



**AGENDA  
PLANNING AND LAND USE COMMITTEE  
MEETING OF OCTOBER 15, 2015  
CLOSED MEETING AT 8:30 A.M.  
REGULAR MEETING TO START AT 9:00 A.M.  
COUNCIL CHAMBERS  
CITY HALL, 1 CENTENNIAL SQUARE**

Page

**CALL TO ORDER**

**CLOSED MEETING**

**MOTION TO CLOSE THE OCTOBER 15, 2015, PLANNING & LAND USE  
STANDING COMMITTEE MEETING TO THE PUBLIC**

That the Planning & Land Use Committee convene a closed meeting that excludes the public under Section 12(6) of the Council Bylaw for the reason that the following agenda items deal with matters specified in Sections 12(3) and/or (4) of the Council Bylaw, namely:

- Section 12(3)(e) - The acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure might reasonably be expected to harm the interests of the City.
- Section 12(3)(j) - Information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under Section 21 of the Freedom of Information and Protection of Privacy Act.

1. Land / Legal  
--J. Tinney, Director - Sustainable Planning and Community Development

**OPEN MEETING at 9:00 A.M.**

**CONSENT AGENDA**

**APPROVAL OF AGENDA**

**ADOPTION OF MINUTES**

2. Minutes from the meeting held October 1, 2015.

7 - 12



## DECISION REQUEST

3. 2015 Development Summit Action Plan and Final Report 13 - 74  
--J. Tinney, Director - Sustainable Planning and Community Development
- A report to provide Council with the results of the second annual Development Summit, held on June 23, 2015 and to propose a 2015 Development Summit Action Plan.*
- Staff Recommendation: That Council consider approving the 2015 Development Summit Action Plan.

## COMBINED APPLICATIONS

4. Rezoning Application No. 00488 for 59 Cook Street 75 - 123  
--J. Tinney, Director - Sustainable Planning and Community Development
- A proposal to rezone the property to allow a two-lot subdivision and construct one new small lot house. A Public Hearing is required prior to Council making a final decision on the application.*
- Staff Recommendation: That Council consider advancing the application to a Public Hearing.
5. Development Permit Application No. 00488 for 59 Cook Street 125 - 160  
--J. Tinney, Director - Sustainable Planning and Community Development
- An application to authorize the construction a new small lot house while also retaining the existing five-unit house conversion.*
- Staff Recommendation: Following the Public Hearing for the rezoning, that Council consider authorizing the development permit.
6. Development Variance Permit No. 00156 for 59 Cook Street 161 - 196  
--J. Tinney, Director - Sustainable Planning and Community Development
- A development application to authorize the siting of a small lot house. A hearing is required prior to Council making a final decision on the application.*
- Staff Recommendation: Following the Public Hearing for the rezoning, that Council consider authorizing the permit.
7. Rezoning Application No. 00484 for 1510 Clawthorpe Avenue 197 - 233  
--J. Tinney, Director - Sustainable Planning and Community Development
- A proposal to rezone the property to allow the conversion of an accessory building into a Garden Suite. A Public Hearing is required prior to Council making a final decision on the application.*

Staff Recommendation: That Council consider advancing the application to a Public Hearing.

8. Development Permit Application No. 00484 for 1510 Clawthorpe Avenue 235 - 263  
--J. Tinney, Director - Sustainable Planning and Community Development  
  
*An application to authorize the conversion of an existing accessory building into a garden suite.*  
  
Staff Recommendation: Following the Public Hearing for the rezoning, that Council consider authorizing the development permit.
9. Rezoning Application No. 00482 for 2542 Fernwood Road 265 - 297  
--J. Tinney, Director - Sustainable Planning and Community Development  
  
*A proposal to rezone the property to allow the owner to construct an addition to the existing duplex to create a third self-contained unit. A Public Hearing is required prior to Council making a final decision.*  
  
Staff Recommendation: That Council consider advancing the application to a Public Hearing.
10. Development Permit Application No. 000428 for 2542 Fernwood Road 299 - 316  
--J. Tinney, Director - Sustainable Planning and Community Development  
  
*An application to add an additional dwelling to the existing duplex.*  
  
Staff Recommendation: Following the Public Hearing for the rezoning, that Council consider authorizing the development permit.

## **SHAKE OUT - 10:15 A.M.**

### **DEVELOPMENT APPLICATION REPORTS**

11. Rezoning Application No. 00473 for the Easterly 300 Block of Tyee Road and the Westerly 300 Block of Harbour Road (Undeveloped Lands at Dockside Green) 317 - 700  
--J. Tinney, Director - Sustainable Planning and Community Development  
  
*A proposal to rezone the land to allow additional uses to the properties. A Public Hearing is required prior to Council making a final decision on the application.*  
  
Staff Recommendation: That Council consider advancing the application to a Public Hearing.
12. Development Permit with Variances Application No. 000386 for 353 701 - 729

Tyee Road

--J. Tinney, Director - Sustainable Planning and Community Development

*An application to legalize the site trailer that is currently being used as an office. A hearing is required prior to Council making a final decision on the application.*

Staff Recommendation: That Council advance the application to a hearing and then consider authorizing the permit.

13. Development Permit Application No. 000436 for 543, 545 and 549 Herald Street 731 - 746  
--J. Tinney, Director - Sustainable Planning and Community Development

*An application to authorize interior improvements to bring the existing additions and stairs into conformance with the BC Building Code.*

Staff Recommendation: That Council consider authorizing the permit.

14. Temporary Use Permit Application No. 00481 for 474 & 478 Burnside Road and 3111 & 3117 Delta Avenue 747 - 785  
--J. Tinney, Director - Sustainable Planning and Community Development

*An application to approve the storage of new vehicles on four single family zoned lots. A Public Hearing is required prior to Council making a final decision on the application.*

Staff Recommendation: That Council consider advancing the application to a Public Hearing.

15. Heritage Alteration Permit Application No. 00207 for 138 Dallas Road 787 - 800  
--J. Tinney, Director - Sustainable Planning and Community Development

*A proposal to permit construction of a rear addition to an existing heritage-designated building.*

Staff Recommendation: That Council consider authorizing the permit.

**POLICY REPORTS**

16. Liquor License Report - Yuk Yuk's Club - 665 Douglas Street 801 - 826  
--J. Schmidt, Manager - Legislative Services

*A report requesting the ability to provide liquor services as part of a lounge/club style business.*

Staff Recommendation: That Council consider authorizing the application.

17. Royal Jubilee Hospital Master Campus Plan 827 - 995  
--J. Tinney, Director -Sustainable Planning and Community Development

*A report to present Council with the Master Plan for the Royal Jubilee Hospital.  
A hearing is required prior to Council making a final decision on the  
application.*

Staff Recommendation: *That after the hearing, that Council considers  
approving the Royal Jubilee Master Campus Plan.*

## **ADJOURNMENT**



**MINUTES OF THE  
PLANNING & LAND USE COMMITTEE MEETING  
HELD THURSDAY, OCTOBER 1, 2015, 9:00 A.M.**

**1. THE CHAIR CALLED THE MEETING TO ORDER AT 9:00 A.M.**

**Committee Members Present:** Mayor Helps (Chair); Councillors Alto, Coleman, Isitt, Loveday, Madoff, Thornton-Joe and Young.

**Absent:** Councillor Lucas

**Staff Present:** J. Johnson – City Manager; J. Jenkyns – Deputy City Manager; J. Tinney – Director, Sustainable Planning & Community Development; A. Meyer – Assistant Director, Development Services; T. Soulliere – Director, Facilities, Parks & Recreation; J. Handy – Planner; M. Miller – Heritage Planner; C. Wain – Planner; R. Woodland – Director, Legislative & Regulatory Services; J. Appleby – Recording Secretary.

**2. APPROVAL OF AGENDA**

**Action:** It was moved by Councillor Loveday, seconded by Councillor Coleman, that the Agenda of the October 1, 2015, Planning and Land Use Committee meeting be approved.

CARRIED UNANIMOUSLY 15/PLUC208

**3. MINUTES**

**3.1 Minutes from the Meeting held on September 10, 2015.**

**Action:** It was moved by Councillor Coleman, seconded by Councillor Alto, that the Minutes from the Planning and Land Use Committee meeting held September 10, 2015, be adopted.

CARRIED UNANIMOUSLY 15/PLUC209

**4. DEVELOPMENT APPLICATION REPORTS**

**4.1 Development Permit with Variances Application No. 000404 for 701 Tyee Road (Railyards)**

Committee received a report regarding an application for 701 Tyee Road (Railyards). The application is to authorize the design, siting and landscaping for a 144 unit apartment to be constructed in three phases.

Committee discussed:

- Concerns regarding the smaller vehicle parking spots and the type of vehicles that could be accommodated.

- Affordability and the range of housing types that will be built.
- Sustainability features and if there is an opportunity to request that LEED standards be incorporated.
- Concerns from the Community Association regarding the lack of community gardens and affordable housing.
- The pathway and if there was a way to ensure the City will retain the right-of-way.

**Action:**

It was moved by Councillor Young, seconded by Councillor Coleman, that Committee recommends this report be forwarded to Council and that after giving notice and allowing an opportunity for public comment, that Council consider the following motion:

Committee discussed:

- Why the park cannot be built at the onset.
  - The area will be under construction and the land will be used as a staging area for equipment.
- The lack of affordability options and inclusionary zoning. There are no legal requirements built in.
- The public wants more sustainability features looked at.
- The timing of amenities.
- The need to develop policies to ensure that any amenities desired be requested at the beginning of the application process instead of at the time of the public hearing.
- If there is a mechanism by which the City remains the owner of the public pathway.

That Council authorize the issuance of Development Permit Application No. 000404 for 701 Tyee Road, in accordance with:

1. Plans date stamped August 24, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - a. Reduce the north setback (Gaudin Road) from 3.5m to nil;
  - b. Reduce the south setback from 4m to nil for Phases 1 and 2;
  - c. Reduce the south setback from 4m to 3.5m;
  - d. Increase the height in DA-H from 24m to 25.49m for Phase 2;
  - e. Increase the height in DA-J from 31m to 33m for Phase 3;
  - f. Reduce parking from 50 stalls to 49 stalls for Phase 1;
  - g. Reduce parking from 185 stalls to 178 stalls; and
  - h. Reduce the bicycle storage (Class 1) from 40 stalls to 28 stalls for Phase 1.
3. The Development Permit lapsing two years from the date of this resolution.
4. Revised plans to the satisfaction of staff that:
  - a. Either enclose or screen the proposed garbage enclosure adjacent to Gaudin Road;
  - b. Provide further details of the proposed grass pave finish;
  - c. Provide comprehensive details relating to landscaping for Phases 1 and 2;

- d. Provide reduced annual landscaping maintenance costs within Bridges Park and along Tyee Road.
5. Referral to the Advisory Design Panel for a comprehensive review and with particular attention to the following issues:
  - a. The design of building entrances facing Tyee Road;
  - b. The design and appearance of the "Sky Home" end units; and
  - c. The treatment of parkade walls that project above grade.
6. An amendment to the Railyards Master Development Agreement, to the satisfaction of staff, to:
  - a. Address proposed revisions to the public parking required in conjunction with Bridges Park and the path from Tyee Road to Central Spur Road;
  - b. Secure cost estimates for all required on-site services, off-site services and public amenities prior to any building in proposed Phase 1 being occupied.
7. A Public Access Easement registered on title, to the satisfaction of staff, to secure public access through the site from Tyee Road to Central Spur Road.
8. A Statutory Right-of-Way registered on title, to the satisfaction of staff, to secure public access to the Victoria West Entry Park and public pathways located on private land adjacent to Tyee Road.
9. That Council authorize staff to execute an Encroachment Agreement for a fee of \$750 plus \$25 per m<sup>2</sup> of exposed shored face during construction, in a form satisfactory to staff.

CARRIED UNANIMOUSLY 15/PLUC210

**Action:**

It was moved by Councillor Isitt, seconded by Councillor Madoff, that Committee recommends that Council direct that staff report back to Council after the application is reviewed by the Advisory Design Panel, on the feasibility of retaining the provision in the Master Development Agreement of the City acquiring ownership title to the public access from Tyee Road to Central Spur Road, including the legal mechanism and pros and cons

CARRIED UNANIMOUSLY 15/PLUC211

**4.2 Development Permit with Variances Application Nos. 000431, 000432 and 000433 for 1032, 1038 and 1044 Harling Lane**

Committee received a report regarding an application for 1032, 1038 and 1044 Harling Lane. The application is to authorize the design and landscaping for three small-lot houses.

Committee discussed:

- Concern that by allowing exterior access to the basements that secondary suites could be added which would be against the zoning of not allowing suites when there is a small lot.
  - This can be prevented during the building permit / inspection stage.

**Action:**

It was moved by Councillor Coleman, seconded by Councillor Alto, that Committee forward this report to Council and after giving notice and allowing an opportunity for public comment:



"That Council authorize the issuance of Development Permit Application Nos. 000431, 000432 and 000433 for 1032, 1038 and 1044 Harling Lane in accordance with:

1. Plans date stamped June 17, 2015, with revisions to the fence to the satisfaction of staff.
2. Development meeting all *Zoning Regulation Bylaw* requirements.
3. The Development Permit lapsing two years from the date of this resolution."

**Amendment:** It was moved by Councillor Madoff, seconded by Councillor Loveday, that the motion be amended as follows:

~~That Committee forward this report to Council and after giving notice and allowing an opportunity for public comment:~~

**That Committee forward this report to Council and that Council consider the following motion:**

"That Council authorize the issuance of Development Permit Application Nos. 000431, 000432 and 000433 for 1032, 1038 and 1044 Harling Lane in accordance with:

1. Plans date stamped June 17, 2015, with revisions to the fence to the satisfaction of staff.
2. Development meeting all *Zoning Regulation Bylaw* requirements.
3. The Development Permit lapsing two years from the date of this resolution."

On the amendment:  
CARRIED UNANIMOUSLY 15/PLUC212

Committee discussed:

- The need to be clear in how and when public input is sought.

On the main motion as amended:  
CARRIED UNANIMOUSLY 15/PLUC213

*Councillor Young excused himself from the meeting at 9:58 a.m. due to a non-pecuniary conflict of interest as a member of his family owns a property within the notification area when used when an amendment to the Official Community Plan is sought.*

#### **4.3 Heritage Alteration Permit with Variances Application Nos. 00205 and 00206 for 226 Dallas Road and 222 Dallas Road**

Committee received a report regarding an application for 226 and 222 Dallas Road. The application is to relocate and rehabilitate two houses currently located at 524 and 526 Michigan Street to 226 and 222 Dallas Road.

Committee discussed:

- If it there was consideration to forward the application to the Heritage Advisory Panel.

- Council has delegated authority to staff to approve this type of application.

**Action:** It was moved by Councillor Madoff, seconded by Councillor Coleman, that Committee recommends:

- A. That Council advance Heritage Alteration Permit Application No. 00205 with Variances for 226 Dallas Road, for consideration at a Public Hearing.
- B. Following consideration of Heritage Alteration Permit Application No. 00205 for 226 Dallas Road:

"That Council authorize the issuance of Heritage Alteration Permit Application No. 00205 for 226 Dallas Road, subject to the completion of the following prior to the issuance of a Building Permit and in accordance with:

- 1. Revised plans date stamped August 18, 2015.
- 2. The provision of:
  - a. Plan, elevation and section details for the front porch;
  - b. A post-relocation condition assessment of the existing wood siding/shingles, woodwork, roof, exterior doors and windows;
  - c. Rehabilitation details confirming the scope of work arising from the condition of the historic fabric; and
  - d. An exterior door and window rehabilitation schedule.
- 3. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - a. Section 1.2.4.a - Height relaxed from 7.6m to 8.8m;
  - b. Section 1.2.5.a - Front setback relaxed from 7.5m to 6.15m for main building, from 5.0m to 4.83m for stairs;
  - c. Section 1.2.5.c - Side yard setback (east) relaxed from 3.0m to 1.20m and side yard setback (west) relaxed from 1.5m to 1.04m; and
  - d. Section 1,2.5.d - Combined side yard setbacks relaxed from 4.5m to 2.24m.
- 1. The Heritage Alteration Permit lapsing two years from the date of this resolution.
- 2. Final plans to be generally in accordance with the plans identified above as amended to the satisfaction of the Director of Sustainable Planning and Community Development."

CARRIED UNANIMOUSLY 15/PLUC214

### **222 Dallas Road**

"That Council advance Heritage Alteration Permit Application No. 00206 with Variances for 222 Dallas Road, for consideration at a Public Hearing."

- A. Following consideration of Heritage Alteration Permit Application No. 00206 for 222 Dallas Road:
- B. That Council authorize the issuance of Heritage Alteration Permit Application No. 00206 for 222 Dallas Road, subject to the completion of the following prior to the issuance of a Building Permit and in accordance with:
  - 1. Revised plans date stamped August 18, 2015.
  - 2. The provision of:

- a. Plan, elevation and section details for the front porch;
  - b. A post-relocation condition assessment of the existing wood siding/shingles, woodwork, roof, exterior doors and windows;
  - c. Rehabilitation details confirming the scope of work arising from the condition of the historic fabric;
  - d. An exterior door and window rehabilitation schedule.
3. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
    - a. Section 1.2.4.a - Height relaxed from 7.6m to 9.9m and number of storeys from 2 to 2.5;
    - b. Section 1.2.5.a - Front setback relaxed from 7.5m to 6.45m for main building, from 5.9m to 4.94m for porch, from 5.0m to 3.91m for stairs;
    - c. Section 1,2.5.c - Side yard setback (east) relaxed from 1,5m to 1,36m;
    - d. Section 1,2.5.d - Combined side yard setbacks relaxed from 4.5m to 2.68m; and
    - e. Section 1.2.5.e - Flanking street (Dock) setback relaxed from 3.5m to 1.32m.
  4. The Heritage Alteration Permit lapsing two years from the date of this resolution.
  5. Final plans to be generally in accordance with plans identified above as amended to the satisfaction of the Director of Sustainable Planning and Community Development."

CARRIED UNANIMOUSLY 15/PLUC215

## 5. ADJOURNMENT

**Action:** It was moved by Councillor Coleman, seconded by Councillor Alto, that the Planning and Land Use Committee meeting of October 1, 2015, be adjourned at 10:05 a.m.

CARRIED UNANIMOUSLY 15/PLUC216

---

Mayor Helps, Chair



## Planning and Land Use Committee Report

For the Meeting of October 15, 2015

---

**To:** Planning and Land Use Committee      **Date:** September 25, 2015  
**From:** Jonathan Tinney, Director, Sustainable Planning & Community Development  
**Subject:** 2015 Development Summit Action Plan and Final Report

---

### RECOMMENDATION

That Council:

1. Approve the *2015 Development Summit Action Plan* outlined in the body of this report.
2. Direct staff to provide an update to Council on the status of the action items outlined in the Action Plan in February 2016 and as part of the ongoing Quarterly Updates.

### EXECUTIVE SUMMARY

The purpose of this report is to present Council with the results of the second annual Development Summit held on June 23, 2015, and to propose a 2015 Development Summit Action Plan (Action Plan) for Council's consideration. Victoria's development industry, design professionals, neighbourhood representatives, Mayor, Council and City staff were broadly invited to the Development Summit to share their ideas on improving the City's land use application and permit processes, with a particular focus on reducing turnaround timelines.

Participants expressed a desire for clearer and more efficient processes, more opportunity for interaction with staff, continued improvement in customer service, and for a more-client sensitive approach to decision-making. Many different ways to improve the City's application processes were identified. Some of the most common recommendations were:

- delegate more approval authority to staff;
- communicate clear steps and requirements for all application processes;
- formalize pre-application appointments;
- use technology to facilitate the sharing of information;
- better support the Community Association Land Use Committee process; and
- explore a range of specific actions to eliminate pinch points and process bottlenecks.

The proposed Action Plan (Appendix 1) builds directly on this feedback to propose a series of administrative, operational, customer service and governance improvements that, collectively, will make the City's application processes more effective and efficient. These improvements encourage an applicant-centred approach to reducing turnaround times, continuing to improve customer service, and building collaborative relationships with the development industry and community associations.



## PURPOSE

The purpose of this report is to present Council with the results of the second annual Development Summit held on June 23, 2015, and to propose an Action Plan for Council's consideration.

## BACKGROUND

The City of Victoria held its second annual Development Summit: Working Together, Doing Business in the Capital City on June 23, 2015. Victoria's development industry, design professionals, neighbourhood representatives, Mayor, Council and City staff were broadly invited to share their ideas on improving the City's land use application and permit processes, with a particular focus on reducing process timelines. A total of 127 stakeholders participated in the event, including 55 City staff representing every step of the application and approval process.

The 2015 Development Summit was designed to share the many different perspectives on the City of Victoria's development and permit processes. The invitation list was broadened this year to include more City staff, as well as design professionals (designers, architects and landscape architects) and representatives from the construction and real estate industries. The format of the event, including a panel and small roundtable discussions with a mix of sectors at each table, was structured to encourage dialogue and give staff the opportunity to hear directly from customers. City staff were active participants in the roundtable discussions.

## ISSUES & ANALYSIS

### What We Heard

Through the Development Summit panel and roundtable discussions, participants identified shared values and priority actions to improve the application and permit processes. There was a high level of consistency among the different groups throughout the discussion. A full summary of feedback is provided in the 2015 Development Summit Final Report (Attachment 2).

A number of principles were identified that could guide improvements to the City's land use and permit processes:

- Clarity: That timelines, processes, requirements and fees are clear and consistent
- Speed: That turnaround times for processing applications are faster
- Dialogue: That there is more opportunity to engage in discussion regarding issues that arise
- Customer Service: That customers are served in a professional manner
- Advice: That advice is client-centred to navigate applicants through City processes
- Safety: That development is compliant with codes in order to protect life and property

Participants were asked to identify the key actions that the City should undertake to improve processing times over the next year. Some of the top recommendations identified were:

- Consider delegating more approval authority to staff
- Create a fast-track system for frequent customers
- Change PLUC procedures so that applicants can present and/or answer questions
- Develop clear steps and requirements for all application processes
- Formalize pre-application meetings for planning applications
- Scrutinize all City processes to reduce delays



- Continue to improve customer service
- Provide more support to the Community Association Land Use Committee process
- Continue to build collaborative relationships
- Maximize the use of technology to facilitate the sharing of information
- Establish one point of contact for applicants
- Reduce regulatory barriers in key growth areas
- Provide more support to existing and prospective businesses.

## 2015 Development Summit Action Plan

The Action Plan (Appendix 1) recommends a series of actions to improve the efficiency and effectiveness of the City of Victoria's development and permit processes, drawn directly from the feedback received at the 2015 Development Summit. The Action Plan also builds on on-going initiatives from last year's Development Summit Action Plan and incorporates additional actions identified at a cross-departmental staff workshop on improving the planning application processes (July 2015). A summary of key actions is provided below; see Appendix 1 for a full list of actions.

### Key Short-Term Actions (July 2015- July 2016) (full list in Appendix 1)

#### External Improvements

- Recommend revised options for Council to consider delegation of approval authority to staff for some types of development applications (November 2015)
- Recommend exempting certain minor works from requiring a Development Permit to reduce application volumes (November 2015)
- Explore options and best practices for a fast-track system for building permits for certified third-party professionals and/or frequent customers (February 2016)
- Develop a "Planning 101" series for Community Association Land Used Committees and residents to provide a better understanding of Victoria's policies, land use procedures and development application processes (February 2016)
- Create a Business Hub at City Hall in order to grow and streamline business and development processes in Victoria (December 2015 – tentative date)

#### Internal Process Improvements

- Conduct a review of all City permit and planning application processes to simplify and streamline application processes, including process-specific focus groups with applicants to identify solutions. Implement identified solutions (now – January 2016)
- In the meantime, implement the following improvements to streamline applications:
  - Provide the option for developers to prepare some legal agreements after third reading (Public Hearing) of zoning amendment bylaws to achieve Public Hearings sooner (November 2015)
  - Promote pre-application appointments for planning and building permit applications, including interdepartmental team attendance as appropriate (November 2015)
  - Increase the frequency of staff review of applications (Technical Review Group) from bi-weekly to weekly (October 2015- underway)
  - Identify the types of simple planning applications for which public hearing dates can be set on the same day that Council ratifies the Planning and Land Use



Committee motion, instead of waiting for a later meeting (for Council's consideration - TBD)

- Work with Council to explore changes in Council procedures to allow applicants to make a presentation to PLUC and/or respond to PLUC questions directly (for Council's consideration - TBD)

#### Key Medium-Term Actions (July 2016- July 2018) (full list in Appendix 1)

- Work with Community Association Land Use Committees to fine-tune the Community Association Land Use Committee process to support any administrative streamlining, while maintaining meaningful consultation (underway - 2017)
- Develop on-line planning and permit applications, including submission of revised plans during the processes (2017)
- Expand the Development Tracker to include all other types of applications in addition to rezonings and development permits (2016-2018)

#### Success Metrics and Targets

Measuring success is critical to determining whether the proposed improvements will achieve the goal of reducing application turnaround times. The potential times savings for each individual action varies from a few minutes (e.g. website improvements) to a few months (e.g. delegation of approval authority) and, depending on the action, may apply only to a narrow range of applications. Appendix 1 presents an order of magnitude estimate for the potential time savings for each proposed action.

Table 1 shows the current turnaround time targets for City application processes. As part of the Action Plan, staff will explore re-organizing intake procedures and assigning new applications to different review streams based on the complexity of the application. Metrics and targets will be refined for each stream, to more clearly communicate expectations and goals for the parts of the process under the City's responsibility.

**Table 1. Success Metrics: Planning and Permit Application Turnaround Times** (metrics to be refined)

SUCCESS METRIC	TARGET	JULY 2015 ACTUAL: % OF TIME TARGET MET	JULY 2016 GOAL: % OF TIME TARGET MET
<b>Planning Applications</b>			
Reviewed by an interdepartmental staff team (TRG) and coordinated comments will be sent to the applicant	Within 4 weeks of submission	Data not previously collected. Baseline being established with new Development Tracker.	75%
Presented to a Committee of Council, if no revisions	Within 8-12 weeks after staff review	Data not previously collected. Baseline being established with new Development Tracker.	75%
Presented to a Committee of Council, if some revisions	Within 12-16 weeks from resubmission		
Board of Variance Applications will be presented to the Board of Variance for a decision	Within 4-5 weeks of submission	Data not previously collected. Baseline being established with new Development Tracker.	75%

SUCCESS METRIC	TARGET	JULY 2015 ACTUAL: % OF TIME TARGET MET	JULY 2016 GOAL: % OF TIME TARGET MET
<b>Permits Processing (Building, Electrical, Plumbing)</b>			
Applications reviewed and approved: <ul style="list-style-type: none"> <li>Simple demolitions</li> <li>Interior strip-outs</li> <li>Blasting</li> <li>Emergency repairs</li> <li>Plumbing</li> <li>Electrical</li> </ul>	1 - 2 business days	78% (prior to Dec. 19, 2014) 25% (after Dec. 19, 2014)*	90%
Applications reviewed and approved: <ul style="list-style-type: none"> <li>Commercial tenant interior improvements</li> </ul>	5 - 7 business days	70%	90%
Applications reviewed and approved: <ul style="list-style-type: none"> <li>New buildings, including commercial buildings</li> </ul>	15 - 20 business days	78% (prior to Dec. 19, 2014) 25% (after Dec. 19, 2014)*	90%
Applications reviewed and approved: Other building permits	10 - 20 business days	98%	98%

\*Provincial building code changes took effect on December 19, 2014 which had an impact on the turnaround times for this reporting period. This figure dropped to 25% as there was an increase in volume of permit applications that were submitted leading up to the code changes, affecting review times.

For most types of permits, the current goal is to meet turnaround time targets 90% of the time. This goal falls short of 100% as it reflects what is achievable under current staffing levels and process structure. Also, some more complex permit applications can take longer to process to ensure that the City meets its legislative requirements for review and approval. Adjustments and re-alignment of permits staff and processes is currently underway. New, more up-to-date metrics will be developed to reflect the new, streamlined processes.

## OPTIONS & IMPACTS

### Time Savings

If implemented collectively over the next 12 months, the actions will reduce known delays in the application process and will continue to build customer service and relationships. Potential times savings are compared and quantified (where possible) in the detailed Action Plan in Appendix 1. Additional improvements may be identified through a process-specific review with staff and applicants and these will be implemented immediately, where feasible.

### Development Industry Consultation

City staff met with representatives from the Urban Development Institute on September 29, 2015 to discuss the proposed actions. Generally, the representatives felt that the draft actions address the industry's concerns and suggestions. The representatives provided additional comments about the value of pre-application meetings for building permits and planning applications, and how this could be integrated into the pre-application process. This feedback has been incorporated into the Action Plan, and will be further explored through the full review of internal processes (Action #8, Appendix 1).



## Implementation

The feasibility of implementing the Action Plan within the stated timelines has been assessed by staff. Most of the proposed short-term actions are administrative or operational in nature and will be achieved using allocated resources. Staff will work to operationalize the actions through the existing departmental work plans immediately following the approval of the Action Plan.

Four of the proposed actions will require Council consideration:

- Consideration of delegation of approval authority
- Development permit exemptions for certain minor works
- Changes to PLUC procedures to allow applicants to address Council
- Changes to Council procedures to allow public hearing dates to be set on the same day as PLUC ratification, for some simple planning applications

For the first two items, Council has directed staff to consult on the consideration of delegation of approval authority and the exemption for certain minor works, and to report back to Council in November 2015. The third and fourth items regarding changes to Council procedures would be for consideration at Council's discretion.

There may be further feedback and direction that Council wishes to provide to amend or add to the Action Plan.

Staff propose to update Council on the status of the action items as part of the ongoing Quarterly Update Reports and to provide an annual update in February 2016 in advance of the 2016 Development Summit.

### *2015 – 2018 Strategic Plan*

Objective 3: Strive for Excellence in Planning and Land Use; 2016 Outcomes: Reduced processing times for all types of applications from building permits to rezoning.

### *Impacts to 2015 – 2018 Financial Plan*

The Action Plan proposes a number of short-term operational and administrative initiatives that will be incorporated into existing departmental work plans and budgets. Action 7 (expand Development Tracker) and Actions 14 (electronic submission of staff reports) will be considered through the 2016-2019 Financial Plan process.

Additional resource needs may be identified and requested for the Medium-Term Actions (2016 – 2018) through the 2017-2020 Financial Plan process.

### *Official Community Plan Consistency Statement*

Continued residential and employment growth is central to achieving the vision and objectives of the *Official Community Plan* (OCP). The *Action Plan* aims to reduce barriers to investment and development in Victoria by making land use applications and permit processes more effective and efficient.

## CONCLUSIONS

The 2015 Development Summit provided an opportunity to build better relationships and understanding among the development industry, design professionals, Community Association

Land Use Committees, City Council and staff; identify concerns and problems as well as potential improvements; and then to put forward an Action Plan to outline key improvements in 2015-2016. The proposed Action Plan will provide strong direction to make the City's application processes more effective and efficient, and to continue to improve customer service and strengthen relationships.

Respectfully submitted,



Andrea Hudson  
Assistant Director, Community Planning



Jonathan Tinney  
Director, Sustainable Planning &  
Community Development

Report accepted and recommended by the City Manager: \_\_\_\_\_



Jason Johnson

Date: \_\_\_\_\_

October 8, 2015

#### List of Attachments

- Attachment 1 – Development Summit Action Plan
- Attachment 2 - 2015 Development Summit Final Report



# 2015-2016 Development Summit Action Plan

## Focus Areas

Take an applicant-centered approach:

- Reduce application turnaround times
- Continue to improve customer service
- Build collaborative relationships among the development industry and the community associations

### Estimated Time Savings

★ = Hours    ★★ = Days  
★★★ = Weeks    ★★★★★ = Months

## Short-Term Actions: July 2015 to July 2016

ACTIONS	MILESTONES	LEADS	ESTIMATED TIME SAVINGS FOR ELIGIBLE APPLICATIONS
<b>External Improvements</b>			
1 Recommend revised options for Council to consider delegation of approval authority to staff for some types of development applications	Sept- Oct 2015: Consultation Nov 2015: Report to PLUC	SPCD	★★★★ Time savings of up to 2-4 months for eligible applications. To be considered by Council.
2 Recommend exempting certain minor works from requiring a development permit to reduce application volumes and streamline applications.	Sept- Oct 2015: Consultation Nov 2015: Report to PLUC	SPCD	★★★ Time savings of 6-8 weeks for limited number of applications. To be considered by Council.
3 Explore options and best practices for a fast-track system for building permits for certified third-party professionals and/or frequent customers.	Nov 2015: Best practices Feb 2016: Report to Council	SPCD	★★★ May save several weeks for eligible professionals.
4 Develop a "Planning 101" series for Community Association Land Used Committees and residents to provide a better understanding of Victoria's policies, land use procedures and development application processes. Look for additional ways to support and build capacity of Community Association Land Use Committees.	Nov 2015: Series concept Feb 2016: Launch series	CESP, SPCD	Variable. May save time for community review of some applications, particularly for complex projects



ACTIONS	MILESTONES	LEADS	ESTIMATED TIME SAVINGS FOR ELIGIBLE APPLICATIONS
5 Create a Business Hub at City Hall in order to grow and streamline business and development processes in Victoria (Mayor's Task Force on Economic Development and Prosperity Draft Economic Action Plan)	Sept 2015: Review of Draft Economic Action Plan (EAP) Nov 2015 (TBC): Creation of Business Hub, immediately following EAP's approval	Mayor/City Mgr Office	Variable. Staff support will help applicants navigate City processes more efficiently.
6 Refresh the Sustainable Planning and Community Development section of the City's website to better meet customer needs, including easy-to-find contact information.	Jan 2016: Launch of revised website	CESP, SPCD	★ Information available at-a-glance; saves phone calls/emails to City Hall
7 Expand the Development Tracker to include development permit with variances and development variance permits. Initiate expansion to building, plumbing, electrical permits, and heritage alteration permits.	Feb 2016: Public launch for DVP and DP with variances Jun 2016: Launch for HAPs; initiate expansion to permits	SPCD, IT	★ Status updates available at-a-glance; saves phone calls/emails to City Hall
<b>Internal Process Improvements</b>			
8 Conduct a review of all City permit and planning application processes to simplify and streamline application processes, to include process-specific staff workshops and focus groups with applicants. Formalize intake procedures, targets and communication materials based on the complexity of the application. Implement identified solutions immediately where possible.	July 2015: Staff planning process review workshop Nov 2015: Staff permit process review workshop Jan 2016: Applicant focus groups	SPCD	Additional actions to determined
9 Promote and strongly encourage pre-application appointments for planning and permit applications, particularly for complex applications and applicants new to City processes. Include interdepartmental team attendance as appropriate.	Nov 2015: Update messaging to applicants	SPCD	★★ May lead to more complete applications, resolving of issues, less need for revisions.
10 Revise planning application forms to tailor the requirements to the complexity of the application.	Mar 2015: Revised forms for simple types of applications	SPCD, CESP	★★
11 Offer choice to applicants to collect public hearing fees when rezoning and variance applications are submitted to provide more certainty for costs and minimize the risk of public hearing delays (*fees would be refunded if application is declined and no public hearing is held).	Oct 2015: Implement	SPCD, Finance	★ Minimized risk of public hearing delay
12 Increase the frequency of the Technical Review Group meetings from bi-weekly to weekly.	Oct 2015: Implement	SPCD, EPW, Parks, Fire	★★★ 1 week time savings in some cases
13 Pilot post-submission meetings between applicants and the interdepartmental staff team to review Technical Review Group feedback and collaboratively resolve issues.	Nov 2015: Implement	SPCD	Variable. Facilitates proactive problem solving; less need for revisions later.
14 Develop a system for staff reports for Council to be reviewed and submitted electronically.	Dec 2015: Initial site launch March 2016: Additional changes	LS, IT	★★ Opportunity for concurrent review





ACTIONS	MILESTONES	LEADS	ESTIMATED TIME SAVINGS FOR ELIGIBLE APPLICATIONS
15 Identify the types of simple planning applications for which public hearing dates can be set on the same day that Council ratifies the Planning and Land Use Committee motion, instead of waiting for a later meeting.	TBD: For Council consideration	LS, SPCD, Council	★★★ 1-3 week time savings for eligible applications
16 Work with Council to explore changes in Council procedures to allow applicants to make a presentation to PLUC and/or respond to PLUC questions directly.	TBD: For Council consideration	Council, LS	★★★ In some limited cases, could reduce time needed for application revision/clarification by addressing Council questions at the time
17 Provide the option for developers to prepare some legal agreements after third reading (Public Hearing) of zoning amendment bylaw to achieve Public Hearings sooner.	Nov 2015: Commence immediately after Council approval of this action plan	LS, SPCD, Solicitor	★★★★★ Public hearing may be achieved 4 weeks to 4 months faster. Work for applicant deferred until later in process, if project is advanced by Council.
18 Update the Land Use Procedures Bylaw to reflect any administrative streamlining, as needed.	To be determined	SPCD	--



## Mid-Term Actions: August 2016 to July 2018

ACTIONS	MILESTONES	LEADS	POTENTIAL TIME SAVINGS FOR APPLICANTS
<b>External Improvements</b>			
20 Work with Community Association Land Use Committees to fine-tune the Community Association Land Use Committee process to support any administrative streamlining, while maintaining meaningful consultation. Consider instituting early-concept meetings between applicants, City staff and neighbourhood representatives	2017	CESP, SPCD	To be determined
21 Complete new local area plans to provide more certainty for the community and development industry.	2015- 2018 Oct 2015: Proposed timeline to Council	SPCD, CESP, Parks, EPW	To be determined
22 Update the zoning regulations concurrent with local area plan approval to eliminate conflicts and provide more clarity.	2015- 2018 Oct 2015: Proposed timeline to Council	SPCD, EPW, CESP	To be determined

23	Expand Development Tracker to include building, plumbing and electrical permit tracking, and heritage alteration permits.	Dec 2016: Complete	IT	To be determined
24	Expand the Development Tracker to include all other types of applications in addition to rezonings and development permits with variances.	2017-2018	IT	To be determined
25	Develop on-line applications for planning and permit applications, including electronic submission of revised plans during the processes.	2017	IT, CESP, SPCD	★ ★ May save trips to City Hall, need for circulating copies
<b>Internal Process Improvements</b>				
25	Examine current file processes and management, supporting a single point of contact at different phases of the application process, coupled with a formal file transfer protocol amongst staff to ensure continuity and applicant support.	To be implemented if further improvements are needed	SPCD	To be determined

## On-Going Actions



ACTIONS	MILESTONES	LEADS	POTENTIAL TIME SAVINGS FOR APPLICANTS
26 Offer exit interviews and surveys to applicants to receive feedback and monitor progress as part of continuous improvement.	Underway	SPCD, CESP	To be determined
27 Promote the PlaceSpeak subscription service to provide notification of land use applications in a particular geographic area.	Underway	CESP	★ Status updates available at-a-glance; saves phone calls/emails to City Hall
28 Promote the Development Tracker tool, particularly as it expands to include some types of development permits.	Underway	CESP	★ Status updates available at-a-glance; saves phone calls/emails to City Hall
29 Use social media to communicate key Council decisions.	Underway	CESP	★ Status updates available at-a-glance; saves phone calls/emails to City Hall
30 Hold quarterly meetings with the UDI Liaison Committee. Initiate regular meetings and/or events with construction and design sectors.	Meetings planned for Sept 2015, Jan 2016 and May 2016	SPCD	To be determined
31 Hold an annual Development Summit with the development industry, design professionals, community representatives and City staff.	Planned for June 2016	SPCD, CESP	To be determined

Attachment 2

# Working Together

Doing Business in the Capital City



## 2015 Development Summit Final Report





# 1: Introduction, Objectives and Summit Format

## Introduction

Collaborating with customers and citizens is key to planning development in our community. The City of Victoria is committed to improving its processes, and building relationships, to do this better together. The City of Victoria held its second annual Development Summit: Working Together, Doing Business in the Capital City, on June 23, 2015. The City's development industry, design professionals, neighbourhood representatives, Mayor and Council and City staff were broadly invited to share their ideas. Given the City's priority to improve turnaround timelines for all types of applications, and given that staff, applicants, the Community Association Land Use Committees and Council all have a role to play, the topic of application timelines was the focus of the summit.

This report summarizes what was heard at the event and outlines proposed actions identified at the 2015 Development Summit.

## Background

The City's first Development Summit was held on July 24, 2014, with the purpose of strengthening the relationship between the City, development firms and Community Association Land Use Chairs, and identifying improvements to the development process. 50 participants participated in the first event and their suggestions formed the basis of the Development Summit Final Report and Action Plan approved by Council in September 2014. The Action Plan outlined a series of 22 actions, which covered four themes: Improving Processes; Improving Customer Service; Fostering Better Relationships; and Improving Development-Related Policies, Regulations and Practices.

A status report on the Action Plan was presented to Council in May, 2015. At the same meeting, Council directed staff to host a second Development Summit in June 2015, with a particular focus on reducing timelines.

## 2015 Summit Purpose and Approach

The objectives of the 2015 Summit were to:

- Identify priorities for making the City's processes more effective and efficient
- Share perspectives to help each other understand the application approval processes
- Hear about changes made over the past year and discuss what's next





The 2015 Development Summit was designed to encourage people to hear from each other, first-hand, about the many different perspectives on the City of Victoria's development and permit processes. The invitation list was broadened this year to include design professionals (architects and landscape architects) and the construction and real estate industries. A much wider range of City staff also participated this year, representing all different stages of the approval process, to meet and hear directly from their customers and neighbourhood representatives. The format of the event – including a panel interview and small roundtable discussions with a mix of sectors at each table- also encouraged the sharing of different perspectives on the development and permit processes.

#### Attendees:

60	Development, design, business and real estate professionals
6	Community Association representatives
6	Mayor and Council
55	City staff, representing all facets of the application process

#### Summit Format

- After a welcome address from Mayor Helps, Andrea Hudson (Assistant Director of Community Planning) presented a progress report on the 2014 Development Summit Action Plan, highlighting key initiatives over the last year.
- A panel-style interview, moderated by Fran Hobbs, Chair of the Downtown Victoria Business Association, set the stage for the roundtable discussions. Panelists spent 40 minutes answering questions on their experience with City processes and sharing their suggestions for improvements. The four panelists represented different facets of the development process: Dusty Delaine (Amity Construction), David Chard (Chard Development Inc), Charles Kierulf (de Hoog & Kierulf architects) and Ian Sutherland (Downtown Residents Association).
- Participants, then spent an hour discussing three questions related to improving the effectiveness and efficiency of development application and permit processes. Tables featured a mix of staff, neighbourhood representatives, Council, development industry and design professionals, facilitated by a City staff person. Staff were full participants in the discussion.
- After final remarks, everyone was invited to stay and share any additional comments or questions with City staff. Participants could try out the new Development Tracker, which gives real-time updates on the status of rezoning applications (and was identified as an action at last year's Development Summit). Participants were also invited to give feedback on the new draft rezoning signs.

[Summit Agenda in Appendix B]



## 2: What We Heard

### Panel Interview

The goal of the panel was to set the stage for smaller roundtable discussions later in the meeting by highlighting some of the different perspectives on Victoria's development processes. Questions from the moderator included:

- *Why do you choose Victoria, and why now?*
- *What is working with Victoria's approvals and permit process?*
- *Can you describe the role of the Community Association Land Use Committee in the application process, and what you think works well with the current process?*
- *Why is application/permit processing time so important to the success of a project and are there milestones in the process where timing is most critical?*
- *How does Victoria compare to other municipalities that you deal with?*
- *From your perspective, what are some of the factors that influence a Land Use Committee's timelines when reviewing a proposal?*
- *What is the single biggest thing the City could do from your perspective to make the land use application and permit process more effective and efficient?*
- *Do you have any advice for City staff?*



The following comments and suggestions were noted during the panel presentation:

- Customer service has improved dramatically, particularly for Permits and Inspections. Staff are more responsive. The turnaround times are shorter. Pre-meetings with all of the involved staff are helpful.
- Formalized pre-meetings for planning applications would be a good addition, with the entire interdepartmental staff team. This would allow a two-way dialogue for the developer to explain the project rationale with all staff who will be involved in the review.





- Less information from the applicant should be required upfront. The amount of information required at the application stage is high, and there is no guarantee that the project will be approved.
- Timing is very important as it affects the livelihood of clients and small companies. In order to speed things up, more face-to-face meetings are needed.
- Consistency of people is important. Staff turnover and changes slow things down, as relationships need to be re-established.
- Changes to the BC Building Code have led to uncertainty for both staff and architects, which may be slowing things down.
- There is benefit to involving the community early, however the Community Association Land Use Committee review process is now seen as more of a one-time “event”, rather than a process of dialogue and relationship-building.
- Allow the CALUC review and City review of applications to happen simultaneously. Panelists felt that this would reduce the number of times that changes have to be made, as plans could be modified all at once.
- City should engage professional associations (e.g. Homebuilders Association) more, to provide advice to the City and staff on their processes.

## Roundtable Discussions

All participants were asked to discuss the following questions:

- *Question One: Have you noticed any changes at City Hall over the last year?*
- *Question Two: As the City looks at ways to improve its land use and permit processes, what do you think is most important about the process, based on your own role or perspective?*
- *Question Three: What is one thing you hope that the City does this year to improve the application and permit processes?*

A summary of the facilitated discussion for each question follows, organized by theme. There are a number of areas of overlap in the answers, which points to the relationship between different parts of the processes. See Appendix C for a full summary.



## Q1: Have you noticed any changes at City Hall over the last year?

### 1. There is a noticeable shift in attitude, and better customer service at City Hall.

- The most common answer to this question was that there has been significant progress in cultivating an "open for business" attitude, with an emphasis on customer service. The atmosphere at City Hall is more positive, friendly and welcoming. The corporate culture has shifted to be more positive toward development. Staff are more responsive to enquiries and focused on getting things done. People are greeted promptly, there is less need for appointments, and staff are easier to reach by email. Staff have a positive attitude and sense of empowerment which evokes trust with the public.

*"A friendlier feeling overall at City Hall – provides a feeling that change is possible"*

*[There has been a] move from staff as regulators towards becoming facilitators*

*The tone and atmosphere is completely different – much more welcoming. You don't feel like a nuisance any more.*

### 2. The new Mayor and Council have prompted positive change

- Mayor and Council have a renewed energy, a focus on customer service and on meeting the needs of businesses. Mayor and Council celebrate community initiatives and are more timely in their discussions.

*"Council recognizes that businesses are people and vice versa"*

### 3. There is better public information

- The City's use of web and social media to share information with residents and stakeholders has improved. There are more opportunities for two-way dialogue.

*"Parking App is awesome – apply this technology elsewhere in city processes"*

### 4. New technology is improving the experience

- There is a fresh outlook on how technology can be used. The Development Tracker is a helpful tool. Inspections in the field have gone digital. There is now live streaming of Council meetings. Some felt the City's website has improved, while others find it difficult to navigate.





**5. The permit application and approval process is smoother and faster**

- Building permits are much faster than before. The process for tenant improvements, stripouts, blasting, demolitions and small permits has been streamlined. Application forms for permits are simpler. There is a more immediate response to building permit issues and questions. Pre-intake meetings are helpful in getting everyone on the same page.
- Meetings can be set up quickly, and City staff are working to be more collaborative and inclusive through the meetings. One unexpected impact is that the pre-application meetings can extend the timeline for smaller projects that might have just sailed through.

