape Feature
in Cecelia Cove Park



Historical significance



Rock Bay Creek Interpretive signs



Gathering spaces



Pemberton Park Picnic Table



Gathering spaces



Oaklands Courtyard



Gathering spaces



Leonard St. Emergency bench



Ingenuity



Placemaking Network "Table Talk" mobile table



2019 Spring Grant Applications

30 applications were received

- 16 placemaking projects
- 14 activity projects
- 4 are recommended for decline as per table three



Maddison Street Block Party



26 grants recommended for funding for a total request of **\$60,300** for the Spring intake

Lewis St Lil' library open for "bookness"



Evaluation

Neighbourhood	Total Applications	Total Requested Funds	Total Recommended	Recommendation
Burnside Gorge	1	\$4,500	1	\$4,500
Downtown	3	\$7,000	3	\$7,000
Fairfield Gonzales	4	\$8,000	2	\$8,000
Fernwood	5	\$11,270	5	\$10,570
Hillside Quadra	3	\$2,450	3	\$2,450
James Bay	1	\$1,200	1	\$1,200
North Jubilee	0	0	0	0
North Park	1	\$5,000	0	0
Oaklands	7	\$22,089	7	\$22,089
Rockland	2	\$7,490	1	\$2,490
South Jubilee	1	\$1,000	1	\$1,000
Vic West	2	\$6,000	2	\$6,000
Total	30	\$76,300	26	\$60,300

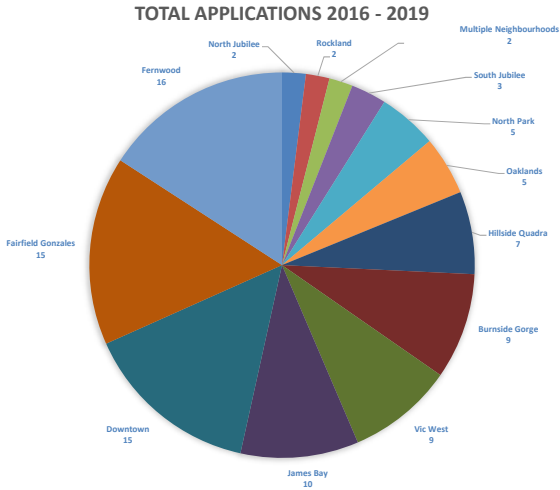


Evaluation

Name of Project		Neighbourhood	Request	Explanatory Notes
1	Wellness First	Fairfield	\$1,000	Recommend decline as the same event was funded in the previous year and does not reflect a substantial new element
2	The Wellness Place	Fairfield	\$5,000	Recommend decline as proposal does not reflect a placemaking installation
3	Next Steps Childcare Society Playground build	North Park	\$5,000	Recommend decline as the proposal does not reflect an installation that is open to the public
4	Rockland Children's Garden and play Space Concept Design	Rockland	\$5,000	Recommend decline for now and have staff work with applicant in the coming months to refine application



Evaluation



Recommendation

That Council:

1. Approve 26 applications received for the Spring intake of the 2019 My Great Neighbourhood Grant program as outlined in Tables 1 and 2 and 3 in the report.





Committee of the Whole Report

For the Meeting of June 20, 2019

To: Committee of the Whole **Date:** May 17, 2019
From: Thomas Soulliere, Director, Parks, Recreation and Facilities
Subject: Community and Seniors' Centres Annual Report for 2018

RECOMMENDATION

That Council receive this report on the operation of the community and seniors' centres for information.

EXECUTIVE SUMMARY

The purpose of this report is to present a summary of the operation of the City's community and seniors' centres for 2018, in particular the quantitative data relating to the programs and services, participation levels, and financials for each community and seniors centre.

With the exception of the Crystal Pool and Fitness Centre, community recreation services are provided on behalf of the municipality by non-profit societies in buildings owned or leased by the City of Victoria. In this service delivery model, decision-making regarding programs and services offered through each of these facilities is the responsibility of the local society. Each society also determines the operating approach that best suits their needs, often utilizing a mix of employees and volunteers to carry out the mandate of the society board.

While there is presently a range of amenities and approaches to operating these facilities, City staff have collaborated with centre representatives to develop definitions and standardize methods of recording and reporting key components.

PURPOSE

The purpose of this report is to present the 2018 data relating to the operation of community and seniors' centres.