**6. There have been some improvements for Rezoning and Development Permit applications**

- Participants noted several changes but noted that there is still work to do. The new pre-application meetings for Rezoning and Development Permits takes time upfront but can result in save time and costs later on. There is increased level of complexity and detail required for rezoning and development permit applications, and several participants felt that this is causing delays.

**7. Other changes noted in the last year:**

- Staff have noted an increase in inquiries related to a lack of understanding of the Official Community Plan
- Changes to BC Building Code has created knowledge gaps with respect to installation and proper interpretation of codes
- Council reports are more detailed than previously

*"I like that pre-app meetings are somewhat informal and that they are followed up with an email outlining the discussion and emerging directions"*



**Q2: As the City looks at ways to improve its land use and permit processes, what do you think is most important about the process, based on your own role or perspective?**

**1. Clarity and Consistency**

- That timelines, processes and fees are predictable and consistent
- That application requirements are clear
- That applicants receive consistent information from different City staff
- That staff are empowered to make decisions and provide clear direction

*"Customer service" is about meeting timelines, not just being polite.*

**2. Speed**

- That turnaround times for processing applications are faster
- That there is timely communication and feedback
- That application packages are complete to enable faster review and processing times

**3. More Dialogue**

- That there is an opportunity to engage in discussion regarding issues that arise
- That different City departments work well together
- That there is good relationship and communication between the developer and City staff

*What is most important: That decisions are made based on common sense. Not process for the sake of process.*

**4. Customer Service**

- That customers are served in a professional manner
- That the City respects the business community's needs, and understands the cost implications of delays
- That applicants can easily contact staff with questions

*What is most important: Respect for the business community and their contributions to Victoria. Time = money isn't about greed; it is about entrepreneurship, peoples' livelihoods, dreams, community vitality, culture.*

**5. Good Decisions**

- That Council receives balanced and complete information
- That advice and decisions are based on common sense

**6. Safety**

- That development is compliant with codes in order to protect life, property and safety





### **Q3: What is one thing you hope that the City does this year to improve the application and permit processes?**

Actions are presented in general order of priority, as identified through the voting described at the end of this question.

#### **1. Delegate more authority to staff**

- There was a strong desire to shift some decision-making from Council to staff and move decisions down where possible. Specific suggestions included delegating more authority to staff to issue Development Permits and Development Permits with variances; other suggested delegating smaller projects so that Council would be freed up to consider larger projects.
- A common theme was the desire for better clarity on the division of roles between staff and Council. Participants felt that professional staff could handle some of the decisions currently made by Council.

*Have qualified staff make as many decisions as possible  
– move decisions down wherever possible*

#### **2. Create a fast-track system for frequent customers**

- There was support for creating a system where third-party professionals and/or regular customers are processed through a dedicated, fast-tracked approval stream. This would allow customers familiar with City processes to proceed quickly, and not to be slowed down by applicants with less experience and with potentially higher demands on staff time.

#### **3. Develop clear steps and requirements for all application processes**

- There is a desire for approval timelines, requirements, fees and processes to be transparent, clearly communicated and consistent from the beginning of the process. Participants suggested fixed timelines for planning applications, and potentially pre-booking meetings. Improve the City's website with clear information on processes, relevant regulations and policies, and who to contact.

*Develop and communicate clear and fair expectations that are respectful*

*Create fixed time lines for planning applications*



#### 4. Formalize pre-application meetings for planning applications

- There was strong support for holding pre-application meetings with applicants and the full staff team for all land use applications. The meetings would discuss early concepts, identify potential issues and outline all steps of the process, and give applicants the opportunity to discuss the thinking behind the proposal with all staff members involved in the review. One suggestion was to also include neighbourhood representatives in these meetings.

*Pre-intake: meetings give applicants information in order to make sound financial choices –what to expect next! No surprises!*

#### 5. Scrutinize all City processes

- There was a strong desire to examine all City application processes to find efficiencies, eliminate unnecessary steps and simplify the processes. Among the suggestions:
  - Simplify application forms
  - Match the application requirements to the scale of the project (less for simple projects)
  - Do some steps concurrently (e.g. CALUC review and first staff review)
  - Tie the permit process timelines more closely with the construction process
  - Reduce the number of times that revisions must occur
  - Allow the developer or architect to speak or respond to questions at PLUC meetings
  - Shorten reports to Council
  - Shorten public hearing process
  - Review mandate of Design Panel
  - Set metrics and meet them

*Streamline, coordinate and integrate the community input and overall development application processes to improve timing – this will help save revision requirements*

#### 6. Continue to improve customer service

- Many people noted significant improvements to customer service in the past year. Among those areas that can still be improved: make it easier for customers to find out who to contact at City Hall, through an on-line directory or organizational chart. Expand the services provided by front line staff. Look at opportunities for on-the-spot issuance of permits. Establish one point-of-contact or file manager for each project. Provide extra support for customers with less experience with the development or permit process.

*Ensure that employees are engaged, empowered, informed, recognized and rewarded for good work.*





## 7. Fine-tune and provide more support to the CALUC process

- While participants generally expressed support for keeping the CALUC process, there was a strong desire to re-organize and streamline the steps of the CALUC process and look for efficiencies. Among the common suggestions:
  - Encourage informal developer- community meetings at the pre-design stage, to get ideas and build a collaborative relationship. This can save time later.
  - Submit applications to the City either before or simultaneously with the CALUC meeting, so that revisions can be incorporated all at once
  - Add more feedback loops between the initial CALUC process and the public hearing
- Several participants suggested providing more training or City support for CALUCs, including having planning staff attend CALUC meetings
- Some people were concerned about the amount of influence given to local Community Associations, particularly where difficult decisions need to be made for the greater community good (e.g. increased density and growth).

*Informal preliminary neighbourhood meeting can really work well to gauge neighbourhood feedback. Keep it.*

## 8. Continue to build collaborative relationships

- Continue to invest in relationship building between the City, community and developers. In addition to the Development Summit, some suggested creating more frequent opportunities for feedback from the development industry and for the City to report out on progress.

## 9. Maximize the use of technology

- Promote the Development Tracker and My City and expand to other land use applications.

*Complete local area plans for all urban villages and transportation corridors. Both public and developers want more certainty.*

## 10. Update City bylaws and policies to provide more certainty

- Update and align the City's various plans and bylaws (e.g. OCP, local area plans, Zoning Bylaw, Highway Access Bylaw) to provide more clarity to applicants about acceptable forms of development. Some suggested that clarity could also be improved by shortening the documents and using clearer language.



**11. Reduce regulatory barriers in key growth areas**

- Several participants suggested removing barriers to develop in targeted growth areas by updating the Zoning Bylaw to align with the OCP, or incentivizing development through more flexible regulations in these areas.

**12. Provide more support to existing and prospective businesses**

- Some other individual ideas were proposed to make Victoria more "Open for Business", such as establishing an Economic Development Office to proactively court potential tenants; reducing Development Cost Charges; and reducing parking standards.

**Priority-Setting**

At the conclusion of Question 3, each participant was asked to vote on which of actions discussed at their table was most important for the City to undertake over the next year. While there were differences in how the tables assigned votes, the results point to general trends.

Proposed Action	Number of Votes
Delegate more authority to staff	40
Create a fast track application stream for frequent customers	10
Change PLUC meeting procedures so that applicants can address, and answer questions, from Council	8
Set fixed timelines for processing applications	8
Simplify application processes	8
Introduce an early concept approval meeting that includes developers, community representatives and City staff	7
Reduce regulatory barriers to development in key growth areas	7
Maintain focus on improving customer services	6
Conduct a review of City processes	4
Increase staff resources to reduce turnaround times	3
Expand the on-line Development Tracker	3
Establish a staff person to help new applicants through the process	1
Change process so that developers meet with City prior to CALUC review	1
Reinforce that both staff and applicants have roles to play in meeting timelines	1



## Next Steps

In consultation with staff across departments, the summary will be used to develop an Action Plan for improving the development process at the City of Victoria, with a focus on reducing timelines. A draft Action Plan will be presented to Council in August 2015.





## Appendix A: Agenda

### Annual City of Victoria Development Summit

Tuesday, June 23, 2:00 pm – 4:30 pm Victoria Conference Centre

#### Agenda:

1. **Welcome and Purpose:** (Mayor) 5 min
2. **Presentation:** *Progress report on Development Summit Action Plan* (Andrea Hudson) 15 min
3. **Panel Interview:** *What does the development approval and permit process look like for you* (Moderator: Fran Hobbis (DVBA) with Dave Chard (Chard Development Inc), Dusty Delaine (Amity Construction), Ian Sutherland (Downtown Residents Association), Charles Kierulf (de Hoog and Kierulf Architects) 50 min
4. **Introduction to Small Table Discussions** (Andrea) 2 min
5. **Small Table Discussions:** (facilitated by City staff) 50 min
  - *Have you noticed any changes over the last year?*
  - *From your perspective, what is most important to you about the land use application and permit process?*
  - *What do you hope the City will do this year to make the application and permit process more efficient and effective?*
6. **Concluding Comments and Next steps** (Andrea Hudson) 5 min
7. **Informal Q&A** - staff on-hand for questions and conversations for another 30 minutes. Demonstration of Development Tracker and new development application signs.



## Appendix B: Summary of Roundtable Discussions

### Overview:

In facilitated roundtables, participants were asked to discuss three questions related to improving the effectiveness and efficiency of the City's development application and permit processes. Each table had a mix of staff, community association representatives, developers, designers and City Council. Participants wrote down initial answers on post-it notes. These were supplemented by facilitator notes and additional discussion. The following summary presents a consolidation of feedback heard at the roundtable, sorted by theme and sub-theme. In most cases the bullet points are verbatim, with some editing for clarity.

### QUESTION 1: Have you noticed any changes?

*Andrea Hudson presented a progress report that highlighted some actions since last year's Development Summit. We would like to get your feedback on these recent changes and any other changes you have noticed. Take one minute to answer the following on a post-it note: Have you noticed any changes at City Hall over the last year?*

#### Improved Customer Service; Changed Attitudes

- Better access to information and access to staff
- Openness of customer service centre
- There's a renewed interest in making change happen
- Move from staff as regulators towards becoming facilitators
- Willingness of City to explore change / Ideas for change are welcomed
- significant progress in cultivating an "open for business" attitude
- Friendly helpful staff\*
- More responsive to enquiries\*
- More transparency which creates honest communication and accountability
- Big change since the last civic election. The tone and atmosphere is completely different – much more welcoming . You don't feel like a nuisance any more.
- Positive energy of staff focused on getting things done, more friendly and welcoming atmosphere, and more of a team spirit
- Quality of experience when dealing with staff (eager to help/answer questions)
- Quicker response time to questions
- Staff are easy to contact
- Engineering staff seem focused on [helping] to get projects going/approved rather than focused on the problems.
- Better customer service, e.g., greetings happen quickly (noted three times)
- Staff is open to discussion and refinements in approaches
- Improved customer service attitude





- Customer service/better sense of urgency
- Staff attitude and environment
- Emphasis on customer service has been a particular focus
- Positive attitudes working together to find solutions
- Increased staff confidence in making decisions
- Willingness to look “off island” for new ideas
- A friendlier feeling overall at City Hall – provides a feeling that change is possible.
- A positive corporate culture for new developments – staff and Council are becoming proponents rather than barriers
- Staff have a positive attitude and sense of empowerment which evokes trust with the public
- A more proactive approach to issuing Building Permits – sense that City is “Open for Business”
- Availability of staff has improved – everyone at the counter upstairs seems more likely to help someone approaching the counter, less need for appointments, and are easier to reach by email
- New staff with good attitudes
- The staff is more accommodating
- More professional environment
- Transparency, customer service

#### Collaboration

- Increased interdepartmental collaboration
- City is engaged and willing to work with UDI – now see UDI as a development industry conduit
- More staff brought in (liberated) for meetings, more early input and relationship building
- Shift towards a more collaborative and transparent and optimistic approach

#### Council/Mayor

- Mayor and Council celebrate initiatives from the community and are more timely in their discussions
- Council recognizes that businesses are people and vice versa
- Renewed Council energy
- New Mayor: Focus on customer service
- Mayor has been highly effective in removing obstacles for businesses such as improving processes and interpretation of regulations
- Like having Directors at all Council meetings to be able to answer questions and take away key directions from Council
- The clarity and transparency that has emerged through Council’s Strategic Plan process and Financial Plan/Operational Plan process

#### Public Communication/Engagement

- More community announcements to the public
- Proactive communications and ideas (social media, etc.)
- Increased community engagement
- Increase in quality of format, consistency, opportunities for 2-way dialogue



- City's use of web, social media to communicate with residents and stakeholders
- Decide on a consistent communication process (e.g. Facebook, Twitter, email)

### Technology

- Digital inspections in field
- Fresh outlook; good job with technology
- Lots of new online tools, not sure if they are fully integrated though so as to maximize deployment value
- Website better and more detailed (Development Tracker) (mentioned twice)
- Live streaming of Council meetings
- Parking App is awesome – apply this tech elsewhere in city processes
- Business licence e-billing

### Physical Improvements at City Hall

- Nicer looking space upon entering
- Customer Service Ambassador
- Most positive change was the addition the Customer Service Ambassador (mentioned by more than one person)
- The customer service parking on Pandora Ave is a “blessing”

### Reports

- Eliminated redundant cover sheets on reports
- Council has asked for more info in reports
- Reports are more detailed

### Public Inquiries/ Information needs

- More inquiries, lack of understanding of policies in the OCP in both the community and developers
- Biggest change is the complexity in the BC Building Code and we see some knowledge gaps in the development/construction industry with respect to installation and proper interpretation of codes

### Improvements to Application Processes

#### *Pre-Application Meetings*

- Pre Check of applications at Development Centre are helpful when there are key representatives available from various departments – save time and money for the applicant
- Pre-application meetings with planner and whole team.
- Pre-app meetings take time however they can result in saved time and costs further on in the process





- Building permit process improved – discussion to resolve issues: Sit down meetings, Email response, Open to discussion, Encouraged to appeal
- Like that pre-app meetings are somewhat informal and that they are followed up with an email outlining the discussion and emerging directions
- City staff are working to be more collaborative and inclusive in dealing with applications of all types, i.e. intake meetings with everyone at the table. One unexpected impact, though, is that this can extend the timeline for smaller projects that might have just sailed through.

#### ***Building Permits***

- More immediate response to building permit issues and questions
- Building permits much faster
- Streamlining of building permits: tenant improvements, stripouts, blasting
- Miracle - Over-the-counter building permits for minor projects – e.g. tenant improvement.
- Intake process
- Streamlining permit process for tenant improvements, demos, small permits
- Building permit intake generally improved
- For BP, intake works smoothly
- Tenant improvement timeline process better
- Tenant Improvement application turnarounds are much faster
- Collaborative approach to permitted uses for new tenants within zonings [sic]

#### ***Development Permits***

- Response time has improved –DP process shorter but still lots of room for improvement
- For DP, meetings can be quickly set up with all departments

#### ***Public Hearings***

- Many applications seem to go from PLUC to Public Hearing quicker than in the past

#### ***Application Forms/ Information Required***

- More application complexity and detail required for rezoning and development permits
- Increase in application requirements causing delays
- Permit application forms are simpler

#### ***General***

- Colliers has noticed a positive change in our dealings with the City in regards to permits, how long processes take, and staff's attitude and engagement
- City staff are looking at ways to speed up its own application processes/ streamlining administration. LUCs want shorter meeting turnarounds – staff are looking at ways to do this.
- Process is improving, however, too much time wasted in planning
- Improved turn-around times on certain applications
- Timeframes for reviews. More definitive times.





### Metrics

- Improved transparency (reporting metrics, tracking successes and failures) – UDI and stakeholders paying attention to metrics
- Permit process time commitment standards are published

### No Change/ Negative Change

- There's been no real change, the application process is still the same and it's way too long
- More customer focus but slow changes and small steps with on-line/ development tracker.
- Longer wait times for Building Permits
- Phone responses not as friendly
- Changes to the BC Building Code that effect progress (not a positive change)
- Some had not seen changes (land use committees, don't necessarily come in to City Hall regularly)
- Process is largely unchanged however staff inactions involve a far more collaborative attitude



## QUESTION 2: What is Most Important to You?

Take one minute to answer the following on a post-it note:

*We are all involved in different ways in the development process – as community representatives, builders, contractors, architects, developers, Council and City staff. As the City looks at ways to improve its land use and permit processes, what do you think is most important about the process, based on your own role or perspective? For example, a planner might say that it is most important to them to have adequate time for the review of applications in order to evaluate them according to City policy and provide thoughtful recommendations to Council. A building inspector might say that it is most important to them that the plans comply with the BC Building Code.*

### Predictable and Consistent Process

- Consistency and transparency with time and process
- An exact timeline on a rezoning/development application
- Permit process has to be consistent from beginning to end
- Cannot change the rules halfway through the process
- Clear expectations of requirements, roles, timelines and challenges
- Predictability
- Permit approval and time frame should not depend on who (City Staff member) you're dealing with
- Having greater predictability with development application processes-some processes are clear while others are too subjective and not transparent
- Staff willingness to outline the processes, common stumbling blocks and how to successfully navigate through them
- Consistency of process between different projects and staff
- No surprises – continuity of staff and Council
- Clarity regarding criteria for decision-making: roles, responsibilities, variances, so expectations can be managed, accountability is clear
- Processes that are clear from the outset, concurrent where possible and it is clear who your contact person is at City Hall
- Clarity, clear expectations and clear roles. Clear process, policies, bylaws, communication, timelines. Clarity in general!
- Bylaws: well written, current, consolidated, easy to find and read
- Consistency. Ensuring that the process is consistent across projects. E.g. Each inspector should have the same requirements across the board, consistent with all applicants. Allows for small businesses to remain competitive with their competition. Don't make exceptions for some, and not all.
- Schedule/deadlines – set target review/approval milestones for each project. "Customer service" is about meeting timelines, not just being polite.

### Predictable and Consistent Fees





- Unexpected costs associated with development can increase cost of project therefore standards and predictabilities are important.
- Better communication re costs / fees associated with the application/development. Could all fees/costs live in one place so that the customer can understand these upfront? Currently many are surprised by some fees

## Speed

- Application time frames need to be shorter
- Quicker timelines for those in the process waiting for permits to be issued (could this be facilitated through better interdepartmental collaboration?)
- Time is money
- A quick process\*
- Timely advice on development proposals – empowering staff would enable this
- City to provide a “reasonable” turnaround timeframe to keep business of development moving
- For a developer: Certainty and fixed timelines for application processing
- Faster turnaround, and If not possible more open communication as to why.
- Council feedback early – regardless of support or not, identify Council concerns (affects timing)

## Providing Excellent Customer Service

- Working with applicants who are responsive and professional
- Timely communication
- Meet customers needs in a professional, timely and accurate manner.
- To ensure that the zoning provisions are clearly communicated so the best development can occur
- Ability for planning clerks and front counter staff to make decisions and to provide clear direction and make decisions

## Customer-Client Relationship

- Maintaining good working relationships with staff and developers
- Working relationship with the applicant and the planner - doesn't have to be a painful experience; having an open mind on both sides; pre-application discussions, meeting early and often
- Customer/client relationships\*
- Be able to communicate between developer and community – plain language
- Be ethical, be clear, be fair, be a client to each other, share ownership of issues, be progressive

## Understanding Development/Business Community Needs

- Respect for the business community and their contributions to Victoria. Time = money isn't about greed; it is about entrepreneurship, peoples' livelihoods, dreams, community vitality, culture.
- Consciousness of small business limitations and needs.





- Reducing the risk to developers: There's too much risk at the front end if application approval is not confirmed within 2-3 months of submission
- Respect for the time and cost implications of changes/delays. Therefore working to seek solutions that create barriers

### Opportunity for Dialogue

- Planning: willingness to engage in discussion regarding interpretation of planning goals and objectives
- Planning - A strong commitment from staff to a clear direction to position on a project. Get all comments at once and upfront (not flip/flopping).
- To have the opportunity to discuss design issues with the whole planner group. We find it very frustrating not to be able to express our clients point of view to the whole team. [Planner goes away and confers with colleagues; comes back with feedback]

### Common Sense

- Common sense processes. (Ex: why do we require a rezoning process for a change of use from one similar business to another. Fairfield building was zoned for call centre only; required rezoning process just to accept a different business)
- That decisions are made based on common sense. Not process for the sake of process.
- Need to ensure that processes do not preclude or penalize creativity and cost-effective solutions – this will be possible if staff can also act as an internal champion for the project
- Pragmatic approach. Less bureaucratic view of interpreting requirements. Let staff use their good judgment.
- Common sense approach to policy interpretation (design guidelines etc)
- More flexibility in bylaws about recognizing specific concerns that are site specific: eg.. SSVP/Yates clients and narrow walkways between buildings

### Thoughtful Advice for Council

- That Council receive timely, balanced, complete and accurate information to aid in their decision-making
- Reports are clear and well organized and presented efficiently – not just one massive attachment

### Complete Applications

- Complete application packages coming in; pre-intake meetings can help facilitate this
- Complete applications. Both parties play a role with this: better education is required from the City regarding requirements. More "hands on" would be helpful from the applicant (reviewing the architect plans, etc.)
- Level of detail in submission (some too little or too much)
- Ensuring that applicants provide accurate information and detailed plans to ensure that review and processing times are efficient



### Collaboration Across Departments

- Interdepartmental collaboration, staff working together
- A team to meet with the developer to review plans together and identify any issues early.
- Communication between departments and providing clear answers to applicants i.e. Planning and Permitting speaking together
- That there is communication with staff from other departments, both informal and formal.
- Staff communicate with each other

### Safety

- Most important: compliance to codes both in design phase (DP) and inspection to ensure building safety
- Life, property and safety

### Staff Empowerment

- Council could benefit from trusting staff expertise and judgment
- Council needs to be comfortable with delegating tasks to staff

### Achieving a Vision

- The cultural, economic and social success of the downtown. I want to see (and help create), a powerful, ambitious vision for downtown, with policies and procedures adapted to support that outcome

## QUESTION 3: What changes would you like to see?

*Based on what we have heard today, let's look forward to the next year. Take one minute to answer the following question on a post-it note: What is one thing you hope that City does this year to improve the application and permit processes? [One minute to write down answer] At the end of this exercise, participants were asked to vote (with dots) for the one action that they would most like to see implemented this year. Results are reported in the text below, and on page 12 of this report.*

### 1. Delegate more authority to staff (Most common vote, across all tables)

- Allow staff to do more. Shift some decision-making from council to staff.
- More delegation to staff
- City staff need to be empowered to make application decisions (3 priority dots): Too much goes to Council for approvals
- Delegate more authority to staff to issue Development Permits and Development Permits with variances
- Development permit interpretation can be done at staff level use OCP or local area plan; Council can use that as an opportunity to infuse new policy into it; also staff can feel like they have been second guessed and it can't be good for morale;





- Council empower / delegate staff to make decisions on some items (3 votes)
- Have qualified staff make as many decisions as possible – move decisions down wherever possible\* (this comment received all 5 votes on the dotmocracy exercise)
- Delegate more authority to staff (5 priority votes)
- Give authority to City staff to make approvals on certain Items. Empower trained professionals
- More delegated authority to staff to process development applications (e.g. minor DP and DVP) applications)
- Opportunity for the public to have an identified role in the process. Delegation where appropriate, but not as a way to cut out public input.
- Time is money – delegation of authority
- Delegate greater/considerable authority to staff to expedite applications that meet policy guidelines. (Delegating smaller projects, freeing Council time to consider larger projects)
- Streamlining and staff discretion/delegation of authority (received the most “votes” by far)
  - More delegated authority to staff
  - Relax engineering requirements on small projecting signs to allow for staff discretion
  - Delegate authority to municipal professionals to reduce Council decisions.

#### ***Clarify Council/Staff Roles***

- Need to re-think of the whole governance model. Need better division of roles between staff and Council. Council needs to trust professional staff; getting too far into the details, without knowing all of the background conversations/ work/ analysis that has gone into it.
- City Hall should take into account staffers experience and knowledge about their fields of expertise and give them freedom to make calls within reason. Allowed to use common sense.
- Disconnect between policy/staff support and council – if staff does not support something then applicant encouraged to appeal to Council

## **2. Re-think the CALUC Process**

### ***Early Dialogue with CALUC***

- Successful consultation: developers come [to CALUCs] early, developers meet directly (A very strong desire to keep the preliminary meeting with the CALUC)
- Require input from neighbours prior to initial application process. Pro-active engagement
- Encourage developers to dialogue early
- Front-end consultation
- Doing the door-to-door engagement with the community is necessary for the developer to do – not necessarily a requirement that the City needs to regulate, but should be a suggestion
- Some developers/ designers start with collaborative community meetings before any plans are drawn. These are done pre-CALUC process, but don't count as community meetings. Then need to start all over with the CALUC. Can this be changed?
- A way for the community to be involved in the “process” of rezoning, not simply a one-off “event” which the CALUC meeting has become. Prior to CALUC process, developer had to involve community. Community could be involved at an earlier, conceptual stage, rather than





once developer has invested time and money in a more complete model which seems like a fait accompli.

- Community discussion needs to precede rezoning process. Community consultation early in the process.

### ***Meet with City Before Meeting with CALUCs***

- Streamline, coordinate and integrate the community input and overall development application processes to improve timing – this will help save revision requirements
- Change the process so applications can be submitted before CALUC meeting
- Keep CALUC process. Move CALUC referral in the sequence: planners review design → CALUC meeting → incorporate all changes at once.

### Add Additional CALUC Feedback Loops

- Informal preliminary neighbourhood meeting can really work well to gauge neighbourhood feedback. Keep it.
- More feedback loops between initial CALUC meeting and Public Hearing
- Ensure response from CALUC when required prior to proposals moving forward to PLUC

### *Increase Staff Support for CALUCs*

- Staff presence at formal CALUC meeting and include summary info in staff report to Council
- City staff to attend CALUC meetings
- Number the rezoning process flow chart (CALUC)
- Provide training for CALUCs

### Evaluate Role of CALUCs

- Re-evaluate the CALUC process
- Concern about the amount of power given to Community Associations. Is Council thinking strategically about the greater good, or has this been handed over to the community associations? Sometimes difficult decisions need to be made for the greater good (e.g. increased density, strategic locations for growth), and this should be Council's role, even if the neighbours don't want it. Decisions about whether to retain the status quo or change should be a Council decision, not a CALUC decision.
- Remove CALUCs from the process as they are not official elected representatives of a community – this recommendation was identified in a City commissioned report from 2009 – why is City not exploring this recommendation?
- Explore ways that the City can better use CALUCS and their skills
- For CALUCs, no changes – meetings sometimes difficult to organize

### 3. Establish Formal Pre-Application Meetings with All Staff

- Pre-intake: giving applicants information in order to make sound financial choices –what to expect next! No surprises!
- Formal pre-application process
- Simplify our applications (e.g., by pre-application process meeting with reps from all areas, not just planners – people who actually review the plans, not managers)
- introducing an early concept approval meeting that includes developers, community reps and City staff
- City approval process has improved – great. It is still a complex process. Heritage Alteration, DP and VCHTIP can take 9 months to a year. Probably unavoidable – but better with joint meeting of all.
- Project start up: Issue identification before submissions. Discussion with planners. During discussions, have openness re costs of project: fees, processing time, changes.
- Preliminary intake meeting for DP/Rezoning Applications and early schematic “ideas” stage

### 4. Develop Clear Steps and Requirements for All Application Processes

- Consistency and transparency with time and process
- Smooth consistent permit process – better for all
- Develop and communicate clear and fair expectations that are respectful
- Clarity and certainty of requirements for approval process
- Consistency of requirements across project types, location and over time
- Clarity and consistency will improve timing of applications and processes
- For BP processing, Clearly identify engineering requirements

### 5. Create Fixed Time Lines for Processing Applications

- Create fixed time lines for planning applications (8 dots)
- The existing time lines are acceptable but keep to them by pre-booking dates for meetings, i.e., a road map of the process and time lines
- City to accommodate developer if overly long time taken for approvals

### 6. Create a Fast Track System for Frequent Customers

- Create a system where applications from Certified Builders are fast tracked or processed through a dedicated stream/group of staff. I have heard statistics that currently 30% of the applications are from private homeowners yet they take up 60-70% of staff time because they do not have proper information, are missing information and applicants are not experienced with the process...seems that City is putting resources in the wrong area and penalizing those that provide accurate and complete applications (this suggestion was highly favoured by group)
- Create Fast Track Application streams (3 priority dots)
  - City processes are too long
  - Should allow third party professional consultants to complete reviews and/or inspections instead of waiting for City Staff





## 7. Update City Bylaws and Policies to Provide More Certainty

- Better coordination of bylaws e.g. OCP and Highway Access Bylaw
- Sync the master plans, identify the conflicts and eliminate them
- Create a Comprehensive zoning bylaw rather than the mish-mash the City of Victoria currently has
- Local area plans will give an added and needed level of clarity. Very outdated.
- Speed up local area plans for all areas in order to give more clarity about what is expected/desired.
- Complete local area plans for all urban villages and transportation corridors. Both public and developers want more certainty.

### ***New Regulations in Desired Growth Areas***

- City has identified key geographic areas where they want to see more development –therefore City should facilitate and incentivize this opportunity through less or more flexible regulations in these areas – use carrot rather than stick approach (Suggestion was favoured by group)
- Zoning Bylaw to reflect OCP designations / or be consistent with OCP. Review Zoning Bylaw and embark on amending bylaw to reflect OCP. This would significantly attract investment and retain investment in the city

## 8. Scrutinize City processes

### ***Simplify/streamline existing processes***

- Find efficiencies in processes
- Conduct a business process review across the organization by consultant, and city commit to changes.
- Scrutinize every process for bottlenecks and pinch points. Make the application process faster. Streamline where possible.
- Become more efficient by getting rid of the many (usually small) unnecessary steps we take to move an application through
- Further streamline the process to reduce the number of steps and contacts with the City of Victoria
- Simplifying application process may expedite timeframes
- Simplified application process (eg some tasks could be done concurrently) THIS LAST ONE RECEIVED ALL EIGHT VOTES!

### ***Do some steps concurrently***

- Collapse the time frame for submissions. Could have concurrent appointments with team/caluc/notification/mailout/response. Doesn't need to be linear
- Tie the permit process more closely to the construction process. Understand the construction process so that the requirements tie in with those timelines.

### ***Tailor processes to different types of applications/ permits***

- Create opportunities for on-the spot issuance of permits at Development Centre such as Tenant Improvement





- Simplify process re: certain types of applications i.e. DP need for a deck/storage is the same as for a large scale building
- Develop separate streams for different kinds of applications/permits, based on common sense and the project's impact.

#### ***Allocate staff resources wisely***

- Match staff resources with expected timeline for reviews across departments
- More coordination across departments
- Increase admin staff to accommodate the increase in/ expediting o applications and the corresponding increase in volume. Counter point: Look at existing admin processes and ask whether we need all of the steps.
- Allocate staff resources to address backlog of applications
- Align staff resources to meet demands / make a business case for increasing staff resources to improve planning and inspection turnaround times (3 votes)
  - More resources/staff

#### ***Revise and Simplify Application Forms***

- Common and accurate application forms
- Review requirements, simplify requirements
- Simplified applications intake: too much repetition, the forms are complicated, checklists that match staff requirements

#### ***Reduce requirements on the front-end***

- Lesser requirements – costs are high on the front end before an approval
- Want to wait until after DP approval to engage consultants

#### ***Shorten Mail Out Timing***

- Improve mail out timings and promptness

#### ***Make Feedback Loops More Efficient***

- Reduce the number of times revisions must occur
- Allow applicants to present or answer questions at TRC and PLUC meetings
- Quick response from city / fast response with clear directives
- Change PLUC process to allow developer or architect to respond or speak.

#### ***Simplify Council Reports***

- Simplify detail in point form only for council reports
- Re-assess how reports are written and how much information is required
- Too much processing of paper involved esp. for council reports.
- Identify applicable neighbourhood in subject line



### ***Review Design Panel Mandate***

- Design Panel is a painful and adds costs to the project
- Design Panel: should be focused on specific staff questions not an overall/general review

### ***Shorten Public Hearing Process***

- Public Hearing process should be streamlined (shorter) – less steps

### ***Set Process Timeline Targets***

- Set turnaround time metrics and actually meet them
- Meet timeline goals 100% of the time.
- Commit to improving the percentage of applications that are processed within stated objective for time. It is a great start that you have objectives
- Create fixed goal and time lines for different types of applications
- Provide applicants with agreed-upon timelines when they submit – will be specific to project type

### ***Be Clear about Fees***

- Accurate indication of city charges so cheques can be written in advance (no changes at counter).

## **9. Continue to Improve Customer Service**

### ***Cultivate a Customer Service Attitude***

- Make applicants feel more important and relaxed!
- Work to create trust
- Reward staff efficiency and decision making – create a sense of urgency
- Sense of urgency
- Establish/clarify service standards for applications to better manage customer expectations
- Maintain focus on customer service and include staff to staff in this focus. (2 priority votes)
- Re-ignite the passion and excitement in planners for their jobs. They don't seem to love their jobs anymore.
- Friendlier front line staff
- Front end staff difficult
- Phone responses not as friendly
- Ensure that employees are engaged, empowered, informed, recognized and rewarded for good work.
- Ensure staff have the tools that they need to do their jobs

### ***Make it Easy to Find out Who to Contact***

- No Staff directory – get contact list
- Publicly accessible and clear org chart





- Provide clear definition of staff duties and whom to contact for what purpose. Previously, it has all been achieved on knowing who to contact from past experience

#### ***Expand Services Provided by Front Line Staff***

- Empower staff and front end staff to deal with more counter questions rather than taking time of Building Inspectors

#### ***Establish One Point-of-Contact for Applicants***

- For Building Permit Applications, staff person acts as agent for a building permit application. One point of contact or someone assigned to the BP application. Back-up inspector for applications if an inspector is away.
- Designate one contact person for the whole process
- Ombudsman or Facilitator role: Facilitates permitting for business tenants, who often have limited understanding of real estate and of permitting
- City staff should create a resource person to help new people through the application process (1 priority dot)
- One stop shop for help with all applications
- One point of contact for all applications
- Cohesion needed when there is staff transition i.e. abilities, knowledge

#### ***Continue to Build Relationships***

- Need more opportunity (investment) in relationship building between City, community and development
- Create more frequent opportunities for City to receive feedback from development industry and for City to report out on progress to improving processes...more than just annual Development Summit
- Advocacy and understanding of the roles of architects and CRP
- Recognize that the Applicant has responsibility on the ground, therefore staff should acknowledge and respect. Applicant also responsible for their own actions (staff, as Stewards of Cities cannot be liable for applicants performance).

### **10. Maximize the Use of Technology**

#### ***Expand Development Tracker***

- Implement and promote "My City" more completely across the board
- Online Application Tracker: Should send regular update emails to developers with applications in progress
- Continue to improve the online tracking program to provide an efficient system to process applications (e.g. Development Tracker)
- Add real-time update for status of proposals, DP, BP
- Improve development tracker

#### ***Improve Website***





- The web site!!! – a lot of time could be saved in phone calls, emails even with a decent search function
- Website improvements

### On-Line Applications

- On-line applications
- Online submission of applications – full digital start to finish
- Electronic submissions – would allow for reporting of metrics, simultaneous review, etc. Save paper and resources.
- More digital reviews. More staff can review at sometime as opposed to paper plans. More accumulation.

## 11. Other

- Adopt a “no bad buildings” policy – articulate a high level design expectation
- Standardizing zoning across municipalities
- Comprehensive zoning bylaw rather than the mish-mash the City of Victoria currently has
- Encourage innovative programs that encourage adaptive reuse of heritage buildings that preserve their historical features without making Victoria seem like a museum. (Support large enough floorplates for anchor businesses)
- Reduce DCCs (or other fees) for rental developments
- Reduce parking standards
- Eliminate the density bonus discussion
- Reduce the lead up times for report review for Council
- Establish an economic development office – available to meet with businesses, scouts. Send message Victoria is “open for business.” and proactively seeks anchor tenants for downtown. Commercial realtors direct clients to the easy commission – sites that already have zoning, one ownership. There is no similar entity promoting downtown. Portland Development Commission was mentioned by several as an example (arms’ length from City). Interest in reviving Downtown Retail Strategy, being pro-active, targeting retail streets for vibrancy, courting urban format retailers.

# Planning and Land Use Committee

## October 15, 2015

- Development Summit results
- Propose Action Plan



## Planning and Land Use Committee - 15 Oct 2015



# 2015 Development Summit



- Expanded to new sectors
- New structure
- More staff



# What We Heard:

- Delegate more approval authority to staff;
- Create a fast-track system for frequent customers
- Communicate clear steps and requirements for all application processes;
- Formalize pre-application appointments;
- Scrutinize all city processes;
- Better support the CALUC process



## Page 60 of 995



# Key Short-Term Actions (by July 2016): External Improvements

- Council to consider delegation of approval authority (Nov 2015)
- Council to consider exemption certain minor works from DP (Nov 2015)
- Explore Fast-track system (Feb 2016)
- Planning 101 (Feb 2016)
- Business Hub (TBC)



# Key Short-Term Actions (by July 2016): Internal Improvements

- Review of all City application processes to simplify and streamline (now – January 2016)
- Immediate improvements:
  - Legal agreements after third reading (Nov 2015)
  - Promote pre-application meetings (Nov 2015)
  - Increase staff review meetings (underway)
  - Set public hearing dates on same day as Council meeting (TBD)
  - Explore having applicants address PLUC directly (TBD)



## Planning and Land Use Committee - 15 Oct 2015

- Fine-tune CALUC process to support any process streamlining/changes
- On-line applications
- Expand Development Tracker to all applications

# Success Metrics

- Time savings vary from minutes to weeks
- New metrics and targets to be developed, based on the complexity of the application

# Implementation

- Actions to be incorporated into work plans
- Strong direction to improve processes, build customer service and strengthen relationships.











SUCCESS METRIC	TARGET	JULY 2015 ACTUAL: % OF TIME TARGET MET	JULY 2016 GOAL: % OF TIME TARGET MET
<b>Planning Applications</b>			
<b>Reviewed by an interdepartmental staff team (TRG) and coordinated comments will be sent to the applicant</b>	Within 4 weeks of submission	Data not previously collected. Baseline being established with new Development Tracker.	75%
<b>Presented to a Committee of Council, if no revisions</b>	Within 8-12 weeks after staff review	Data not previously collected. Baseline being established with new Development Tracker.	75%
<b>Presented to a Committee of Council, if some revisions</b>	Within 12-16 weeks from resubmission		
<b>Board of Variance Applications will be presented to the Board of Variance for a decision</b>	Within 4-5 weeks of submission	Data not previously collected. Baseline being established with new Development Tracker.	75%

SUCCESS METRIC	TARGET	JULY 2015 ACTUAL: % OF TIME TARGET MET	JULY 2016 GOAL: % OF TIME TARGET MET
Permits Processing (Building, Electrical, Plumbing)			
Applications reviewed and approved: <ul style="list-style-type: none"> <li>Simple demolitions</li> <li>Interior strip-outs</li> <li>Blasting</li> <li>Emergency repairs</li> <li>Plumbing</li> <li>Electrical</li> </ul>	1 - 2 business days	78% (prior to Dec. 19, 2014) 25% (after Dec. 19, 2014)*	90%
Applications reviewed and approved: <ul style="list-style-type: none"> <li>Commercial tenant interior improvements</li> </ul>	5 - 7 business days	70%	90%
Applications reviewed and approved: <ul style="list-style-type: none"> <li>New buildings, including commercial buildings</li> </ul>	15 - 20 business days	78% (prior to Dec. 19, 2014) 25% (after Dec. 19, 2014)*	90%
Applications reviewed and approved: Other building permits	10 - 20 business days	98%	98%

# Short-Term Actions: July 2015 to July 2016

ACTIONS	
External Improvements	
1	Recommend revised options for Council to consider delegation of approval authority to staff for some types of development applications
2	Recommend exempting certain minor works from requiring a development permit to reduce application volumes and streamline applications.
3	Explore options and best practices for a fast-track system for building permits for certified third-party professionals and/or frequent customers.
4	Develop a “Planning 101” series for Community Association Land Used Committees and residents to provide a better understanding of Victoria’s policies, land use procedures and development application processes. Look for additional ways to support and build capacity of Community Association Land Use Committees.
5	Create a Business Hub at City Hall in order to grow and streamline business and development processes in Victoria (Mayor’s Task Force on Economic Development and Prosperity Draft Economic Action Plan)
6	Refresh the Sustainable Planning and Community Development section of the City’s website to better meet customer needs, including easy-to-find contact information.
7	Expand the Development Tracker to include development permit with variances and development variance permits. Initiate expansion to building, plumbing, electrical permits, and heritage alteration permits.





## Internal Process Improvements

- |    |  |
|----|--|
| 8  | Conduct a review of all City permit and planning application processes to simplify and streamline application processes, to include process-specific staff workshops and focus groups with applicants. Formalize intake procedures, targets and communication materials based on the complexity of the application. Implement identified solutions immediately where possible. |
| 9  | Promote and strongly encourage pre-application appointments for planning and permit applications, particularly for complex applications and applicants new to City processes. Include interdepartmental team attendance as appropriate.  |
| 10 | Revise planning application forms and requirements to tailor the requirements to the complexity of the application.  |
| 11 | Offer choice to applicants to collect public hearing fees when rezoning and variance applications are submitted to provide more certainty for costs and minimize the risk of public hearing delays (*fees would be refunded if application is declined and no public hearing is held).   |
| 12 | Increase the frequency of the Technical Review Group meetings from bi-weekly to weekly.  |
| 13 | Pilot post-submission meetings between applicants and the interdepartmental staff team to review Technical Review Group feedback and collaboratively resolve issues.   |
| 14 | Develop a system for staff reports for Council to be reviewed and submitted electronically.  |
| 15 | Identify the types of simple planning applications for which public hearing dates can be set on the same day that Council ratifies the Planning and Land Use Committee motion, instead of waiting for a later meeting.   |
| 16 | Work with Council to explore changes in Council procedures to allow applicants to make a presentation to PLUC and/or respond to PLUC questions directly.   |
| 17 | Provide the option for developers to prepare some legal agreements after third reading (Public Hearing) of zoning amendment bylaw to achieve Public Hearings sooner.   |
| 18 | Update the Land Use Procedures Bylaw to reflect any administrative streamlining, as needed.  |

# Mid-Term Actions: August 2016 to July 2018

ACTIONS	
External Improvements	
20	Work with Community Association Land Use Committees to fine-tune the Community Association Land Use Committee process to support any administrative streamlining, while maintaining meaningful consultation. Consider instituting early-concept meetings between applicants, City staff and neighbourhood representatives
21	Complete new local area plans to provide more certainty for the community and development industry.
22	Update the zoning regulations concurrent with local area plan approval to eliminate conflicts and provide more clarity.
23	Expand Development Tracker to include building, plumbing and electrical permit tracking, and heritage alteration permits.
24	Expand the Development Tracker to include all other types of applications in addition to rezonings and development permits with variances.
25	Develop on-line applications for planning and permit applications, including electronic submission of revised plans during the processes.
Internal Process Improvements	
26	Examine current file processes and management, supporting a single point of contact at different phases of the application process, coupled with a formal file transfer protocol amongst staff to ensure continuity and applicant support.

## Planning and Land Use Committee - 15 Oct 2015





## Planning and Land Use Committee Report

For the Meeting of October 15, 2015

---

**To:** Planning and Land Use Committee      **Date:** October 1, 2015

**From:** Jonathan Tinney, Director, Sustainable Planning and Community Development

**Subject:** Rezoning Application No. 00488 for 59 Cook Street

---

### RECOMMENDATION

Staff recommend that Committee forward this report to Council and that Council instruct staff to prepare the necessary:

1. Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00488 for 59 Cook Street, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set.
2. Heritage Designation Bylaw that would designate the property as a Municipal Heritage Property, that first and second reading of the Heritage Designation Bylaw be considered by Council and a Public Hearing date be set.

### LEGISLATIVE AUTHORITY

In accordance with Section 903 (c) 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 59 Cook Street. The proposal is to rezone from the R1-B Zone, Single Family Dwelling District, to the R1-S2 Zone, Restricted Small Lot (Two Storey) Dwelling District, in order to permit a two-lot subdivision and construct one new small lot house.

The following points were considered in assessing this Application:

- The proposal is consistent with the Traditional Residential Urban Place Designation and objectives for sensitive infill in the *Official Community Plan, 2012 (OCP)*.

- The proposal is consistent with the policies and design guidelines specified in the *Small Lot House Rezoning Policy*, 2002.

## BACKGROUND

### Description of Proposal

This Rezoning Application is to rezone a portion of the subject property from the R1-B Zone, Single Family Dwelling District, to the R1-S2 Zone, Restricted Small Lot (Two Storey) Dwelling District. The proposal is to create two lots, retaining the existing five-unit house conversion on the R1-B lot and constructing one new small lot house. Variances related to the existing house would be required to facilitate this development and will be discussed in relation to the concurrent Development Variance Permit Application. The proposed new small lot property meets all the requirements of the R1-S2 Zone and does not need variances.

### Heritage

The applicant has hired a heritage consultant to assess the existing house for heritage value and the resulting report indicates that it has sufficient value to warrant an application for heritage designation. The property is not currently heritage designated or registered. The applicant has voluntarily requested that the subject property be designated as a Municipal Heritage Property concurrent with a successful Rezoning Application

### Sustainability Features

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

### Active Transportation Impacts

The applicant will provide a six-stall bike rack for use by visitors to the multi-family residence. The existing building contains weather protected bike parking facilities for its tenants on the lower floor.

### Public Realm Improvements

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

### Land Use Context

The area is predominantly characterized by single family houses. Beacon Hill Park is across Cook Street and Cook Street Village is approximately 350m away.

### Existing Site Development and Development Potential

The site is presently a multiple dwelling house conversion with five self-contained dwelling units. Under the current R1-B Zone, the property could be redeveloped with two single family dwellings each with a secondary suite.

### Data Table

The following data table compares the proposed small lot house with the R1-S2 Zone:



Zoning Criteria	Proposal	Zone Standard R1-S2
<b>Proposed Small Lot House</b>		
Site area (m <sup>2</sup> ) - minimum	327.5	260
Density (Floor Space Ratio) - maximum	0.43	0.6 to 1
Total floor area (m <sup>2</sup> ) - maximum	141.99	190
Lot width (m) - minimum	10.88	10
Height (m) - maximum	6.9	7.5
Storeys - maximum	2	2
Site coverage % - maximum	34.33	40
Setbacks (m) - minimum		
Front	6	6
Rear (north)	11.61	6
Side (east)	1.5	1.5
Side (west) – non-habitable	1.5	1.5
Side (west) - habitable	2.4	2.4
Parking - minimum	1	1

### Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, the applicant has consulted with the Fairfield-Gonzales CALUC at a Community Meeting held on May 25, 2015. The minutes from this meeting are attached to this report.

In accordance with the City's *Small Lot House Rezoning Policy*, the applicant has polled the immediate neighbours and reports that 100% support the Application. Under this policy, "satisfactory support" is considered to be support in writing for the project by 75% of the neighbours. The required Small Lot House Rezoning Petitions, Summary and illustrative map provided by the applicant are attached to this report.

### ANALYSIS

#### Official Community Plan

The OCP Urban Place Designation for the subject property is Traditional Residential. In accordance with the OCP, small lots are subject to DPA 15A: Intensive Residential – Small Lot. The proposal is consistent with the objectives of DPA 15A: to achieve new infill development that respects the established character in residential areas.



## Small Lot House Rezoning Policy (2002)

The *Small Lot House Rezoning Policy* encourages sensitive infill development with an emphasis on ground-oriented housing that fits in with the existing character of a neighbourhood. The Policy refers to a "Small Lot House" with a minimum lot size of 260m<sup>2</sup> and a minimum lot width of 10m. The small lot meets the minimum lot size and lot width requirements in the R1-S2 Zone.

## CONCLUSIONS

The proposal to rezone a portion of the subject property to the R1-S2 Zone, retain the existing five dwelling-unit house conversion and construct one new small lot house is consistent with the objectives in the OCP and the *Small Lot House Rezoning Policy* for sensitive infill development. Staff recommend that Council consider supporting this Application.

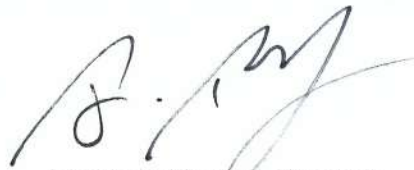
## ALTERNATE MOTION

That Council decline Application No. 00488 for the property located at 59 Cook Street.

Respectfully submitted,



Rob Bateman  
Planner  
Development Services Division

Jonathan Tinney, Director  
Sustainable Planning and Community  
Development Department

Report accepted and recommended by the City Manager:

Date: October 6, 2015

## List of Attachments

- Zoning map
- Aerial map
- Applicant's letter to Mayor and Council dated July 7, 2015
- Minutes from Fairfield-Gonzales Community Association meeting (May 25, 2015)
- Small Lot Housing Rezoning Petition
- Plans dated September 15, 2015.





BEACON  
HILL PARK

59 Cook Street  
Rezoning #00488  
Bylaw #

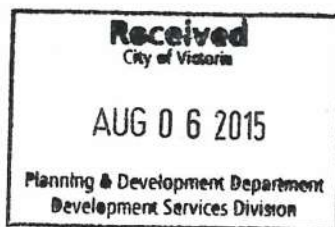




07 July 2015

## 59 Cook Street

Submitted on behalf of Conrad Nyren  
(Dennis Eric Nyren)  
3 - 59 Cook Street  
Victoria BC V8V 3W7



**RE:** 59 Cook Street Redevelopment  
Victoria BC  
Proposal For Small Lot Subdivision

Attention Mayor and council, City of Victoria

Please find enclosed with this cover letter, a submission for the application of the small lot R1S2 zoning Bylaw to a subdivision of 59 Cook Street.

Hillel Architecture developed a conceptual solution for discussion with immediate neighbours, which demonstrated the current 59 Cook Street multi-family residence on a portion of the existing lot, being left undisturbed, and a smaller portion of the rear lot area being subdivided, creating a small lot conforming to the R1S2 zoning. The drawings proposed a single family home compliant with the zoning. This concept was introduced to the City Planning department similarly for initial commentary.

The enclosed submission has incorporated the commentary from 2 CALUC presentations, multiple meetings with direct neighbours, and update meetings with the planning department. The first CALUC meeting to the Neighbourhood Association membership was rewarding for owners and architect alike. A mostly complimentary evening, and concluding with a very limited list of concerns. The second CALUC meeting was rewarding by the lack of attendance, perhaps indicative of a lack of concern. This submission package also contains letters from directly affected neighbours, each stating that they are in support, some with complimentary additional comments. Throughout the process they state they have been involved and informed.

### Design Outcome: The Site

The residence proposed complies with the small lot two storey zoning bylaw without requested variances. The proposal subdivides an original  $\pm 1237$  m<sup>2</sup> [ $\pm 13,315$  ft<sup>2</sup>] property in to one 318.06 m<sup>2</sup> lot for the new residence conforming to R1S2, and one 918.86 m<sup>2</sup> Lot with its original R1-B zoning remaining with the existing home. The severance of this lot from the rear yard area of the original home reduces the rear yard setback to less than that prescribed by that original zone and therefore a variance is stated in this proposal that requests the consideration of reducing the permitted rear yard setback from 7.5 m to 4.6m on the parcel remainder. It should be noted at this time

Hillel Architecture Inc.

page 1 of 4



that the parcel remainder is still a substantial lot and remains at almost twice the minimum lot sizes permitted, with its front yard on the opposing side being 11.92m to the building face, and over 9.5m to its substantial colonnade.

As the original stately main building maintains its generous front yard and side yard setbacks on Woodstock Avenue, its prominence on this street corner is therefore not lessened by this proposal. In addition, the new home was designed to occupy the same location as the existing hipped roof two car garage, and is no closer to the neighbouring properties than this structure currently is, as a benefit to the neighbourhood and as a sign that we wished to minimize the impact of this new work. In the enclosed drawing package the streetscape illustrates what appears a completely normal streetscape, with side yard setbacks no closer and no denser than any other view corridor would show from the neighbourhood.

This proposal, by using the existing driveway entry, does not affect any current street trees, or boulevard greenspace. This landscaping maturity that is present - remains. Both neighbours and the owners alike prefer the mature trees, the existing stone fencing, and the matured hedging that remain both sides of this shared driveway entry.

### **The History**

The existing building was originally designed as a multi-person / multy unit dwelling containing six residences ( a brothel). These were five recognized legal suites for residents, and one "Chinaman" suite, whom was not recognized at that time as an equal . The "chinaman" (their term at the time, not ours) had a kitchen, a washroom, a living space and private sleeping quarters. All of us would recognize this as "another suite", another home, another dwelling. Each of us would refer to this building as containing six suites. At that time the City referred to it as five suites.

But the storey at 59 Cook Street has yet another twist on terminology. This building was renovated in 1944 to its current plans enclosed in this package. At that time the term "chinaman" was dropped, correctly, and the term "Janitors Suite" is shown on those drawings. It was therefore recognized as a five unit + janitors suite building. The "Janitor's " home still not recognized as equivalent to others in the building, but one step better, and the term no longer culturally discriminating, just discriminating in another manor. However, without recognizing the Janitor's suite as being equal to the others, the title remains listed as only 5 units.

Over time this Janitors suite became no longer rented to a resident janitor, and instead became rented to a resident. Occupied by six suites in this configuration, but on title being still recognized only as the five suites from the original brothel. These five legal units will be respected, and it is a pleasure to remove one last "discrimination" from this property title, although sadly not from recognizing it as equal, but from its removal.

### **Design Outcome – The proposal;**

This proposal recognizes those units registered on title, and should this proposal be acceptable to council, this original six unit composition will return to its current legal entitlement of only five units in the main house, and

relocates an unrecognized sixth suite into the proposed new residence. A non-conforming six units becomes a conforming six units. No additional density is actually added to the neighbourhood, but the outcome becomes conforming, and in some ways, rights a past wrong doing, from another era long ago. *(Note: the outline above of the internal history is supported by documents, original drawings, and the subsequent 1944 renovation drawings. )*

#### **Design character and materials;**

The new home on Woodstock is a transition piece from the larger stately proportions of the 59 Cook Street original home, to the smaller cottage like qualities of neighbours. The design takes many design cues from neighbouring building volumes both beside and across the road, the desires of the owners, the mix of the casual cottage, and the crisp contemporary of the streetscape.

Interestingly, the original brothel contained a side entry in the form of a porte cochere so that gentlemen could be dropped off in a more discrete fashion. Today this Porte Cochere maintains its front porch like appearance on Woodstock Avenue. The immediate neighbour to the opposing side, also contains an attractive inviting front porch. The new building continues this tradition with a new entry gate, pathway, and porch facing the street. Similar to its cottage like neighbour, this porch is a social space, an attractive welcoming space that is also accessed from its prime living spaces inside, benefiting from the sun and views over the landscaped front yard.

#### **Height and Setbacks**

The proposed new residence is compliant with these zoning requirements.

#### **Parking variance**

The existing home, with its five legal suites requires to be serviced by a minimum of .8 stalls per dwelling according to Schedule C Parking Regulations. Therefore this existing multi-family residence requires 4 stalls. The new residence on its independent lot requires 1 stall as a single family residence. It was decided early on that the design would be developed to share the existing entry to the lot, and preserve the existing stone fence. Sharing a driveway entry allowed the parking to be concealed from the street and place these cars behind both buildings. By reciprocal easement agreements, registered on both properties, these two buildings share access to their independent parking facilities. In sharing a driveway, the increase in green space over the current condition will lessen the impact of this parking area than exists at this time. One can notice in the original ariel photo of this existing site, a large area of exposed concrete paving. In the new design the bulk of this paving area is moved further back out of view, and in its place a narrow driveway permits a greater area of landscaping serving to enclose and conceal from view, the rear parking area. The streetscape benefits, the neighbours benefit. A little more greenery gets added to our perception of the neighbourhood.

#### **Bicycle Parking**

The proposal contains a 6 bike rack for use by the multi-family residence for guests, as required by the Bylaw. The original 59 Cook Street contains class A bike parking facilities for its tenants in the lower floor area formerly the "Chinaman's Suite".

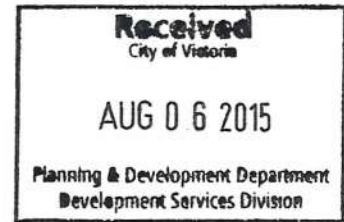
We trust the enclosed submission meets with submission requirements, and that through this process, eventually meets with acceptance of Council.

Yours sincerely,  
HILLEL ARCHITECTURE INC.,  
Karen Hillel MAIBC



**Minutes of Community Meeting  
Planning and Zoning Committee  
Fairfield-Gonzales Community Association (FGCA)  
May 25, 2015**

Facilitators for the FGCA: George Zador (Chair)  
Susan Snell  
Ken Roueche



**Subject property:** 59 Cook St; small lot subdivision. (99 notices sent)  
Proponent/ presenter Mr. Conrad Nyren  
This project was presented previously in April 2014, but for personal reasons, the proponent did not proceed further at the time.

Attendance: 2 people, representing one neighbouring home.

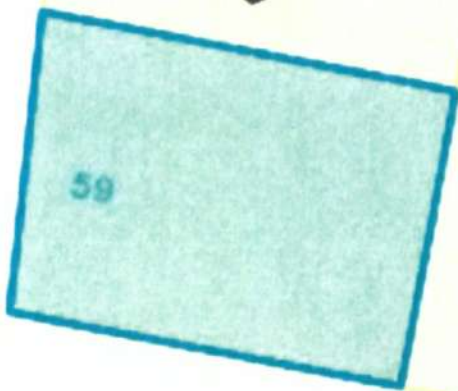
**Attendee Questions and Comments:**

- Familiar with the project from the earlier submission.
- Asked for details of site coverage, parking, etc. Proponent gave thorough explanation.
- Would the new house be for market: no, proponent lives in the main house at present, wants to build the home for his own family. On-site parking is provided.
- Concern about parking for workers during construction phase. Proponent will control.
- No objection to this project, but feels that further similar subdivisions would increase density which is undesirable in this neighbour's view.

Received  
City of Victoria  
AUG 06 2015  
Planning & Development Department  
Development Services Division

FAITHFUL

COOK ST



WOODSTOCK AVE

MARLBOROUGH ST

Received  
City of Victoria

AUG 06 2015

Planning & Development Department  
Development Services DivisionSUMMARY  
SMALL LOT HOUSE REZONING PETITIONI, CONRAD NYREN, have petitioned the adjacent neighbours\* in compliance with  
(applicant)the *Small Lot House Rezoning Policies* for a small lot house to be located at 59 Cook St  
(location of proposed house)and the petitions submitted are those collected by JUNE 19, 2015\*\*  
(date)

Address	In Favour	Opposed	Neutral (30-day time expired)
	✓	✓	✓
35 COOK ST	✓		
67 COOK ST	✓		
1120 WOODSTOCK	✓		
1121 WOODSTOCK	✓		
UNIT 1-35 COOK (TENANT)			✓
" 2-35 COOK "			✓
" 3-35 COOK "			✓
" 4-35 COOK "			✓
" 5-35 COOK "			✓
" 6-35 COOK "			✓
" 7-35 COOK "			✓
" 8-35 COOK "			✓
" 9-35 COOK "			✓

SUMMARY	Number	%
IN FAVOUR	4	100%
OPPOSED	0	
TOTAL RESPONSES		100%

\*Do not include petitions from the applicant or persons occupying the property subject to rezoning.

\*\*Note that petitions that are more than six months old will not be accepted by the City. It is the applicant's responsibility to obtain new petitions in this event.

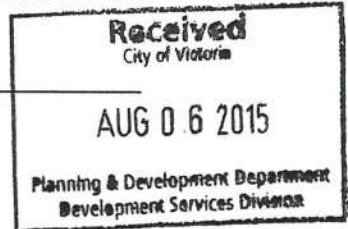


In preparation for my rezoning application to the City of Victoria, I,

CONRAD NYREN (print name), am conducting the petition requirements for the

property located at 59 COOK STREET.

to the following Small Lot Zone: R1S2



The City of Victoria's Small Lot Rezoning Policy requires that the applicant poll voting age residents and owners of neighbouring lots to determine the acceptability of the proposal. Please note that all correspondence submitted to the City of Victoria in response to this Petition will form part of the public record and will be published in a meeting agenda when this matter is before Council. The City considers your address relevant to Council's consideration of this matter and will disclose this personal information. However, if for personal privacy reasons you do not wish to include your name, please indicate your address and indicate (yes or no) if you are the registered owner. **Please do not include your phone number or email address.**

Please review the plans and indicate the following:

NAME: (please print) JOSHUA KALEF (see note above)

ADDRESS: 35 COOK ST. VICTORIA V8V 3W7

Are you the registered owner? Yes ☒ No ☐

I have reviewed the plans of the applicant and have the following comments:

☒ I support the application.

☐ I am opposed to the application.

Comments:

THIS DENSIFICATION IS APPROPRIATE FOR  
OUR NEIGHBORHOOD AND VISUALLY A NICE  
IMPROVEMENT.

April 10/2015  
Date

[Signature]  
Signature

**Received**  
City of Victoria

AUG 06 2015

Planning & Development Department  
Development Services Division

**SMALL LOT HOUSE REZONING PETITION**

In preparation for my rezoning application to the City of Victoria, I,

CONRAD NYREN (print name), am conducting the petition requirements for the

property located at 59 Cook St.

to the following Small Lot Zone: R1S2

The City of Victoria's Small Lot Rezoning Policy requires that the applicant poll voting age residents and owners of neighbouring lots to determine the acceptability of the proposal. Please note that all correspondence submitted to the City of Victoria in response to this Petition will form part of the public record and will be published in a meeting agenda when this matter is before Council. The City considers your address relevant to Council's consideration of this matter and will disclose this personal information. However, if for personal privacy reasons you do not wish to include your name, please indicate your address and indicate (yes or no) if you are the registered owner. **Please do not include your phone number or email address.**

Please review the plans and indicate the following:

NAME: (please print) Anthony + Kathy Lavelle (see note above)

ADDRESS: 67 Cook St, Victoria, BC

Are you the registered owner? Yes ☒ No ☐

I have reviewed the plans of the applicant and have the following comments:

☒ I support the application.

☐ I am opposed to the application.

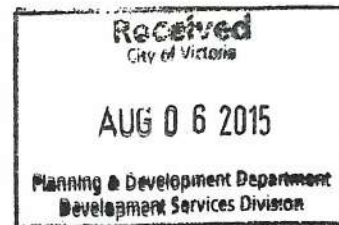
Comments:

Everything looks good.

June 18/15  
Date

[Signature]  
Signature





## SMALL LOT HOUSE REZONING PETITION

In preparation for my rezoning application to the City of Victoria, I,

Wendy Payne (print name), am conducting the petition requirements for the

property located at 59 Cook St.

to the following Small Lot Zone: R1S2

The City of Victoria's Small Lot Rezoning Policy requires that the applicant poll voting age residents and owners of neighbouring lots to determine the acceptability of the proposal. Please note that all correspondence submitted to the City of Victoria in response to this Petition will form part of the public record and will be published in a meeting agenda when this matter is before Council. The City considers your address relevant to Council's consideration of this matter and will disclose this personal information. However, if for personal privacy reasons you do not wish to include your name, please indicate your address and indicate (yes or no) if you are the registered owner. **Please do not include your phone number or email address.**

Please review the plans and indicate the following:

NAME: (please print) Wendy Payne (see note above)

ADDRESS: 1120 Woodstock Ave

Are you the registered owner? Yes ☒ No ☐

I have reviewed the plans of the applicant and have the following comments:

☒ I support the application.

☐ I am opposed to the application.

Comments:

I am completely satisfied with this  
plan. Conrad Nyren is a good neighbour  
who has kept me informed about his plans.

June 4/15  
 Date

Wendy Payne  
 Signature



Received  
City of Victoria

AUG 06 2015

Planning & Development Department  
Development Services Division

## SMALL LOT HOUSE REZONING PETITION

In preparation for my rezoning application to the City of Victoria, I,

CONRAD NYREN  
(print name)

, am conducting the petition requirements for the

property located at 59 COOK STREETto the following Small Lot Zone: R1S2

The City of Victoria's Small Lot Rezoning Policy requires that the applicant poll voting age residents and owners of neighbouring lots to determine the acceptability of the proposal. Please note that all correspondence submitted to the City of Victoria in response to this Petition will form part of the public record and will be published in a meeting agenda when this matter is before Council. The City considers your address relevant to Council's consideration of this matter and will disclose this personal information. However, if for personal privacy reasons you do not wish to include your name, please indicate your address and indicate (yes or no) if you are the registered owner. **Please do not include your phone number or email address.**

Please review the plans and indicate the following:

NAME: (please print) SHARON AND MIKE ROMANINE (see note above)ADDRESS: 1121 WOODSTOCK AVE.Are you the registered owner? Yes ☒ No ☐

I have reviewed the plans of the applicant and have the following comments:

☒ I support the application.☐ I am opposed to the application.

Comments:

---



---



---



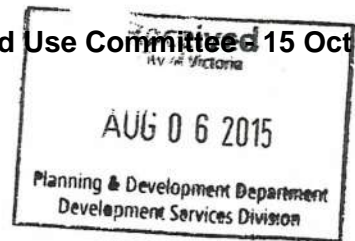
---



---

JUNE 18/2015  
DateM. Romanine  
Sharon Romanine  
Signature

## REZONING AND DEVELOPMENT PROPOSAL FOR 59 COOK STREET



## REQUEST TO MEET

Hello. my name is Conrad Nyren. I live right across Woodstock from you at 59 Cook Street at the corner of Woodstock and Cook.

I am in the process of making an application to the City of Victoria to rezone a portion of my property from R1B, single family zone, to R!S2, small lot two story zone, to permit a subdivision and construction of a new, smaller, single family home, located approximately where the existing garage is now located.

As part of my neighbourhood consultation process, I would greatly appreciate a few minutes of your time to familiarize you with the architectural and landscape plans and hear your comments. I attach a copy of the City's form "SMALL LOT REZONING PETITION"

Please email or phone me to set up a time to meet, and thank you in advance for your time and consideration.

Conrad Nyren  
59 Cook Street

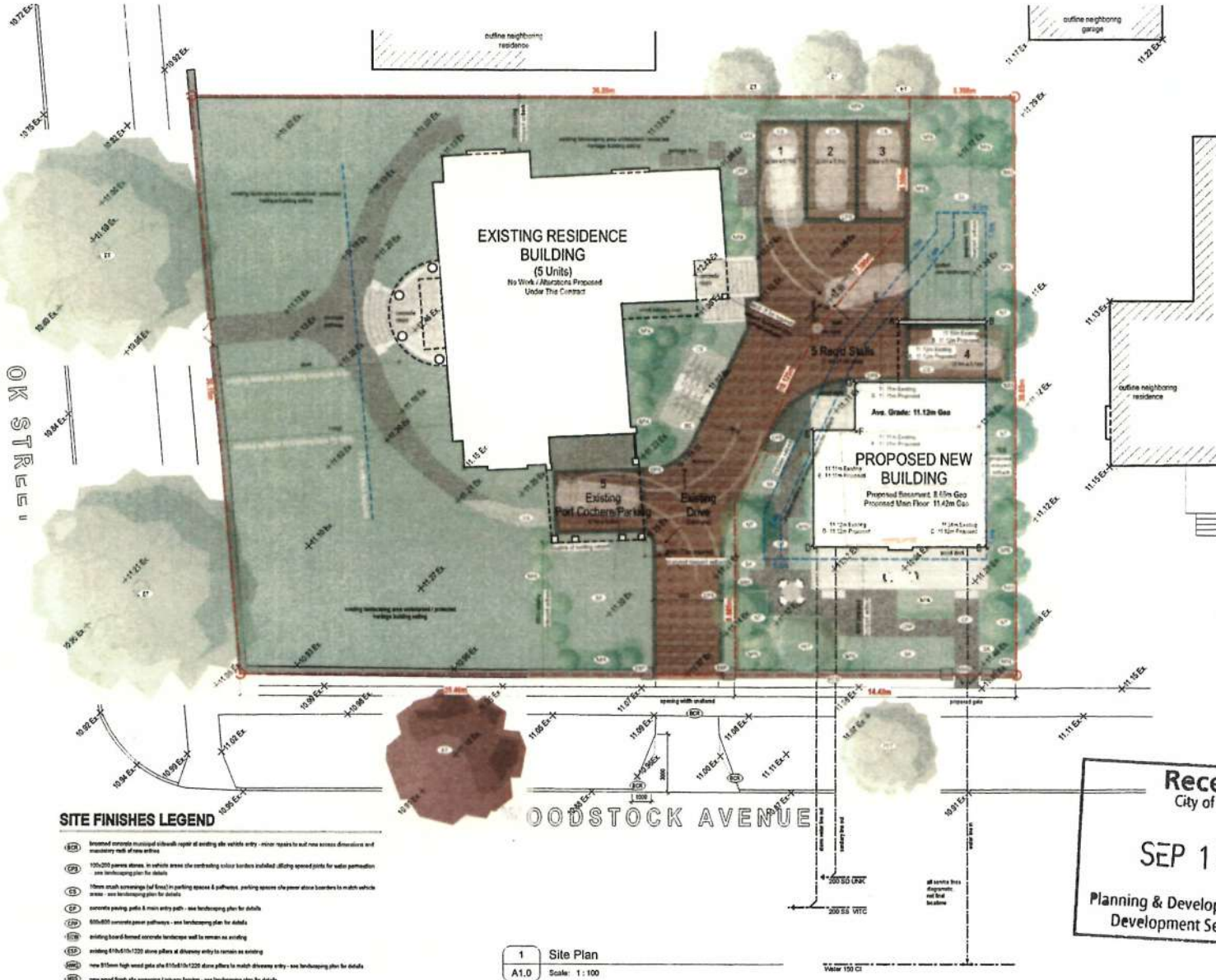


DELIVERED BY HAND APRIL 10, 2015 TO:

35 COOK STREET UNITS 1 THRU 9

1157 WOODSTOCK UNITS 1 THRU 7





SITE FINISHES LEGEND

- 1. Streamed concrete municipal sidewalk repair at existing site vehicle entry - minor repairs to suit new access dimensions and maintain road of stone surface
- 2. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 3. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 4. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 5. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 6. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 7. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 8. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 9. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 10. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 11. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 12. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 13. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 14. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 15. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 16. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 17. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 18. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 19. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details
- 20. 150mm concrete slabs, no vehicle access the surrounding urban landscape including off-street parking for water permeation - see landscaping plan for details

1 Site Plan  
A1.0 Scale: 1:100

LEGAL DATA

CLIENT  
Corrad Nyan  
Unit 3 - 59 Cook Street, Victoria BC V8V 3W7

LEGAL ADDRESS  
Lot 2, Fairfield Farm Estate, Victoria, Plan 9296

CIVIC ADDRESS  
59 Cook Street, Victoria BC

SURVEY INFORMATION  
based on legal survey by Powell & Associates  
B.C. Land Surveyors file 9171 - 4

PROJECT DATA - PROPOSED SMALL LOT

REFERENCE ZONING	PROPOSED PROJECT	VARIANCES
ZONING	R1-02	R1-02
site area (m <sup>2</sup> )	max. 280 m <sup>2</sup>	318.06 m <sup>2</sup>
site coverage %	max. 40 %	23.9 % (115m <sup>2</sup> )
lot coverage of street (m)	max. 10 m	14.42 m
open site space % (landscaping)	n/a	-
total floor area (m <sup>2</sup> )	max. 190 m <sup>2</sup>	161.93 m <sup>2</sup> (84.11 m <sup>2</sup> main & 77.82 m <sup>2</sup> upper)
floor space ratio	0.69:1	0.63:1
height of building (m)	max. 7.5 m	6.8 m
number of stories	2 stories	2 stories
parking stalls on site	1 for new single family home as per Schedule C	access by reciprocal easement
on-site parking	n/a	n/a
SETBACKS:		
front (m)	6.5 m	6.5 m (Dithersburg Ave.)
rear (m)	6.5 m	11.61 m
side (m)	1.5m 2.4m for any portion of a dwelling unit for habitable space and has a window	1.5 m (west - no setback) 2.4 m (east - no setback)

PROJECT DATA - EXISTING PARCEL REMAINDER

CURRENT ZONING	EXISTING PARCEL REMAINDER	VARIANCES
ZONING	R1-02	R1-02
site area (m <sup>2</sup> )	max. 400 m <sup>2</sup>	518.95 m <sup>2</sup>
site coverage %	max. 40 %	25.27 % (233.21 m <sup>2</sup> existing)
lot width (m)	15m	30.15 m
open site space % (landscaping)	n/a	-
total floor area (m <sup>2</sup> )	max. 420 m <sup>2</sup> for all floors (for lots greater than 800 m <sup>2</sup> )	250 m <sup>2</sup> existing unroofed
floor space ratio	n/a	-
height of building (m)	max. 7.5 m	existing unroofed
number of stories	2 stories	2 stories
parking stalls on site	as per Schedule C 0.8 stall per dwelling + 5 units + 4 spaces for 58 Cook	access by parking through a reciprocal easement
on-site parking	1 per unit plus a 4-space rack	1 class & per unit in basement, plus a 8-space rack
SETBACKS:		
front (m)	7.5 m	11.92 m (Cook St.) (existing unroofed)
rear (m)	7.5 m or 25% of lot depth (whichever is greater)	proposed variance for driveway required 7.5m setback by 1.5m to avoid a 4.5m proposed driveway
side (m)	1.5m or 10% of the lot width (whichever is greater)	2.2m (existing unroofed)
side (m)	2.5m or 10% of the lot width (whichever is greater)	6.82 m (Dithersburg Ave.) (existing unroofed)

Received  
City of Victoria  
SEP 15 2015  
Planning & Development Department  
Development Services Division

AVERAGE GRADE CALCULATIONS

SEGMENT	Start	Finish	Average	Distance	Factor	Total Factors	Perimeter	Average Grade
AB	11.12	11.12	11.12	4.98	30.64	472.72	42.52	11.12
BC	11.12	11.12	11.12	12.48	138.44	91.97		
CD	11.12	11.12	11.12	8.81	91.97			
DE	11.12	11.11	11.12	8.81	88.88			
EF	11.11	11.11	11.11	2.58	24.98			
FG	11.11	11.11	11.11	1.17	1.17			
GA	11.11	11.11	11.12	5.42	60.24			
TOTAL					42.52	472.72		11.12

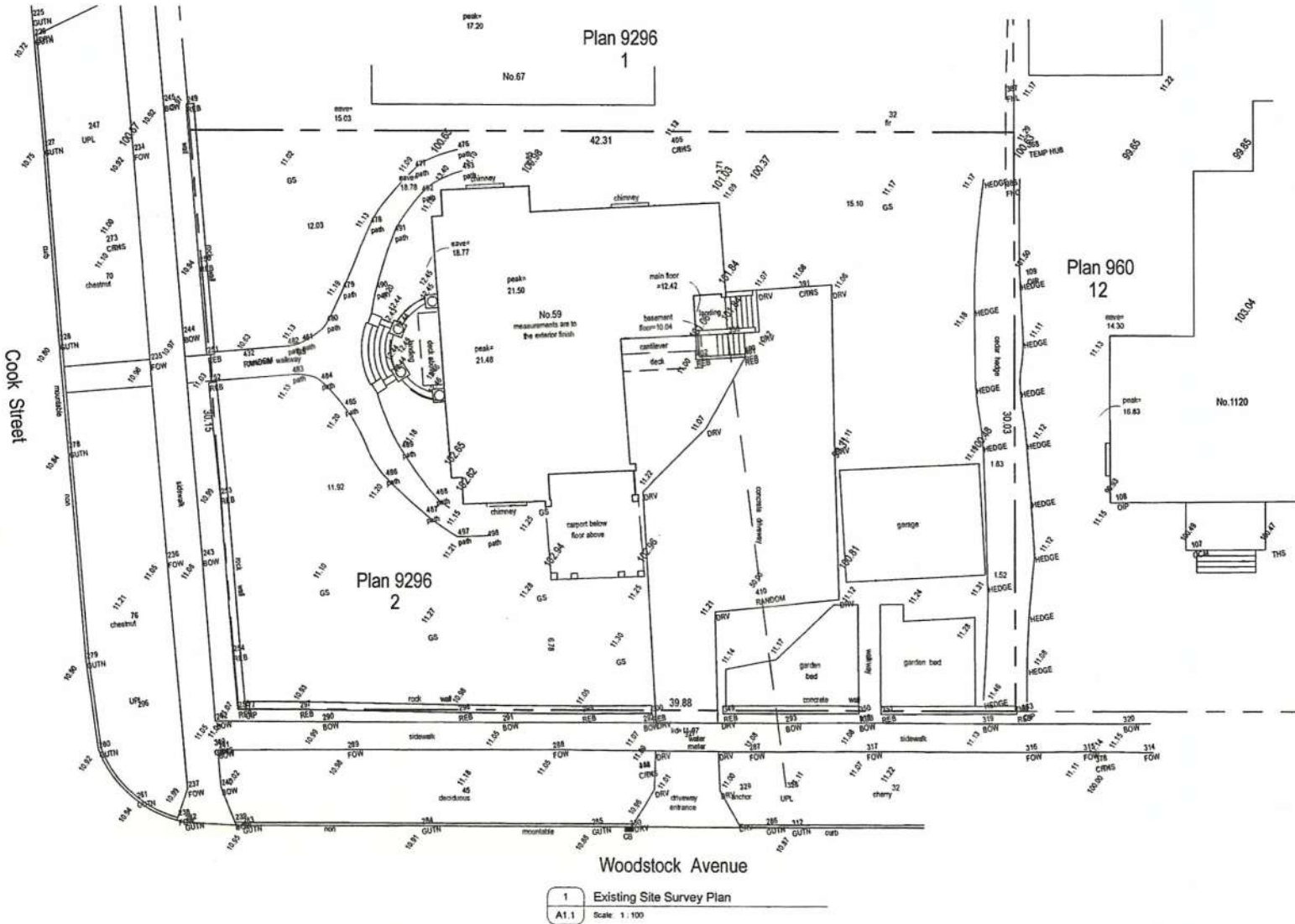
Hill architecture

Small Lot at 59 Cook Street

Project Data / Site Plan

15 Oct 2015





### LEGAL DATA

CLIENT  
Corrad Nyrn  
59 Cook Street, Victoria BC V8V 3W7

CWIC ADDRESS  
59 Cook Street, Victoria BC

LEGAL ADDRESS  
Lot 2, Fairfield Farm Estate, Victoria, Plan 0296

SURVEY INFORMATION  
based on latest survey by Powell & Associates  
B.C. Land Surveyors, file 9171 - 4



2 Context Site Plan  
A1.1 Not to Scale

Received  
City of Victoria  
AUG 06 2015  
Planning & Development Department  
Development Services Division





Cook Street - Subject Property Existing Residence



Woodstock Avenue - Adjacent Neighboring Properties Across Street



Woodstock Avenue - Subject Property Existing Residence



Woodstock Avenue - Subject Property & Project Area



Woodstock Avenue - Adjacent Neighboring Properties



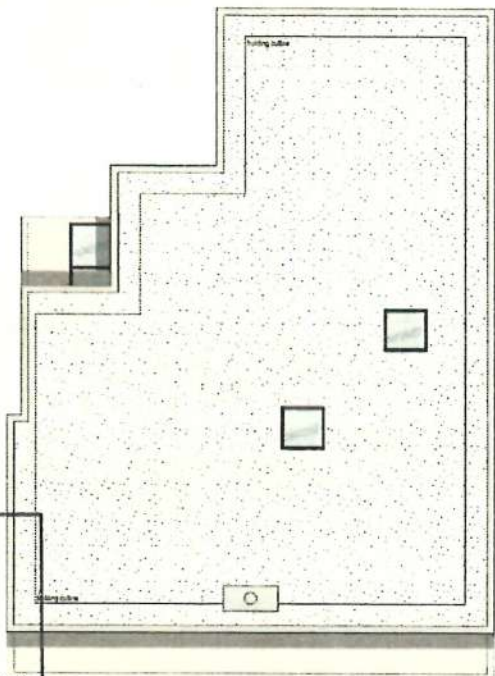
Woodstock Avenue - Neighboring Properties



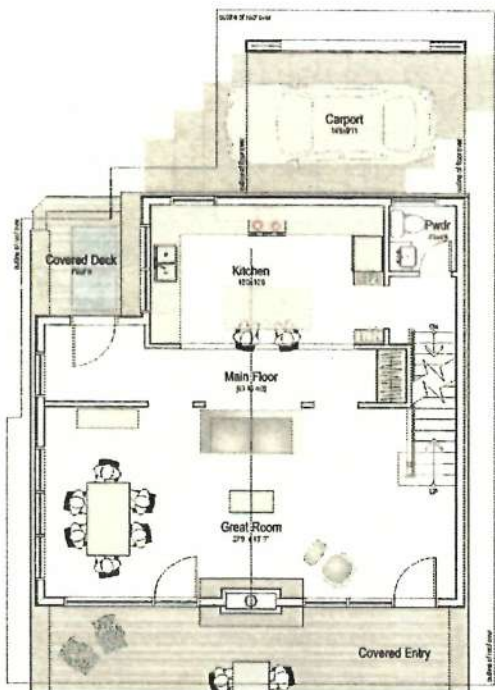




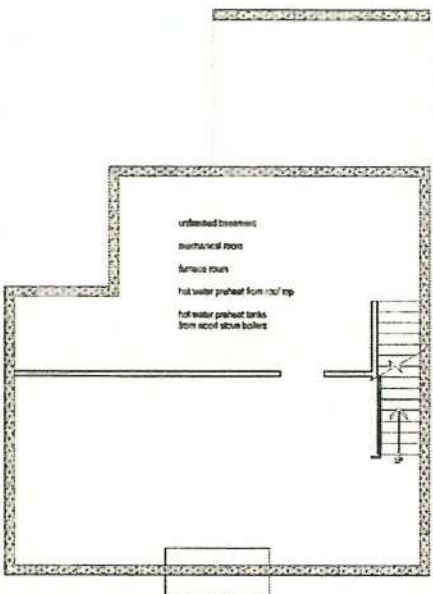
3 Roof Plan  
A2.1 Scale: 1:50



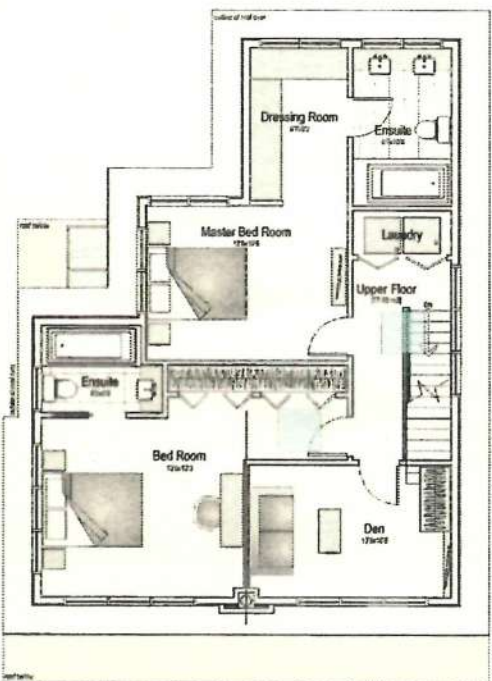
2 Main Floor Plan  
A2.1 Scale: 1:50



1 Basement Floor Plan  
A2.1 Scale: 1:50



3 Upper Floor Plan  
A2.1 Scale: 1:50



Received  
City of Victoria

AUG 06 2015

Planning & Development Department  
Development Services Division





1 Streetscape Elevation - Woodstock Ave  
A3.1 Scale: 1:75

Received  
City of Victoria  
AUG 06 2015  
Planning & Development Department  
Development Services Division



# ELEVATION FINISH LEGEND

List of finishes typical of all elevations

- (01) Pre-finished metallic gray steel finishing
- (02) Wood fascia boards - clear Sikkens Cool finish
- (03) Exposed wood beams - clear Sikkens Cool finish
- (04) Exposed cedar walls - warm gray stain, clear pre-finished metal perforator vent strip
- (05) Cement based stucco, smooth brush finish - light gray colour
- (06) Cedar siding, 100mm exposure - warm charcoal gray stain color
- (07) Exposed board form concrete chimney - stained finish
- (08) Wood window units & doors w/ glazing panels - clear Sikkens Cool finish
- (09) Exposed board form concrete elements - stained finish
- (10) Natural stone retaining walls to match existing - Arch spec colour
- (11) Building mounted down lighting & feature lighting
- (12) Cement based stucco, smooth brush finish - warm gray colour



1 Front Elevation (South)  
A3.2 Scale: 1:50



2 Side Elevation - (West)  
A3.2 Scale: 1:50





1 Rear Elevation (North)  
A3.3 Scale: 1:50

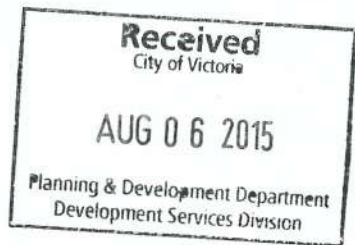


2 Side Elevation - (East)  
A3.3 Scale: 1:50

# ELEVATION FINISH LEGEND

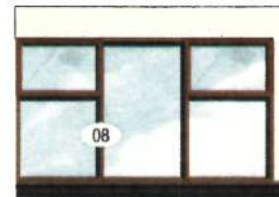
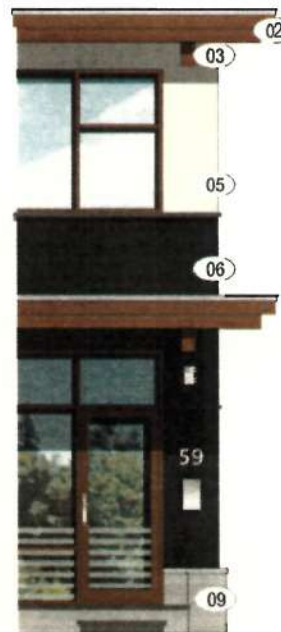
List of finishes typical of all elevations

- 01 Pre-finished metallic gray steel cladding
- 02 Wood fascia boards - clear Sikens Catal finish
- 03 Exposed wood beams - clear Sikens Catal finish
- 04 Exposed cedar soffit - warm gray stain, clear pre-finished metal outdoor spray top
- 05 Cement based stucco, smooth-brown finish - light gray colour
- 06 Cedar siding 100mm exposure - warm charcoal gray stain colour
- 07 Exposed board-form concrete chimney - stained finish
- 08 Wood window units & doors w/te glazing panes - clear Sikens Catal finish
- 09 Exposed board-form concrete elements - stained finish
- 10 Natural stone retaining walls to match existing - Arch spec colour
- 11 Building mounted down lighting & feature lighting
- 12 Cement based stucco, smooth-brown finish - warm gray colour





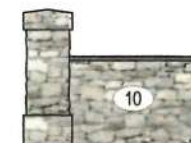
# Colour And Materials Palette



## ELEVATION FINISH LEGEND

List of finishes typical of all elevations

- 01 Pre-finished metallic gray steel flashing
- 02 Wood fascia boards - clear Sikksens Cetol finish
- 03 Exposed wood beams - clear Sikksens Cetol finish
- 04 Exposed cedar soffit - warm gray stain, c/w prefinished metal perimeter vent strip
- 05 Cement based stucco, smooth trowel finish - light gray colour
- 06 Cedar siding, 100mm exposure - warm charcoal gray stain colour
- 07 Exposed board-form concrete chimney - sealed finish
- 08 Wood window units & doors c/w glazing panels - clear Sikksens Cetol finish
- 09 Exposed board-form concrete elements - sealed finish
- 10 Natural stone retaining walls to match existing - Arch spec colour
- 11 Building mounted down lighting & feature lighting
- 12 Cement based stucco, smooth trowel finish - warm gray colour

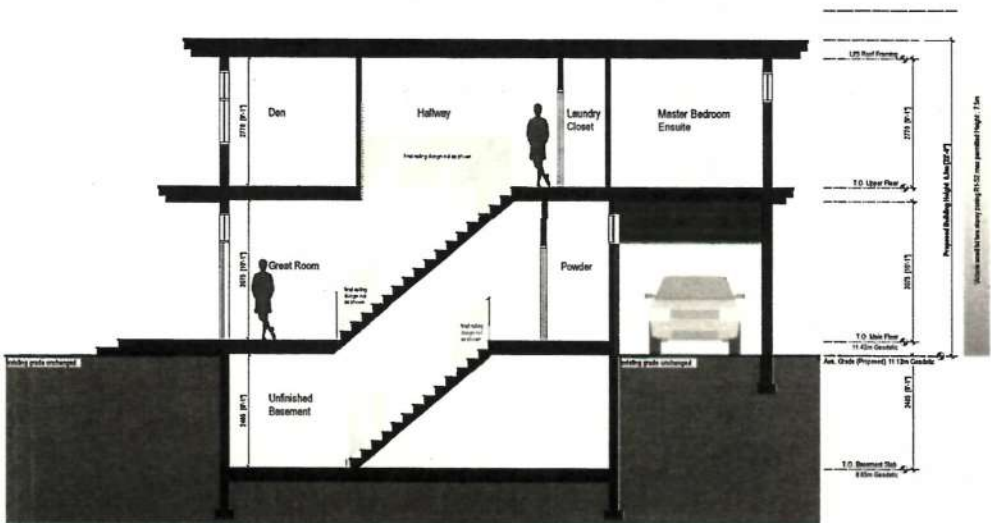


DEVELOPMENT PERMIT APPLICATION SUBMISSION  
**SMALL LOT AT 59 COOK STREET**  
 59 COOK STREET, VICTORIA BC

AUG 06 2015

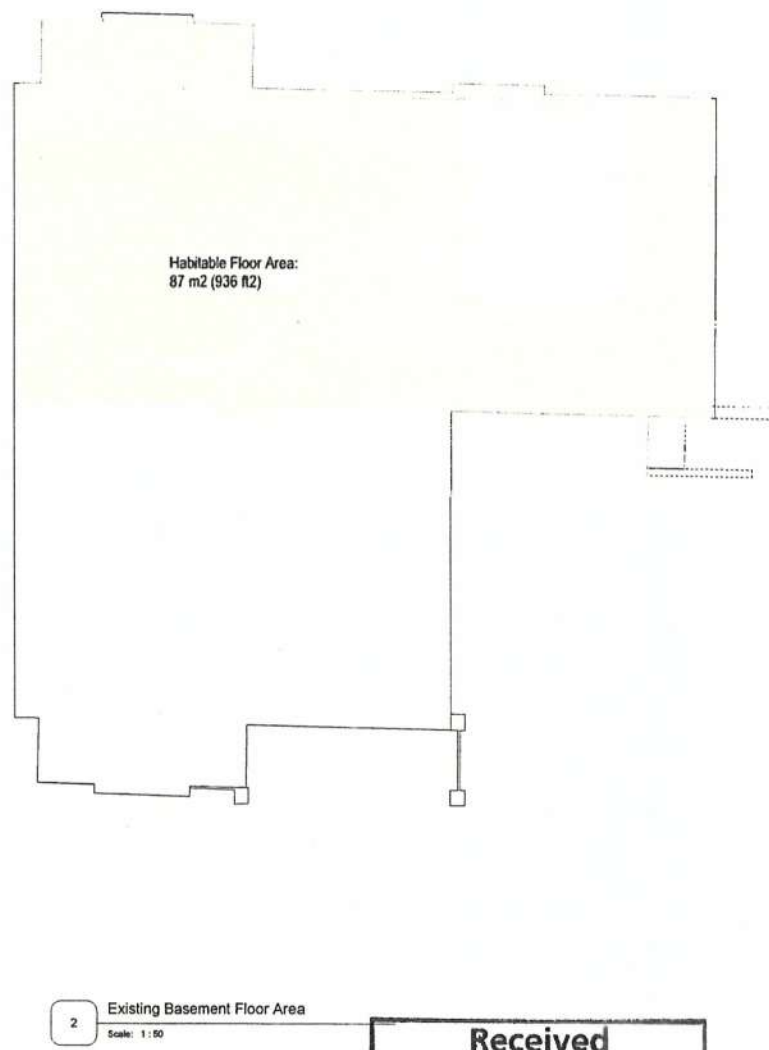
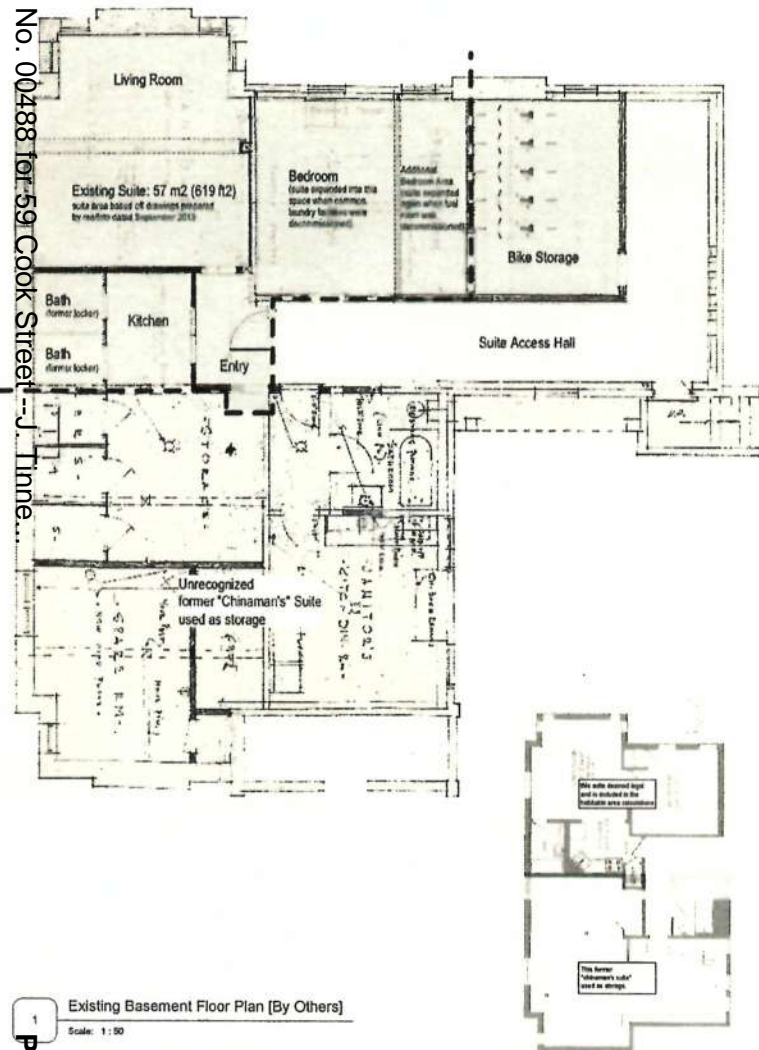
Planning & Development Department  
 Development Services Division