BACKGROUND

The City owns seven community centres (Quadra Village Community Centre, Burnside/Gorge Community Centre, Fairfield Community Centre, Fernwood Community Centre, James Bay Community School Centre, Oaklands Community Centre, and Victoria West Community Centre) and two seniors' centres (Cook Street Village Activity Centre and James Bay New Horizons Centre) and leases space for a third seniors' centre (Victoria Silver Threads Seniors Centre). The City also provides an operating grant for the Downtown Community Centre, which is owned by the Province and operated by the Victoria Cool Aid Society.

The centres are operated by non-profit agencies, of which seven are neighbourhood associations.

All the agencies provide community recreation and social programming on behalf of the City. Of the 13 neighbourhoods, nine have community centres. James Bay and Fairfield have both a community centre and a seniors' centre.

Community Centres



- | | | |
|--|---|---|
| 1. Crystal Pool and Fitness Centre
2275 Quadra Street | 6. Fernwood Community Centre
1240 Gladstone Avenue | 10. Quadra Village Community Centre
901 Kings Road |
| 2. Burnside Gorge Community Centre
471 Cecelia Road | 7. James Bay Community School Centre
140 Oswego Street | 11. Victoria West Community Centre
521 Craigflower Road |
| 3. Cook Street Village Activity Centre
1-380 Cook Street | 8. James Bay New Horizons Activity Centre
234 Menzies Street | 12. Silver Threads Centre
2340 Richmond Road |
| 4. Downtown Community Centre
755 Pandora Avenue | 9. Oaklands Community Centre and Neighbourhood House
2827 Belmont | |
| 5. Fairfield Community Place
1330 Fairfield Road | | |

ISSUES AND ANALYSIS

The City of Victoria has a long history of partnering with non-profit agencies to deliver recreation programs through community and seniors' centres. The services provided in these centres play an important role in fostering community development and respond to the evolving needs of residents. In addition to recreation programs, community centres offer a variety of health and wellness services, childcare, special events and provide a gathering space for residents. The current operating arrangement depends on investments by both the City and each individual operating group.

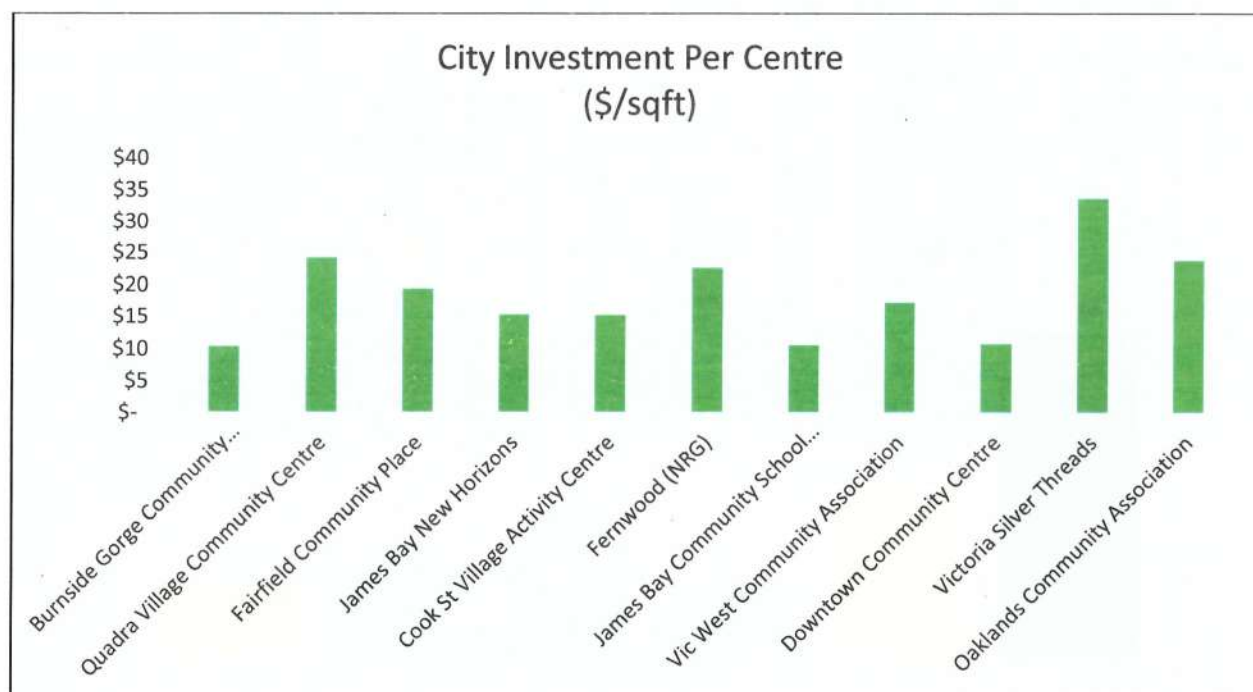
The operating agreements between the City and each of the Centre Operators have expired. Staff have initiated work with representatives of the centres to develop the terms of a new agreement. It is expected that this effort will continue in 2019.