Planning and Land Use Committee - 15 Oct 2015



1 Building Section  
A4.1 Scale: 1:50





## LEGAL DATA

**CURRENT ZONING**  
C1-1  
59 Cook Street, Victoria BC V8V 3W7

**LEGAL ADDRESS**  
Lot 2, Fairfield Farm Estate, Victoria Plan 9206

**SURVEY INFORMATION**  
based on legal survey by Powell & Associates  
B.C. Land Surveyors File 9171-4

## PROJECT DATA - EXISTING PARCEL REMAINDER

CURRENT ZONING	EXISTING PARCEL REMAINDER	VARIANCES
<b>ZONING:</b>	C1-1	C1-1
site area (m <sup>2</sup> )	min. 400 m <sup>2</sup>	918 m <sup>2</sup>
site coverage %	max. 40 %	> 25.27 % (x 223.21 m <sup>2</sup> existing)
site width (m)	15m	30.15 m
open site area % (development)	n/a	-
total floor area (m <sup>2</sup> )	max. 420 m <sup>2</sup> for all floors (for lots greater than 600 m <sup>2</sup> )	> 358 m <sup>2</sup> existing unutilized
floor space ratio	n/a	-
height of building (m)	max. 7.6 m	existing unutilized
number of stories	2 stories	2 stories
parking stalls on site	80 per Schedule C 8 stalls per dwelling + 1 unit + 4 spaces for 59 Cook	access to parking through a reciprocal easement
bicycle parking	1 per unit plus a 4-space rack	1 class A per unit in basement plus a 8-space ground rack
<b>SETBACKS</b>		
front (feet)	7.5 m	11.92 m (Cook St.) (existing unutilized)
rear (feet)	7.5 m or 25% of lot depth (whichever is greater)	requested variance to decrease required 7.5m setback by 2.99m to equal a 4.5m rearward setback
side (feet)	1.5 m or 10% of the lot width (whichever is greater)	7.83 m (existing unutilized)
side (feet)	3.0 m or 10% of the lot width (whichever is greater)	6.82 m (Hendrick Ave.) (existing unutilized)

## SCHEDULE 'G' - HABITABLE AREA

CURRENT ZONING	EXISTING PARCEL
<b>HABITABLE FLOOR AREA:</b>	
Basement	87 m <sup>2</sup> (936 R2)
First Floor	165 m <sup>2</sup> (1,778 R2)
Second Floor	193 m <sup>2</sup> (2,077 R2)
<b>Total</b>	<b>445 m<sup>2</sup> (4,791 R2)</b> + 1 dwelling unit otherwise as per Schedule 'G'

**Received**  
City of Victoria

**SEP 15 2015**

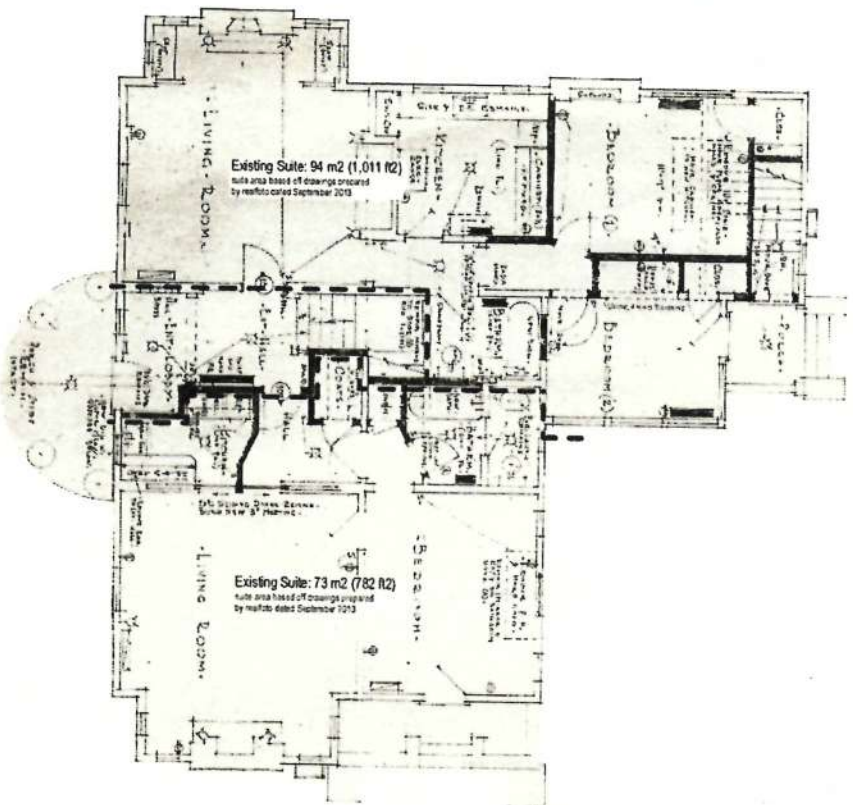
Planning & Development Department  
Development Services Division







2 Existing First Floor Area  
Scale: 1:50



1 Existing First Floor Plan [By Others]  
Scale: 1:50

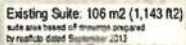
Received  
City of Victoria

AUG 06 2015

Planning & Development Department  
Development Services Division



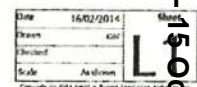
2



AUG 06 2015

Planning & Development Department  
Development Services Division







06 August 2015

## 59 Cook Street

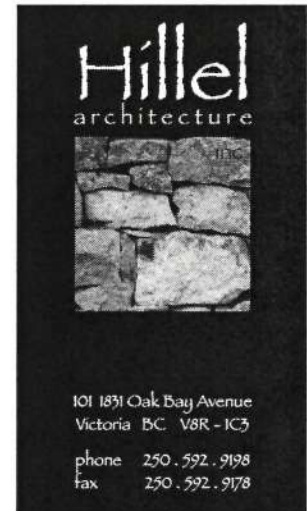
Submitted on behalf of Conrad Nyren

(Dennis Eric Nyren)

3 - 59 Cook Street

Victoria BC V8V 3W7

**RE:** 59 Cook Street Redevelopment  
Victoria BC  
Proposal For Small Lot Subdivision



### Attention Mayor and council, City of Victoria

Please find enclosed with this cover letter, a submission for the division of the R1-B lands of 59 Cook Street. The proposal is for the creation of one new lot R1S2 zoning Bylaw and is therefore a rezoning. The Parcel Remainder would remain under its existing R1-B zoning, however both the existing building and its new conditions of placement on the parcel remainder requires a Development Variance Permit to ensure Council approval of those conditions, and correctly registering these items on title, should they prove acceptable.

Hillel Architecture developed a conceptual solution for discussion with immediate neighbours, which demonstrated the current 59 Cook Street multi-family residence on a portion of the existing lot, being left undisturbed, and a smaller portion of the rear lot area being subdivided, creating a small lot conforming to the R1S2 zoning. The drawings proposed a single family home compliant with the zoning in the location of the current 2 car garage building. This concept was introduced to the City Planning department similarly for initial commentary.

The enclosed submission has incorporated the commentary from 2 CALUC presentations, multiple meetings with direct neighbours, and update meetings with the planning department. The first CALUC meeting to the Neighbourhood Association membership was rewarding for owners and architect alike. A mostly complimentary evening, and concluding with a very limited list of concerns. The second CALUC meeting was rewarding by the lack of attendance, perhaps indicative of a lack of concern. This submission package also contains letters from directly affected neighbours, each stating that they are in support, some with complimentary additional comments. Throughout the process they state they have been involved and informed.

### Design Outcome: The Site

The residence proposed complies with the small lot two storey zoning bylaw without requested variances. The proposal subdivides an original  $\pm 1237$  m<sup>2</sup> [ $\pm 13,315$  ft<sup>2</sup>] property in to one 318.06 m<sup>2</sup> lot for the new residence conforming to R1S2, and one 918.86 m<sup>2</sup> Lot with its original R1-B zoning remaining with the existing home. The

Hillel Architecture Inc.

page 1 of 4

severance of this lot from the rear yard area of the original home reduces the rear yard setback to less than that prescribed by that original zone and therefore a variance is stated in this proposal that requests the consideration of reducing the permitted rear yard setback from 7.5 m to 4.6m on the parcel remainder. It should be noted at this time that the parcel remainder is still a substantial lot and remains at almost twice the minimum lot sizes permitted, with its front yard on the opposing side being 11.92m to the building face, and over 9.5m to its substantial colonnade.

As the original stately main building maintains its generous front yard on Cook Street and side yard setback on Woodstock Avenue, its prominence on this street corner is therefore not lessened by this proposal. In addition, the new home was designed to occupy the same location as the existing hipped roof two car garage, and is no closer to the neighbouring properties than this structure currently is, as a benefit to the neighbourhood and as a sign that we wished to minimize the impact of this new work. In the enclosed drawing package the streetscape illustrates what appears a completely normal streetscape, with side yard setbacks no closer and no denser than any other view corridor would show from the neighbourhood.

This proposal, shares the existing driveway entry, preventing any affect on existing mature street trees, existing stone walls, or boulevard greenspace. This landscaping maturity that is present - remains. Both neighbours and the owners alike prefer the mature trees, the contributing character of the existing stone fence wall, and the matured hedging that also remains both sides of this shared driveway entry.

### **The History**

The existing building was originally designed as a single family home, and formally converted in 1946 to a multi family dwelling / multi unit dwelling containing five suites, under a federal housing initiative.

### **Design character and materials;**

The new home on Woodstock is a transition piece from the larger stately proportions of the 59 Cook Street original home, to the smaller cottage like qualities of neighbours. The design takes many design cues from neighbouring building volumes both beside and across the road, the desires of the owners, the mix of the casual cottage, and the crisp contemporary of the streetscape.

Interestingly, the original home contained a side entry in the form of a porte cochere. Today this Porte Cochere maintains its front porch like appearance on Woodstock Avenue. The immediate neighbour to the opposing side, also contains an attractive inviting front porch. The new building continues this tradition with a new entry gate, pathway, and porch facing the street. Similar to its cottage like neighbour, this porch is a social space, an attractive welcoming space that is also accessed from its prime living spaces inside, benefiting from the sun and views over the landscaped front yard.

### Height and Setbacks

The proposed new residence is compliant with these zoning requirements.

### Parking

The existing home, with its five legal suites requires to be serviced by a minimum of .8 stalls per dwelling according to Schedule C Parking Regulations. Therefore this existing multi-family residence requires 4 stalls. The new residence on its independent lot requires 1 stall as a single family residence. It was decided early on that the design would be developed to share the existing entry to the lot, and preserve the existing stone fence. Sharing a driveway entry allowed the parking to be concealed from the street and place these cars behind both buildings. By reciprocal easement agreements, registered on both properties, these two buildings share access to their independent parking facilities.

In sharing a driveway, the increase in green space over the current condition will lessen the impact of this parking area than exists at this time. One can notice in the original aerial photo of this existing site, a large area of exposed concrete paving. In the new design the bulk of this paving area is moved further back out of view, and in its place a narrow driveway permits a greater area of landscaping serving to enclose and conceal from view, the rear parking area. The streetscape benefits, the neighbours benefit. A little more greenery gets added to our perception of the neighbourhood. It is this sharing of an existing driveway opening in a stone fence wall that has created some of the variances listed herein for Council consideration. The access drive is shared between two residences, and both its width and its placement partially on each property defines a need for variance considerations, and reciprocal easements registered on both property titles.

### Bicycle Parking

The proposal contains a 6 bike rack for use by the multi-family residence for guests, as required by the Bylaw. The original 59 Cook Street contains class A bike parking facilities for its tenants in the lower floor area formerly known as the "Chinaman's Suite".

### Summary of Development Proposal

**59 Cook Street R1-B Lot is subdivided under this proposal, and remains R1-B.**

**Item 1.** Rezoning: the new lot, requested to be zoned R1S2 is accessed from Woodstock Avenue through its current driveway access. This rezoning submission requires a variance on the drive aisle behind its parking stall, as portions of its drive access lane is over the adjoining Lot.

**Item 2.** Development Variance Permit. The Parcel Remainder containing the existing main house, containing 5 units would remain on a Lot with a rear yard that by lot depth should equal 7.55m, and under this proposal is requested to be 4.6m. Variance 1.



**Item 3.** In addition, access to parking stall 5 is a requested variance. The existing parking stall, a Porte Cochere proven by transportation staff as accessible by vehicles because of its generous width, will not be serviced by a 7m access aisle and is accessed through a 3.6m driveway. An auto turn study was performed by staff, and templates provided to this firm to ensure all cars had means of manouvering. Related to this variance is a issue of access to stall 2 and 3 where their access aisle passes over the neighbouring property line. These drive aisle conditions are Variance 2.

The placement of these parking stalls, away from the streetscape, and in an existing fenced rear yard area, is the subject of Variance 3. The parking stalls are accessed over a shared driveaisle therefore each is not appropriately screened from each other, resulting in a request for a relaxation from rear yard screening from 1.5m to 0m, and the omission of a fence from 1.8m to 0m.

**59 Cook Street R1-B Lot is subdivided, and a new R1S2 Lot is created.**

**Item 1.** Rezoning: the new lot, subdivided from an R1-B existing lot requested to be zoned R1S2, is accessed from Woodstock Avenue through its current driveway access. This rezoning submission requires a variance on the drive aisle width from 7.0m to 4.6m at stall 4, as portions of its drive access lane is over the adjoining Lot.

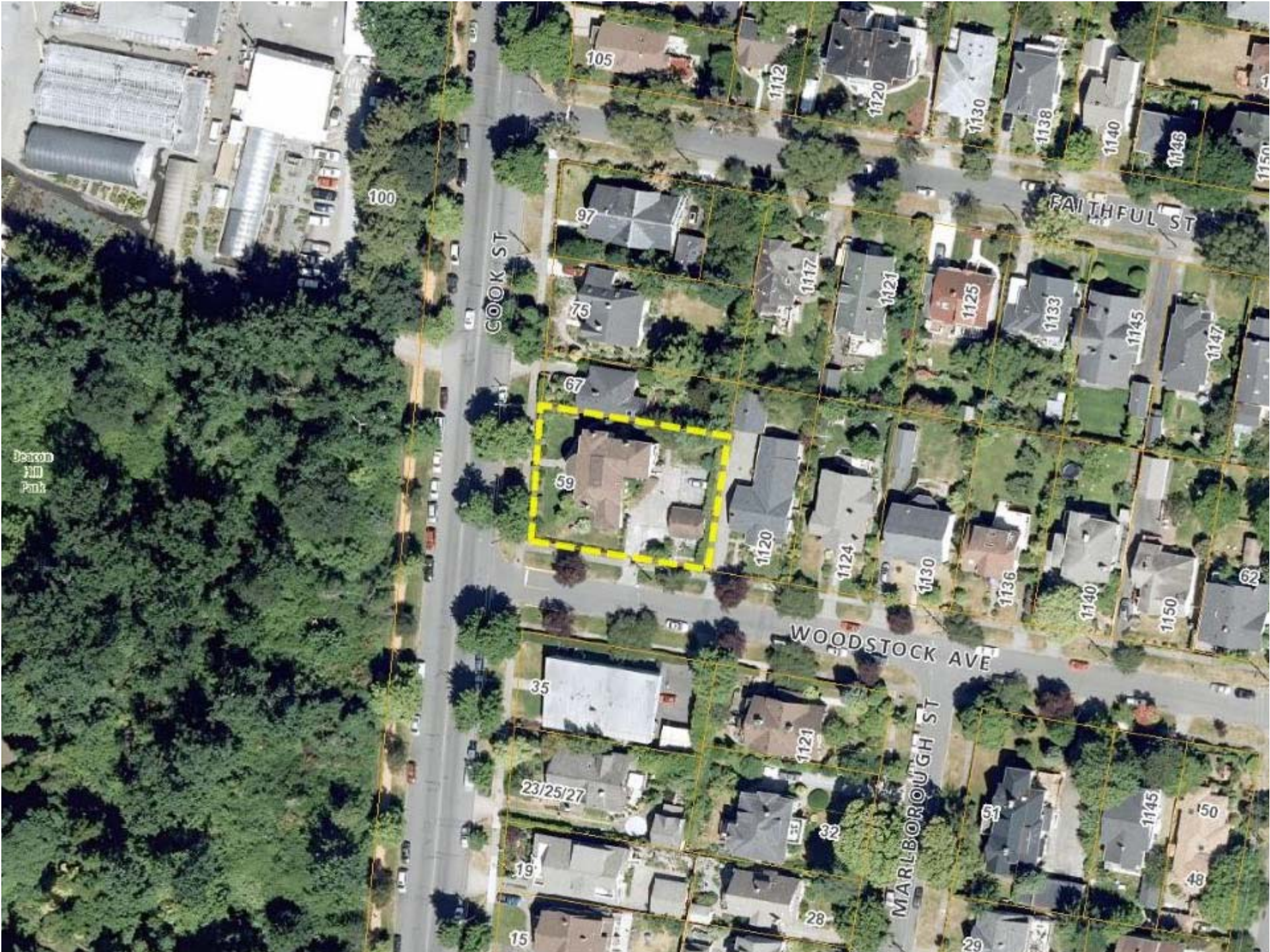
We trust the enclosed submission meets with submission requirements, and that through this process, eventually meets with acceptance of Council.

Yours sincerely,  
HILLEL ARCHITECTURE INC.,  
Karen Hillel MAIBC

# Small Lot Rezoning

Rezoning, Development Permit, and Development Variance  
Permit Applications for:  
**59 Cook St.**









Existing 59 Cook Street Site Conditions





Existing House, 59 Cook Street





Woodstock Street frontage  
Existing drive entry being preserved



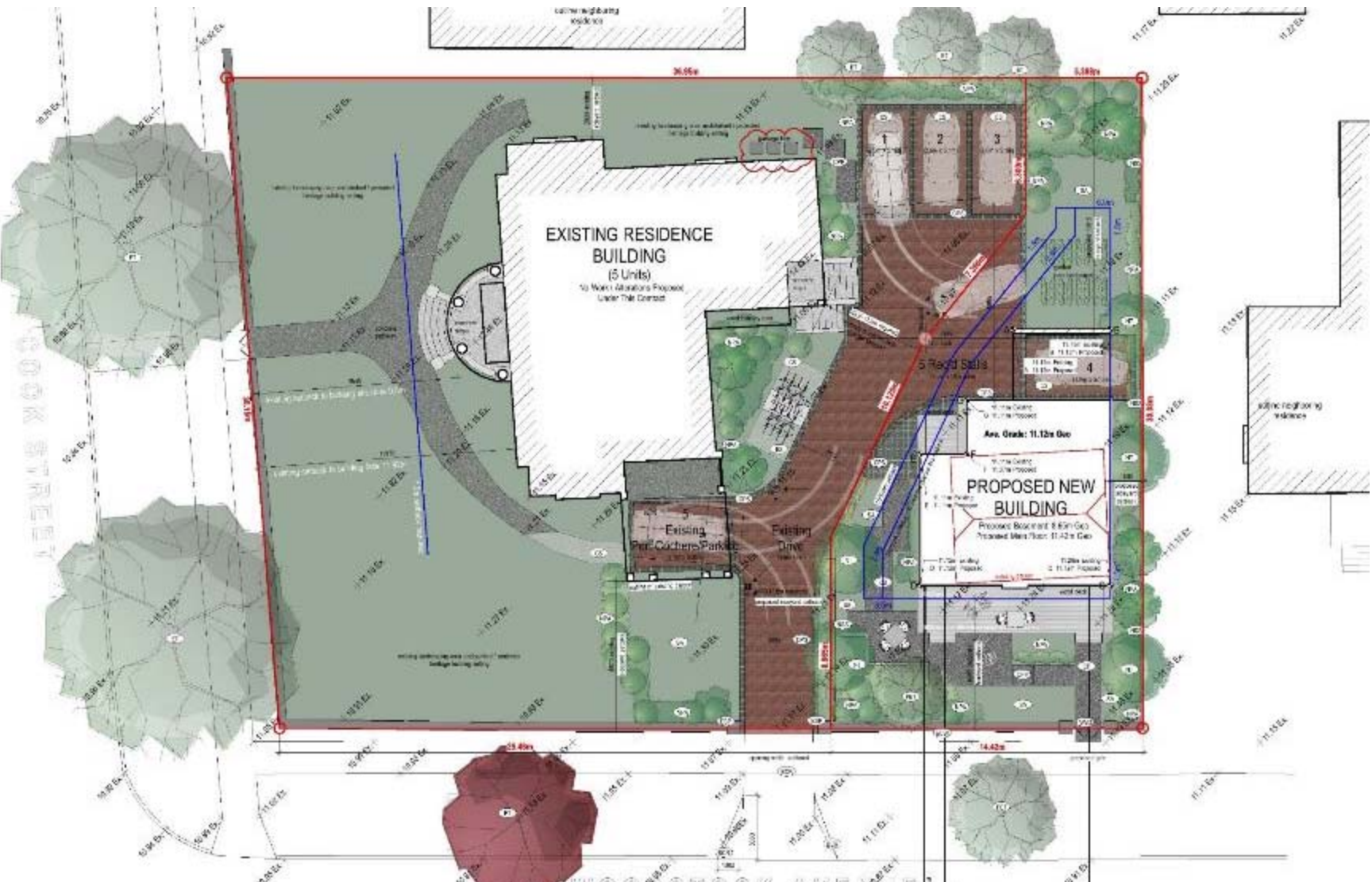


Woodstock Street frontage, with existing garage.













1 Streetscape Elevation - Woodstock Ave  
A1.1 Scale: 1:75

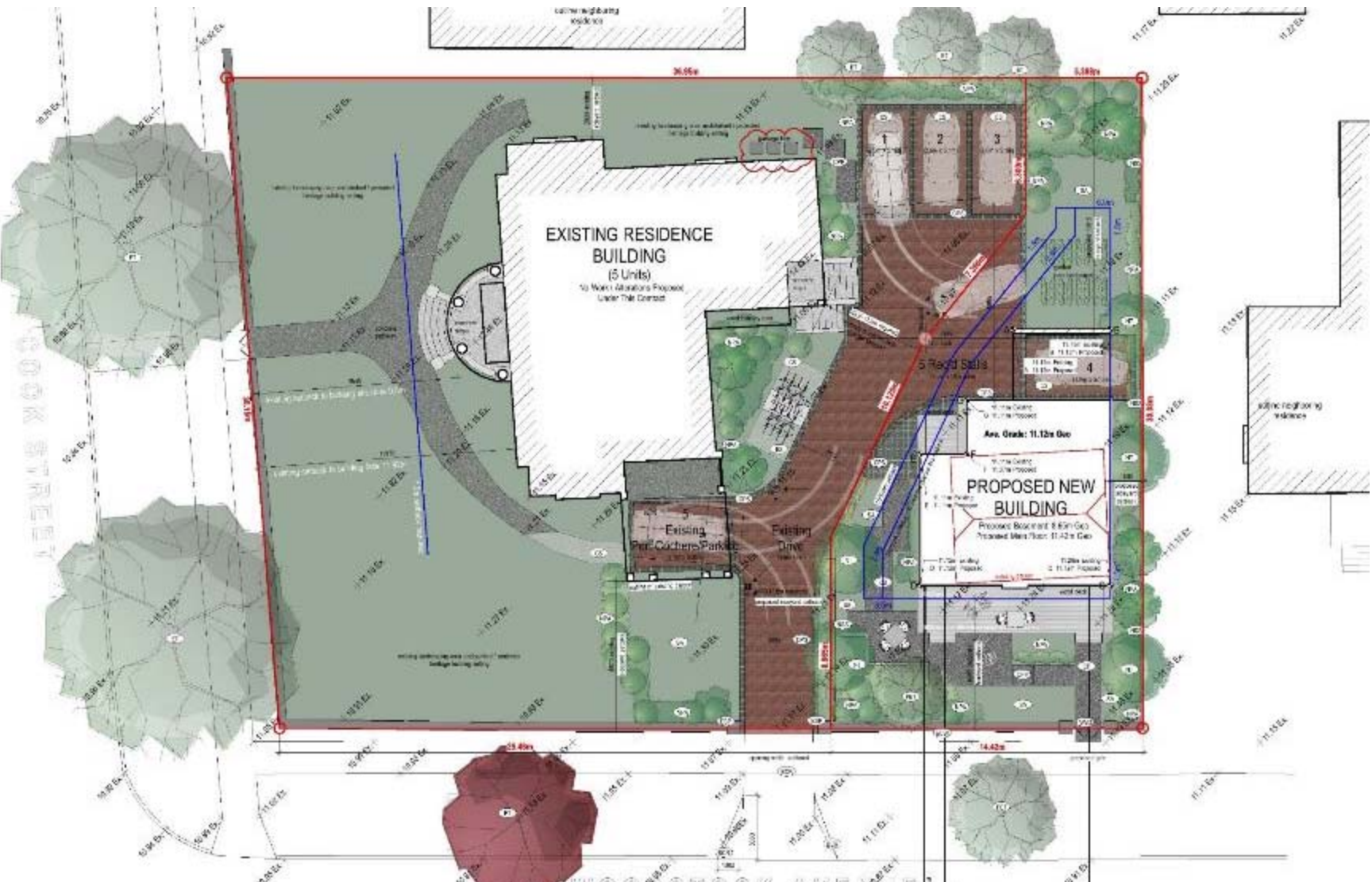
























## Planning and Land Use Committee Report

For the Meeting of October 15, 2015

---

**To:** Planning and Land Use Committee                      **Date:** October 1, 2015

**From:** Jonathan Tinney, Director, Sustainable Planning and Community Development

**Subject:** Development Permit Application No. 00488 for 59 Cook Street

---

### RECOMMENDATION

Staff recommend that Committee forward this report to Council and, after the Public Hearing for Rezoning Application No. 00488, if it is approved, that Council consider the following motion:

"That Council authorize the issuance of Development Permit Application No. 00488 for 59 Cook Street, in accordance with:

1. Plans date stamped September 15, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements.
3. The Development Permit lapsing two years from the date of this resolution."

### LEGISLATIVE AUTHORITY

In accordance with Section 920(2) of the *Local Government Act*, Council may issue a Development Permit in accordance with the applicable guidelines specified in the *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 920 (8) 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, 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 59 Cook Street. The proposal is to create two lots, retaining the existing five- unit house conversion on the R1-B lot and constructing one new small lot house.



The following point was considered in assessing this Development Permit Application associated with the small lot house:

- The proposal is consistent with the objectives and guidelines for sensitive infill contained in Development Permit Area 15A: Intensive Residential – Small Lot of the *Official Community Plan 2012* (OCP).

## **BACKGROUND**

### **Description of Proposal**

The proposal is for a small lot house. Specific details include:

- two-storey building
- contemporary design with elements such as horizontal lines, a flat roof, exposed wood beams and large windows facing the street
- exterior materials include cedar and stucco siding, wood fascia boards, beams and soffits
- parking would be provided between the existing and new houses with a shared access driveway
- new hard and soft landscaping would be introduced.

### **Sustainability Features**

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

### **Active Transportation Impacts**

The applicant has not identified any active transportation impacts associated with the small lot house proposal.

### **Public Realm Improvements**

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

### **Existing Site Development and Development Potential**

The site is currently in the R1-B Zone, Single Family Dwelling District.

### **Community Consultation**

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, the applicant has consulted with the Fairfield-Gonzales CALUC at a Community Meeting held on May 25, 2015. The minutes from this meeting are attached to this report.

## ANALYSIS

### Development Permit Area and Design Guidelines

The *Official Community Plan* (OCP) identifies this property within Development Permit Area 15A: Intensive Residential – Small Lot. The proposed design of the new small lot house is consistent with the *Design Guidelines for Small Lot House* (2002).

The proposal is for a two-storey single family house. The small lot house has a contemporary design incorporating architectural elements such as horizontal lines, a flat roof, exposed wood beams and large windows facing the street. Windows are maximized on the front elevation and minimized at the rear and on the side facing the adjacent existing single family house.

The required number of parking stalls would be provided between the existing house conversion and the proposed small lot house with a shared access off Woodstock Avenue. The new small lot house would have one stall located in a car port under the second storey.

The applicant is proposing a mix of hard and soft landscaping in the front and rear yards of both properties. Permeable pavers are proposed for the driveway and parking stalls.

## CONCLUSIONS

The proposal is to construct a new small lot house and is consistent with Development Permit Area 15A: Intensive Residential – Small Lot. The small lot house is a form of sensitive infill development and, despite not being of traditional style, fits in with the existing neighbourhood. Staff recommend that Council consider supporting this Application.

## ALTERNATE MOTION

That Council decline Development Permit Application No. 00488 for the property located at 59 Cook Street.

Respectfully submitted,



Rob Bateman, Planner  
Development Services Division

am



Jonathan Tinney, Director  
Sustainable Planning and Community  
Development



Report accepted and recommended by the City Manager:

Date: October 6, 2015

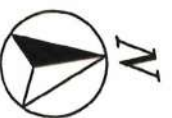
**List of Attachments**

- Zoning map
- Aerial map
- Applicant's letter Mayor and Council dated July 7, 2015
- Minutes from Fairfield-Gonzales Community Association meeting (May 25, 2015)
- Small Lot Housing Rezoning Petition
- Plans dated September 15, 2015.



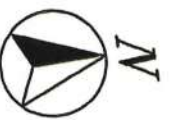


59 Cook Street  
Rezoning #00488  
Bylaw #





59 Cook Street  
Rezoning #00488  
Bylaw #







BEACON  
HILL PARK

59 Cook Street  
Rezoning #00488

Bylaw #

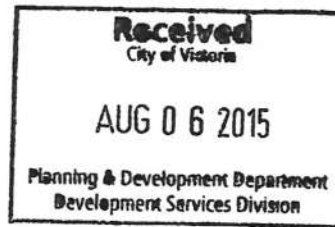




07 July 2015

## 59 Cook Street

Submitted on behalf of Conrad Nyren  
(Dennis Eric Nyren)  
3 - 59 Cook Street  
Victoria BC V8V 3W7



RE: 59 Cook Street Redevelopment  
Victoria BC  
Proposal For Small Lot Subdivision

Attention Mayor and council, City of Victoria

Please find enclosed with this cover letter, a submission for the application of the small lot R1S2 zoning Bylaw to a subdivision of 59 Cook Street.

Hillel Architecture developed a conceptual solution for discussion with immediate neighbours, which demonstrated the current 59 Cook Street multi-family residence on a portion of the existing lot, being left undisturbed, and a smaller portion of the rear lot area being subdivided, creating a small lot conforming to the R1S2 zoning. The drawings proposed a single family home compliant with the zoning. This concept was introduced to the City Planning department similarly for initial commentary.

The enclosed submission has incorporated the commentary from 2 CALUC presentations, multiple meetings with direct neighbours, and update meetings with the planning department. The first CALUC meeting to the Neighbourhood Association membership was rewarding for owners and architect alike. A mostly complimentary evening, and concluding with a very limited list of concerns. The second CALUC meeting was rewarding by the lack of attendance, perhaps indicative of a lack of concern. This submission package also contains letters from directly affected neighbours, each stating that they are in support, some with complimentary additional comments. Throughout the process they state they have been involved and informed.

### Design Outcome: The Site

The residence proposed complies with the small lot two storey zoning bylaw without requested variances. The proposal subdivides an original  $\pm 1237 \text{ m}^2$  [ $\pm 13,315 \text{ ft}^2$ ] property in to one  $318.06 \text{ m}^2$  lot for the new residence conforming to R1S2, and one  $918.86 \text{ m}^2$  Lot with its original R1-B zoning remaining with the existing home. The severance of this lot from the rear yard area of the original home reduces the rear yard setback to less than that prescribed by that original zone and therefore a variance is stated in this proposal that requests the consideration of reducing the permitted rear yard setback from 7.5 m to 4.6m on the parcel remainder. It should be noted at this time

Hillel Architecture Inc.

page 1 of 4

that the parcel remainder is still a substantial lot and remains at almost twice the minimum lot sizes permitted, with its front yard on the opposing side being 11.92m to the building face, and over 9.5m to its substantial colonnade.

As the original stately main building maintains its generous front yard and side yard setbacks on Woodstock Avenue, its prominence on this street corner is therefore not lessened by this proposal. In addition, the new home was designed to occupy the same location as the existing hipped roof two car garage, and is no closer to the neighbouring properties than this structure currently is, as a benefit to the neighbourhood and as a sign that we wished to minimize the impact of this new work. In the enclosed drawing package the streetscape illustrates what appears a completely normal streetscape, with side yard setbacks no closer and no denser than any other view corridor would show from the neighbourhood.

This proposal, by using the existing driveway entry, does not affect any current street trees, or boulevard greenspace. This landscaping maturity that is present - remains. Both neighbours and the owners alike prefer the mature trees, the existing stone fencing, and the matured hedging that remain both sides of this shared driveway entry.

#### **The History**

The existing building was originally designed as a multi-person / multy unit dwelling containing six residences ( a brothel). These were five recognized legal suites for residents, and one "Chinaman" suite, whom was not recognized at that time as an equal . The "chinaman" (their term at the time, not ours) had a kitchen, a washroom, a living space and private sleeping quarters. All of us would recognize this as "another suite", another home, another dwelling. Each of us would refer to this building as containing six suites. At that time the City referred to it as five suites.

But the storey at 59 Cook Street has yet another twist on terminology. This building was renovated in 1944 to its current plans enclosed in this package. At that time the term "chinaman" was dropped, correctly, and the term "Janitors Suite" is shown on those drawings. It was therefore recognized as a five unit + janitors suite building. The "Janitor's " home still not recognized as equivalent to others in the building, but one step better, and the term no longer culturally discriminating, just discriminating in another manor. However, without recognizing the Janitor's suite as being equal to the others, the title remains listed as only 5 units.

Over time this Janitors suite became no longer rented to a resident janitor, and instead became rented to a resident. Occupied by six suites in this configuration, but on title being still recognized only as the five suites from the original brothel. These five legal units will be respected, and it is a pleasure to remove one last "discrimination" from this property title, although sadly not from recognizing it as equal, but from its removal.

#### **Design Outcome – The proposal;**

This proposal recognizes those units registered on title, and should this proposal be acceptable to council, this original six unit composition will return to its current legal entitlement of only five units in the main house, and



relocates an unrecognized sixth suite into the proposed new residence. A non-conforming six units becomes a conforming six units. No additional density is actually added to the neighbourhood, but the outcome becomes conforming, and in some ways, rights a past wrong doing, from another era long ago. *(Note: the outline above of the internal history is supported by documents, original drawings, and the subsequent 1944 renovation drawings. )*

#### **Design character and materials;**

The new home on Woodstock is a transition piece from the larger stately proportions of the 59 Cook Street original home, to the smaller cottage like qualities of neighbours. The design takes many design cues from neighbouring building volumes both beside and across the road, the desires of the owners, the mix of the casual cottage, and the crisp contemporary of the streetscape.

Interestingly, the original brothel contained a side entry in the form of a porte cochere so that gentlemen could be dropped off in a more discrete fashion. Today this Porte Cochere maintains its front porch like appearance on Woodstock Avenue. The immediate neighbour to the opposing side, also contains an attractive inviting front porch. The new building continues this tradition with a new entry gate, pathway, and porch facing the street. Similar to its cottage like neighbour, this porch is a social space, an attractive welcoming space that is also accessed from its prime living spaces inside, benefiting from the sun and views over the landscaped front yard.

#### **Height and Setbacks**

The proposed new residence is compliant with these zoning requirements.

#### **Parking variance**

The existing home, with its five legal suites requires to be serviced by a minimum of .8 stalls per dwelling according to Schedule C Parking Regulations. Therefore this existing multi-family residence requires 4 stalls. The new residence on its independent lot requires 1 stall as a single family residence. It was decided early on that the design would be developed to share the existing entry to the lot, and preserve the existing stone fence. Sharing a driveway entry allowed the parking to be concealed from the street and place these cars behind both buildings. By reciprocal easement agreements, registered on both properties, these two buildings share access to their independent parking facilities. In sharing a driveway, the increase in green space over the current condition will lessen the impact of this parking area than exists at this time. One can notice in the original ariel photo of this existing site, a large area of exposed concrete paving. In the new design the bulk of this paving area is moved further back out of view, and in its place a narrow driveway permits a greater area of landscaping serving to enclose and conceal from view, the rear parking area. The streetscape benefits, the neighbours benefit. A little more greenery gets added to our perception of the neighbourhood.

#### **Bicycle Parking**



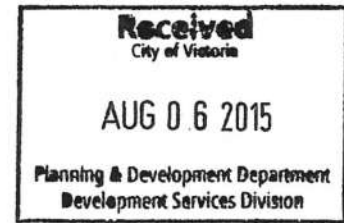
The proposal contains a 6 bike rack for use by the multi-family residence for guests, as required by the Bylaw. The original 59 Cook Street contains class A bike parking facilities for its tenants in the lower floor area formerly the "Chinaman's Suite".

We trust the enclosed submission meets with submission requirements, and that through this process, eventually meets with acceptance of Council.

Yours sincerely,  
HILLEL ARCHITECTURE INC.,  
Karen Hillel MAIBC

**Minutes of Community Meeting  
Planning and Zoning Committee  
Fairfield-Gonzales Community Association (FGCA)  
May 25, 2015**

Facilitators for the FGCA: George Zador (Chair)  
Susan Snell  
Ken Roueche

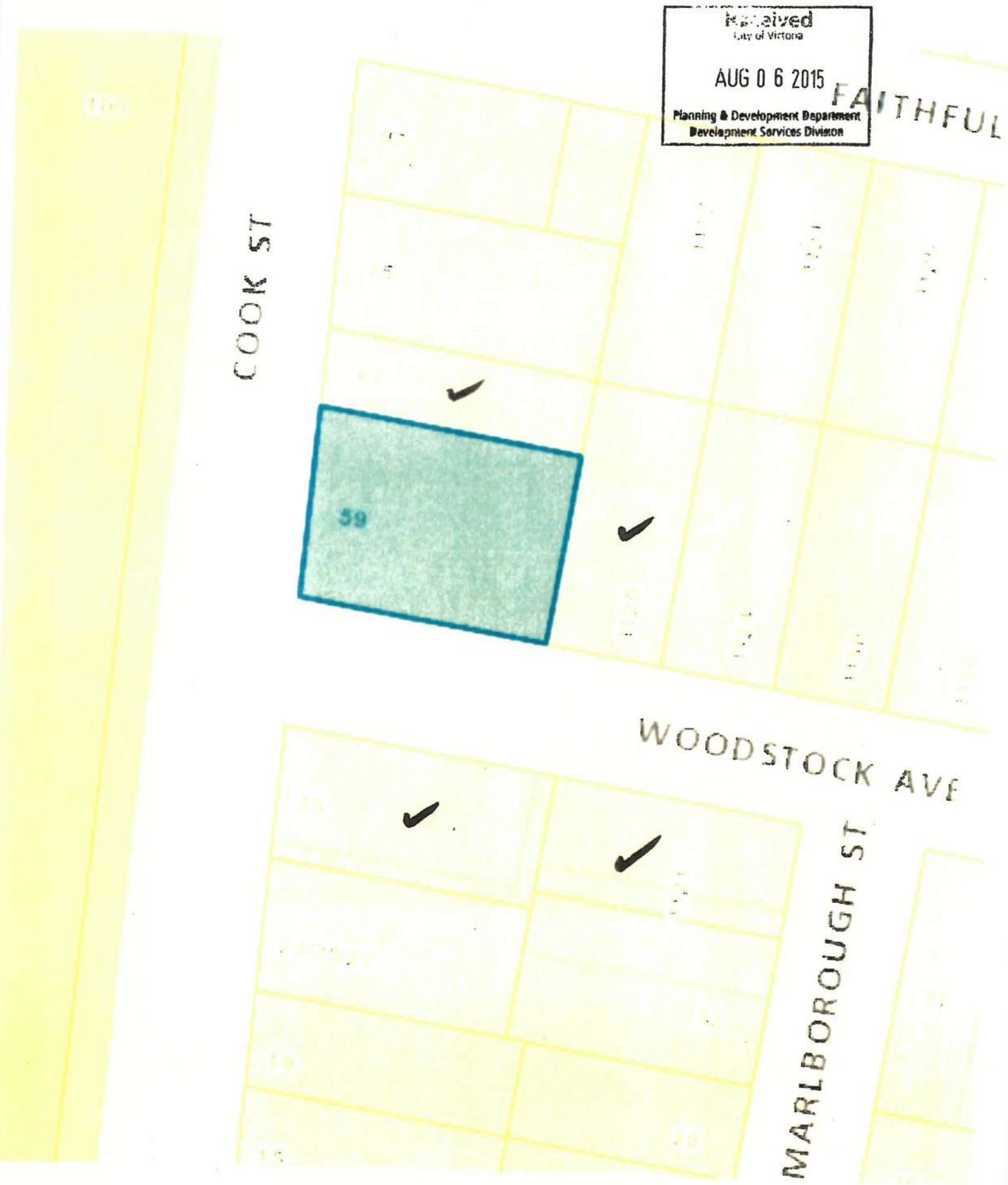


**Subject property:** 59 Cook St; small lot subdivision. (99 notices sent)  
Proponent/ presenter Mr. Conrad Nyren  
This project was presented previously in April 2014, but for personal reasons, the proponent did not proceed further at the time.

Attendance: 2 people, representing one neighbouring home.

**Attendee Questions and Comments:**

- Familiar with the project from the earlier submission.
- Asked for details of site coverage, parking, etc. Proponent gave thorough explanation.
- Would the new house be for market: no, proponent lives in the main house at present, wants to build the home for his own family. On-site parking is provided.
- Concern about parking for workers during construction phase. Proponent will control.
- No objection to this project, but feels that further similar subdivisions would increase density which is undesirable in this neighbour's view.





Received  
City of Victoria

AUG 06 2015

Planning & Development Department  
Development Services DivisionSUMMARY  
SMALL LOT HOUSE REZONING PETITIONI, CONRAD NYREN, have petitioned the adjacent neighbours\* in compliance with  
(applicant)the Small Lot House Rezoning Policies for a small lot house to be located at 59 COOK ST  
(location of proposed house)and the petitions submitted are those collected by JUNE 19, 2015\*\*  
(date)

Address	In Favour ✓	Opposed ✓	Neutral (30-day time expired) ✓
35 COOK ST	✓		
67 COOK ST	✓		
1120 WOODSTOCK	✓		
1121 WOODSTOCK	✓		
UNIT 1-35 COOK (TENANT)			✓
" 2-35 COOK "			✓
" 3-35 COOK "			✓
" 4-35 COOK "			✓
" 5-35 COOK "			✓
" 6-35 COOK "			✓
" 7-35 COOK "			✓
" 8-35 COOK "			✓
" 9-35 COOK "			✓

SUMMARY	Number	%
IN FAVOUR	4	100%
OPPOSED	0	
TOTAL RESPONSES		100%

\*Do not include petitions from the applicant or persons occupying the property subject to rezoning.

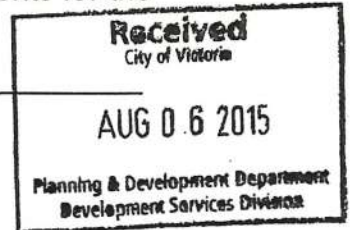
\*\*Note that petitions that are more than six months old will not be accepted by the City. It is the applicant's responsibility to obtain new petitions in this event.

In preparation for my rezoning application to the City of Victoria, I,

CONRAD NYREN  
(print name)

, am conducting the petition requirements for the  
property located at 59 COOK STREET.

to the following Small Lot Zone: R1S2



The City of Victoria's Small Lot Rezoning Policy requires that the applicant poll voting age residents and owners of neighbouring lots to determine the acceptability of the proposal. Please note that all correspondence submitted to the City of Victoria in response to this Petition will form part of the public record and will be published in a meeting agenda when this matter is before Council. The City considers your address relevant to Council's consideration of this matter and will disclose this personal information. However, if for personal privacy reasons you do not wish to include your name, please indicate your address and indicate (yes or no) if you are the registered owner. **Please do not include your phone number or email address.**

Please review the plans and indicate the following:

NAME: (please print) JOSHUA KALEF (see note above)

ADDRESS: 35 COOK ST. VICTORIA V8V 3W7

Are you the registered owner? Yes ☒ No ☐

I have reviewed the plans of the applicant and have the following comments:

☒ I support the application.

☐ I am opposed to the application.

Comments:

THIS DENSIFICATION IS APPROPRIATE FOR  
OUR NEIGHBORHOOD AND VISUALLY A NICE  
IMPROVEMENT.

April 10/2015  
Date

[Signature]  
Signature

Received  
City of Victoria

AUG 06 2015

Planning & Development Department  
Development Services Division

## SMALL LOT HOUSE REZONING PETITION

In preparation for my rezoning application to the City of Victoria, I,

CONRAD NYREN  
(print name), am conducting the petition requirements for the

property located at 59 Cook St.

to the following Small Lot Zone: R1S2

The City of Victoria's Small Lot Rezoning Policy requires that the applicant poll voting age residents and owners of neighbouring lots to determine the acceptability of the proposal. Please note that all correspondence submitted to the City of Victoria in response to this Petition will form part of the public record and will be published in a meeting agenda when this matter is before Council. The City considers your address relevant to Council's consideration of this matter and will disclose this personal information. However, if for personal privacy reasons you do not wish to include your name, please indicate your address and indicate (yes or no) if you are the registered owner. **Please do not include your phone number or email address.**

Please review the plans and indicate the following:

NAME: (please print) Anthony + Kathy Lavelle (see note above)

ADDRESS: 67 Cook St, Victoria, BC

Are you the registered owner? Yes ☒ No ☐

I have reviewed the plans of the applicant and have the following comments:

☒ I support the application.

☐ I am opposed to the application.

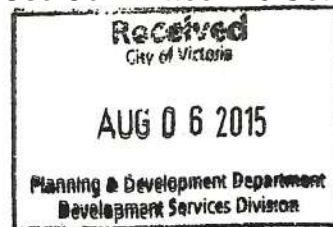
Comments:

Everything looks good.

June 18/15  
Date

Kathy Lavelle  
Signature





## SMALL LOT HOUSE REZONING PETITION

In preparation for my rezoning application to the City of Victoria, I,

Wendy Payne  
(print name)

, am conducting the petition requirements for the

property located at 59 Cook St.

to the following Small Lot Zone: R1S2

The City of Victoria's Small Lot Rezoning Policy requires that the applicant poll voting age residents and owners of neighbouring lots to determine the acceptability of the proposal. Please note that all correspondence submitted to the City of Victoria in response to this Petition will form part of the public record and will be published in a meeting agenda when this matter is before Council. The City considers your address relevant to Council's consideration of this matter and will disclose this personal information. However, if for personal privacy reasons you do not wish to include your name, please indicate your address and indicate (yes or no) if you are the registered owner. **Please do not include your phone number or email address.**

Please review the plans and indicate the following:

NAME: (please print) Wendy Payne (see note above)

ADDRESS: 1120 Woodstock Ave

Are you the registered owner? Yes ☒ No ☐

I have reviewed the plans of the applicant and have the following comments:

☒ I support the application.

☐ I am opposed to the application.

Comments:

I am completely satisfied with this  
plan. Conrad Nyren is a good neighbour  
who has kept me informed about his plans.

June 4/15  
Date

Wendy Payne  
Signature

Received  
City of Victoria

AUG 06 2015

Planning & Development Department  
Development Services Division

## SMALL LOT HOUSE REZONING PETITION

In preparation for my rezoning application to the City of Victoria, I,

CONRAD NYREN  
(print name)

, am conducting the petition requirements for the

property located at 59 COOK STREETto the following Small Lot Zone: R1S2

The City of Victoria's Small Lot Rezoning Policy requires that the applicant poll voting age residents and owners of neighbouring lots to determine the acceptability of the proposal. Please note that all correspondence submitted to the City of Victoria in response to this Petition will form part of the public record and will be published in a meeting agenda when this matter is before Council. The City considers your address relevant to Council's consideration of this matter and will disclose this personal information. However, if for personal privacy reasons you do not wish to include your name, please indicate your address and indicate (yes or no) if you are the registered owner. **Please do not include your phone number or email address.**

Please review the plans and indicate the following:

NAME: (please print) SHARON AND MIKE ROMANINE (see note above)ADDRESS: 1121 WOODSTOCK AVE.Are you the registered owner? Yes ☒ No ☐

I have reviewed the plans of the applicant and have the following comments:

☒ I support the application.☐ I am opposed to the application.

Comments:

---



---



---



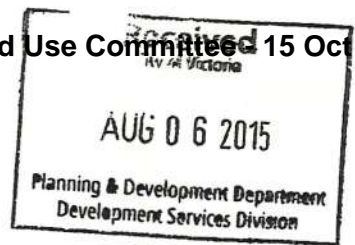
---



---

June 18/2015  
DateM. / Romanine  
Sharon Romanine  
Signature

## REZONING AND DEVELOPMENT PROPOSAL FOR 59 COOK STREET



## REQUEST TO MEET

Hello. my name is Conrad Nyren. I live right across Woodstock from you at 59 Cook Street at the corner of Woodstock and Cook.

I am in the process of making an application to the City of Victoria to rezone a portion of my property from R1B, single family zone, to R!S2, small lot two story zone, to permit a subdivision and construction of a new, smaller, single family home, located approximately where the existing garage is now located.

As part of my neighbourhood consultation process, I would greatly appreciate a few minutes of your time to familiarize you with the architectural and landscape plans and hear your comments. I attach a copy of the City's form "SMALL LOT REZONING PETITION"

Please email or phone me to set up a time to meet, and thank you in advance for your time and consideration.

Conrad Nyren  
59 Cook Street  
April 10, 2015



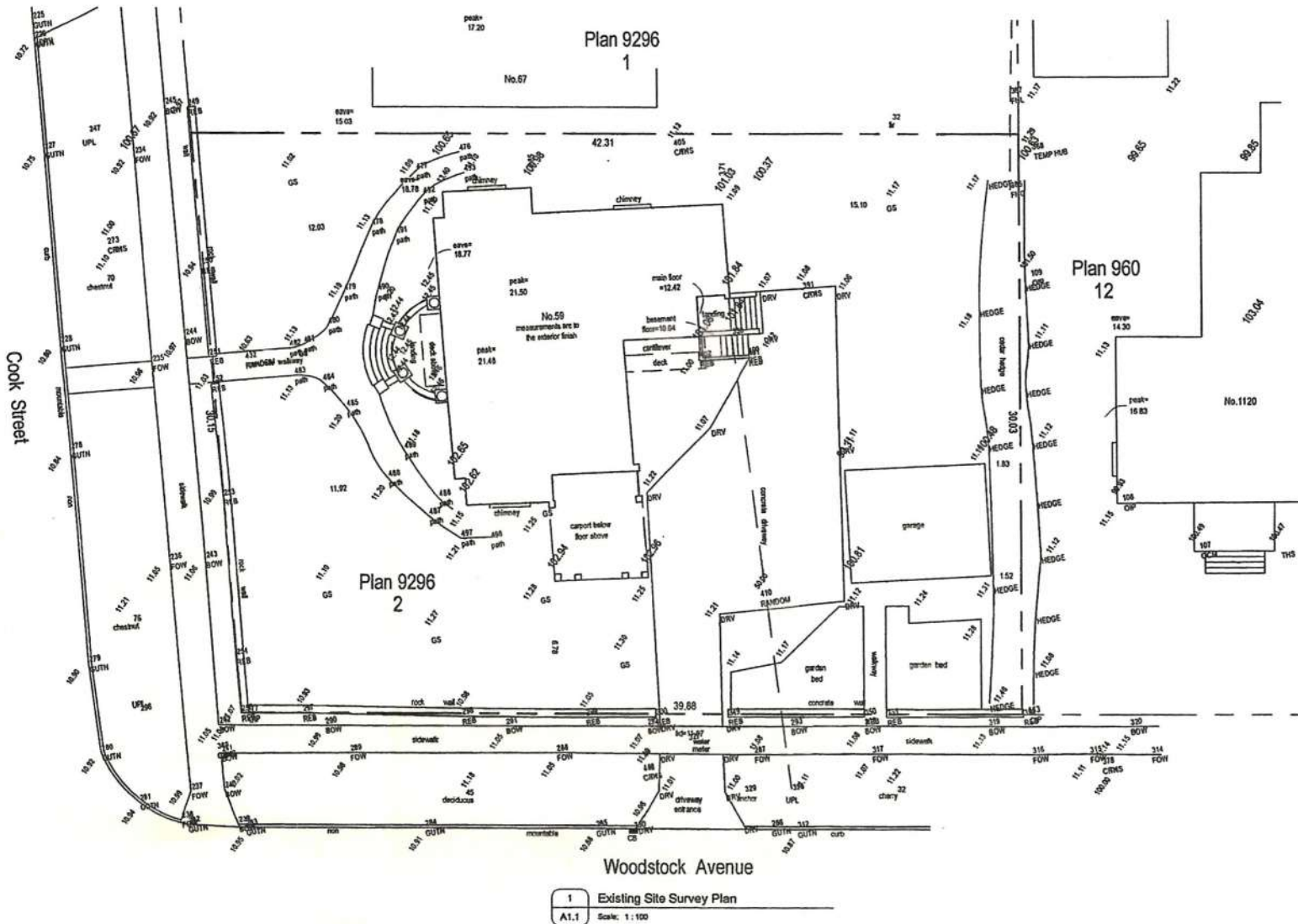
DELIVERED BY HAND APRIL 10, 2015 TO:

35 COOK STREET [REDACTED] 1 THRU 9

1157 WOODSTOCK UNITS 1 THRU 7







### LEGAL DATA

**CLIENT**  
Corbett Hyatt  
Unit 3-59 Cook Street, Victoria BC V8V 3W7

**CIVIC ADDRESS**  
59 Cook Street, Victoria BC

**LEGAL ADDRESS**  
Lot 2, Fairfield Farm Estate, Victoria, Plan 9296

**SURVEY INFORMATION**  
based on legal survey by Powell & Associates  
B.C. Land Surveyors, file B171-4



2 Context Site Plan  
A1.1 Not to Scale

**Received**  
City of Victoria  
**AUG 06 2015**  
Planning & Development Department  
Development Services Division







Cook Street - Subject Property Existing Residence



Woodstock Avenue - Adjacent Neighboring Properties Across Street



Woodstock Avenue - Subject Property Existing Residence



Woodstock Avenue - Subject Property & Project Area



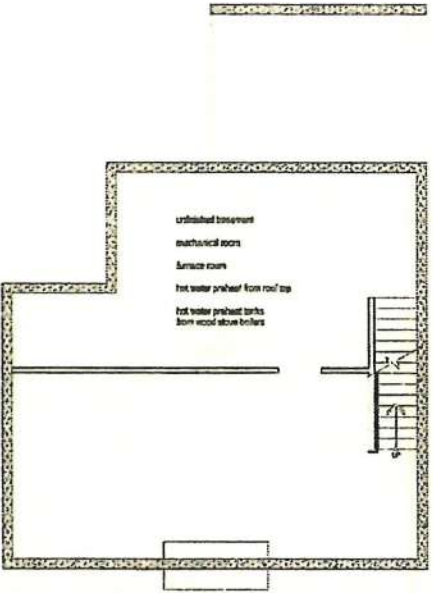
Woodstock Avenue - Adjacent Neighboring Properties



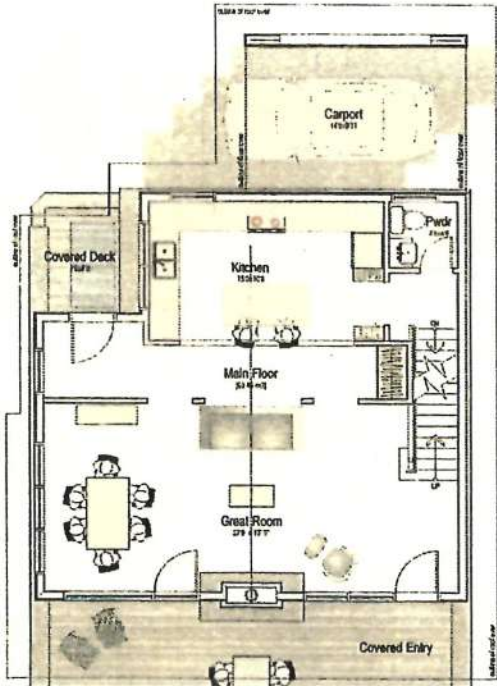
Woodstock Avenue - Neighboring Properties



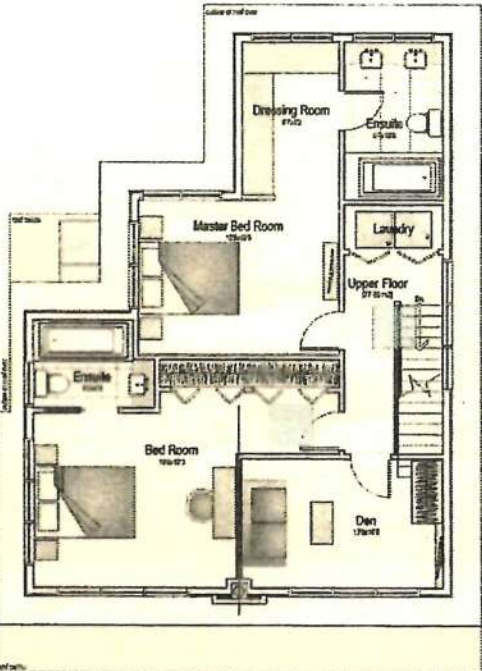




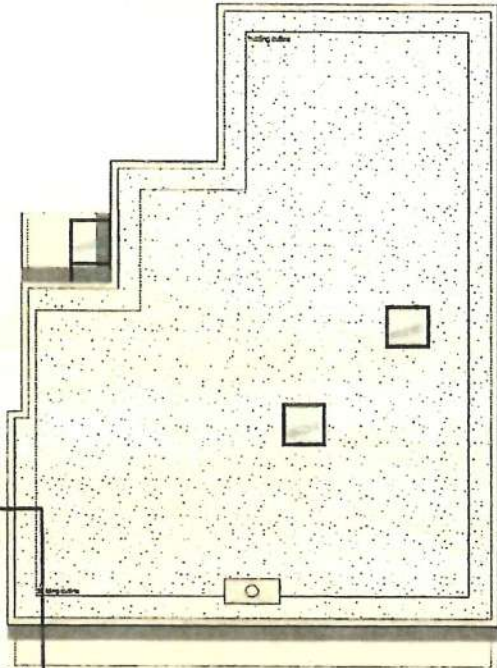
1 Basement Floor Plan  
A2.1 Scale: 1:50



2 Main Floor Plan  
A2.1 Scale: 1:50



3 Upper Floor Plan  
A2.1 Scale: 1:50



3 Roof Plan  
A2.1 Scale: 1:50

Received  
City of Victoria  
AUG 06 2015  
Planning & Development Department  
Development Services Division





1 Streetscape Elevation - Woodstock Ave  
A3.1 Scale: 1:75



# ELEVATION FINISH LEGEND

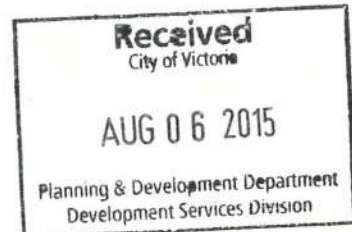
- List of finishes typical of all elevations.
- (01) Pre-finished metallic gray steel finishing
  - (02) Wood fascia boards - clear Sitka Spruce finish
  - (03) Exposed wood beams - clear Sitka Spruce finish
  - (04) Exposed cedar soffits - warm gray stain, 4" x 6" prefinished metal perimeter vent strip
  - (05) Cement based stucco, smooth finish - light gray color
  - (06) Cedar siding, 100mm exposure - warm charcoal gray stain color
  - (07) Exposed board form concrete chimney - stucco finish
  - (08) Wood window units & doors w/te glass panes - clear Sitka Spruce finish
  - (09) Exposed board form concrete elements - stucco finish
  - (10) Natural stone retaining walls to match existing - Arch spec exterior
  - (11) Building mounted down lighting & feature lighting
  - (12) Cement based stucco, smooth finish - warm gray colour



1 Front Elevation (South)  
A3.2 Scale: 1:50



2 Side Elevation - (West)  
A3.2 Scale: 1:50







1 Rear Elevation (North)  
A3.3 Scale: 1:50

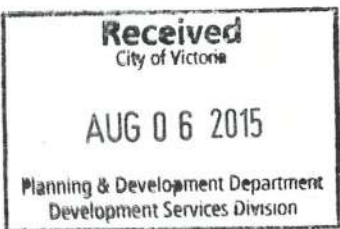


2 Side Elevation - (East)  
A3.3 Scale: 1:50

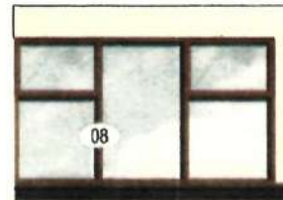
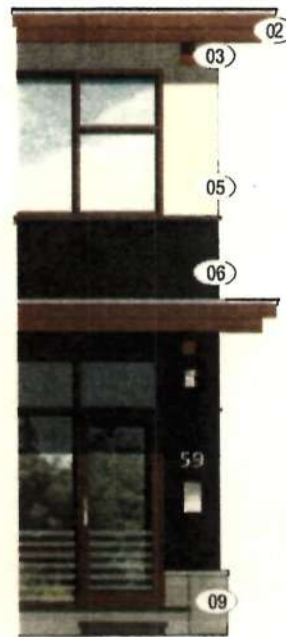
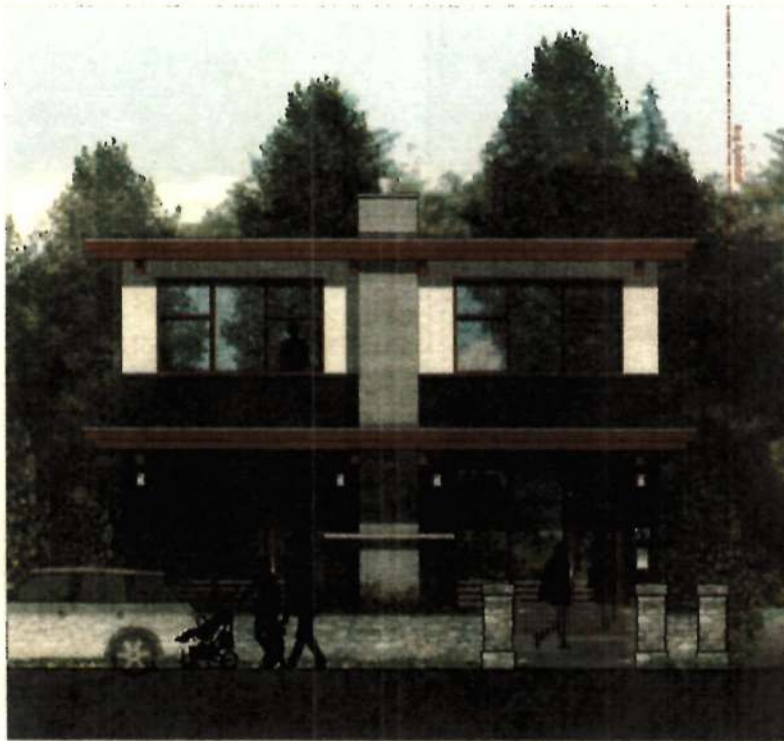
# ELEVATION FINISH LEGEND

List of finishes typical of all elevations

- 91 Pre-finished exotic gray vinyl flooring
- 92 Wood facade boards - clear Sikens Cold finish
- 93 Exposed wood beams - clear Sikens Cold finish
- 94 Exposed cedar soff - warm gray stain, clear prefinished metal perimeter vent strip
- 95 Cement based stucco, smooth brush finish - light gray colour
- 96 Cedar siding - 100mm exposure - warm charcoal gray stain colour
- 97 Exposed board-form concrete chimney - stained finish
- 98 Wood window units & doors w/te glazing panels - clear Sikens Cold finish
- 99 Exposed board-form concrete elements - stained finish
- 10 Natural stone retaining walls to match existing - Arch spec colour
- 11 Building mounted down lighting & feature lighting
- 12 Cement based stucco, smooth brush finish - warm gray colour



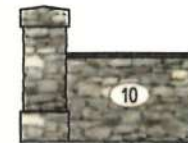
# Colour And Materials Palette



## ELEVATION FINISH LEGEND

List of finishes typical of all elevations

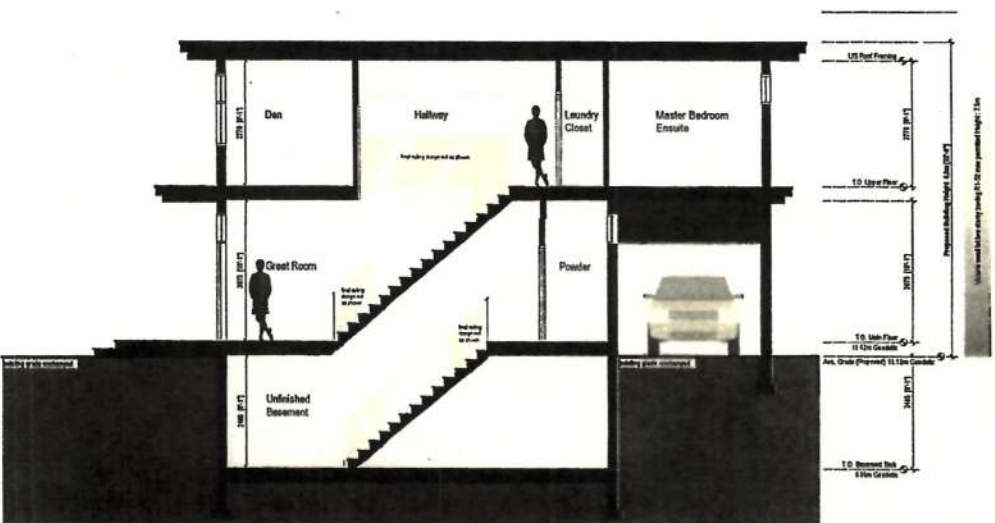
- 01 Pre-finished metallic gray steel flashing
- 02 Wood fascia boards - clear Sikksens Cetol finish
- 03 Exposed wood beams - clear Sikksens Cetol finish
- 04 Exposed cedar soffit - warm gray stain, c/w prefinished metal perimeter vent strip
- 05 Cement based stucco, smooth trowel finish - light gray colour
- 06 Cedar siding, 100mm exposure - warm charcoal gray stain colour
- 07 Exposed board-form concrete chimney - sealed finish
- 08 Wood window units & doors c/w glazing panels - clear Sikksens Cetol finish
- 09 Exposed board-form concrete elements - sealed finish
- 10 Natural stone retaining walls to match existing - Arch spec colour
- 11 Building mounted down lighting & feature lighting
- 12 Cement based stucco, smooth trowel finish - warm gray colour



DEVELOPMENT PERMIT APPLICATION SUBMISSION  
**SMALL LOT AT 59 COOK STREET**  
 59 COOK STREET, VICTORIA, BC

AUG 06 2015

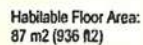
Planning & Development Department  
 Development Services Division



1 Building Section  
A4.1 Scale 1:50



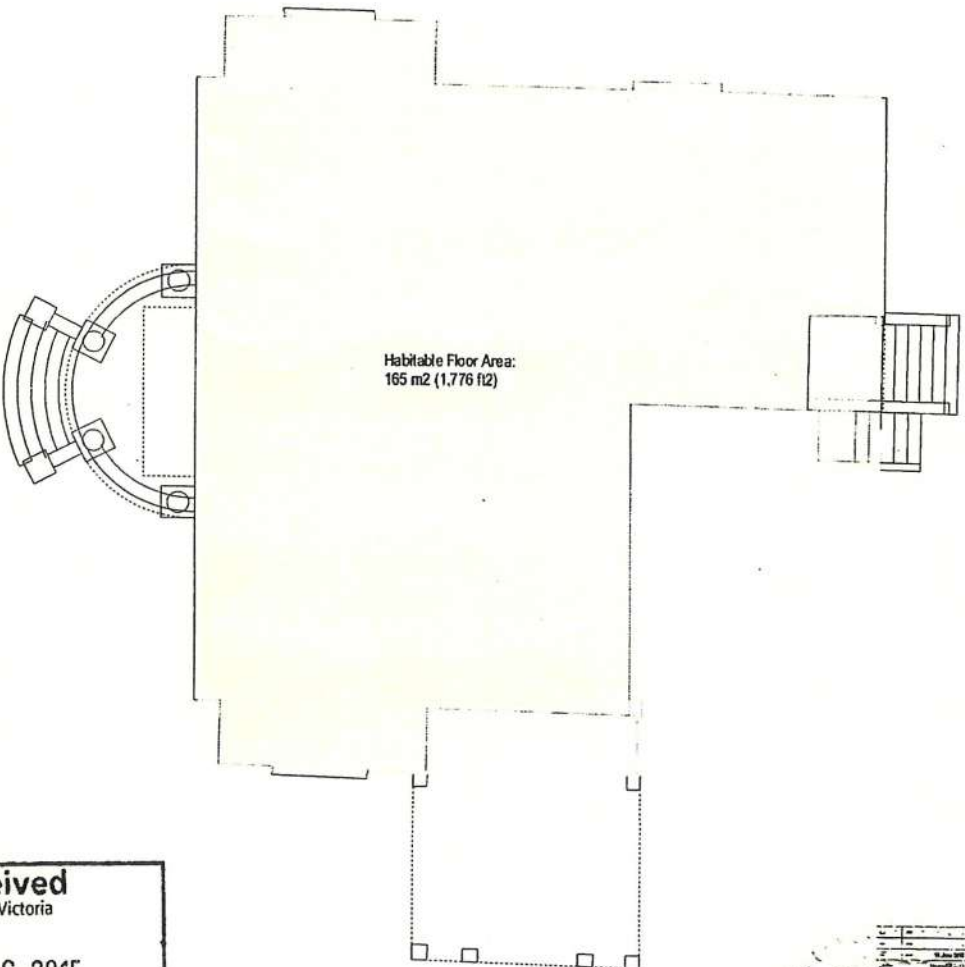




Planning & Development Department  
Development Services Division

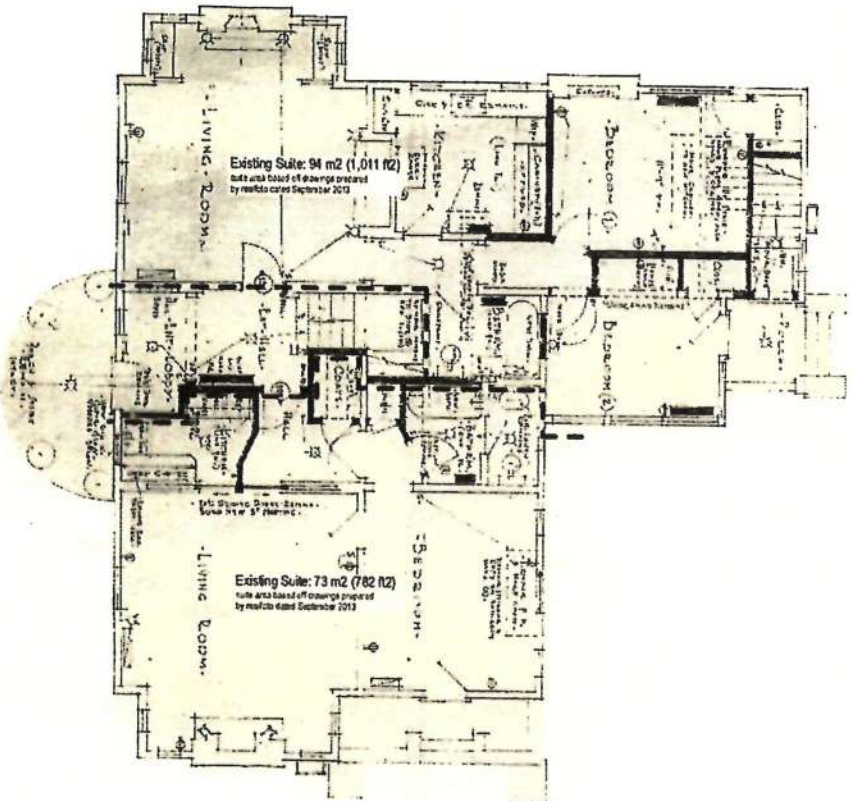
	CURRENT ZONING	EXISTING PARCELS
<b>HABITABLE FLOOR AREA:</b>		
Basement	-	67 m <sup>2</sup> (726 sq ft)
First Floor	-	195 m <sup>2</sup> (2,118 sq ft)
Second Floor	-	193 m <sup>2</sup> (2,107 sq ft)
<b>Total</b>	<b>455m<sup>2</sup> = 5 dwelling units allowable per per Schedule 17</b>	<b>455 m<sup>2</sup> (4,951 sq ft) 5 existing dwelling units</b>

**Planning and Land Use Committee - 15 Oct 2015**



2 Existing First Floor Area  
Scale: 1:50

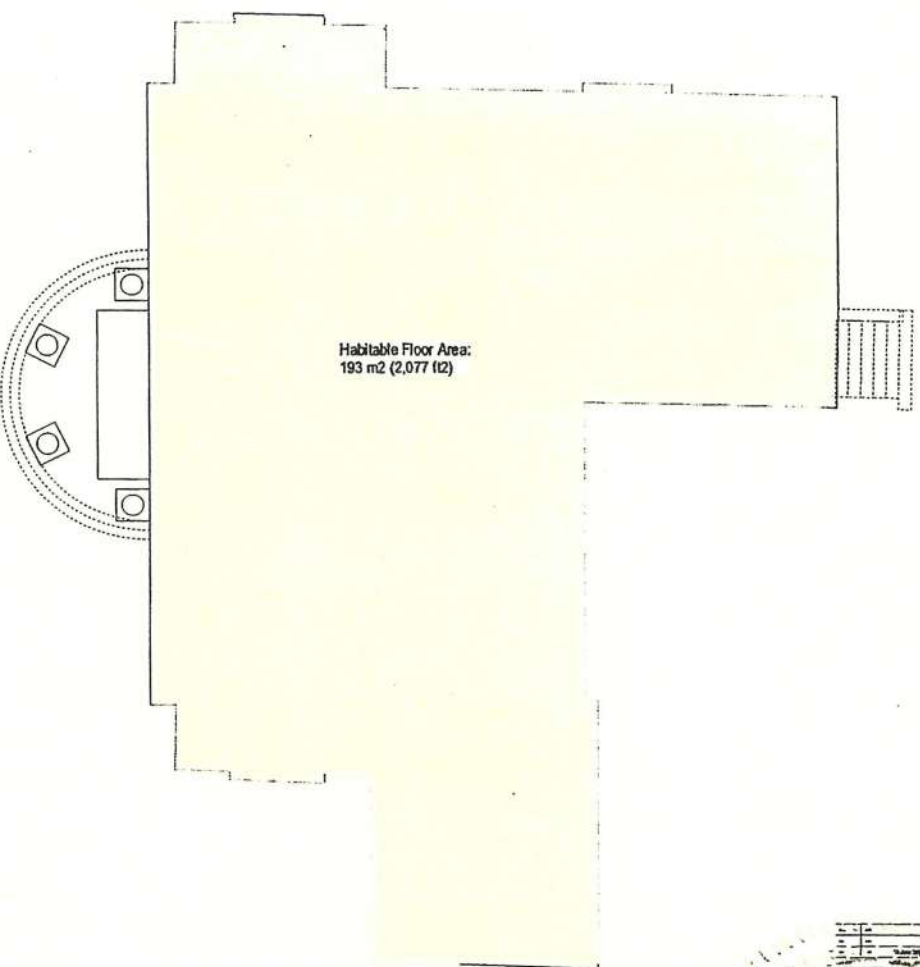
Received  
City of Victoria  
AUG 06 2015  
Planning & Development Department  
Development Services Division



1 Existing First Floor Plan (By Others)  
Scale: 1:50

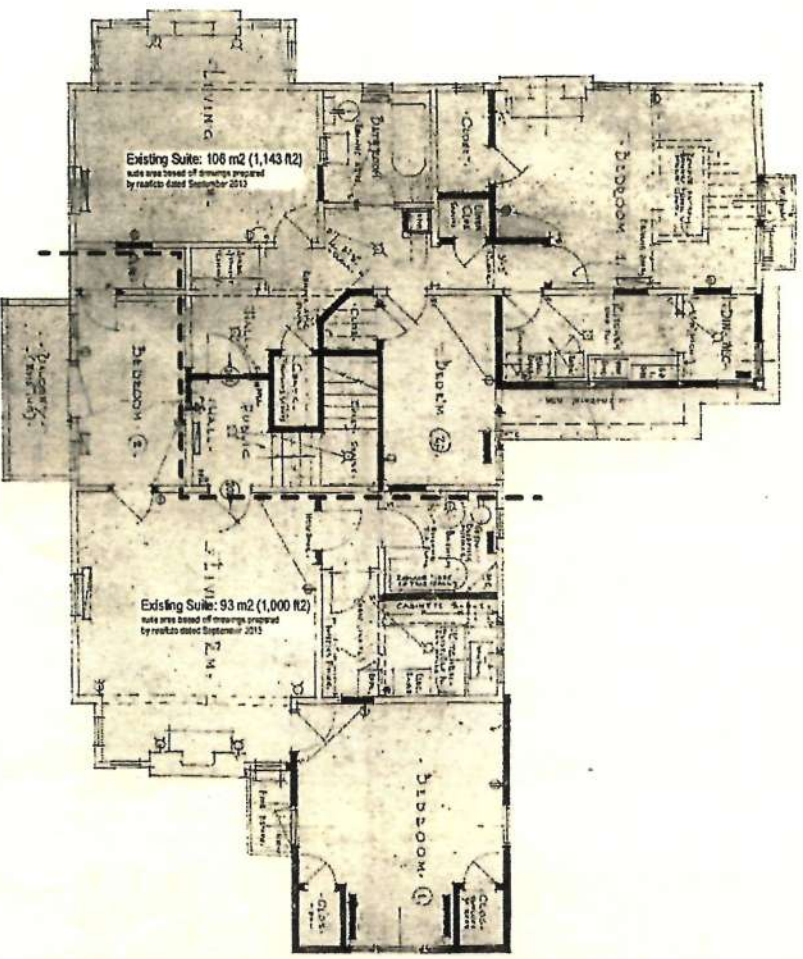


Small Lot at 59 Cook Street	
Existing Second Floor Plan	
15 Oct 2015	



Habitable Floor Area:  
193 m2 (2,077 ft2)

2 Existing Second Floor Area  
Scale: 1:50



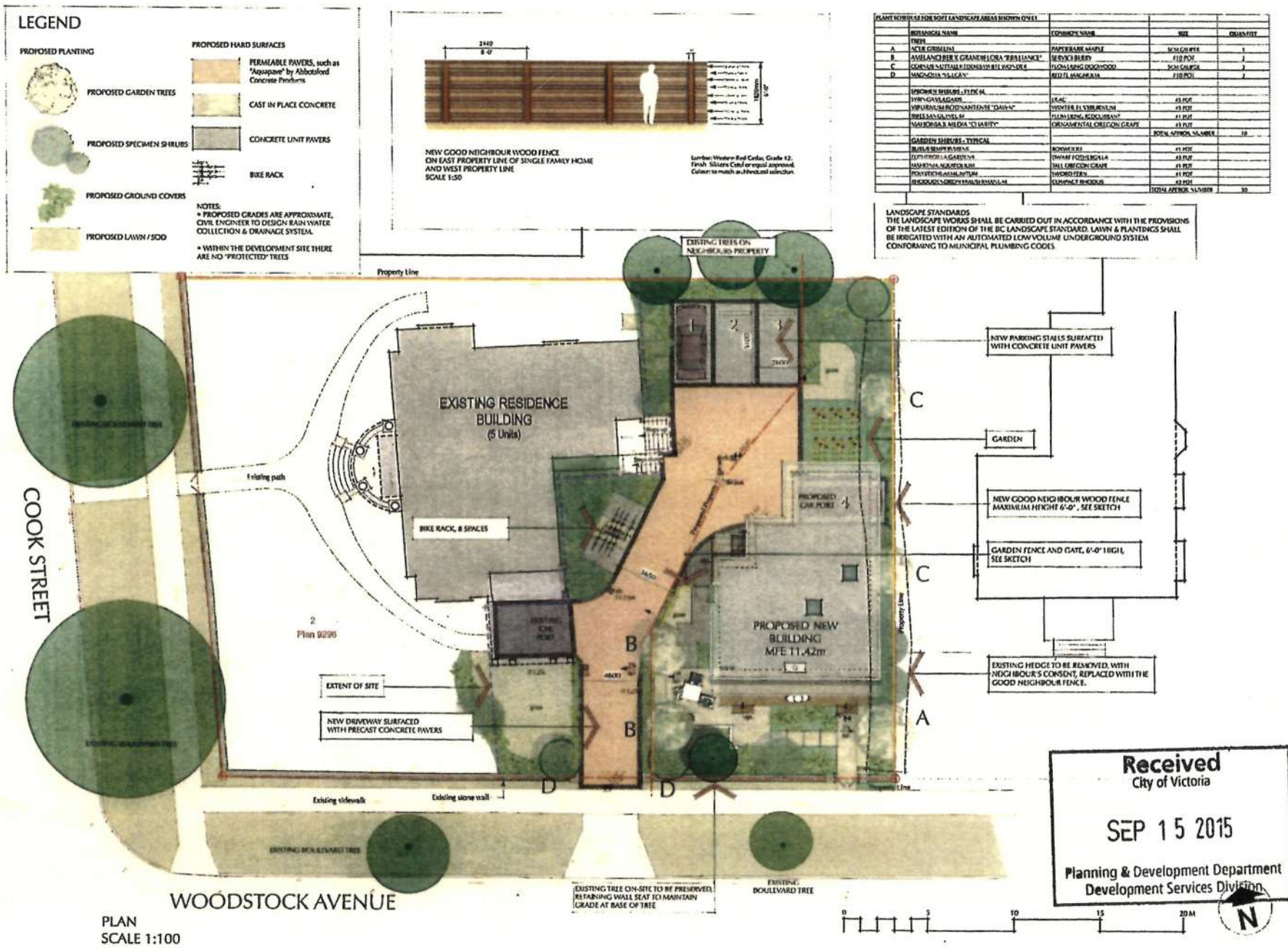
Existing Suite: 106 m2 (1,143 ft2)  
suite area based on drawings prepared  
by architect dated September 2013

Existing Suite: 93 m2 (1,000 ft2)  
suite area based on drawings prepared  
by architect dated September 2013

1 Existing Second Floor Plan [By Others]  
Scale: 1:50

Received  
City of Victoria  
  
AUG 06 2015  
  
Planning & Development Department  
Development Services Division





**SMALL & ROSS**  
LANDSCAPE ARCHITECTS INC.  
2012 meadow road, suite 101, vancouver, bc v6x 1v1  
t: 604-681-6967  
info@smallandross.com  
www.smallandross.com

**Received**  
City of Victoria  
SEP 15 2015  
Planning & Development Department  
Development Services Division

59 Cook Street  
Victoria, BC.

Landscape  
Concept Plan

Date: 16/02/2014  
Drawn: CAM  
Checked: [Signature]  
Scale: As shown

15 Oct 2015

06 August 2015

## 59 Cook Street

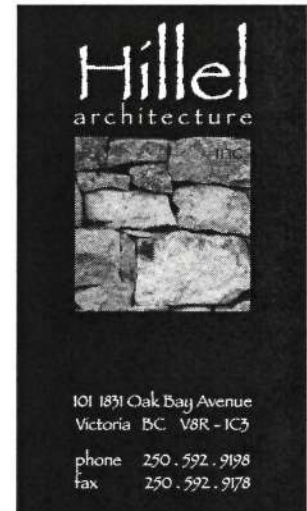
Submitted on behalf of Conrad Nyren

(Dennis Eric Nyren)

3 - 59 Cook Street

Victoria BC V8V 3W7

**RE:** 59 Cook Street Redevelopment  
Victoria BC  
Proposal For Small Lot Subdivision



### Attention Mayor and council, City of Victoria

Please find enclosed with this cover letter, a submission for the division of the R1-B lands of 59 Cook Street. The proposal is for the creation of one new lot R1S2 zoning Bylaw and is therefore a rezoning. The Parcel Remainder would remain under its existing R1-B zoning, however both the existing building and its new conditions of placement on the parcel remainder requires a Development Variance Permit to ensure Council approval of those conditions, and correctly registering these items on title, should they prove acceptable.

Hillel Architecture developed a conceptual solution for discussion with immediate neighbours, which demonstrated the current 59 Cook Street multi-family residence on a portion of the existing lot, being left undisturbed, and a smaller portion of the rear lot area being subdivided, creating a small lot conforming to the R1S2 zoning. The drawings proposed a single family home compliant with the zoning in the location of the current 2 car garage building. This concept was introduced to the City Planning department similarly for initial commentary.

The enclosed submission has incorporated the commentary from 2 CALUC presentations, multiple meetings with direct neighbours, and update meetings with the planning department. The first CALUC meeting to the Neighbourhood Association membership was rewarding for owners and architect alike. A mostly complimentary evening, and concluding with a very limited list of concerns. The second CALUC meeting was rewarding by the lack of attendance, perhaps indicative of a lack of concern. This submission package also contains letters from directly affected neighbours, each stating that they are in support, some with complimentary additional comments. Throughout the process they state they have been involved and informed.

### Design Outcome: The Site

The residence proposed complies with the small lot two storey zoning bylaw without requested variances. The proposal subdivides an original  $\pm 1237 \text{ m}^2$  [ $\pm 13,315 \text{ ft}^2$ ] property in to one  $318.06 \text{ m}^2$  lot for the new residence conforming to R1S2, and one  $918.86 \text{ m}^2$  Lot with its original R1-B zoning remaining with the existing home. The

Hillel Architecture Inc.

page 1 of 4



severance of this lot from the rear yard area of the original home reduces the rear yard setback to less than that prescribed by that original zone and therefore a variance is stated in this proposal that requests the consideration of reducing the permitted rear yard setback from 7.5 m to 4.6m on the parcel remainder. It should be noted at this time that the parcel remainder is still a substantial lot and remains at almost twice the minimum lot sizes permitted, with its front yard on the opposing side being 11.92m to the building face, and over 9.5m to its substantial colonnade.

As the original stately main building maintains its generous front yard on Cook Street and side yard setback on Woodstock Avenue, its prominence on this street corner is therefore not lessened by this proposal. In addition, the new home was designed to occupy the same location as the existing hipped roof two car garage, and is no closer to the neighbouring properties than this structure currently is, as a benefit to the neighbourhood and as a sign that we wished to minimize the impact of this new work. In the enclosed drawing package the streetscape illustrates what appears a completely normal streetscape, with side yard setbacks no closer and no denser than any other view corridor would show from the neighbourhood.

This proposal, shares the existing driveway entry, preventing any affect on existing mature street trees, existing stone walls, or boulevard greenspace. This landscaping maturity that is present - remains. Both neighbours and the owners alike prefer the mature trees, the contributing character of the existing stone fence wall, and the matured hedging that also remains both sides of this shared driveway entry.

### **The History**

The existing building was originally designed as a single family home, and formally converted in 1946 to a multi family dwelling / multi unit dwelling containing five suites, under a federal housing initiative.

### **Design character and materials;**

The new home on Woodstock is a transition piece from the larger stately proportions of the 59 Cook Street original home, to the smaller cottage like qualities of neighbours. The design takes many design cues from neighbouring building volumes both beside and across the road, the desires of the owners, the mix of the casual cottage, and the crisp contemporary of the streetscape.

Interestingly, the original home contained a side entry in the form of a porte cochere. Today this Porte Cochere maintains its front porch like appearance on Woodstock Avenue. The immediate neighbour to the opposing side, also contains an attractive inviting front porch. The new building continues this tradition with a new entry gate, pathway, and porch facing the street. Similar to its cottage like neighbour, this porch is a social space, an attractive welcoming space that is also accessed from its prime living spaces inside, benefiting from the sun and views over the landscaped front yard.



### Height and Setbacks

The proposed new residence is compliant with these zoning requirements.

### Parking

The existing home, with its five legal suites requires to be serviced by a minimum of .8 stalls per dwelling according to Schedule C Parking Regulations. Therefore this existing multi-family residence requires 4 stalls. The new residence on its independent lot requires 1 stall as a single family residence. It was decided early on that the design would be developed to share the existing entry to the lot, and preserve the existing stone fence. Sharing a driveway entry allowed the parking to be concealed from the street and place these cars behind both buildings. By reciprocal easement agreements, registered on both properties, these two buildings share access to their independent parking facilities.

In sharing a driveway, the increase in green space over the current condition will lessen the impact of this parking area than exists at this time. One can notice in the original aerial photo of this existing site, a large area of exposed concrete paving. In the new design the bulk of this paving area is moved further back out of view, and in its place a narrow driveway permits a greater area of landscaping serving to enclose and conceal from view, the rear parking area. The streetscape benefits, the neighbours benefit. A little more greenery gets added to our perception of the neighbourhood. It is this sharing of an existing driveway opening in a stone fence wall that has created some of the variances listed herein for Council consideration. The access drive is shared between two residences, and both its width and its placement partially on each property defines a need for variance considerations, and reciprocal easements registered on both property titles.

### Bicycle Parking

The proposal contains a 6 bike rack for use by the multi-family residence for guests, as required by the Bylaw. The original 59 Cook Street contains class A bike parking facilities for its tenants in the lower floor area formerly known as the "Chinaman's Suite".

### Summary of Development Proposal

**59 Cook Street R1-B Lot is subdivided under this proposal, and remains R1-B.**

**Item 1.** Rezoning: the new lot, requested to be zoned R1S2 is accessed from Woodstock Avenue through its current driveway access. This rezoning submission requires a variance on the drive aisle behind its parking stall, as portions of its drive access lane is over the adjoining Lot.

**Item 2.** Development Variance Permit. The Parcel Remainder containing the existing main house, containing 5 units would remain on a Lot with a rear yard that by lot depth should equal 7.55m, and under this proposal is requested to be 4.6m. Variance 1.

**Item 3.** In addition, access to parking stall 5 is a requested variance. The existing parking stall, a Porte Cochere proven by transportation staff as accessible by vehicles because of its generous width, will not be serviced by a 7m access aisle and is accessed through a 3.6m driveway. An auto turn study was performed by staff, and templates provided to this firm to ensure all cars had means of manouvering. Related to this variance is a issue of access to stall 2 and 3 where their access aisle passes over the neighbouring property line. These drive aisle conditions are Variance 2.

The placement of these parking stalls, away from the streetscape, and in an existing fenced rear yard area, is the subject of Variance 3. The parking stalls are accessed over a shared driveaisle therefore each is not appropriately screened from each other, resulting in a request for a relaxation from rear yard screening from 1.5m to 0m, and the omission of a fence from 1.8m to 0m.

**59 Cook Street R1-B Lot is subdivided, and a new R1S2 Lot is created.**

**Item 1.** Rezoning: the new lot, subdivided from an R1-B existing lot requested to be zoned R1S2, is accessed from Woodstock Avenue through its current driveway access. This rezoning submission requires a variance on the drive aisle width from 7.0m to 4.6m at stall 4, as portions of its drive access lane is over the adjoining Lot.

We trust the enclosed submission meets with submission requirements, and that through this process, eventually meets with acceptance of Council.

Yours sincerely,  
HILLEL ARCHITECTURE INC.,  
Karen Hillel MAIBC



## Planning and Land Use Committee Report

For the Meeting of October 15, 2015

---

**To:** Planning and Land Use Committee      **Date:** October 1, 2015

**From:** Jonathan Tinney, Director, Sustainable Planning and Community Development

**Subject:** Development Variance Permit Application No. 00156 for 59 Cook Street

---

### RECOMMENDATION

Staff recommend that Committee forward this report to Council and that after giving notice, allowing an opportunity for public comment at a meeting of Council and after the Public Hearing for Rezoning Application No. 00488, if it is approved, Council consider the following motion:

"That Council authorize the issuance of Development Variance Permit Application No. 00156 for 59 Cook Street, in accordance with:

1. Plans date stamped September 15, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances for the existing parcel remainder:
  - a. Part 1.2.5 (b): Reduce the rear yard setback from 7.55m to 4.6m;
  - b. Schedule "C" (9): Reduce the parking aisle width from 7m to 3.6m;
  - c. Schedule "G" (5)(a): Reduce the rear yard landscaping minimum from 33% to 24.5%;
  - d. Schedule "G" (5)(c): Reduce the rear lot line landscaping for unenclosed parking from 1.5m wide and 1.8m high to 0m for both.
3. The Development Permit lapsing two years from the date of this resolution."

### LEGISLATIVE AUTHORITY

In accordance with Section 922 of the *Local Government Act*, Council may issue a Development Variance Permit that varies a *Zoning Regulation Bylaw* provided the Permit does not vary the use or density of land from that specified in the *Zoning Regulation Bylaw*.

### EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for a Development Variance Permit Application for the property located at 59 Cook Street. The proposal is create two lots, retaining the existing five-unit house conversion on the R1-B lot and constructing one new small lot house. The variances being requested to facilitate the two-lot subdivision are related to rear yard setbacks, parking aisle width, and rear yard landscaping.



The following points were considered in assessing this Application:

- The requested variances associated with the existing multiple dwelling house conversion are to reduce a rear yard setback (east side), reduce the parking aisle width and remove the rear yard lot line landscaping requirement.
- The proposed variances are required to facilitate the retention of the existing building and are a result of the introduction of a new property line and reconfigured parking and do not result in any changes to the actual building, which is proposed for heritage designation in conjunction with the Rezoning Application associated with this property.

## **BACKGROUND**

### **Description of Proposal**

The proposed variances are associated with the existing house conversion and are related to:

- reducing the rear yard (east) setback of the existing house
- reducing the parking aisle width (stall 5)
- reducing the rear yard landscaping area
- removing the screening requirement for parking along the rear lot line adjacent to the new small lot.