In 2017, Council endorsed the continuation of a decentralized operating model, which enables centre operators to offer programs and services that meet the needs of their individual neighbourhoods. Below are some highlights of the contributions and the outcomes delivered.

City Investment

The City invests in the community centres in multiple ways. Direct and indirect financial investment is through annual core operating grants and programming for youth, as well as support for maintenance and upgrading of the facilities, custodial services, utilities and other supports.

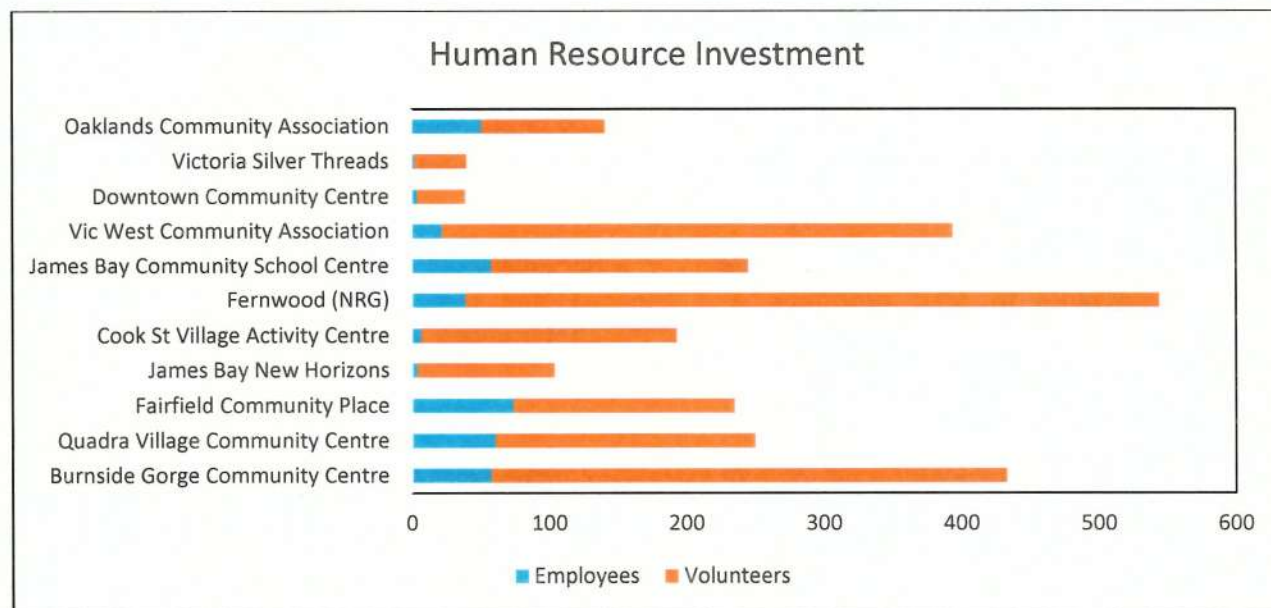
In 2018, the City invested a total of approximately **\$1.63M** in supporting the activities of these facility operations, as shown in Attachment 2. The total area of these facilities is approximately 93,000 square feet, with buildings ranging from 5,000 square feet to over 15,000 square feet. The average investment per operation was \$148,193 (or \$17.50 per square foot).



Overall the City's annual investment in these centres has been between \$1.3M and \$1.7M over the past five years.

Local Association Services

Each of the centres has slightly different service delivery and facility management models. The responsibility for the day-to-day operations of each centre relies on a combination of employees and volunteers. On average approximately 48 employees and more than 195 volunteers are involved in supporting centre operations.



As noted above the range of programs and services delivered through each centre varies. A measure of overall activity is the number of visits to these facilities. In 2018, the total number of visits to the centres was approximately **597,700**.