In addition, the following differences from the current R1-B Zone are existing non-conforming conditions:

- reduced side yard (north) setback from 3.03m to 2.83m
- reduced minimum floor area required for five units in a conversion from 445m<sup>2</sup> to 358m<sup>2</sup>.

### **Sustainability Features**

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

### **Active Transportation Impacts**

The applicant will provide a six-stall bike rack for use by visitors to the multi-family residence. The existing building contains weather protected bike parking facilities for its tenants on the lower floor.

### **Public Realm Improvements**

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

### **Existing Site Development and Development Potential**

The site is currently in the R1-B Zone, Single Family Dwelling District.

## Data Table

The following data table compares the proposed lot for the existing house conversion with the R1-B Zone. A single asterisk is used where a variance is being proposed. Two asterisks signify existing non-conforming conditions.

Zoning Criteria	Proposal	Zone Standard R1-B
<b>Parcel Remainder (Existing House Conversion)</b>		
Existing Site area (m <sup>2</sup> ) - minimum	1237	460
Proposed Site area (m <sup>2</sup> ) - minimum	909.5	460
Lot width (m) - minimum	30.03	15
Storeys - maximum	2	2
Site coverage % - maximum	25.53	40
Setbacks (m) - minimum		
Front (Cook St)	9.54	7.5
Rear (east)	4.6 *	7.55
Side (north)	2.83 **	30.3
Side on flanking street (Woodstock Ave)	6.82	3.5
Parking - minimum	4	4
Parking aisle width	3.6 (stall 5)*	7
Bicycle parking stalls – Class 1 (minimum)	5	5
Bicycle parking stalls – Class 2 (minimum)	8	6
Screening of surface parking - rear yard (minimum)	0 *	1.5 wide 1.8 high
Minimum floor area required for a five-unit conversion (m <sup>2</sup> )	358 **	445
Minimum floor area for each unit (m <sup>2</sup> )	57	33
Landscaping of total site (%)	51.6	30
Landscaping of rear yard (%)	24.5 *	33

## Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, the applicant has consulted with the Fairfield-Gonzales CALUC at a Community Meeting held on May 25, 2015. The minutes from this meeting are attached to this report.



This Application proposes variances, therefore, in accordance with the City's *Land Use Procedures Bylaw*, it requires notice, sign posting and a meeting of Council to consider the variances.

## ANALYSIS

### Rear Yard Setback Variance

The applicant is requesting to reduce the rear yard setback of the existing house conversion from 7.55m to 4.6m. This would allow a subdivision to create a new small lot while retaining the existing building. The location of the new house in relation to the existing building helps mitigate potential concern over privacy between the two buildings.

### Parking Aisle Width Variance

The applicant is requesting a variance to reduce the required parking aisle width from 7m to 3.6m for stall 5. Staff recommend for Council's consideration that this is supportable because the car will still be able to pull out by backing into the driveway itself.

### Rear Lot Line Landscaping Variance

The applicant is requesting a variance to reduce the rear lot line landscaping for unenclosed parking from 1.5m wide and 1.8m high to 0m for both. The rear lot line is located on the shared driveway access making it challenging to have landscaping without obstructing traffic.

Given that the impact of this variance will be on the new small lot house and not on an existing neighbour and that it will be mitigated with the introduction of landscaping on the small lot property, staff recommend for Council's consideration that this variance is supportable.

### Rear Yard Landscaping Variance

The applicant is requesting a variance to reduce the rear yard landscaping from 33% to 24.5%. This is due to the shared driveway access, which is of a high quality. The overall site landscaping requirement for the lot would be exceeded (51.6% instead of 30%).

## CONCLUSIONS

This proposal to construct a new small lot house requires variances associated with the existing house conversion. The variances will have a minor impact. Staff recommend that Council consider supporting this Application.

## ALTERNATE MOTION

That Council decline Development Variance Permit Application No. 00156 for the property located at 59 Cook Street.

Respectfully submitted,



Rob Bateman  
Planner  
Development Services Division



Jonathan Tinney, Director  
Sustainable Planning and Community  
Development



Report accepted and recommended by the City Manager:

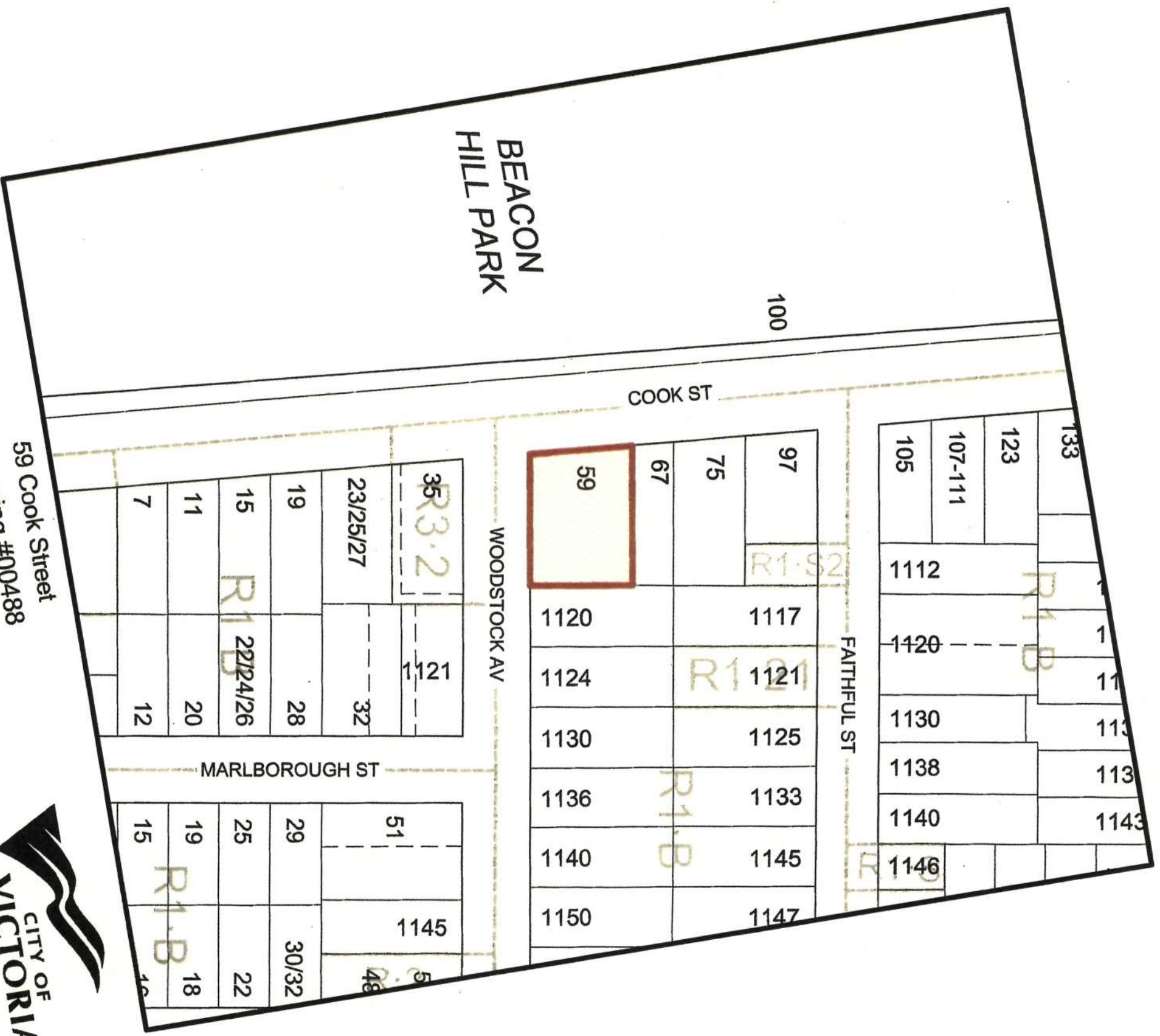


Date:

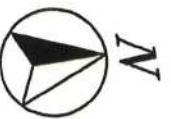
October 6, 2015

**List of Attachments**

- Zoning map
- Aerial map
- Applicant's letter Mayor and Council dated July 7, 2015
- Minutes from Fairfield-Gonzales Community Association meeting (May 25, 2015)
- Small Lot Housing Rezoning Petition
- Plans dated September 15, 2015.



59 Cook Street  
Rezoning #00488  
Bylaw #







59 Cook Street  
Rezoning #00488  
Bylaw #

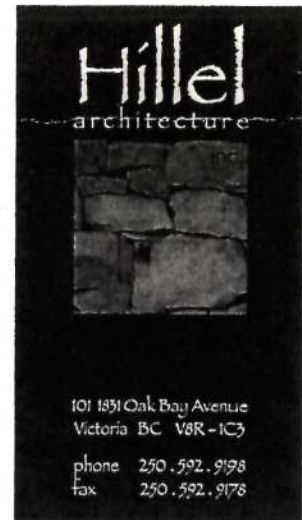
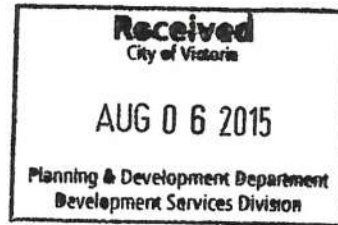




07 July 2015

## 59 Cook Street

Submitted on behalf of Conrad Nyren  
(Dennis Eric Nyren)  
3 - 59 Cook Street  
Victoria BC V8V 3W7



RE: 59 Cook Street Redevelopment  
Victoria BC  
Proposal For Small Lot Subdivision

Attention Mayor and council, City of Victoria

Please find enclosed with this cover letter, a submission for the application of the small lot R1S2 zoning Bylaw to a subdivision of 59 Cook Street.

Hillel Architecture developed a conceptual solution for discussion with immediate neighbours, which demonstrated the current 59 Cook Street multi-family residence on a portion of the existing lot, being left undisturbed, and a smaller portion of the rear lot area being subdivided, creating a small lot conforming to the R1S2 zoning. The drawings proposed a single family home compliant with the zoning. This concept was introduced to the City Planning department similarly for initial commentary.

The enclosed submission has incorporated the commentary from 2 CALUC presentations, multiple meetings with direct neighbours, and update meetings with the planning department. The first CALUC meeting to the Neighbourhood Association membership was rewarding for owners and architect alike. A mostly complimentary evening, and concluding with a very limited list of concerns. The second CALUC meeting was rewarding by the lack of attendance, perhaps indicative of a lack of concern. This submission package also contains letters from directly affected neighbours, each stating that they are in support, some with complimentary additional comments. Throughout the process they state they have been involved and informed.

### Design Outcome: The Site

The residence proposed complies with the small lot two storey zoning bylaw without requested variances. The proposal subdivides an original  $\pm 1237 \text{ m}^2$  [ $\pm 13,315 \text{ ft}^2$ ] property in to one  $318.06 \text{ m}^2$  lot for the new residence conforming to R1S2, and one  $918.86 \text{ m}^2$  Lot with its original R1-B zoning remaining with the existing home. The severance of this lot from the rear yard area of the original home reduces the rear yard setback to less than that prescribed by that original zone and therefore a variance is stated in this proposal that requests the consideration of reducing the permitted rear yard setback from 7.5 m to 4.6m on the parcel remainder. It should be noted at this time

Hillel Architecture Inc.

page 1 of 4

that the parcel remainder is still a substantial lot and remains at almost twice the minimum lot sizes permitted, with its front yard on the opposing side being 11.92m to the building face, and over 9.5m to its substantial colonnade.

As the original stately main building maintains its generous front yard and side yard setbacks on Woodstock Avenue, its prominence on this street corner is therefore not lessened by this proposal. In addition, the new home was designed to occupy the same location as the existing hipped roof two car garage, and is no closer to the neighbouring properties than this structure currently is, as a benefit to the neighbourhood and as a sign that we wished to minimize the impact of this new work. In the enclosed drawing package the streetscape illustrates what appears a completely normal streetscape, with side yard setbacks no closer and no denser than any other view corridor would show from the neighbourhood.

This proposal, by using the existing driveway entry, does not affect any current street trees, or boulevard greenspace. This landscaping maturity that is present - remains. Both neighbours and the owners alike prefer the mature trees, the existing stone fencing, and the matured hedging that remain both sides of this shared driveway entry.

#### **The History**

The existing building was originally designed as a multi-person / multy unit dwelling containing six residences ( a brothel). These were five recognized legal suites for residents, and one "Chinaman" suite, whom was not recognized at that time as an equal . The "chinaman" (their term at the time, not ours) had a kitchen, a washroom, a living space and private sleeping quarters. All of us would recognize this as "another suite", another home, another dwelling. Each of us would refer to this building as containing six suites. At that time the City referred to it as five suites.

But the storey at 59 Cook Street has yet another twist on terminology. This building was renovated in 1944 to its current plans enclosed in this package. At that time the term "chinaman" was dropped, correctly, and the term "Janitors Suite" is shown on those drawings. It was therefore recognized as a five unit + janitors suite building. The "Janitor's " home still not recognized as equivalent to others in the building, but one step better, and the term no longer culturally discriminating, just discriminating in another manor. However, without recognizing the Janitor's suite as being equal to the others, the title remains listed as only 5 units.

Over time this Janitors suite became no longer rented to a resident janitor, and instead became rented to a resident. Occupied by six suites in this configuration, but on title being still recognized only as the five suites from the original brothel. These five legal units will be respected, and it is a pleasure to remove one last "discrimination" from this property title, although sadly not from recognizing it as equal, but from its removal.

#### **Design Outcome – The proposal;**

This proposal recognizes those units registered on title, and should this proposal be acceptable to council, this original six unit composition will return to its current legal entitlement of only five units in the main house, and



relocates an unrecognized sixth suite into the proposed new residence. A non-conforming six units becomes a conforming six units. No additional density is actually added to the neighbourhood, but the outcome becomes conforming, and in some ways, rights a past wrong doing, from another era long ago. *(Note: the outline above of the internal history is supported by documents, original drawings, and the subsequent 1944 renovation drawings. )*

#### **Design character and materials;**

The new home on Woodstock is a transition piece from the larger stately proportions of the 59 Cook Street original home, to the smaller cottage like qualities of neighbours. The design takes many design ques from neighbouring building volumes both beside and across the road, the desires of the owners, the mix of the casual cottage, and the crisp contemporary of the streetscape.

Interestingly, the original brothel contained a side entry in the form of a porte cochere so that gentlemen could be dropped off in a more discrete fashion. Today this Porte Cochere maintains its front porch like appearance on Woodstock Avenue. The immediate neighbour to the opposing side, also contains an attractive inviting front porch. The new building continues this tradition with a new entry gate, pathway, and porch facing the street. Similar to its cottage like neighbour, this porch is a social space, an attractive welcoming space that is also accessed from its prime living spaces inside, benefiting from the sun and views over the landscaped front yard.

#### **Height and Setbacks**

The proposed new residence is compliant with these zoning requirements.

#### **Parking variance**

The existing home, with its five legal suites requires to be serviced by a minimum of .8 stalls per dwelling according to Schedule C Parking Regulations. Therefore this existing multi-family residence requires 4 stalls. The new residence on its independent lot requires 1 stall as a single family residence. It was decided early on that the design would be developed to share the existing entry to the lot, and preserve the existing stone fence. Sharing a driveway entry allowed the parking to be concealed from the street and place these cars behind both buildings. By reciprocal easement agreements, registered on both properties, these two buildings share access to their independent parking facilities. In sharing a driveway, the increase in green space over the current condition will lessen the impact of this parking area than exists at this time. One can notice in the original ariel photo of this existing site, a large area of exposed concrete paving. In the new design the bulk of this paving area is moved further back out of view, and in its place a narrow driveway permits a greater area of landscaping serving to enclose and conceal from view, the rear parking area. The streetscape benefits, the neighbours benefit. A little more greenery gets added to our perception of the neighbourhood.

#### **Bicycle Parking**



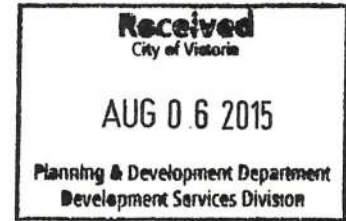
The proposal contains a 6 bike rack for use by the multi-family residence for guests, as required by the Bylaw. The original 59 Cook Street contains class A bike parking facilities for its tenants in the lower floor area formerly the "Chinaman's Suite".

We trust the enclosed submission meets with submission requirements, and that through this process, eventually meets with acceptance of Council.

Yours sincerely,  
HILLEL ARCHITECTURE INC.,  
Karen Hillel MAIBC

**Minutes of Community Meeting  
Planning and Zoning Committee  
Fairfield-Gonzales Community Association (FGCA)  
May 25, 2015**

Facilitators for the FGCA: George Zador (Chair)  
Susan Snell  
Ken Roueche



**Subject property:** 59 Cook St; small lot subdivision. (99 notices sent)  
Proponent/ presenter Mr. Conrad Nyren  
This project was presented previously in April 2014, but for personal reasons, the proponent did not proceed further at the time.

Attendance: 2 people, representing one neighbouring home.

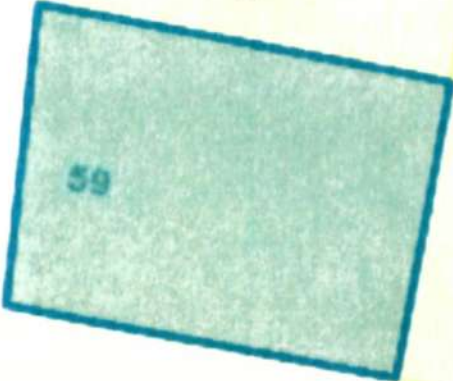
**Attendee Questions and Comments:**

- Familiar with the project from the earlier submission.
- Asked for details of site coverage, parking, etc. Proponent gave thorough explanation.
- Would the new house be for market: no, proponent lives in the main house at present, wants to build the home for his own family. On-site parking is provided.
- Concern about parking for workers during construction phase. Proponent will control.
- No objection to this project, but feels that further similar subdivisions would increase density which is undesirable in this neighbour's view.

Received  
City of Victoria  
AUG 06 2015  
Planning & Development Department  
Development Services Division

FAITHFUL

COOK ST



WOODSTOCK AVE

MARLBOROUGH ST



AUG 06 2015

Planning & Development Department  
Development Services Division

SUMMARY  
SMALL LOT HOUSE REZONING PETITION

I, CONRAD NYREN, have petitioned the adjacent neighbours\* in compliance with  
(applicant)

the *Small Lot House Rezoning Policies* for a small lot house to be located at 59 COOK ST  
(location of proposed house)

and the petitions submitted are those collected by JUNE 19, 2015\*\*  
(date)

Address	In Favour ✓	Opposed ✓	Neutral (30-day time expired) ✓
35 COOK ST	✓		
67 COOK ST	✓		
1120 WOODSTOCK	✓		
1121 WOODSTOCK	✓		
UNIT 1-35 COOK (TENANT)			✓
" 2-35 COOK "			✓
" 3-35 COOK "			✓
" 4-35 COOK "			✓
" 5-35 COOK "			✓
" 6-35 COOK "			✓
" 7-35 COOK "			✓
" 8-35 COOK "			✓
" 9-35 COOK "			✓

SUMMARY	Number	%
IN FAVOUR	4	100%
OPPOSED	0	
TOTAL RESPONSES		100%

\*Do not include petitions from the applicant or persons occupying the property subject to rezoning.

\*\*Note that petitions that are more than six months old will not be accepted by the City. It is the applicant's responsibility to obtain new petitions in this event.

In preparation for my rezoning application to the City of Victoria, I,

CONRAD NYREN  
(print name)

, am conducting the petition requirements for the

property located at 59 COOK STREET.

to the following Small Lot Zone: R1S2



The City of Victoria's Small Lot Rezoning Policy requires that the applicant poll voting age residents and owners of neighbouring lots to determine the acceptability of the proposal. Please note that all correspondence submitted to the City of Victoria in response to this Petition will form part of the public record and will be published in a meeting agenda when this matter is before Council. The City considers your address relevant to Council's consideration of this matter and will disclose this personal information. However, if for personal privacy reasons you do not wish to include your name, please indicate your address and indicate (yes or no) if you are the registered owner. **Please do not include your phone number or email address.**

Please review the plans and indicate the following:

NAME: (please print) JOSHUA KALEF (see note above)

ADDRESS: 35 COOK ST. VICTORIA V8V 3W7

Are you the registered owner? Yes ☒ No ☐

I have reviewed the plans of the applicant and have the following comments:

☒ I support the application.

☐ I am opposed to the application.

Comments:

THIS DENSIFICATION IS APPROPRIATE FOR  
OUR NEIGHBORHOOD AND VISUALLY A NICE  
IMPROVEMENT.

April 10/2015  
Date

[Signature]  
Signature



Received  
City of Victoria

AUG 06 2015

Planning & Development Department  
Development Services Division

## SMALL LOT HOUSE REZONING PETITION

In preparation for my rezoning application to the City of Victoria, I,

CONRAD NYREN, am conducting the petition requirements for the  
(print name)property located at 59 Cook St.to the following Small Lot Zone: R1S2

The City of Victoria's Small Lot Rezoning Policy requires that the applicant poll voting age residents and owners of neighbouring lots to determine the acceptability of the proposal. Please note that all correspondence submitted to the City of Victoria in response to this Petition will form part of the public record and will be published in a meeting agenda when this matter is before Council. The City considers your address relevant to Council's consideration of this matter and will disclose this personal information. However, if for personal privacy reasons you do not wish to include your name, please indicate your address and indicate (yes or no) if you are the registered owner. **Please do not include your phone number or email address.**

Please review the plans and indicate the following:

NAME: (please print) Anthony + Kathy Lavelle (see note above)ADDRESS: 67 Cook St, Victoria, BCAre you the registered owner? Yes ☒ No ☐

I have reviewed the plans of the applicant and have the following comments:

☒ I support the application.☐ I am opposed to the application.

Comments:

everything looks good.June 18/15  
DateKathy Lavelle  
Signature



Received  
City of Victoria

AUG 06 2015

Planning & Development Department  
Development Services Division

## SMALL LOT HOUSE REZONING PETITION

In preparation for my rezoning application to the City of Victoria, I,

Wendy Payne  
(print name), am conducting the petition requirements for theproperty located at 59 Cook St.to the following Small Lot Zone: R1S2

The City of Victoria's Small Lot Rezoning Policy requires that the applicant poll voting age residents and owners of neighbouring lots to determine the acceptability of the proposal. Please note that all correspondence submitted to the City of Victoria in response to this Petition will form part of the public record and will be published in a meeting agenda when this matter is before Council. The City considers your address relevant to Council's consideration of this matter and will disclose this personal information. However, if for personal privacy reasons you do not wish to include your name, please indicate your address and indicate (yes or no) if you are the registered owner. **Please do not include your phone number or email address.**

Please review the plans and indicate the following:

NAME: (please print) Wendy Payne (see note above)ADDRESS: 1120 Woodstock AveAre you the registered owner? Yes ☒ No ☐

I have reviewed the plans of the applicant and have the following comments:

☒ I support the application.☐ I am opposed to the application.

Comments:

I am completely satisfied with this  
plan. Conrad Nyren is a good neighbour  
who has kept me informed about his plans.

June 4/15  
Date

Wendy Payne  
Signature

Received  
City of Victoria

AUG 06 2015

Planning & Development Department  
Development Services Division

## SMALL LOT HOUSE REZONING PETITION

In preparation for my rezoning application to the City of Victoria, I,

CONRAD NYREN  
(print name), am conducting the petition requirements for theproperty located at 59 COOK STREETto the following Small Lot Zone: R1S2

The City of Victoria's Small Lot Rezoning Policy requires that the applicant poll voting age residents and owners of neighbouring lots to determine the acceptability of the proposal. Please note that all correspondence submitted to the City of Victoria in response to this Petition will form part of the public record and will be published in a meeting agenda when this matter is before Council. The City considers your address relevant to Council's consideration of this matter and will disclose this personal information. However, if for personal privacy reasons you do not wish to include your name, please indicate your address and indicate (yes or no) if you are the registered owner. **Please do not include your phone number or email address.**

Please review the plans and indicate the following:

NAME: (please print) SHARON AND MIKE ROMANINE (see note above)ADDRESS: 1121 WOODSTOCK AVE.Are you the registered owner? Yes ☒ No ☐

I have reviewed the plans of the applicant and have the following comments:

☒ I support the application.☐ I am opposed to the application.

Comments:

---



---



---

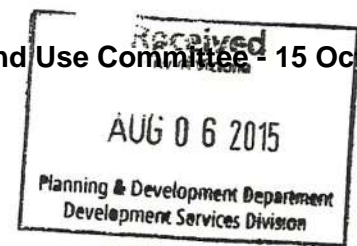


---



---

June 18/2015  
DateM. Romanine  
Sharon Romanine  
Signature



## REQUEST TO MEET

Hello. my name is Conrad Nyren. I live right across Woodstock from you at 59 Cook Street at the corner of Woodstock and Cook.

I am in the process of making an application to the City of Victoria to rezone a portion of my property from R1B, single family zone, to RIS2, small lot two story zone, to permit a subdivision and construction of a new, smaller, single family home, located approximately where the existing garage is now located.

As part of my neighbourhood consultation process, I would greatly appreciate a few minutes of your time to familiarize you with the architectural and landscape plans and hear your comments. I attach a copy of the City's form "SMALL LOT REZONING PETITION"

Please email or phone me to set up a time to meet, and thank you in advance for your time and consideration.

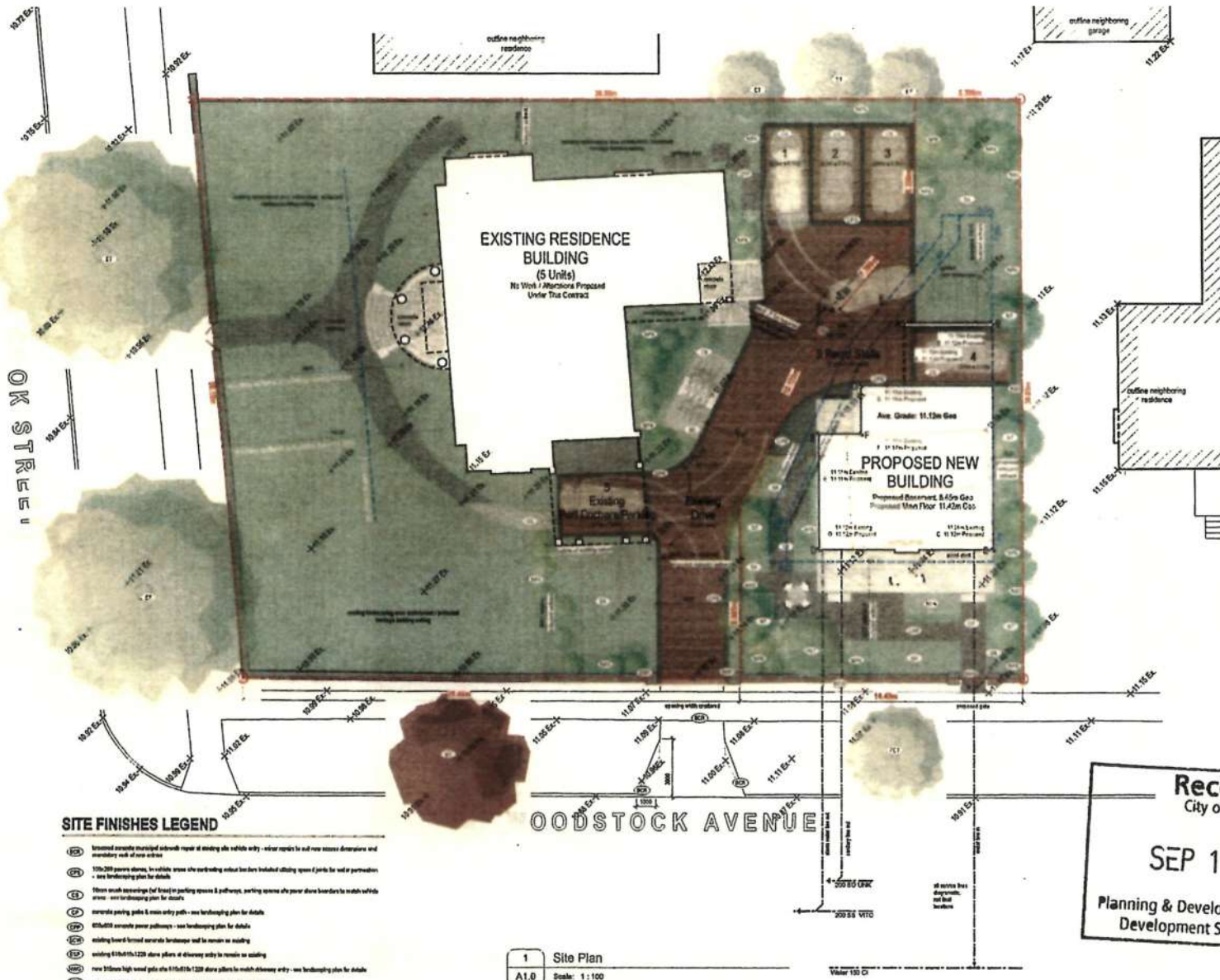
Conrad Nyren  
59 Cook Street  
April 10, 2015  
email: [REDACTED]

DELIVERED BY HAND APRIL 10, 2015 TO:

35 COOK STREET UNITS 1 THRU 9

1157 WOODSTOCK UNITS 1 THRU 7





## LEGAL DATA

<b>CLIENT</b> Coral Hyman Unit 3 - 59 Cook Street, Victoria BC V8V 3W7	<b>LEGAL ADDRESS</b> Lot 2, Fairfield Farm Estate, Victoria - Plan 82956
<b>CIVIC ADDRESS</b> 59 Cook Street, Victoria BC	<b>SURVEY INFORMATION</b> Based on legal survey by Powell & Associates B.C. Land Surveyors. File 9171 - 4

## PROJECT DATA - PROPOSED SMALL LOT

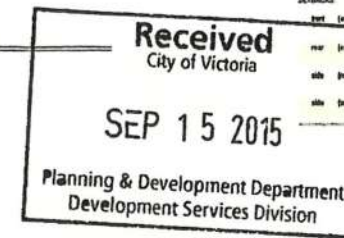
	REFERENCE ZONING	PROPOSED PROJECT	VARIANCES
<b>ZONING</b>	R1-B	R1-B	
<b>site area (m<sup>2</sup>)</b>	min. 240 m <sup>2</sup>	219.05 m <sup>2</sup>	
<b>site coverage %</b>	max. 40 %	33.9 % (110m <sup>2</sup> )	
<b>lot coverage at street (m)</b>	min. 10 m	14.42 m	
<b>open site space % (hardening)</b>	n/a	-	
<b>total floor area (m<sup>2</sup>)</b>	max. 190 m <sup>2</sup>	141.09 m <sup>2</sup> (84.11 m <sup>2</sup> main & 57.98 m <sup>2</sup> upper)	
<b>floor space ratio</b>	0.60:1	0.62:1	
<b>height of building (m)</b>	max. 7.5 m	6.0 m	
<b>number of stories</b>	2 stories	2 stories	
<b>parking stalls on site</b>	1 for new single family home as per Schedule C	access by proposed entrance	

<b>bicycle parking</b>	n/a	n/a	
<b>SETBACKS</b>			
<b>front (m)</b>	6.0 m	6.0 m (Pittsburgh Ave.)	
<b>rear (m)</b>	6.0 m	11.81 m	
<b>side (m)</b>	1.5m 2.0m for any portion of a dwelling used for habitable space and has a window	1.5 m (front - no window) 2.4 m (side - window)	

## PROJECT DATA - EXISTING PARCEL REMAINDER

	CURRENT ZONING	EXISTING PARCEL REMAINDER	VARIANCES
<b>ZONING</b>	R1-B	R1-B	
<b>site area (m<sup>2</sup>)</b>	min. 400 m <sup>2</sup>	118.55 m <sup>2</sup>	
<b>site coverage %</b>	max. 40 %	25.27 % (x 237.21 m <sup>2</sup> existing)	
<b>site width (m)</b>	15m	20.15 m	
<b>open site space % (hardening)</b>	n/a	-	
<b>total floor area (m<sup>2</sup>)</b>	max. 420 m <sup>2</sup> for all floors (for lots greater than 600 m <sup>2</sup> )	288 m <sup>2</sup> existing unroofed	
<b>floor space ratio</b>	n/a	-	
<b>height of building (m)</b>	max. 7.5 m	existing unroofed	
<b>number of stories</b>	2 stories	2 stories	
<b>parking stalls on site</b>	as per Schedule C 0.6 stall per dwelling x 5 units = 3 stalls for 15 Cook	access to parking through a proposed entrance	
<b>bicycle parking</b>	1 per unit plus 4 space rack	1 class A per unit in basement, plus 4 space rack	

<b>SETBACKS</b>			
<b>front (m)</b>	7.5 m	11.82 m (Cook St) (existing unroofed)	
<b>rear (m)</b>	7.5 m or 25% of lot depth (whichever is greater)	requested variance to decrease rear setback by 2.5m to equal a 5.0m rear setback	
<b>side (m)</b>	1.5 m or 10% of the lot width (whichever is greater)	2.83 m (existing unroofed)	
<b>side (m)</b>	2.5m or 10% of the lot width (whichever is greater)	6.12 m (Pittsburgh Ave.) (existing unroofed)	



## AVERAGE GRADE CALCULATIONS

ITEM	Area	Depth	Volume	Height	Area	Volume	Total Volume	Average Grade
100	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
101	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
102	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
103	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
104	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
105	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
106	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
107	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
108	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
109	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
110	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
111	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
112	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
113	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
114	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
115	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
116	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
117	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
118	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
119	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
120	11.12	11.12	124.00	6.00	11.12	66.72	190.72	11.12
<b>TOTAL</b>								





**Received**  
City of Victoria  
AUG 06 2015  
Planning & Development Department  
Development Services Division

<b>CLIENT</b> Conrad Nyren unit 3 - 59 Cook Street, Victoria BC V8W 3W7	<b>LEGAL ADDRESS</b> Lot 2, Fairfield Farm Estate, Victoria Plan 9296
<b>GVIC ADDRESS</b> 59 Cook Street, Victoria BC	<b>SURVEY INFORMATION</b> Based on legal survey by Powell & Associates B.C. Land Surveyors, file 9171 - 4



2	Context Site Plan
A1.1	Not to Scale







Cook Street - Subject Property Existing Residence



Woodstock Avenue - Adjacent Neighboring Properties Across Street



Woodstock Avenue - Subject Property Existing Residence



Woodstock Avenue - Subject Property & Project Area



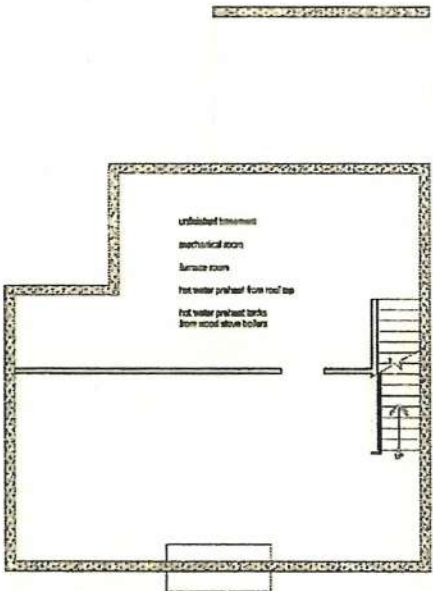
Woodstock Avenue - Adjacent Neighboring Properties



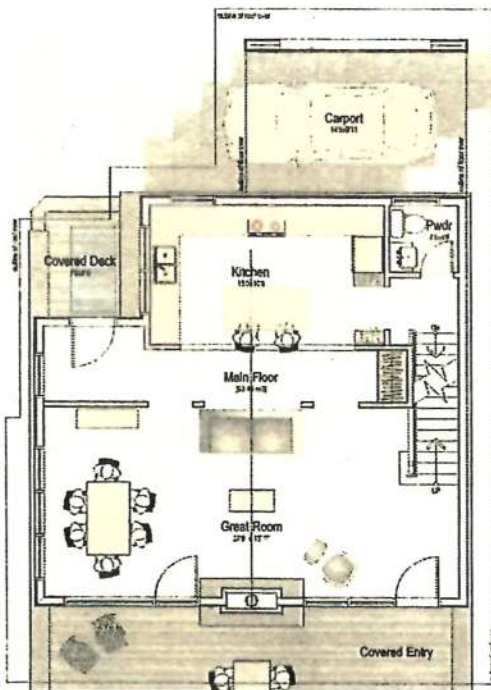
Woodstock Avenue - Neighboring Properties



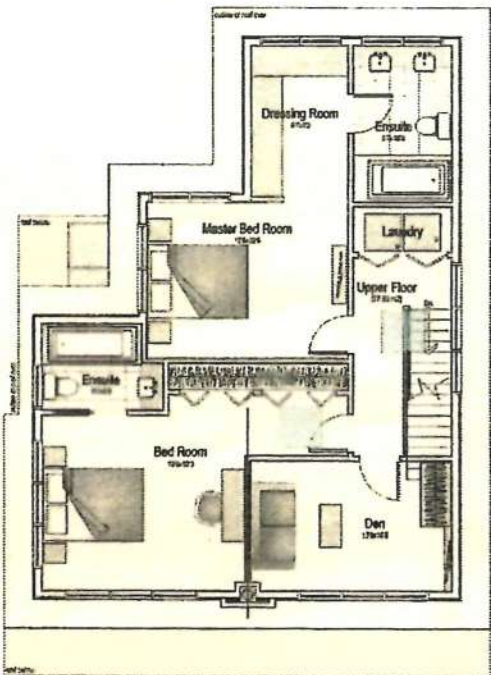




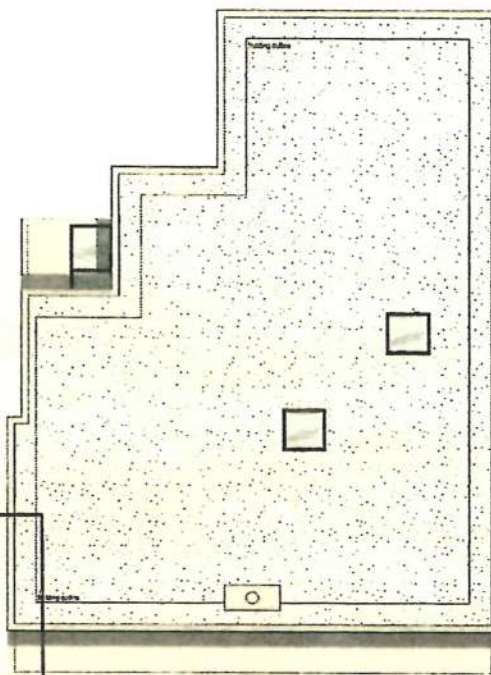
1 Basement Floor Plan  
A2.1 Scale: 1:50



2 Main Floor Plan  
A2.1 Scale: 1:50



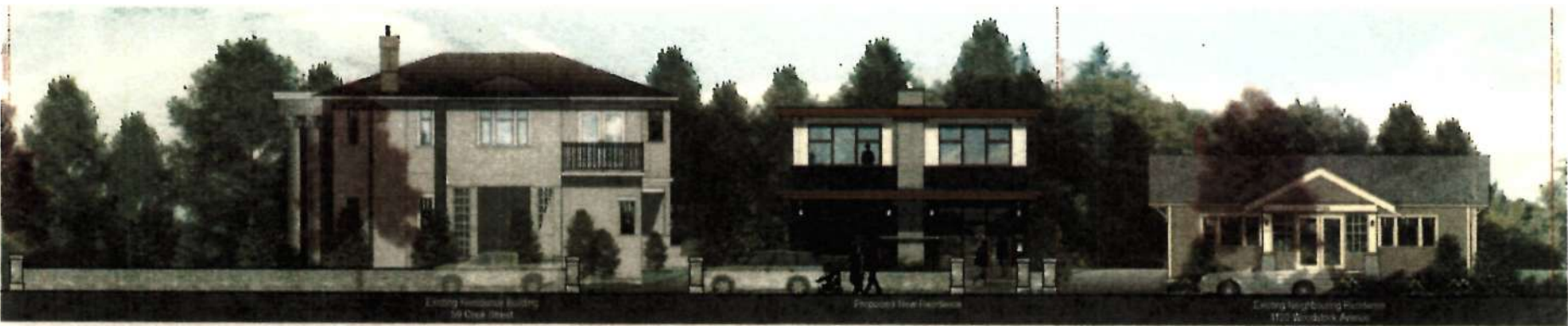
3 Upper Floor Plan  
A2.1 Scale: 1:50



3 Roof Plan  
A2.1 Scale: 1:50

Received  
City of Victoria  
AUG 06 2015  
Planning & Development Department  
Development Services Division





1	Streetscape Elevation - Woodstock Ave
A3.1	Scale: 1:75

Received  
City of Victoria  
AUG 06 2015  
Planning & Development Department  
Development Services Division



# ELEVATION FINISH LEGEND

List of finishes typical of all elevations

- (01) Pre-finished metallic gray steel finishing
- (02) Wood frame boards - clear Sikkens Cedar finish
- (03) Exposed wood beams - clear Sikkens Cedar finish
- (04) Exposed cedar walls - warm gray stain, clear prefinished metal perimeter vent strip
- (05) Cement based stucco, smooth finish - light gray color
- (06) Cedar siding, 100mm exposure - warm charcoal gray stain color
- (07) Exposed board-form concrete chimney - stained finish
- (08) Wood window units & doors w/le glazing finish - clear Sikkens Cedar finish
- (09) Exposed board-form concrete elements - stained finish
- (10) Natural stone retaining walls to match existing - Arch spec exterior
- (11) Building mounted down lighting & feature lighting
- (12) Cement based stucco, smooth finish - warm gray colour



1 Front Elevation (South)  
A3.2 Scale: 1:50



2 Side Elevation - (West)  
A3.2 Scale: 1:50







1 Rear Elevation (North)  
A3.3 Scale: 1:50

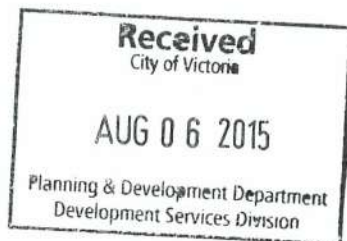


2 Side Elevation - (East)  
A3.3 Scale: 1:50

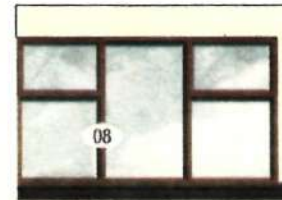
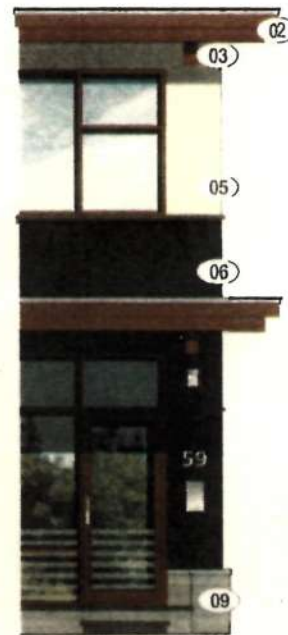
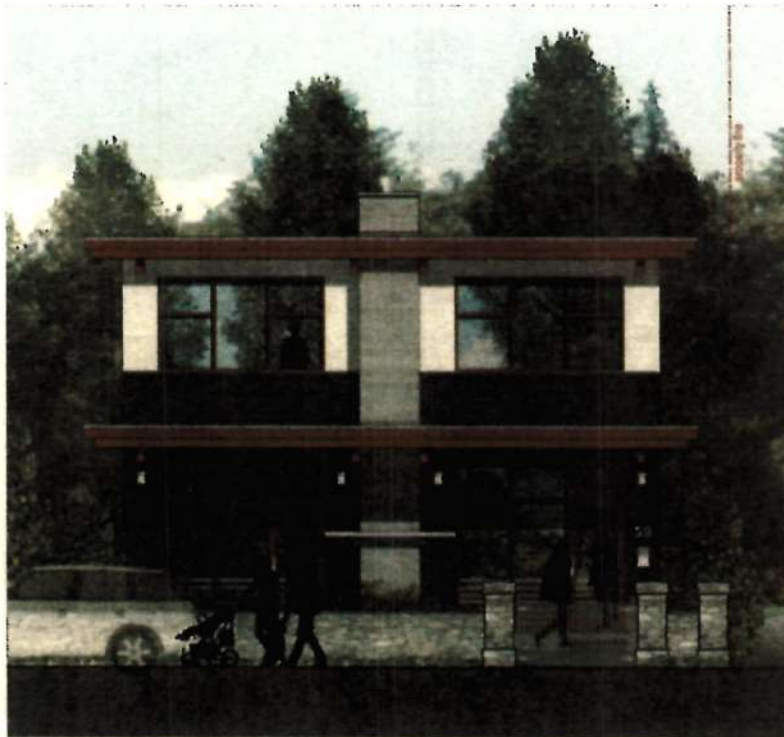
# ELEVATION FINISH LEGEND

List of finishes typical of all elevations

- (01) Pre-finished metallic gray steel flashing
- (02) Wood fascia boards - clear Sikhem Cedar finish
- (03) Exposed wood beams - clear Sikhem Cedar finish
- (04) Exposed cedar soffit - warm gray stain, clear prefinished metal perimeter vent strip
- (05) Cement based stucco, smooth brush finish - light gray colour
- (06) Cedar siding, 100mm exposure - warm charcoal gray stain colour
- (07) Exposed board-form concrete chimney - stained finish
- (08) Wood window units & doors w/te glazing panels - clear Sikhem Cedar finish
- (09) Exposed board-form concrete elements - stained finish
- (10) Natural stone retaining walls to match existing - Arch spec colour
- (11) Building mounted down lighting & feature lighting
- (12) Cement based stucco, smooth brush finish - warm gray colour



# Colour And Materials Palette



## ELEVATION FINISH LEGEND

List of finishes typical of all elevations

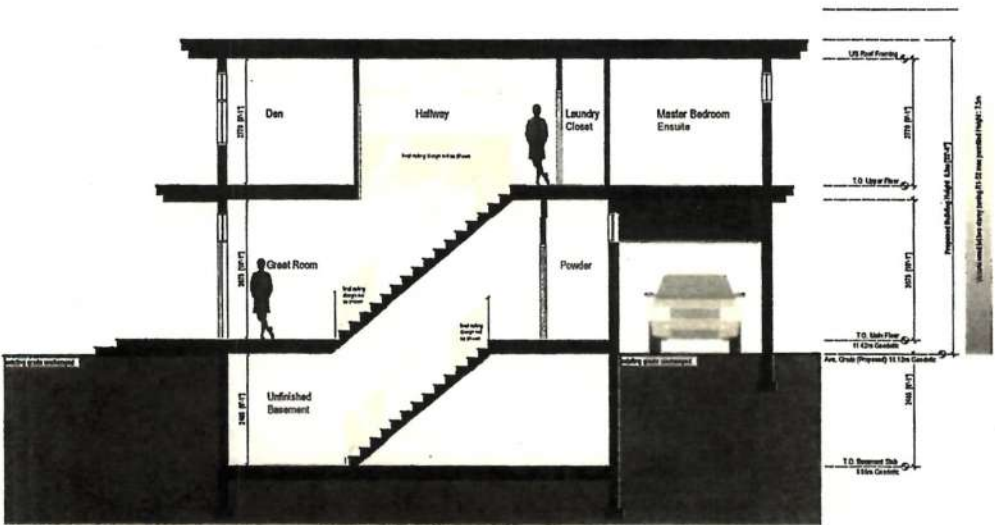
- 01 Pre-finished metallic gray steel flashing
- 02 Wood fascia boards - clear Sikken's Cetol finish
- 03 Exposed wood beams - clear Sikken's Cetol finish
- 04 Exposed cedar soffit - warm gray stain, c/w prefinished metal perimeter vent strip
- 05 Cement based stucco, smooth trowel finish - light gray colour
- 06 Cedar siding, 100mm exposure - warm charcoal gray stain colour
- 07 Exposed board-form concrete chimney - sealed finish
- 08 Wood window units & doors c/w glazing panels - clear Sikken's Cetol finish
- 09 Exposed board-form concrete elements - sealed finish
- 10 Natural stone retaining walls to match existing - Arch spec colour
- 11 Building mounted down lighting & feature lighting
- 12 Cement based stucco, smooth trowel finish - warm gray colour



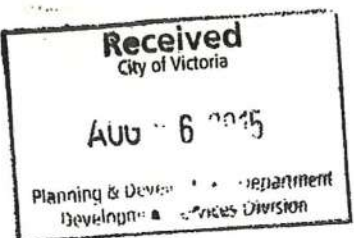
DEVELOPMENT PERMIT APPLICATION SUBMISSION  
SMALL LOT AT 59 COOK STREET  
59 COOK STREET, VICTORIA BC

AUG 06 2015

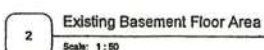
Planning & Development Department  
Development Services Division



1 Building Section  
A4.1 Scale: 1:50







**Received**  
City of Victoria

SEP 15 2015

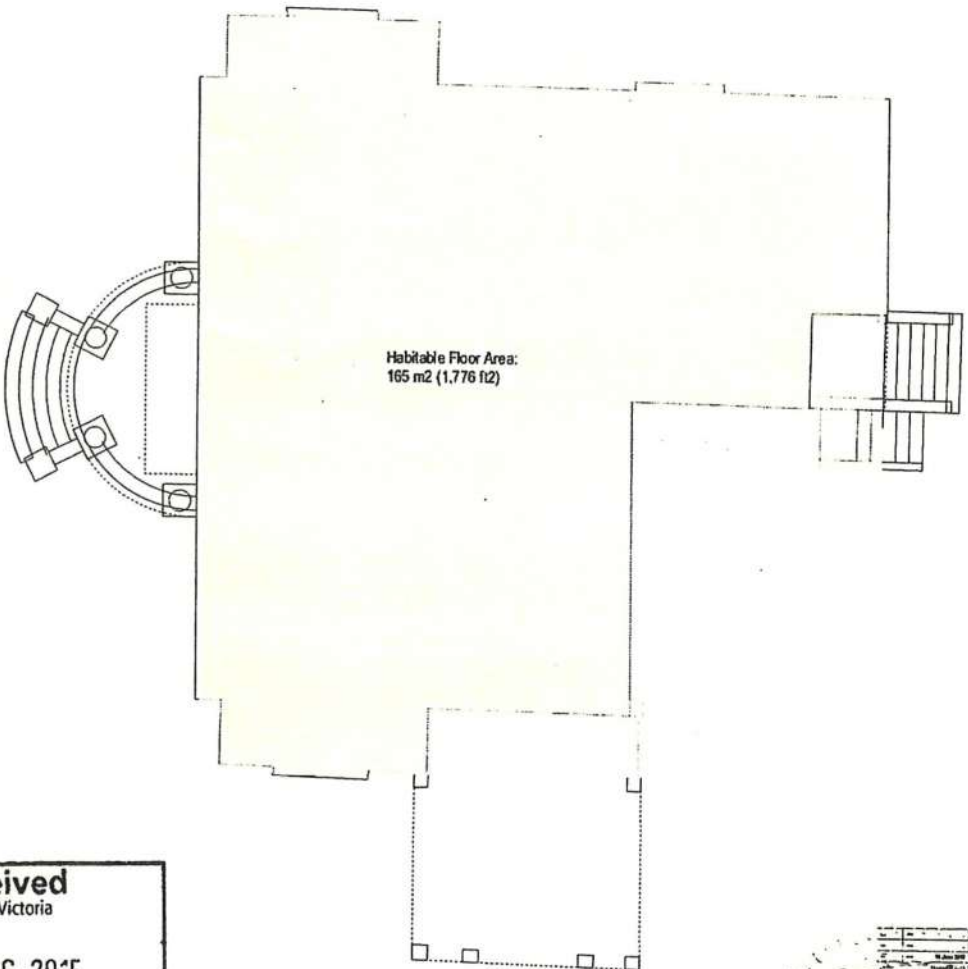
**Planning & Development Department  
Development Services Division**

<b>CLIENT</b> Conrad Hyren Unit 3 - 59 Cook Street, Victoria BC V8V 3W7	<b>LEGAL ADDRESS</b> Lot 2, Fairfield Farm Estate, Victoria, Plan 9290
<b>CIVIC ADDRESS</b> 59 Cook Street, Victoria BC	<b>SURVEY INFORMATION</b> based on legal survey by Powers & Associates B.C. Land Surveyors file 9171 - 4

	CURRENT ZONING		EXISTING PARCEL DIMENSIONS	VARIANCES
ZONING	R16	R16		
site area (sq-ft)	site 400 sq	10 800 sq		
site coverage %	max. 40 %	as 25.1 % (a 772 sq ft ending)		
site width (ft)	min.	30 ft		
open site space % (landscaping)	n/a	-		
total floor area (sq-ft)	max. 420 sq ft for all floors (the site greater than 100 sq ft)	a 250 sq ft ending unit area		
floor space ratio	n/a			
height of building (ft)	max. 7.5 m	existing unit area		
number of stories	3 stories	2 stories		
parking lots on site	as per Schedule C 10 total per dwelling 3 units = 4 spaces for 30 Cook	access to parking through a regional driveway		
on-site parking	1 per unit plus 1 6 space each	1 drive 1 per unit in basement, plus 6 1 space ground rack		
<b>SETBACKS:</b>				
front (feet)	7.5 m	11.87 m (Cook St.) (existing unit area)		
rear (feet)	7.5 m or 25% of lot depth (whichever is greater)	requested variance to decrease required 7.5 m boundary by 1.5 m to equal a 6 m (variance needed)		
side (feet)	1.5 m or 10% of the lot width (whichever is greater)	2.82 m		
side (feet)	2.5 m or 10% of the lot width (whichever is greater)	6.02 m (Horseshoe Ave.)		

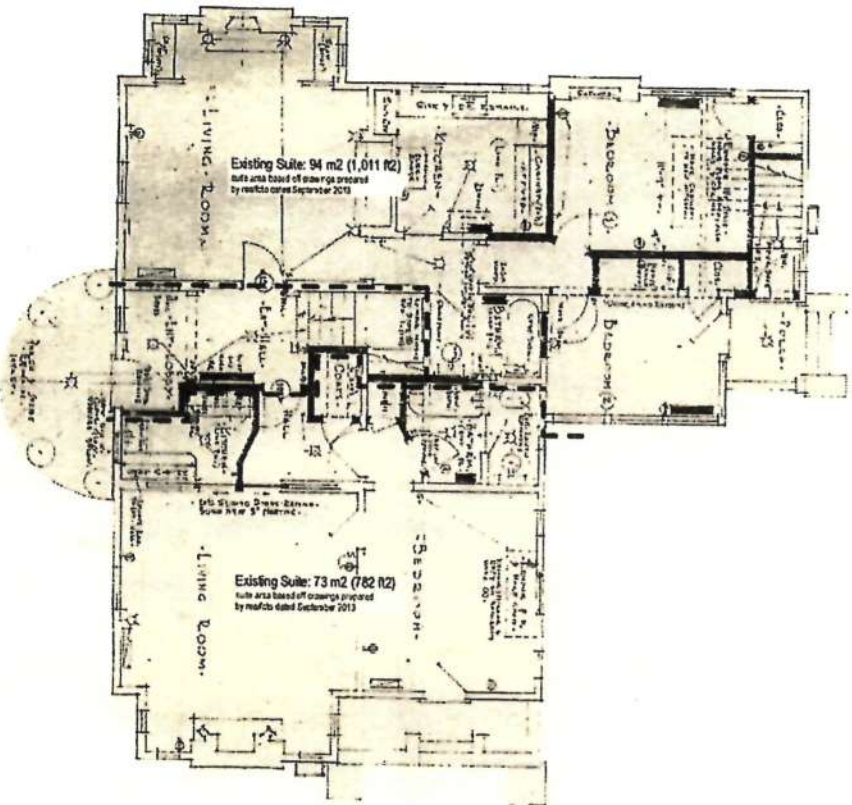
HABITABLE FLOOR AREA:		
Basement	=	87 m <sup>2</sup> (938 ft <sup>2</sup> )
First Floor	=	165 m <sup>2</sup> (1,778 ft <sup>2</sup> )
Second Floor	=	123 m <sup>2</sup> (1,327 ft <sup>2</sup> )
Total	455m <sup>2</sup> = 5 dwelling units allowable see per Schedule W	468 m <sup>2</sup> (5,038 ft <sup>2</sup> ) 5 ordinary dwellings





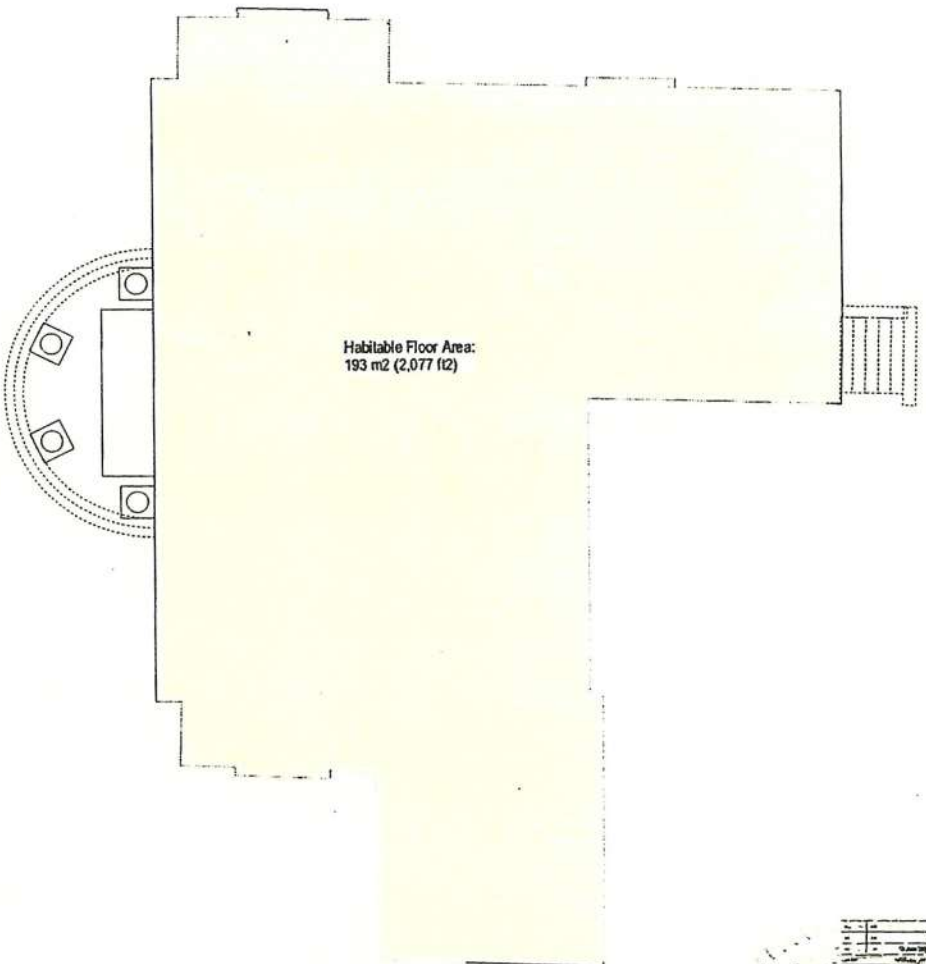
2 Existing First Floor Area  
Scale: 1:50

Received  
City of Victoria  
AUG 06 2015  
Planning & Development Department  
Development Services Division

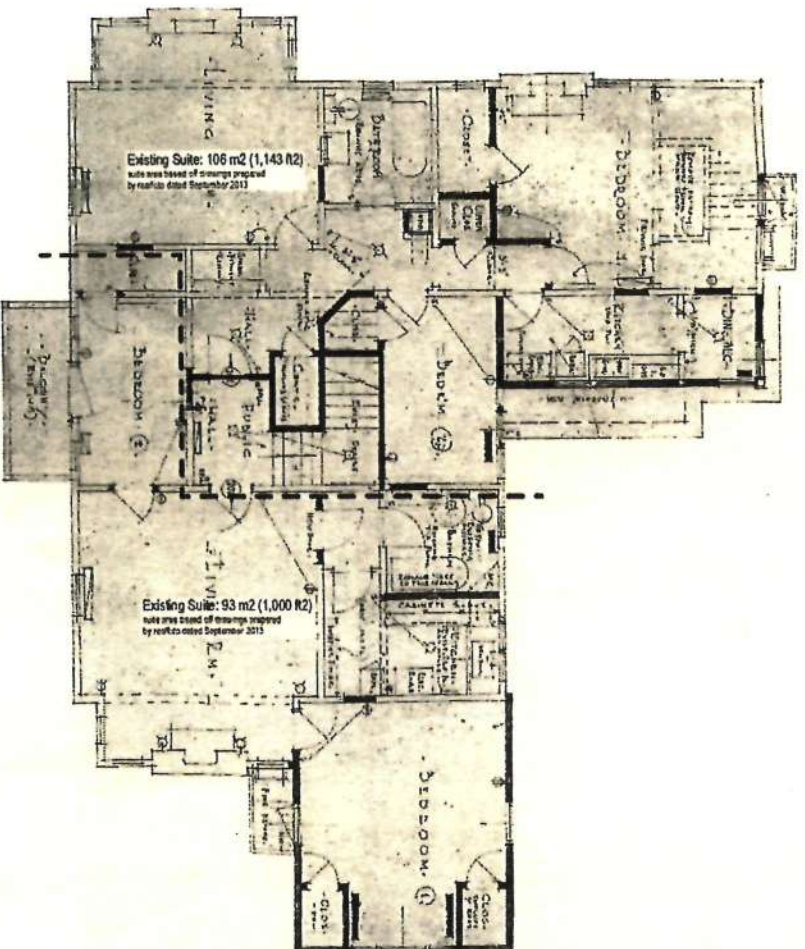


1 Existing First Floor Plan [By Others]  
Scale: 1:50





2 Existing Second Floor Area  
Scale: 1:50



1 Existing Second Floor Plan (By Others)  
Scale: 1:50

**Received**  
 City of Victoria

**AUG 06 2015**

Planning & Development Department  
 Development Services Division



**SMALL & ROSSELLI**  
**LANDSCAPE ARCHITECTS INC.**  
2012 Warner Road, Suite B, N.J. 07031  
t 732-443-4943  
[design@smallandrosselli.com](mailto:design@smallandrosselli.com)  
[www.smallandrosselli.com](http://www.smallandrosselli.com)

- 8 September 2012
  - planning of sidewalk to parking lot (1)
  - road of debris, changed to fire road
- 7 July 2015
  - logging lot, garbage not secure cleaned
- 1 July 2015
  - property line adjusted to go and into the garden, hard discussion
  - parking lot, water, various issues, new project, with some other projects
- 19 May 2015
  - paved the road to the house
  - garbage storage area is enclosed
  - vegetable garden, water, and
  - property lines adjusted to match actual
  - the house is higher than the lot (1)
- 12 June 2014
  - parking with material to it,
  - when parking location changed,
  - the house increased in size.
- 28 March 2014
  - house on the side of the City of Victoria's Planning Dept, request

ISSUED TO	DATE
<input type="checkbox"/> CONSULTATION	
<input type="checkbox"/> FEEDBACK	
<input type="checkbox"/> DRAFT APPLICATION	
<input checked="" type="checkbox"/> FINAL REVIEW	12/14/2014

59 Cook Street  
Victoria, BC.

Landscape  
Concept Plan

Date	16/02/2014
Driver	cat
Overload	
Scale	As shown

# Planning and Land Use Committee - 15 Oct 2015

06 August 2015

## 59 Cook Street

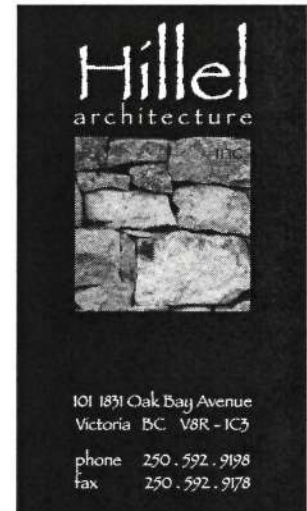
Submitted on behalf of Conrad Nyren

(Dennis Eric Nyren)

3 - 59 Cook Street

Victoria BC V8V 3W7

**RE:** 59 Cook Street Redevelopment  
Victoria BC  
Proposal For Small Lot Subdivision



### Attention Mayor and council, City of Victoria

Please find enclosed with this cover letter, a submission for the division of the R1-B lands of 59 Cook Street. The proposal is for the creation of one new lot R1S2 zoning Bylaw and is therefore a rezoning. The Parcel Remainder would remain under its existing R1-B zoning, however both the existing building and its new conditions of placement on the parcel remainder requires a Development Variance Permit to ensure Council approval of those conditions, and correctly registering these items on title, should they prove acceptable.

Hillel Architecture developed a conceptual solution for discussion with immediate neighbours, which demonstrated the current 59 Cook Street multi-family residence on a portion of the existing lot, being left undisturbed, and a smaller portion of the rear lot area being subdivided, creating a small lot conforming to the R1S2 zoning. The drawings proposed a single family home compliant with the zoning in the location of the current 2 car garage building. This concept was introduced to the City Planning department similarly for initial commentary.

The enclosed submission has incorporated the commentary from 2 CALUC presentations, multiple meetings with direct neighbours, and update meetings with the planning department. The first CALUC meeting to the Neighbourhood Association membership was rewarding for owners and architect alike. A mostly complimentary evening, and concluding with a very limited list of concerns. The second CALUC meeting was rewarding by the lack of attendance, perhaps indicative of a lack of concern. This submission package also contains letters from directly affected neighbours, each stating that they are in support, some with complimentary additional comments. Throughout the process they state they have been involved and informed.

### Design Outcome: The Site

The residence proposed complies with the small lot two storey zoning bylaw without requested variances. The proposal subdivides an original  $\pm 1237$  m<sup>2</sup> [ $\pm 13,315$  ft<sup>2</sup>] property in to one 318.06 m<sup>2</sup> lot for the new residence conforming to R1S2, and one 918.86 m<sup>2</sup> Lot with its original R1-B zoning remaining with the existing home. The

Hillel Architecture Inc.

page 1 of 4



severance of this lot from the rear yard area of the original home reduces the rear yard setback to less than that prescribed by that original zone and therefore a variance is stated in this proposal that requests the consideration of reducing the permitted rear yard setback from 7.5 m to 4.6m on the parcel remainder. It should be noted at this time that the parcel remainder is still a substantial lot and remains at almost twice the minimum lot sizes permitted, with its front yard on the opposing side being 11.92m to the building face, and over 9.5m to its substantial colonnade.

As the original stately main building maintains its generous front yard on Cook Street and side yard setback on Woodstock Avenue, its prominence on this street corner is therefore not lessened by this proposal. In addition, the new home was designed to occupy the same location as the existing hipped roof two car garage, and is no closer to the neighbouring properties than this structure currently is, as a benefit to the neighbourhood and as a sign that we wished to minimize the impact of this new work. In the enclosed drawing package the streetscape illustrates what appears a completely normal streetscape, with side yard setbacks no closer and no denser than any other view corridor would show from the neighbourhood.

This proposal, shares the existing driveway entry, preventing any affect on existing mature street trees, existing stone walls, or boulevard greenspace. This landscaping maturity that is present - remains. Both neighbours and the owners alike prefer the mature trees, the contributing character of the existing stone fence wall, and the matured hedging that also remains both sides of this shared driveway entry.

### **The History**

The existing building was originally designed as a single family home, and formally converted in 1946 to a multi family dwelling / multi unit dwelling containing five suites, under a federal housing initiative.

### **Design character and materials;**

The new home on Woodstock is a transition piece from the larger stately proportions of the 59 Cook Street original home, to the smaller cottage like qualities of neighbours. The design takes many design cues from neighbouring building volumes both beside and across the road, the desires of the owners, the mix of the casual cottage, and the crisp contemporary of the streetscape.

Interestingly, the original home contained a side entry in the form of a porte cochere. Today this Porte Cochere maintains its front porch like appearance on Woodstock Avenue. The immediate neighbour to the opposing side, also contains an attractive inviting front porch. The new building continues this tradition with a new entry gate, pathway, and porch facing the street. Similar to its cottage like neighbour, this porch is a social space, an attractive welcoming space that is also accessed from its prime living spaces inside, benefiting from the sun and views over the landscaped front yard.



### Height and Setbacks

The proposed new residence is compliant with these zoning requirements.

### Parking

The existing home, with its five legal suites requires to be serviced by a minimum of .8 stalls per dwelling according to Schedule C Parking Regulations. Therefore this existing multi-family residence requires 4 stalls. The new residence on its independent lot requires 1 stall as a single family residence. It was decided early on that the design would be developed to share the existing entry to the lot, and preserve the existing stone fence. Sharing a driveway entry allowed the parking to be concealed from the street and place these cars behind both buildings. By reciprocal easement agreements, registered on both properties, these two buildings share access to their independent parking facilities.

In sharing a driveway, the increase in green space over the current condition will lessen the impact of this parking area than exists at this time. One can notice in the original aerial photo of this existing site, a large area of exposed concrete paving. In the new design the bulk of this paving area is moved further back out of view, and in its place a narrow driveway permits a greater area of landscaping serving to enclose and conceal from view, the rear parking area. The streetscape benefits, the neighbours benefit. A little more greenery gets added to our perception of the neighbourhood. It is this sharing of an existing driveway opening in a stone fence wall that has created some of the variances listed herein for Council consideration. The access drive is shared between two residences, and both its width and its placement partially on each property defines a need for variance considerations, and reciprocal easements registered on both property titles.

### Bicycle Parking

The proposal contains a 6 bike rack for use by the multi-family residence for guests, as required by the Bylaw. The original 59 Cook Street contains class A bike parking facilities for its tenants in the lower floor area formerly known as the "Chinaman's Suite".

### Summary of Development Proposal

**59 Cook Street R1-B Lot is subdivided under this proposal, and remains R1-B.**

**Item 1.** Rezoning: the new lot, requested to be zoned R1S2 is accessed from Woodstock Avenue through its current driveway access. This rezoning submission requires a variance on the drive aisle behind its parking stall, as portions of its drive access lane is over the adjoining Lot.

**Item 2.** Development Variance Permit. The Parcel Remainder containing the existing main house, containing 5 units would remain on a Lot with a rear yard that by lot depth should equal 7.55m, and under this proposal is requested to be 4.6m. Variance 1.

**Item 3.** In addition, access to parking stall 5 is a requested variance. The existing parking stall, a Porte Cochere proven by transportation staff as accessible by vehicles because of its generous width, will not be serviced by a 7m access aisle and is accessed through a 3.6m driveway. An auto turn study was performed by staff, and templates provided to this firm to ensure all cars had means of manouvering. Related to this variance is a issue of access to stall 2 and 3 where their access aisle passes over the neighbouring property line. These drive aisle conditions are Variance 2.

The placement of these parking stalls, away from the streetscape, and in an existing fenced rear yard area, is the subject of Variance 3. The parking stalls are accessed over a shared driveaisle therefore each is not appropriately screened from each other, resulting in a request for a relaxation from rear yard screening from 1.5m to 0m, and the omission of a fence from 1.8m to 0m.

**59 Cook Street R1-B Lot is subdivided, and a new R1S2 Lot is created.**

**Item 1.** Rezoning: the new lot, subdivided from an R1-B existing lot requested to be zoned R1S2, is accessed from Woodstock Avenue through its current driveway access. This rezoning submission requires a variance on the drive aisle width from 7.0m to 4.6m at stall 4, as portions of its drive access lane is over the adjoining Lot.

We trust the enclosed submission meets with submission requirements, and that through this process, eventually meets with acceptance of Council.

Yours sincerely,  
HILLEL ARCHITECTURE INC.,  
Karen Hillel MAIBC



## Planning and Land Use Committee Report

For the Meeting of October 15, 2015

---

**To:** Planning and Land Use Committee      **Date:** October 1, 2015

**From:** Jonathan Tinney, Director, Sustainable Planning and Community Development

**Subject:** Rezoning Application No. 00484 for 1510 Clawthorpe Avenue

---

### RECOMMENDATION

Staff recommend that Committee forward this report to Council and that Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00484 for 1510 Clawthorpe Avenue, 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 903 (c) 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, 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 1510 Clawthorpe Avenue. The proposal is to rezone the property from the R1-B Zone, Single Family District, to a new zone in order to permit the conversion of an existing accessory building into a Garden Suite.

The following points were considered in assessing this application:

- The proposal is consistent with the Urban Place Designation in the *Official Community plan (OCP)* 2012.
- The proposal is for a liveable form of rental housing, similar in size and scale to a typical garden suite.
- The design of the building incorporates design specification of the *Garden Suite Policy* (2011).
- The Application proposes the conversion of an existing accessory building, avoiding the need for new construction.



## BACKGROUND

### Description of Proposal

The proposal is to rezone the property from the R1-B Zone, Single Family District, to a new zone in order to allow the conversion of an existing accessory building into a Garden Suite. Due to the property's larger size, the standard zone to accommodate a Garden Suite would be the R1-B-GS2, Single Family Dwelling with Garden Suite for Plus Sites District.

The proposal is to increase the permitted maximum combined floor area in the zone standard from 56m<sup>2</sup> to 68m<sup>2</sup> in order to allow the existing accessory building to be converted for this use.

### Sustainability Features

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

### Active Transportation Impacts

The applicant proposes to install a bike rack which supports active transportation.

### Land Use Context

The area is characterized by single family dwellings with some attached housing and commercial uses.

Immediately adjacent land uses include:

- North - Commercial
- South – Single Family Dwelling
- East – Single Family Dwelling
- West – Commercial and Single Family Dwelling.

### Existing Site Development and Development Potential

The site is presently a single family dwelling. Under the current R1-B Zone, the property could be developed as a single-family house with secondary suite. Should the rezoning proceed, a single family dwelling and garden suite will be permitted, thus precluding the use of the main dwelling for the inclusion of a secondary suite.

### Data Table

The following data table compares the proposal with the standard R1-B-GS2 Zone. The parcel would qualify as a "plus site" since it is larger than 557m<sup>2</sup> in area and the floor area of a garden suite may be increased to 56m<sup>2</sup>. An asterisk is used to identify where the proposal is less stringent than the R1-B-GS2 Zone. A new zone would be required to increase the maximum combined floor area to permit the proposed size.

Zoning Criteria	Proposal	Zone Standard R1-B-GS2 "Plus Site"
<b>Primary Dwelling</b>		
Site area (m <sup>2</sup> )	679.83	557
Lot width (m) - minimum	16.61	7.5
Combined floor area (m <sup>2</sup> ) - maximum	105.00	300
Height (m) - maximum	4.44	7.6
Storeys - maximum	1.00	2
Site coverage (%) - maximum	28.57	40
Setbacks (m) - minimum		
Front (Clawthorpe Avenue)	7.60	7.5
Rear (north)	19.40	10.24
Side (west)	3.14	3.00
Side (east)	2.42	1.66
Combined side yards	5.56	4.5
Parking - minimum	1	1
<b>Garden Suite</b>		
Floor area (m <sup>2</sup> ) – maximum	67.22 *	56
Height (m) – maximum	3.60	5.5
Storeys - maximum	1.00	1.5
Rear yard setback (m) (north) – minimum	1.99	0.6
Side yard setback (m) (east) – minimum	0.6	0.6
Separation space between buildings (within the site) (m) – minimum	8.68	2.4
Rear yard site coverage (%) - maximum	22.96	25

### Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, the applicant has consulted with the Oaklands CALUC at a Community Meeting held on April 30, 2015. The minutes from this meeting were received on May 29, 2015, and are attached to this report.

As supported in the *Garden Suite Design Guidelines*, the design improvements on the accessory building relate to the principal building on site in terms of materials, colour and general architectural expression. To address potential privacy concerns, windows would be added to the interior facing wall and windows on other walls would have a privacy film applied to them.

The proposed garden suite is not visible from the street as encouraged in the *Garden Suite Design Guidelines*. To help mitigate this, it is proposed that a gate be constructed with a residential address to help increase visibility from the street. It will also provide privacy and prevent the garden suite's usable outdoor area from being used as parking.

The proposed landscaping is similar to the existing site with some adjustments including use of potted plants and benches to improve the usable outdoor space on the existing concrete driveway.

## CONCLUSIONS

This proposal to convert an existing accessory building into a garden suite is generally consistent with Development Permit Area 15E: Intensive Residential – Garden Suites. The garden suite creates an opportunity for another form of rental housing and will provide a liveable environment for its occupants with minimal infringement on the neighbouring dwellings. Staff recommend that Council consider supporting this Application.

## ALTERNATE MOTION

That Council decline Development Permit Application No. 00484 for the property located at 1510 Clawthorpe Avenue.

Respectfully submitted,



Rob Bateman, Planner  
Development Services Division

am



Jonathan Tinney, Director  
Sustainable Planning and Community  
Development Department

Report accepted and recommended by the City Manager:

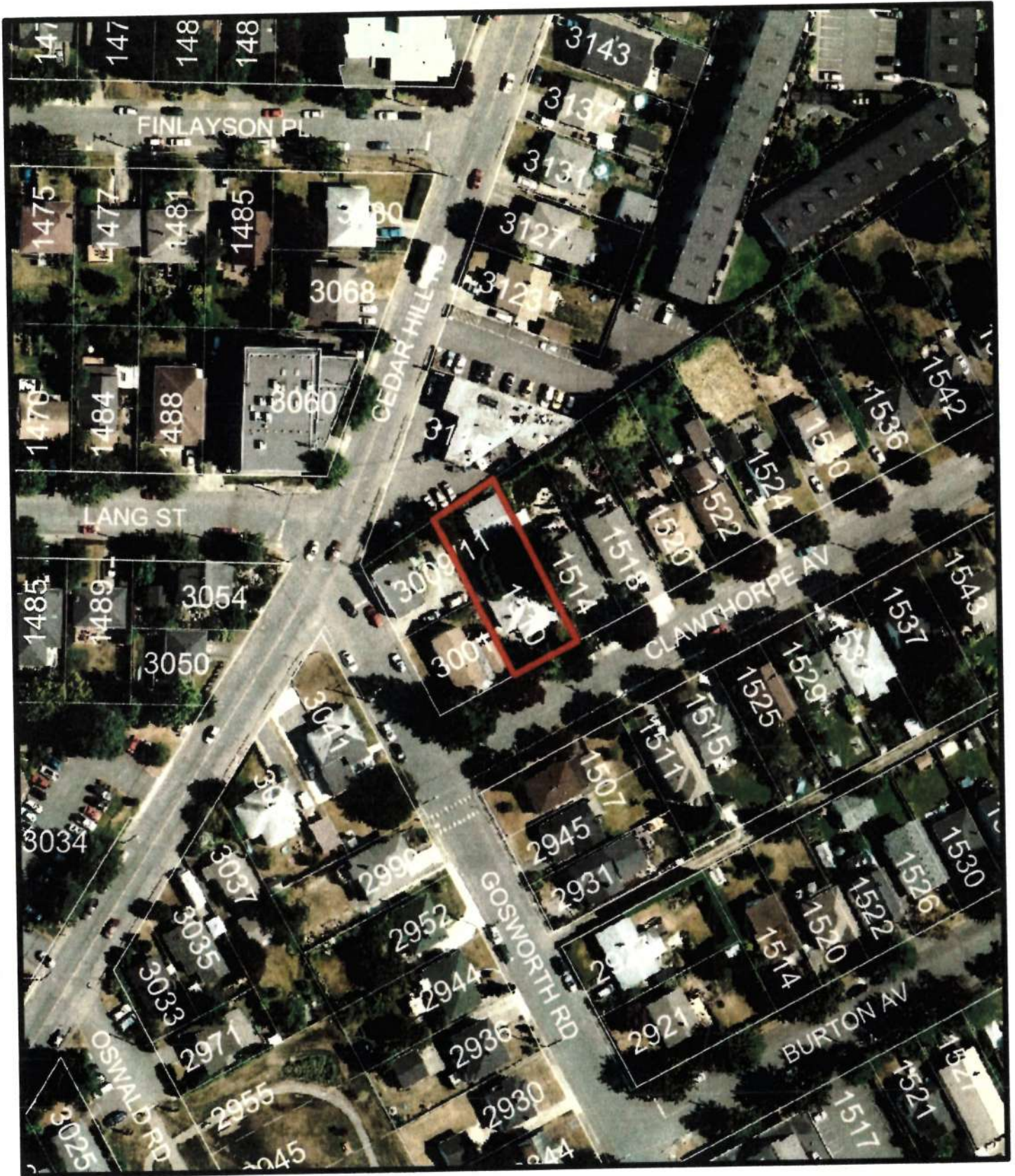


Date: October 7, 2015

## List of Attachments

- Air photo
- Zoning map
- Applicant's letter to Council dated September 1, 2015
- Minutes of Community Meeting – Oaklands Community Association dated April 30, 2015
- Submission drawings dated September 8, 2015.

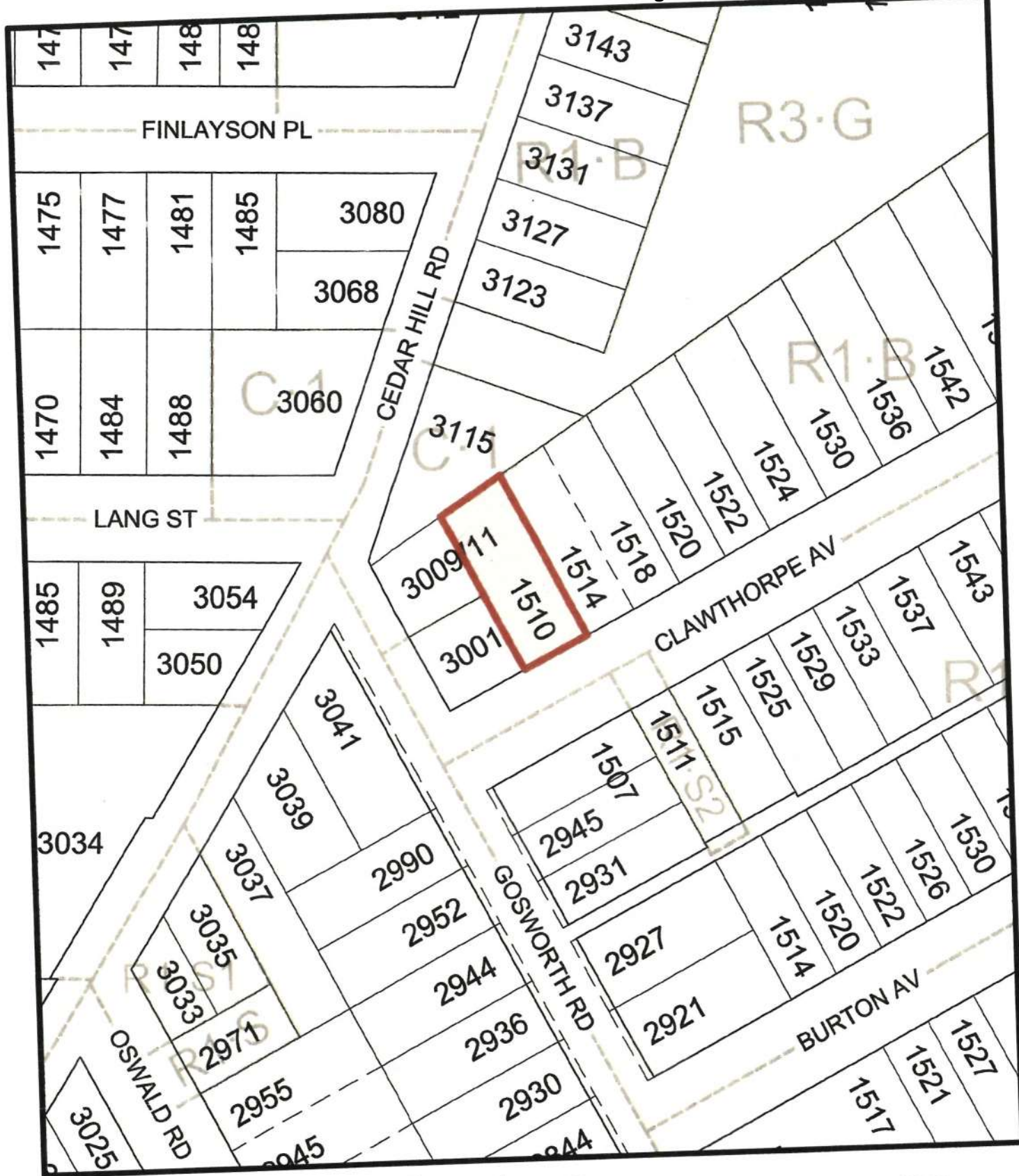




1510 Clawthorpe Avenue  
Rezoning #00484  
Bylaw #



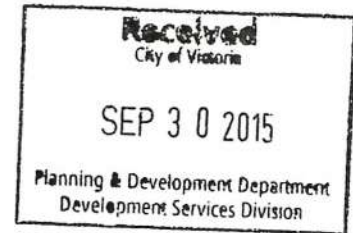




1510 Clawthorpe Avenue  
Rezoning #00484  
Bylaw #



Meghan & Doug Paterson  
1510 Clawthorpe Ave  
Victoria, BC V8T 2R7  
September 1, 2015



Mayor and Council  
1 Centennial Square  
Victoria, BC V8W 1P6

To Mayor and Council of the City of Victoria,

APPLICATION FOR REZONING OF 1510 CLAWTHORPE AVE TO ALLOW FOR A GARDEN SUITE

Thank you for reviewing our application to rezone our property at Clawthorpe Avenue for the purpose of converting our existing outbuilding to a garden suite. We intend to convert the existing workshop in the rear of the property to a two bedroom rental garden suite, with the existing hardscape courtyard provided for the exclusive use of the suite. We will be maintaining the existing foot print and shell of the outbuilding, the interior will be updated with modern finishing's. The exterior will be updated to maintain a cohesive appearance with the existing single family dwelling and to make the garden suit feel like a home. To facilitate our conversion, we propose changing the land use from its current zoning of R1-B to a new zone based on the R1-B-GS2 standard except with an increased maximum floor area.

The proposal conforms to the existing Official Community Plan (July 2012) insofar as it is the intent of the community to increase urban density. Conversion to a garden suite would benefit the neighbourhood economically and socially by contributing needed density and rental housing availability. Conversion of the existing outbuilding within its original footprint would also minimize the impact on the environment and neighbours. The addition of the garden suite would also benefit us as new homeowners by allowing affordable homeownership.

The garden suit policy allows for structures at an upset of 56m<sup>2</sup>, the existing 32 year old structure is slightly larger at 67m<sup>2</sup>. In the policy when lots reach 557m<sup>2</sup> in size, the allowable size for the garden suit increases from 37m<sup>2</sup> to 56m<sup>2</sup>. At this 557m<sup>2</sup> threshold a 56m<sup>2</sup> garden suit would take up 10.05% of the lot. Given that our lot is 686m<sup>2</sup>, our existing 67m<sup>2</sup> building only takes up 9.77% of the lot; which is still under the 10.05% in the policy. Further, we understand that part of the intent of the policy restricting size is so that overly large structures are not built to take over the lot and intrude upon neighbouring properties. The building is only one story that has existed for over 30 years. No changes will be made to the existing structure that increases the buildings footprint. Of the four adjacent properties two are commercial



properties. These two commercial properties happen to be next to the garden suit so impact on residential properties will be minimal. As the garden suit policy allows for exemptions for existing structures we are requesting a new zone be created based on the R1-B-GS2 standard except with an increased maximum combined floor area for the increased size.

The conversion fits within Oakland's neighbourhood plan providing ground-oriented, family oriented housing and increasing residential densities within walking distance of the Hillside transit corridor (OCP Neighbourhood Direction – Oaklands 21.22.2). Ample public infrastructure is present in the neighbourhood, including a community recreation centre, shopping facilities, transit and parks. The existing conditions of the neighbourhood would remain relatively unchanged as the outbuilding to be converted was built and has existed since 1983. We anticipate little or no impact to the immediate neighbours, especially considering two of the immediate neighbours are commercial properties. The property will comply with schedule C parking requirements by providing one parking spot for the primary dwelling, no additional parking requirements are in place for the creation of a Garden Suite as per the policy.

Design and rezoning guidelines for the conversion at 1510 Clawthorpe were taken from the existing Garden Suit Policy. As this rezoning application is for an existing structure, every effort was made to comply with the Garden Suit Policy. Green building design features will include energy efficient appliances, water fixtures and LED lighting. Conversion will include hardscaping that will not require watering to help meet the request for drought-tolerant landscaping. The unit will also have water and hydro independence from the primary dwelling.

Enclosed with this letter is our rezoning application, thank you once again for your consideration of our application. We have endeavored to include all pertinent information herein and look forward to working with you in the rezoning process moving forward.

Sincerely,

Doug & Meghan Paterson

Home Owners

OCA LUC April 30, 2015

Oaklands Neighbourhood House – 2629 Victor St

Ben Clark (Land Use Committee Rep) – opens with an overview of the evening agenda and CALUC process – 1) 1510 Clawthorpe Garden Suite Rezoning Application.

---

#### 1. Clawthorpe

In attendance was the applicant, one neighbour from 1514 Clawthorpe, and one neighbour representing the Kiwanis Pavilion.

The applicant presented their plan to convert an existing building on their property into a garden suite. The building was built in 1983 and has primarily been used as a workshop since then. It was also used as a recording studio before the current owners purchased the property. The current owners purchased this property last year and want to turn the workshop into a two bedroom garden suite for rental income.

The resident from 1514 Clawthorpe expressed two main concerns: the size of the building and the exterior design of the finished garden suite.

The applicant said that they are only converting an existing building and not increasing the size of that building. They also said that when complete the exterior of the garden suite will be updated to match the current colour of the main house.

The representative from Kiwanis Pavilion did not have any concerns and said that he supported the garden suite.

Meeting was adjourned at 7:30pm.

---

Additional correspondence received on May 1:

I couldn't be at the meeting but I was wondering if there's more information than what was in the notice.

Was there any provision for parking, for instance. It can be chock a block on Burton and is filling up on Gosworth – had a dispute on Gosworth the other day, which was a first.

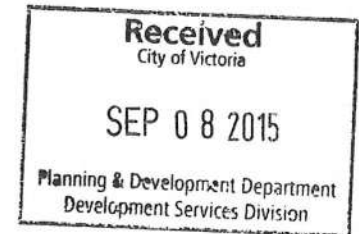
Two bedrooms will likely mean two cars at a minimum, plus visitors from time to time.

Thanks for your help with this.

Lee Porteous [REDACTED]  
[REDACTED]



PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.