Recreation programs are one area of focus for centre operators. As shown in the chart below, programs are offered for all ages, with adults being the highest proportion of participation.

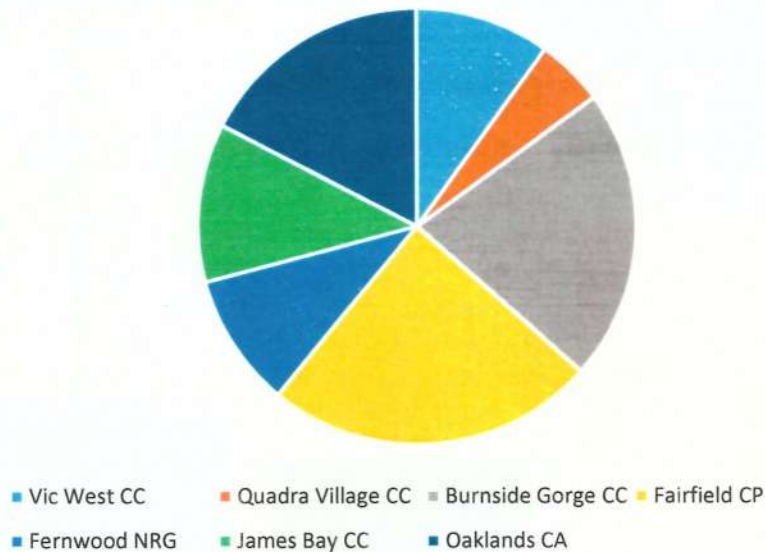


Social programs, services and events are also offered in these centres. These activities cover a wide range of neighbourhood supports and services for individuals and groups, while also fostering opportunities for residents to connect with one another around topics of interest or celebration.



Another important community service offered by community centre operators is licensed childcare. In 2018, seven of these centres offered a total of **1,002** spaces for families in need of childcare, an increase of approximately 162 spaces over 2016. This represents a significant proportion, roughly **78%**, of the total inventory of the licensed care within the municipality. The demand for childcare, both full-time daycare and out-of-school care continues to exceed supply in the City. Currently, additional pressure resulting from increased demand for space is placing existing child care operations, which are located within schools and other privately-owned properties, at risk. In 2018, the mayor convened the Childcare Solutions Working Group in an effort to address the challenges associated with access to childcare. This group is comprised of community stakeholders, including childcare operators, advocates, business leaders, educators, and governing agencies.

Total Registered Childcare Spaces by Centre



In accordance with the operating arrangement between the City and each association, the revenues received for programs and services are applied to offset the association's operating costs. Depending on factors such as the society mandate, neighbourhood demographics and facility amenities, the opportunities for revenue generation, and overall financial performance, vary for each location. The chart below reflects the annual financial statement provided by each of the operators to City staff.

Association Net Income/Loss



STRATEGIC PLAN AND FINANCIAL IMPACTS

This report relates to 2015-2018 Strategic Plan Objective 2 (*Engage and Empower the Community*), and Objective 7 (*Facilitate Social Inclusion and Community Wellness*).

The City's Financial Plan includes a combination of cash grants and in-kind supports for janitorial and utilities, as well as capital upgrades to the City-owned facilities.

The programs, services and community development the residents enjoy, provided by the community centres, fit with the broad objectives of the Official Community Plan Section 9 (Parks and Recreation) and Section 15 (Community Well-Being).

CONCLUSION

The data presented in this report is intended to provide Council with a sense of how the investments and contributions of each local neighborhood association, along with City support are combining to provide a wide range of programs and services to residents. While there are opportunities for the City and the societies to collaborate further on service planning and analysis, this approach to reporting the level of activities and investment is an important foundational component.

Respectfully submitted,

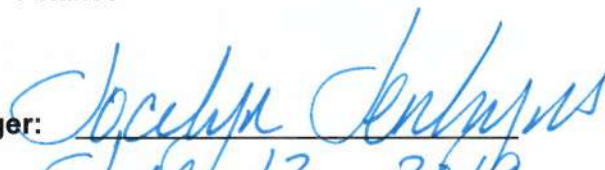


Nav Sidhu
Assistant Director
Parks, Recreation and Facilities



Jo-Ann O'Connor
Deputy Director
Finance

Report accepted and recommended by the City Manager:


Date: June 13, 2019



Committee of the Whole Report

For the Meeting of June 20, 2019

To: Committee of the Whole **Date:** June 12, 2019
From: Chris Coates, City Clerk
Subject: "Pride Week" June 30 to July 7, 2019

RECOMMENDATION

That the *Pride Week* Proclamation be forwarded to the June 27, 2019 Council meeting for Council's consideration.

EXECUTIVE SUMMARY

Attached as Appendix A is the requested *Pride Week* Proclamation. Council has established a policy addressing Proclamation requests. The policy provides for:

- A staff report to Committee of the Whole.
- Each Proclamation request requiring a motion approved at Committee of the Whole prior to forwarding it to Council for their consideration.
- Staff providing Council with a list of Proclamations made in the previous year.
- Council voting on each Proclamation individually.
- Council's consideration of Proclamations is to fulfil a request rather than taking a position.

A list of 2018 Proclamations is provided as Appendix B in accordance with the policy. Consistent with City Policy, Proclamations issued are established as fulfilling a request and does not represent an endorsement of the content of the Proclamation.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Chris Coates".

Chris Coates
City Clerk

LIST OF ATTACHMENTS

- Appendix A: Proclamation "Pride Week"
- Appendix B: List of Previously Approved Proclamations

“PRIDE WEEK”

WHEREAS *the gay, lesbian, bisexual, transgender and questioning (GLBT) community; their friends and allies are integral and important contributing members of Victoria; and*

WHEREAS *the City of Victoria recognizes and values the rights and freedoms of these and all Canadian citizens to love whom they choose and to establish for themselves a healthy vital family unit defined by that love; and*

WHEREAS *the citizens of the City of Victoria come together annually at “Pride Week” to celebrate the achievements of this freedom and to recognize those worldwide who have yet to establish these same rights.*

NOW, THEREFORE I do hereby proclaim Sunday, June 30th to Sunday, July 7th 2019 as **“PRIDE WEEK”** on the **HOMELAND** of the Lekwungen speaking **ESQUIMALT AND SONGHEES FIRST NATIONS** in the **CITY OF VICTORIA, CAPITAL CITY** of the **PROVINCE of BRITISH COLUMBIA**.

IN WITNESS WHEREOF, I hereunto set my hand this 27th day of June, Two Thousand and Nineteen.

LISA HELPS
MAYOR
CITY OF VICTORIA
BRITISH COLUMBIA

SPONSORED BY:
David Tillson
Victoria Pride Society

Appendix B

Council Meetings	Proclamations
11-Jan-18	none
25-Jan-18	Eating Disorder Awareness Week - February 1 to 7, 2018
08-Feb-18	Rare Disease Day - Febraury 28, 2018 International Development Week - February 4 - 10, 2018 Chamber of Commerce Week - February 19 - 23, 2018
22-Feb-18	Victoria Co-op Day - March 10, 2018 Tibet Day - March 10, 2018
08-Mar-18	Revised World Water Day - March 22, 2018 Purple Day fo rEpilepsy Awareness - March 26, 2018
22-Mar-18	Parkinson's Awareness Month - April 2018 Barbershop Harmony Quartet Week - April 8-14, 2018 Autism Awareness Day - April 2, 2018
12-Apr-18	St. George Day - April 23, 2018 Human Values Day - April 24, 2018
26-Apr-18	Huntington Awareness Month - May 2018 Neighbour Day - May 8, 2018 Earth Day - April 22, 2018 International Internal Audit Awareenss Month - May 2018 MS Awareness Month - May 2018 Highland Games Week - May 14-21, 2018 North American Occupational Safety and Health (NOASH) Week - May 7-13, 2018 Child Abuse Prevention Month - April 2018 Thank a Youth Worker Day - May 10, 2018 National Organ and Tissue Donation Awareness Week - April 22 - 28, 2018
10-May-18	Tap Dance Day - May 25, 2018
24-May-18	Victims and Survivors of Crime Week - May 27 - June 2, 2018 Orca Awareness Month - June 2018 Intergenerational Day - June 1, 2018 Co-op Housing Day - June 9, 2018 Planning Institute of BC 60th Anniversary Day - June 9, 2018 Pollinator Week - June 18 - 24, 2018 Independent Living Across Canada Day - June 4, 2018 Built Green Day - June 6, 2018 International Medical Cannabis Day - June 11, 2018
14-Jun-18	ALS Awareness Month - June 2018
28-Jun-18	Pride Week - July 1 to 8, 2018
12-Jul-18	None
26-Jul-18	A Day of Happiness - August 4, 2018
09-Aug-18	World Refugee Day - June 20, 2018 Literacy Month - September 2018

Council Meetings

06-Sep-18

Proclamations

Prostate Cancer Awareness Month - September 2018
Performance and Learning Month - September 2018
BC Thanksgiving Food Drive for the Food Bank Day - September 15, 2018
United Way Day - September 19, 2018

20-Sep-18

International Day of Sign Languages and Week of the Deaf - September 23, 2018
Ride for Refugee Day - September 29, 2018
Wrongful Conviction Day - October 2, 2018
Fire Prevention Week 2018 - October 7 to 13, 2018
Occupational Therapy Month - October 2018
Manufacturing Month - October 2018

04-Oct-18

World Mental Health Day - October 10, 2018
Waste Reduction Week - October 15 to 21, 2018
Miriam Temple No. 2 Daughters of the Nile Day - October 18, 2018
Pulmonary Hypertension Awareness Month - November 2018
World Pancreatic Cancer Day - November 15, 2018
CUPE Local 50's 100th Anniversary - October 2018

08-Nov-18

Turkish Republic Day - October 29, 2018
Think Local Week - November 12 to 18, 2018
Diabetes Awareness Day - November 14, 2018
World Lymphedema Day - March 6, 2019

22-Nov-18

Movember - November 2018
Adoption Awareness Month - November 2018

13-Dec-18

National Homeless Persons' Memorial Day - December 21, 2018



Committee of the Whole Report

For the Meeting of June 20, 2019

To: Committee of the Whole **Date:** June 12, 2019
From: Chris Coates, City Clerk
Subject: "Parachute National Injury Prevention Day" July 5, 2019

RECOMMENDATION

That the *Parachute National Injury Prevention Day* Proclamation be forwarded to the June 27, 2019 Council meeting for Council's consideration.

EXECUTIVE SUMMARY

Attached as Appendix A is the requested *Parachute National Injury Prevention Day* Proclamation. Council has established a policy addressing Proclamation requests. The policy provides for:

- A staff report to Committee of the Whole.
- Each Proclamation request requiring a motion approved at Committee of the Whole prior to forwarding it to Council for their consideration.
- Staff providing Council with a list of Proclamations made in the previous year.
- Council voting on each Proclamation individually.
- Council's consideration of Proclamations is to fulfil a request rather than taking a position.

A list of 2018 Proclamations is provided as Appendix B in accordance with the policy. Consistent with City Policy, Proclamations issued are established as fulfilling a request and does not represent an endorsement of the content of the Proclamation.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Chris Coates".

Chris Coates
City Clerk

LIST OF ATTACHMENTS

- Appendix A: Proclamation "Parachute National Injury Prevention Day"
- Appendix B: List of Previously Approved Proclamations

“PARACHUTE NATIONAL INJURY PREVENTION DAY”

WHEREAS *July 5, 2019 will mark Parachute's 3rd annual National Injury Prevention Day (NIPD): a day to raise awareness around the importance of injury prevention and help Canadians to live long lives to the fullest through education and advocacy; and*

WHEREAS *Parachute is Canada's national charity dedicated to reducing the devastating impact of preventable injuries; and*

WHEREAS *Injury is the No. 1 killer of Canadians aged 1 to 44 and costs the Canadian economy \$27 billion a year; and*

WHEREAS *most injuries are predictable and preventable, and Parachute hopes to raise awareness on preventing injuries on the road, at home, and at play; and*

WHEREAS *providing the necessary information and tools, Parachute continues to work diligently to ensure that one day Canada will be free of serious injuries.*

NOW, THEREFORE *I do hereby proclaim Friday, July 5th 2019 as “PARACHUTE NATIONAL INJURY PREVENTION DAY on the HOMELANDS of the Lekwungen speaking ESQUIMALT AND SONGHEES FIRST NATIONS in the CITY OF VICTORIA, CAPITAL CITY of the PROVINCE of BRITISH COLUMBIA.*

IN WITNESS WHEREOF, *I hereunto set my hand this 27th day of June, Two Thousand and Nineteen.*

**LISA HELPS
MAYOR
CITY OF VICTORIA
BRITISH COLUMBIA**

**SPONSORED BY:
Arushi Malik
Parachute Canada**

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Council Meetings

06-Sep-18

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Movember - November 2018

Adoption Awareness Month - November 2018

13-Dec-18

National Homeless Persons' Memorial Day - December 21, 2018

Pamela Martin

From: Minister, ENV ENV:EX <env.minister@gov.bc.ca>

Sent: Monday, June 3, 2019 10:37 AM

To: Lisa Helps (Mayor)

Cc: Richard Elliott

Subject: RE: Council Motion, City of Victoria - Provincial Climate Leadership

Reference: 344479

June 3, 2019

Her Worship Mayor Lisa Helps
and Councillors
City of Victoria
Email: mayor@victoria.ca

Dear Mayor Helps and Council:

Thank you for your letter of March 29, 2019, which was also addressed to the MLAs of British Columbia, regarding Provincial climate leadership. As your enquiry falls under the responsibility of my ministry, I am pleased to respond on behalf of my MLA colleagues. I am also in receipt of your April 24, 2019, letter and the City of Victoria's Climate Leadership Plan.

With respect to the City of Victoria's resolutions, legislated targets, the CleanBC detailed plan and accountability measures are a clear and proactive response to the climate emergency and impacts facing all levels of government and all nations. Our CleanBC plan addresses much of your resolution requesting taxation and policies to reduce greenhouse gas emission, and we are actively working with other ministries on implementing the plan. While I appreciate you shared your thoughts on the *Income Tax Amendment Act, 2019*, as you may know, this legislation has now passed.

Our government recognizes there is work to do and we look forward to collaboration with local governments and regional districts on greenhouse gas mitigation strategies, infrastructure, public transportation, waste, clean energy and adaptation strategies. We are implementing commitments from our CleanBC plan now and will develop additional strategies to help BC and local government partners make progress on their respective climate actions.

The Province is participating in town hall calls, presentations and workshops leading to further collaboration with local governments and the citizens of BC. In addition, the Provincial Government-UBCM Green Communities Committee (GCC) was created to support strategies and actions to help implement the Climate Action Charter. This committee remains a key priority and continues to meet on a regular basis to support local governments taking action on climate change. GCC is well placed to support local governments as leaders who measure and manage their corporate and community-wide emissions and create clean, compact and more energy-efficient communities.

In addition to the GCC, the Climate Action Secretariat (CAS) works directly with local government staff supporting them on greenhouse gas inventories and reduction activities. Staff also regularly attend conferences and networks where local government staff and elected officials gather, and have presented on CleanBC and on how best we can work together. Most recently CAS presented to the Capital Regional District Climate Action Inter-Municipal Task Force on CleanBC.

I recognize that local communities and governments have been and will continue to be leaders on initiatives to reduce carbon pollution. We need that local leadership to continue to meet our targets and make CleanBC a success. We are committed to constructive collaboration with you.

Thank you again for taking the time to write. We look forward to a continued partnership with the City of Victoria.

Sincerely,

George Heyman
Minister

cc: Rich Elliott, Executive Assistant, Mayor's Office



Council Member Motion
For the Committee of the Whole Meeting of June 20, 2019

Date: June 13, 2019

From: Councillor Isitt, Councillor Dubow and Councillor Loveday

Subject: Fare-Free Public Transit for Young People

Background:

The City of Victoria and the Victoria Regional Transit Commission have taken the progressive step of approving the elimination of user fees for public transit in the autumn of 2019 for young people who are resident in the City of Victoria. Implementation of this policy is contemplated as occurring primarily through the public school system, with access to transit becoming a new benefit for people in possession of a student card distributed by the Greater Victoria School District.

In order to ensure that all youth have access to this service, including youth who may not be enrolled in a formal program of education or who are enrolled in alternate educational programs, it is recommended that Council provide direction to staff to ensure that all residents of the city who are under the age of 19 have access to a pass for fare-free public transit, to avoid the risk of discrimination against residents on the basis of socioeconomic status, immigration status or educational status.

Recommendation:

That Council directs staff to ensure that all residents of the City of Victoria who are under the age of 19 will have access to a pass for fare-free public transit no later than November 30, 2019, including provision of a City of Victoria service pass ("VicPass") or a similar mechanism for youth who may not be enrolled in a formal program of education or who may be enrolled in an alternate program of education.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'B. Isitt'.

Councillor Isitt

A handwritten signature in black ink, appearing to read 'A. Dubow'.

Councillor Dubow

A handwritten signature in black ink, appearing to read 'J. Loveday'.

Councillor Loveday