EXISTING MAIN DWELLING - SOUTH ELEVATION



EXISTING ACCESSORY BUILDING - WEST ELEVATION



EXISTING ACCESSORY BUILDING - SOUTH ELEVATION

GENERAL NOTES

Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

REVISIONS

NO.	DATE	DESCRIPTION
RO2	JUN '15	FOR REVIEW - CITY, CALLUC, PLUC
RO1	FEB '15	DRAFT

PROJECT

PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-1000)

DRAWING TITLE

PHOTOGRAPHS - SHEET 1 OF 2

DRAWN BY

SCALE  
NTS

DATE  
JUNE 2015

FILE NUMBER  
A15-001

DWG SHEET

A00



EXISTING ACCESSORY BUILDING - EAST ELEVATION (1)



EXISTING ACCESSORY BUILDING - WEST ELEVATION



EXISTING ACCESSORY BUILDING - EAST ELEVATION (2)



EXISTING ACCESSORY BUILDING - NORTH ELEVATION

PHOTOGRAPHS - SHEET 2 OF 2

SCALE NTS

GENERAL NOTES

Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

REVISIONS

NO.	DATE	DESCRIPTION
RO2	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
RO1	FEB '15	DRAFT

PROJECT

PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-3600)

DRAWING TITLE

PHOTOGRAPHS - SHEET 2 OF 2

DRAWN BY

SCALE

NTS

DATE

JUNE 2015

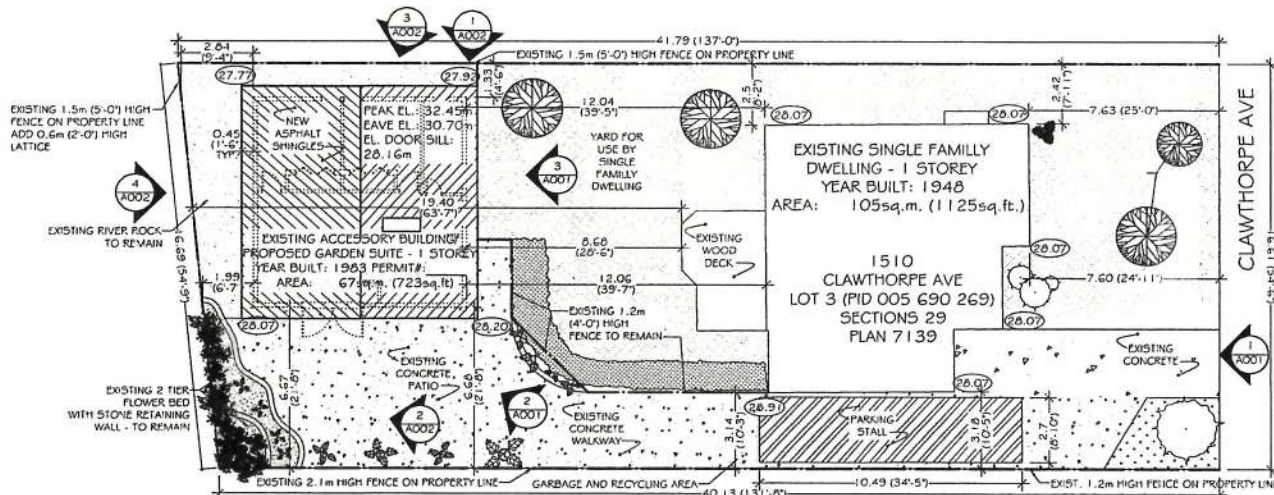
DWG SHEET

FILE NUMBER

A15-001

A002





REQUIREMENTS FOR GARDEN SUITE ANALYSIS - PROJECT INFORMATION TABLE					
CHECKLIST - GARDEN SUITE	COMPLIANCE	REQUIREMENT	PROVIDED	COMMENTS	
ZONING	NON - COMPLIANT	R1-B-052	R1-B	VARIANCES REQUESTED BASED ON BELOW COMMENTS	
LOCATION	COMPLIANT	REAR YARD	REAR YARD		
SITE/LOT AREA	COMPLIANT	557m <sup>2</sup> MIN.	680m <sup>2</sup>		
NUMBER OF GARDEN SUITES	COMPLIANT	1 MAX.	1		
STOREYS	COMPLIANT	1.5	1		
BUILDING HEIGHT	COMPLIANT	5.5m MAX.	3.6m	BASED ON AVG GRADE OF 27.98 AND BUILDING MID HEIGHT OF 31.58. DOES NOT IMPIDE NEIGHBOURS, NOR ADD SHADING TO ADJ. PROPERTIES	
ROOF DECK	COMPLIANT	NOT PERMITTED	0		
GARDEN SUITE FLOOR AREA	NON - COMPLIANT	56m <sup>2</sup> MAX.	67m <sup>2</sup>	EXCEPTION REQUESTED. EXISTING ACCESSORY BLDG QUALIFIES UNDER EXEMPTION 1 FOR HAVING BEEN BUILT WITH A BUILDING PERMIT IN 1963. AS WELL AS EXEMPTION 2 FOR BEING A PLUS SITE WITH LOT EXCEEDING 557M <sup>2</sup> (CURRENT LOT 685.71M <sup>2</sup> ) WHICH ALLOWS FOR INCREASED FLOOR SPACE. AS THE BUILDING IS EXISTING AND WAS BUILT MORE THAN 32 YEARS AGO WE ARE REQUESTING AN EXCEPTION BE GRANTED. AREA MEASURED FROM INSIDE FACE OF CONCRETE.	
EXISTING SINGLE FAMILY DWELLING (SFD) AREA			105m <sup>2</sup>		
REAR YARD AREA			327m <sup>2</sup>		
REAR YARD SITE COVERAGE	COMPLIANT	25% MAX.	22.96%		
TOTAL SITE COVERAGE	COMPLIANT	30-40% MAX.	28.57%		
REAR YARD SETBACK	COMPLIANT	0.6m MIN.	1.99m		
SIDE YARD SETBACK - EAST	COMPLIANT	0.6m MIN.	1.35m		
SIDE YARD SETBACK - WEST	COMPLIANT	0.6m MIN.	6.67m		
SEPARATION BETWEEN GARDEN SUITE AND SFD	COMPLIANT	2.4m MIN.	8.68m		
CHECKLIST - GARDEN SUITE	COMPLIANCE	COMMENTS			
BUILDING CODE	COMPLIANT	ALL ALTERATIONS WILL MEET ALL BC BUILDING, PLUMBING AND ELECTRICAL CODE REGULATIONS			
ACCESS	COMPLIANT	AN UNOBSTRUCTED PATH (3.14m) IS PROVIDED ALONG WEST SIDE OF PROPERTY			
PARKING	COMPLIANT	PARKING STALL IS PRESENT FOR PRIMARY DWELLING (NOT LOCATED IN FRONT YARD)			
SECONDARY SUITES	COMPLIANT	THERE IS NO OTHER SECONDARY SUITES LOCATED ON PROPERTY			
SERVICING	COMPLIANT	CURRENT AND NEW SERVICES WILL BE LOCATED UNDERGROUND			
CHARACTER	COMPLIANT	ACCESSORY BLDG SHARES THE SAME CHARACTERISTICS AS THE MAIN HOUSE AS THE CLADDING FOR BOTH CONSISTS OF STUCCO AND VERTICAL CEDAR SIDING			
RESPECT MATURE LANDSCAPING ELEMENTS	COMPLIANT	MATURE TREES/LANDSCAPING WILL REMAIN UNHARMED ON SITE AND ON ADJACENT PROPERTIES			
MINIMIZE SHADING	COMPLIANT	ACCESSORY BUILDING WAS BUILT OVER 30YRS AGO AND DOES NOT OVER SHADE ADJACENT PROPERTIES			
ACCESSORY BLDG VISIBLE FROM STREET	NON-COMPLIANT	ACCESSORY BLDG WAS BUILT OVER 30YRS AGO TO BE IN AS DISCRETE A LOCATION AS POSSIBLE. AS SUCH IT IS NOT VISIBLE FROM THE STREET			
WINDOWS	COMPLIANT	NO WINDOWS FACING REAR YARD ADJACENT PROPERTIES. 1 OF 2 EXISTING WINDOW OPENINGS BEING SPLIT INTO 2 EGGSHELL WINDOWS SERVING BEDROOMS. 1 WINDOW ADDED TO WEST ELEVATION (INTERIOR YARD) SERVING KITCHEN TO MAXIMIZE NATURAL LIGHTING			
ENTRIES AND ADDRESSING	COMPLIANT	EXISTING ENTRY IS ORIENTED TOWARDS STREET			
USABLE OUTDOOR SPACE	COMPLIANT	ROUGHLY 120m <sup>2</sup> OF USABLE OUTDOOR SPACE PROVIDED			
LANDSCAPE	COMPLIANT	REAR YARD CONTAINS TERRACED GARDEN WITH MATURE IVY ALONG NORTH PROPERTY LINE, RIVER ROCK PATH ALONG NORTH AND EAST PROPERTY LINE, CONC. PATIO AND PERIMETER PLANTERS			
HERITAGE	N/A	STRUCTURE IS NOT ON HERITAGE REGISTER			
GARBAGE AND RECYCLING	COMPLIANT	SEE SITE PLAN. SUFFICIENT SPACE HAS BEEN PROVIDED OUT OF SIGHT			

## SITE PLAN - EXISTING/PROPOSED

SCALE 1:200

Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

REVISIONS		
NO.	DATE	DESCRIPTION
R03	AUG '15	ZONING APPL. - RESUBMIT
R02	JUN '15	FOR REVIEW - CTY. CALUC. PLUC
R01	FEB '15	DRAFT

PROJECT  
PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-3660)

DRAWING TITLE  
SITE PLAN

DRAWN BY

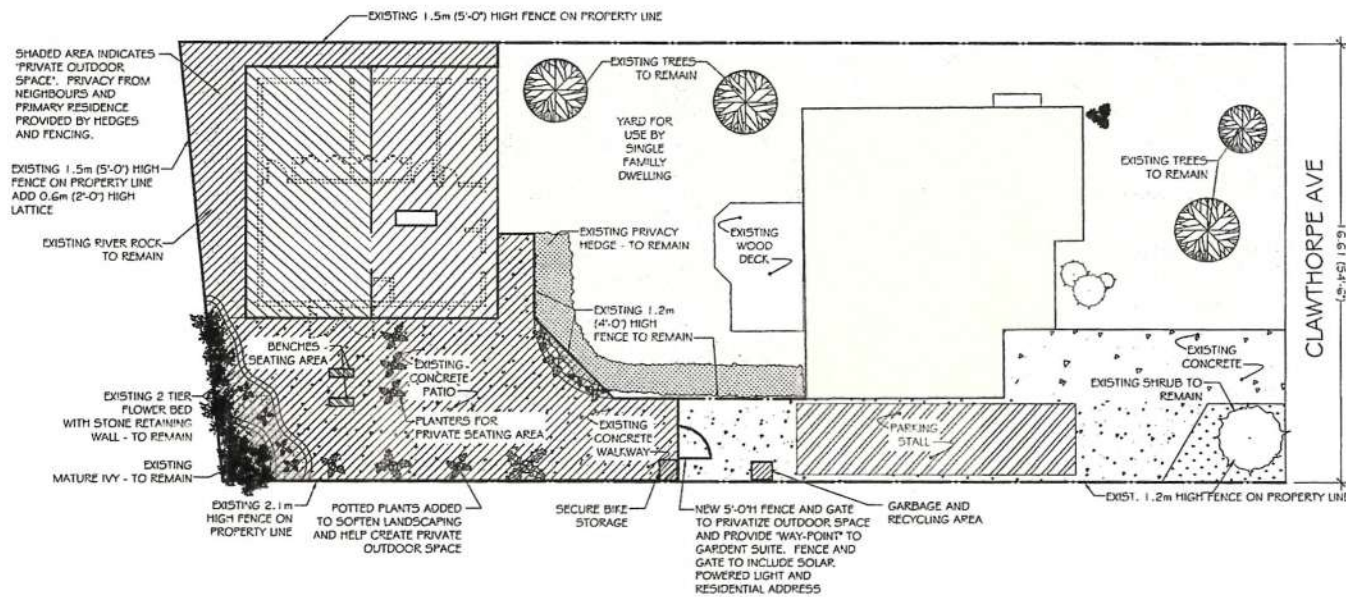
SCALE  
AS INDICATED

DATE  
AUG.2015

FILE NUMBER  
A15-001

DWG SHEET  
A101





# EXISTING/PROPOSED LANDSCAPE PLAN

SCALE 1/16" = 1'-0"

Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

## REVISIONS

NO.	DATE	DESCRIPTION
R03	AUG '15	ZONING APPL. - RESUBMIT
R02	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
R01	FEB '15	DRAFT

## PROJECT

PATERSON PROPOSED  
GARDEN SUITE

1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-5900)

## DRAWING TITLE

EXISTING/PROPOSED  
LANDSCAPE PLAN

## DRAWN BY

## SCALE

A5 INDICATED

## DATE

AUG.2015

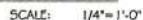
## FILE NUMBER

A15-001

## DWG SHEET

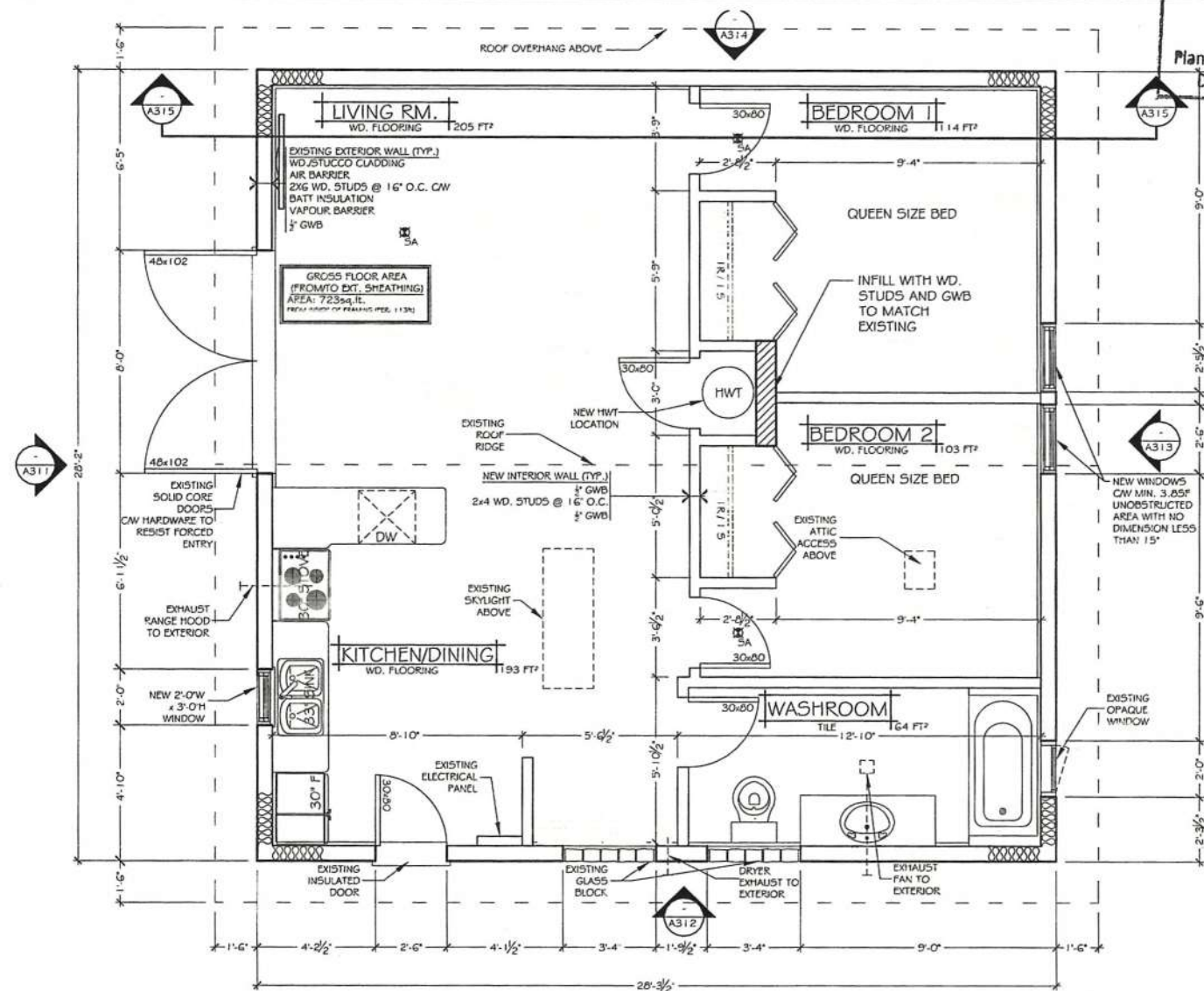
A102

Planning and Land Use Committee 15 Oct 2015



**Planning and Land Use Committee - 15 Oct 2015**





Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

# GENERAL NOTES

- SMOKE ALARMS TO BE INTERCONNECTED PER B.C.B.C. 9.15.1
- FLASH ALL CHANGES OF MATERIALS ON EXTERIOR WALLS
- ALL SIDING TO BE A MINIMUM OF 8" (200mm) ABOVE FINISHED GRADE
- ALL EXTERIOR WALLS ARE 2"x4" STUDS @ 16" O.C. AND ALL INTERIOR WALLS ARE 2"x4" STUDS @ 16" O.C. UNLESS NOTED OTHERWISE (U.N.O.)
- ALL UNITS OVER DOORS AND WINDOWS (2) 2'x10" U.N.O.
- INSULATE AND CONTINUE VAPOUR BARRIER WHERE INTERIOR WALLS MEET EXTERIOR WALLS
- PROVIDE CAULKING AT ALL EXTERIOR WALL FRAMING WHERE FRAMING MEMBERS ADJUT
- MECHANICAL VENTILATION SYSTEM SHALL BE INSTALLED AS PER LATEST EDITION OF THE B.C.B.C.
- RANGE HOOD AND DRYER SHALL BE DUCTED/VENTED TO THE EXTERIOR
- ALL ROOFING SHALL BE APPLIED ACCORDING TO THE MANUFACTURERS RECOMMENDATIONS AND CONFORM TO THE LATEST EDITION OF THE B.C.B.C.
- TWO LAYERS OF FELT PAPER SHALL BE INSTALLED ON EAVES EXTENDING 36" ON ROOF FROM THE WHIP FACE OF THE EXTERIOR WALL
- FELT PAPER SHALL BE INSTALLED UNDER ROOF VALLEY EXTENDING 48" ON EITHER SIDE OF ADJOINING SLOPED ROOFS
- PROVIDE UNOBSTRUCTED VENT AREA OF 1/300 THE INSULATED CEILING AREA
- ALL REQUIRED FLASHINGS TO BE 24IL GAUGE GALVANIZED METAL U.N.O. ON THE PLANS
- THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS. DO NOT SCALE THE DRAWINGS. ANY ERROR OR OMISSIONS SHALL BE REPORTED TO THE HOMEOWNER IMMEDIATELY.

## REVISIONS

NO.	DATE	DESCRIPTION
RO2	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
RO1	FEB '15	DRAFT

## PROJECT

PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-3600)

## DRAWING TITLE

PROPOSED FLOOR PLAN

## DRAWN BY

## SCALE

AS INDICATED

## DATE

JUNE 2015

## FILE NUMBER

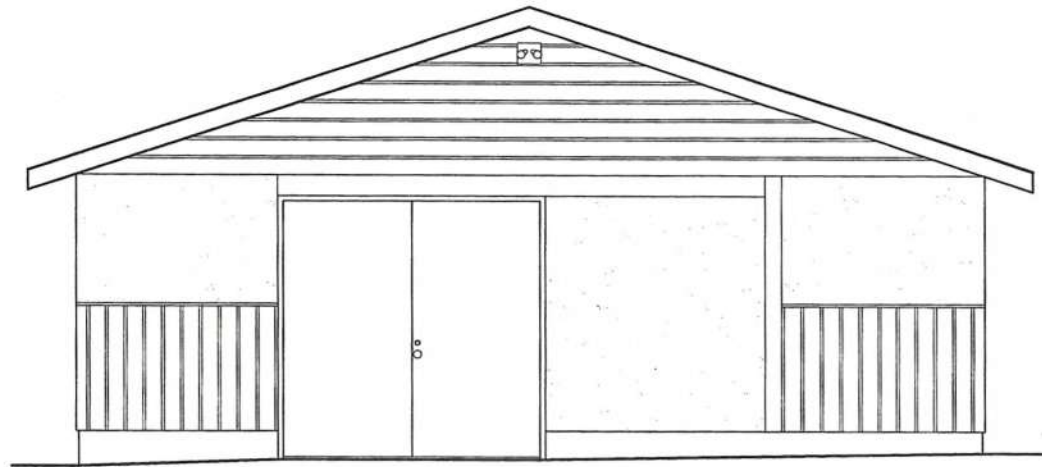
A15-001

## DWG SHEET

A302

Planning and Land Use Committee, 15 Oct 2015





EXISTING

PEAK  
CL. 14'-1 1/2"  
(32.45 GEODETIC)

1/2" EAVE  
CL. 8'-4 1/2"

TRIM TO BE PAINTED GREY TO  
MATCH PRINCIPAL RESIDENCE  
AND MAKE EXISTING BUILDING  
LOOK LIKE A HOME, TYP.

EXISTING SOLID WOOD CORE  
ENTRANCE DOOR TO REMAIN  
CAY DEADBOLT  
GLASS INSERTS TO BE CUT INTO DOOR

T.O. CONC. WALL  
CL. 0'-10"

GRADE  
CL. 0'-3" (28.07 GEODETIC)

EXISTING MOTION SENSOR LIGHT

EXTERIOR LIGHTING OUTLET WITH FIXTURE  
CONTROLLED BY A WALL SWITCH LOCATED  
WITHIN THE BUILDING

UNOBSTRUCTED VENT AREA OF  
NOT LESS THAN 1/300 THE INSULATED  
CEILING AREA PROVIDED TOP AND  
BOTTOM - EXISTING CONFORMS

EXISTING  
ALUMINUM EAVESTROUGH CONT.  
ON EXISTING WD. FASCIA  
TO REMAIN

EXISTING STUCCO SIDING TO REMAIN AND  
PAINTED WHITE TO MATCH PRINCIPAL  
RESIDENCE AND MAKE EXISTING BUILDING  
LOOK LIKE A HOME, TYP.

NEW WINDOW  
SERVING KITCHEN

TRIM TO BE PAINTED GREY TO  
MATCH PRINCIPAL RESIDENCE  
AND MAKE EXISTING BUILDING  
LOOK LIKE A HOME, TYP.

AVERAGE GRADE: 0'-2 1/2"  
28.135 GEODETIC

GRADE  
(28.20 GEODETIC) CL. 0'-2"

PROPOSED

EXPOSED BUILDING FACE AREA: 315sq.ft. (29sq.m.)  
LIMITING DISTANCE: 21'-9" (6.67m)  
ALLOWABLE % OF UNPROTECTED OPENINGS: 90%  
ACTUAL UNPROTECTED OPENING AREA: 70sq.ft. (6.5sq.m.)  
ACTUAL UNPROTECTED OPENING %: 22.5%

WEST ELEVATION

SCALE: 1/4" = 1'-0"

Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

REVISIONS

NO.	DATE	DESCRIPTION
R03	AUG '15	ZONING APPL. - RESUBMIT
R02	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
R01	FEB '15	DRAFT

PROJECT

PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-6000)

DRAWING TITLE

WEST ELEVATION

DRAWN BY

SCALE

AS INDICATED

DATE

AUG. 2015

FILE NUMBER

A15-001

DWG SHEET

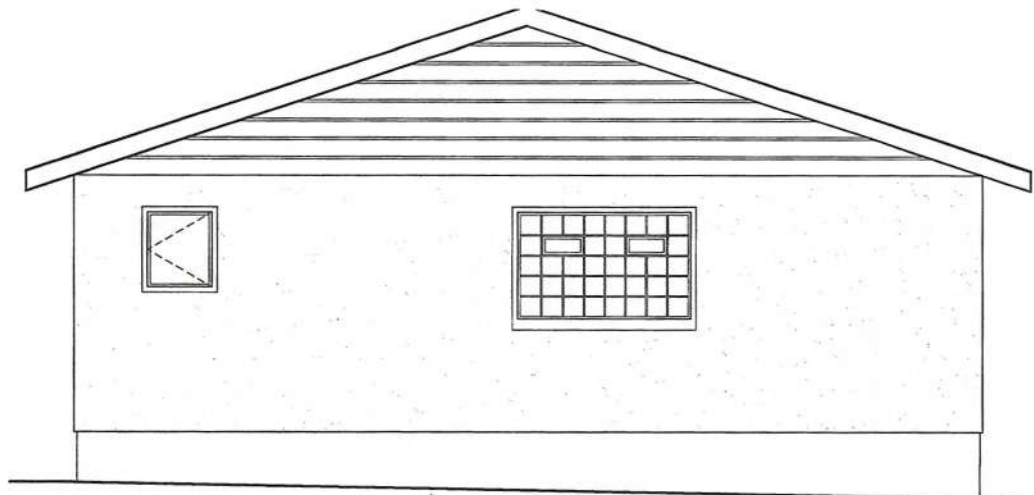
A31

Planning and Land Use Committee - 15 Oct 2015



A312

**Planning and Land Use Committee - 15 Oct 2015**



EXISTING

PEAK  
EL. 14'-1 1/2"  
(32.45 GEODETIC)

TRIM TO BE PAINTED GREY TO  
MATCH PRINCIPAL RESIDENCE  
AND MAKE EXISTING BUILDING  
LOOK LIKE A HOME, TYP.

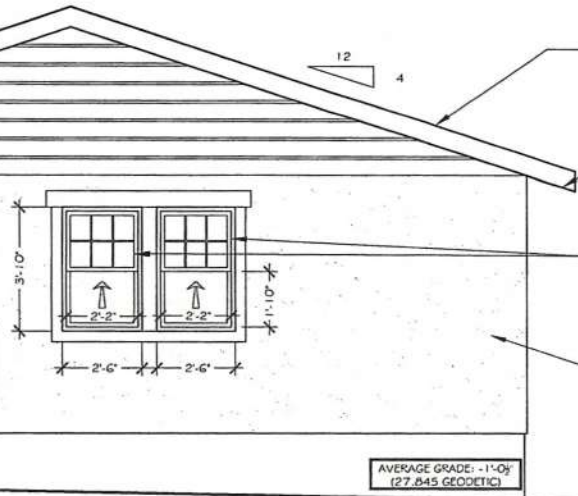
UPS EAVE  
EL. 8'-4 1/2"

EXISTING WINDOW TO REMAIN  
ADD OPAQUE OR "FROST" PRIVACY FILM

T.O. CONC. WALL  
EL. 0'-1 0"

GRADE  
EL. -0'-9" (27.92 GEODETIC)

EXPOSED BUILDING FACE AREA: 343sq.ft.  
LIMITING DISTANCE: 4'-4"  
ALLOWABLE % OF UNPROTECTED OPENINGS: 7%  
ACTUAL UNPROTECTED OPENING AREA: 23.5sq.ft.  
ACTUAL UNPROTECTED OPENING %: 6.85%



PROPOSED

AVERAGE GRADE: -1'-0"  
(27.645 GEODETIC)

GRADE  
(27.77 GEODETIC) EL. -1'-4"

EAST ELEVATION

SCALE: 1/4" = 1'-0"

Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

REVISIONS

NO.	DATE	DESCRIPTION
R03	AUG '15	ZONING APPL. - RESUBMIT
R02	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
R01	FEB '15	DRAFT

PROJECT

PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-8800)

DRAWING TITLE

EAST ELEVATION

DRAWN BY

SCALE

AS INDICATED

DATE

AUG.2015

DWG SHEET

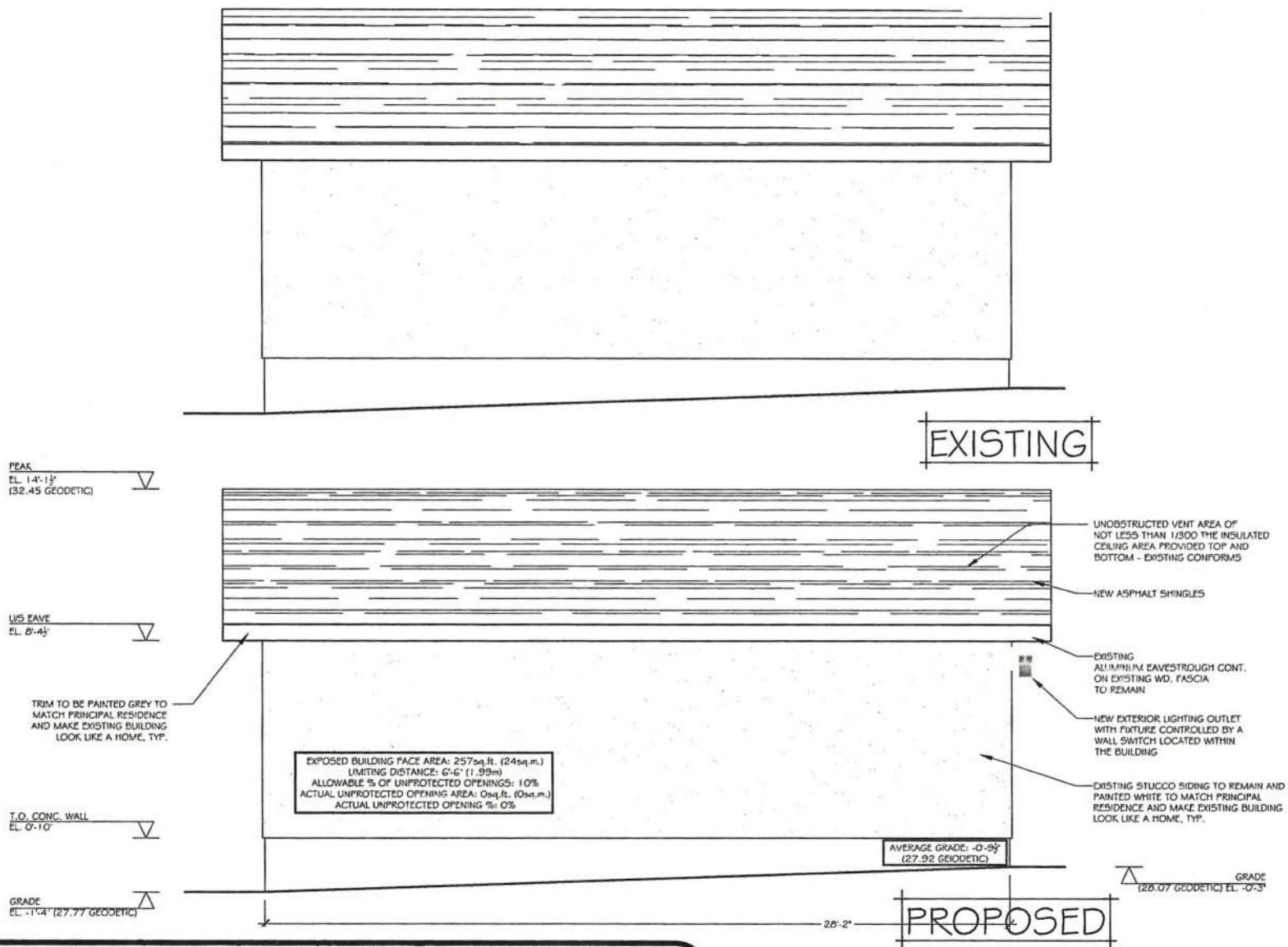
A31

FILE NUMBER

A15-001

Planning and Land Use Committee 15 Oct 2015





NORTH ELEVATION

SCALE: 1/4" = 1'-0"

Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

REVISIONS

NO.	DATE	DESCRIPTION
R03	AUG '15	ZONING APPL. - RESUBMIT
R02	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
R01	FEB '15	DRAFT

PROJECT

PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-1600)

DRAWING TITLE

NORTH ELEVATION

DRAWN BY

SCALE

AS INDICATED

DATE

AUG.2015

FILE NUMBER

A15-001

DWG SHEET

A31

Planning and Land Use Committee - 15 Oct 2015



Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

FILE NUMBER	A31571
A15-001	

**Planning and Land Use Committee** 15 Oct 2015





# Garden Suite Rezoning

Rezoning and Development Permit Applications for:  
**1510 Clawthorpe Ave.**







## Existing Single Family Home





## Access to Proposed Garden Suite



## Existing Accessory Building (west)



## Existing Outdoor Space





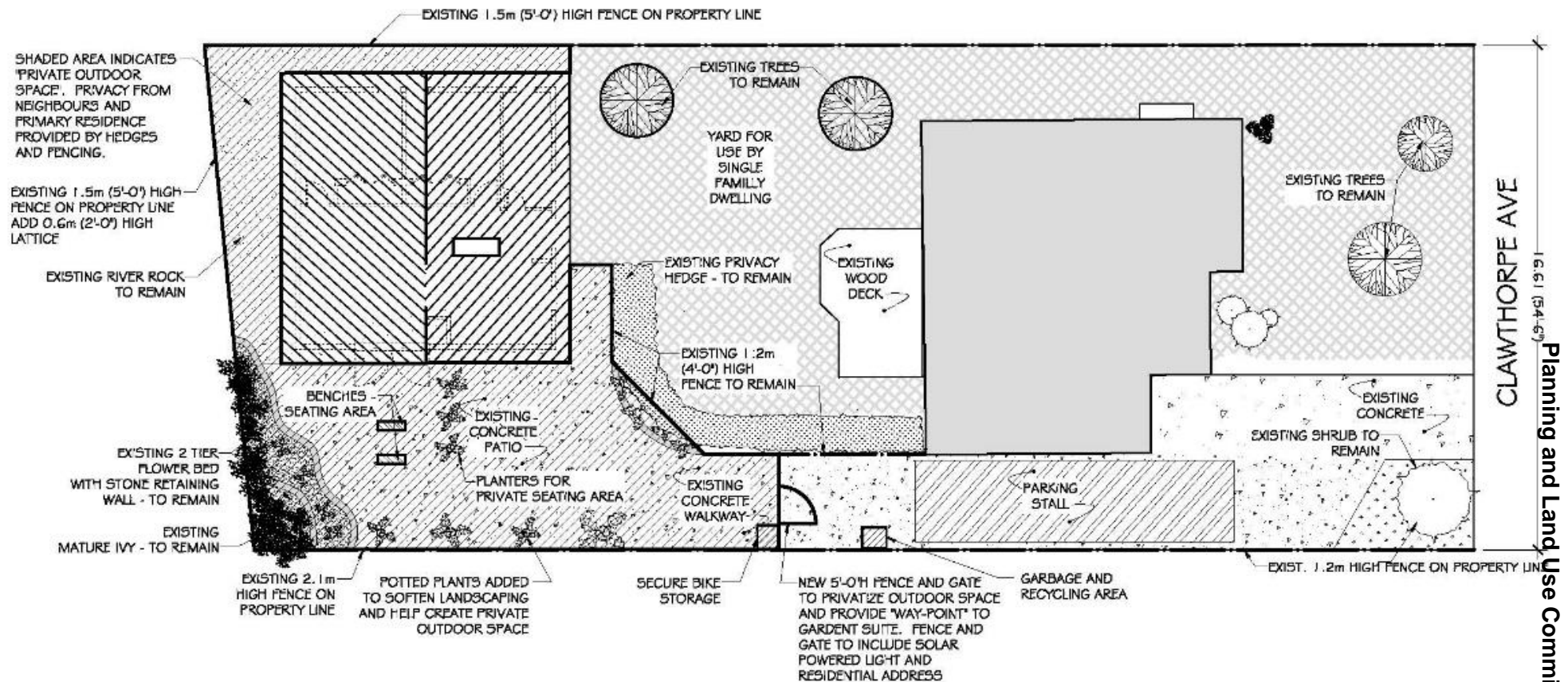
## Adjacent Commercial Use (west)



## Adjacent Commercial Use (north)



# Proposed Site Plan

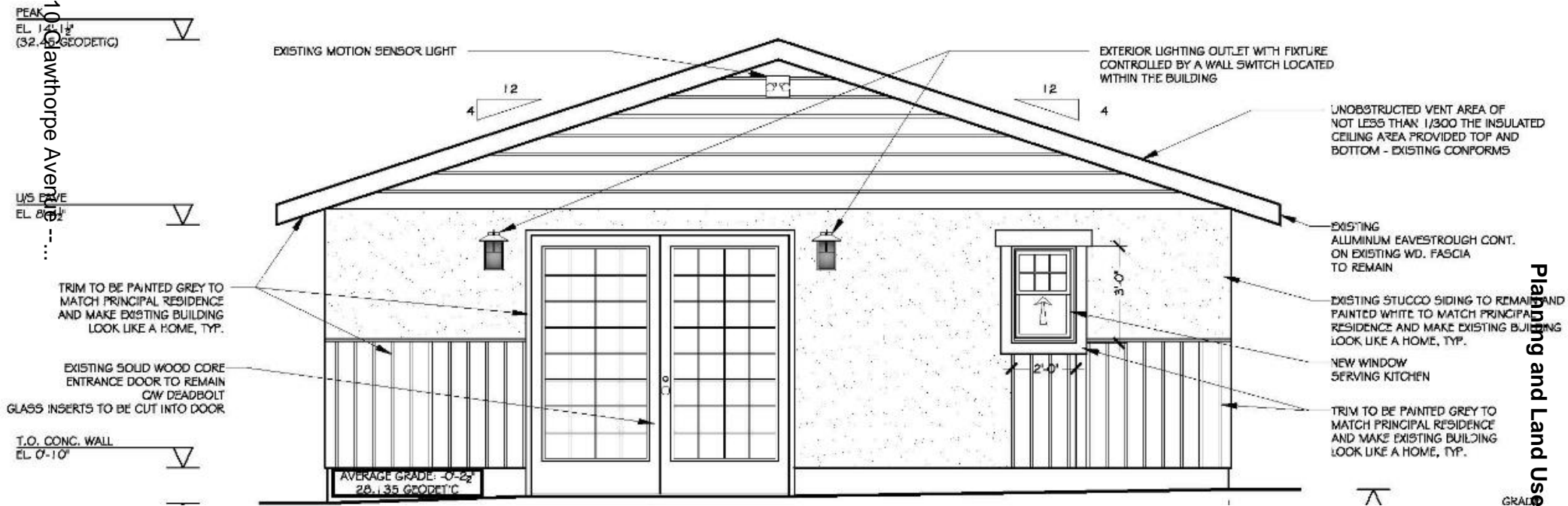




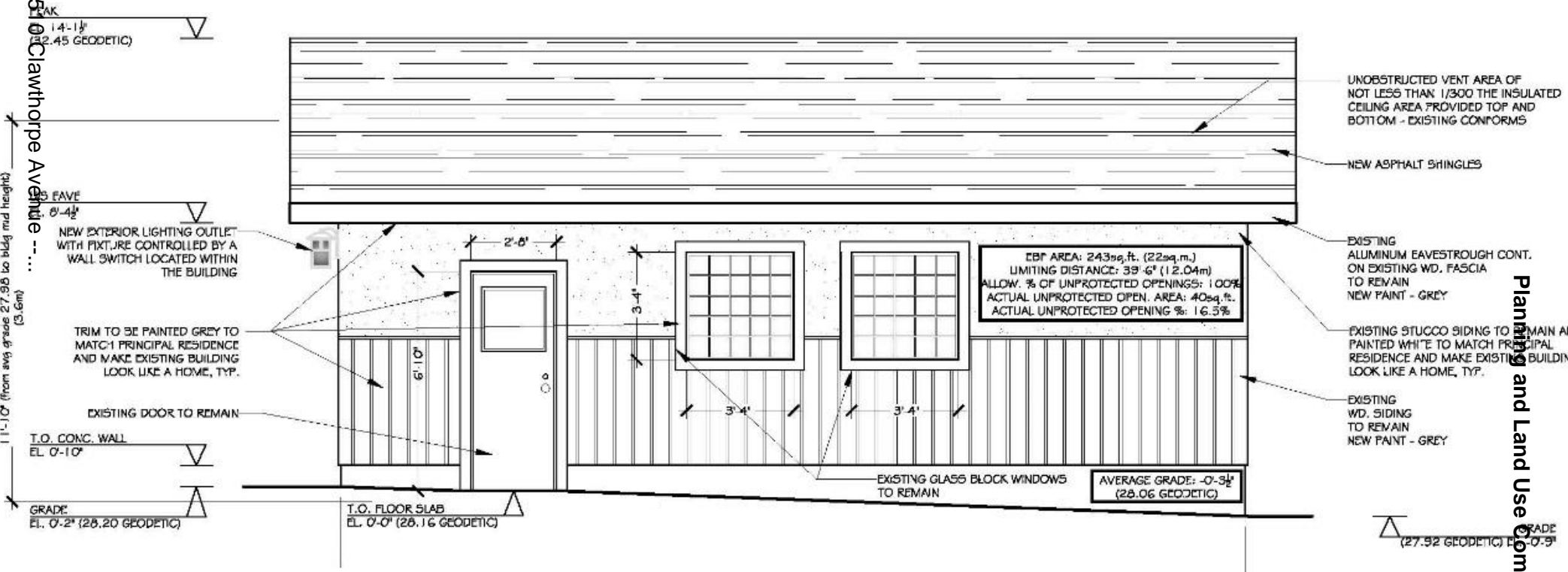
Existing

[illegible]

# Proposed West Elevation (Front)

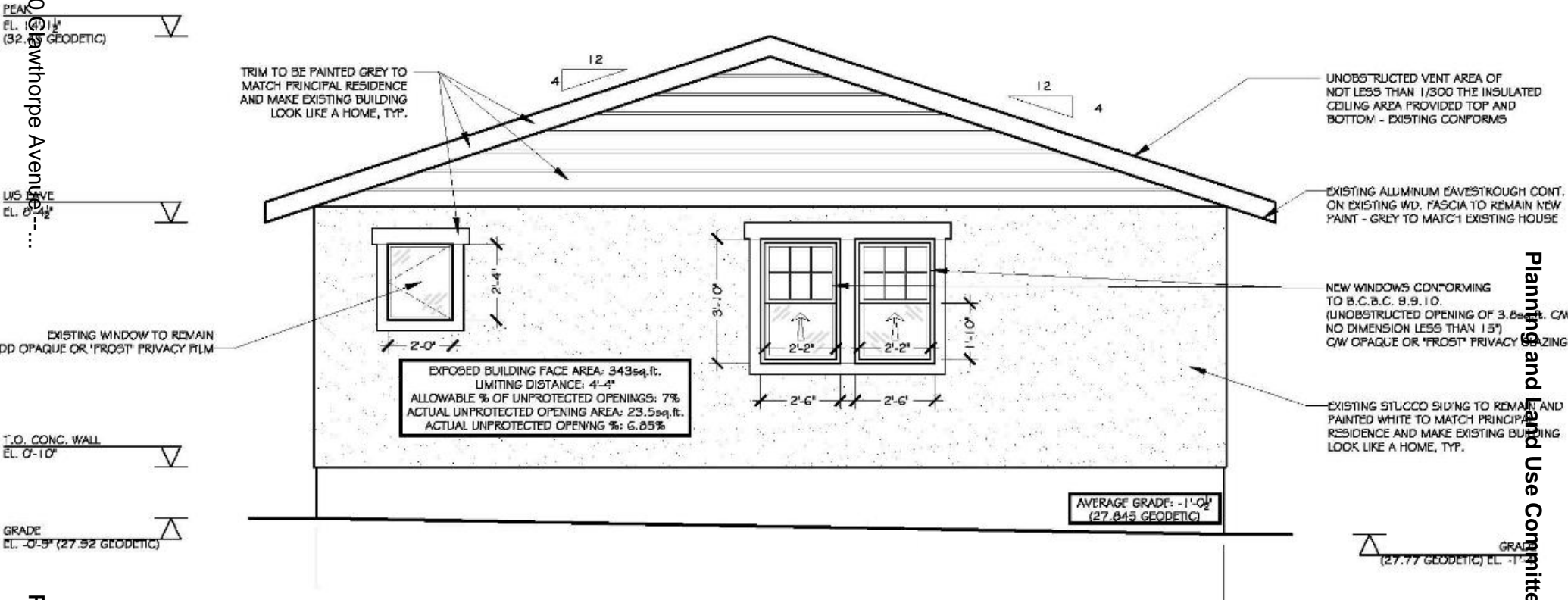


# Proposed South Elevation

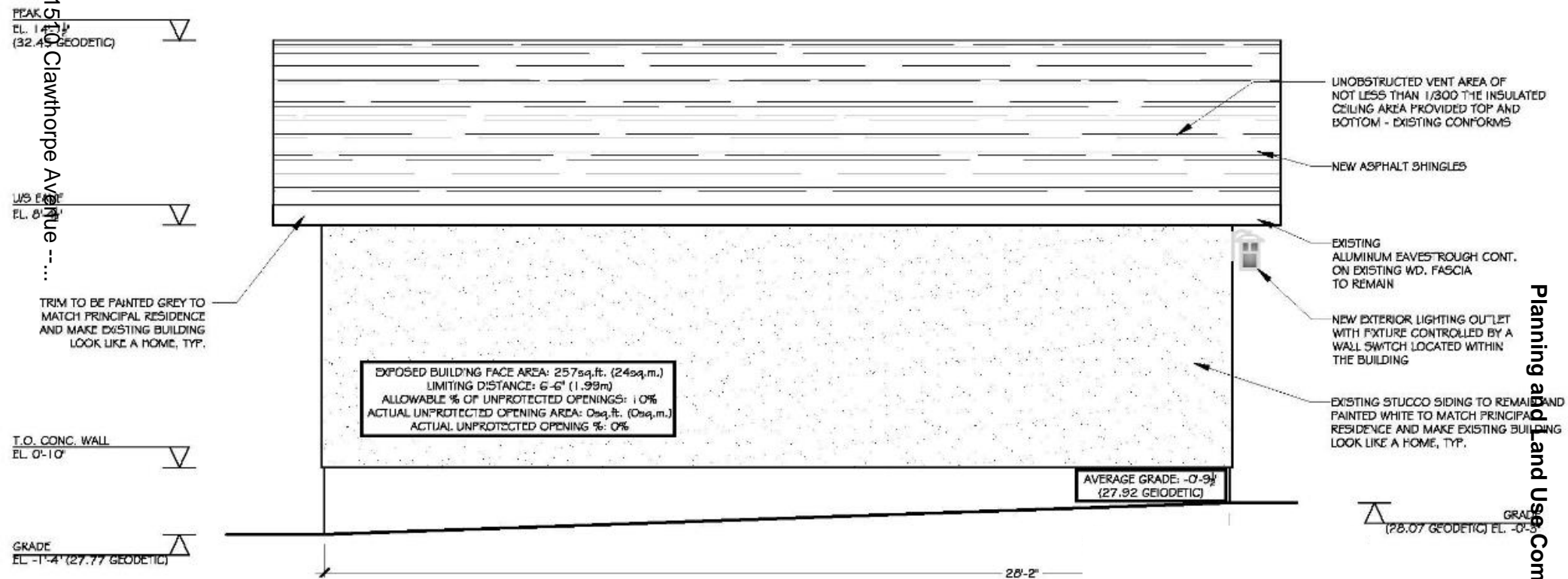




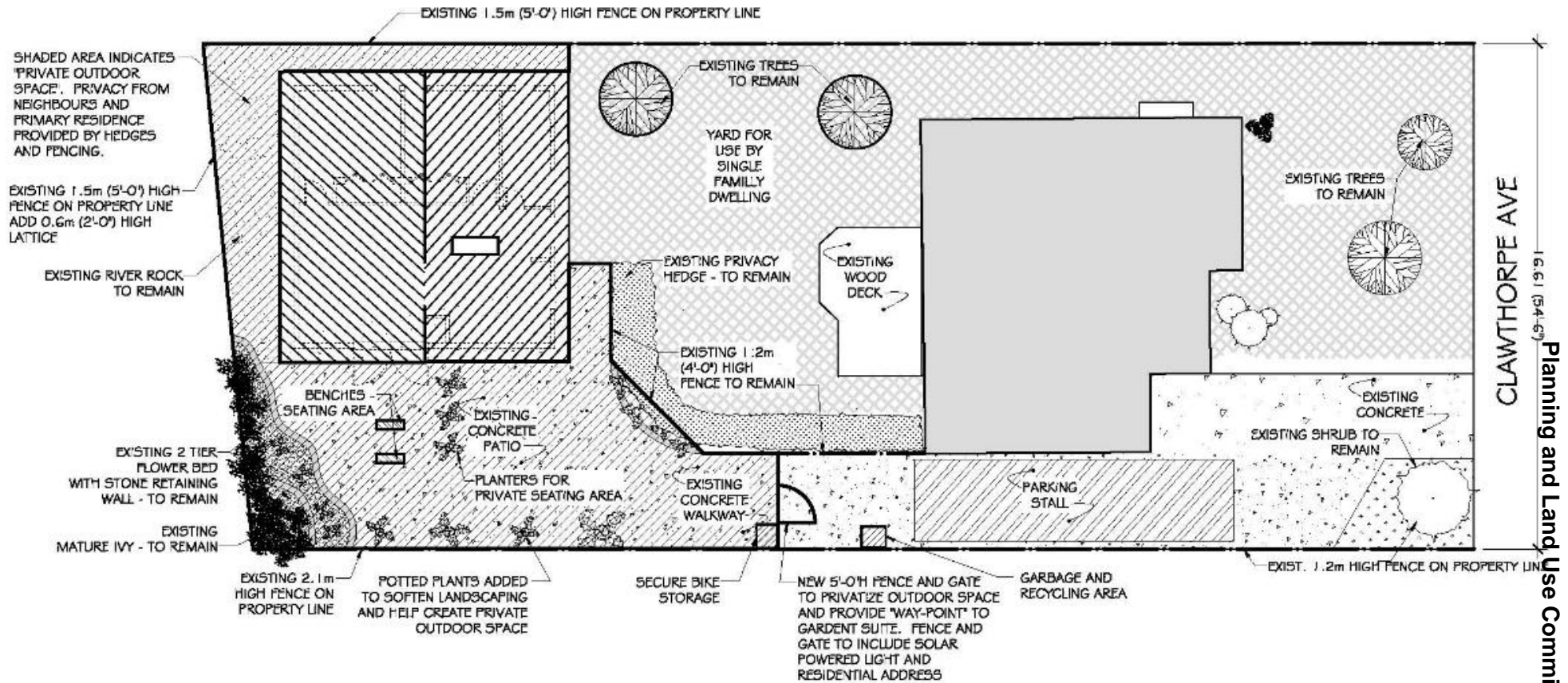
# Proposed East Elevation



# Proposed North Elevation



# Proposed Landscape Plan









## Planning and Land Use Committee Report

For the Meeting of October 15, 2015

---

**To:** Planning and Land Use Committee      **Date:** October 1, 2015

**From:** Jonathan Tinney, Director, Sustainable Planning and Community Development

**Subject:** Development Permit Application No. 00484 for 1510 Clawthorpe Avenue

---

### RECOMMENDATION

Staff recommend that Committee forward this report to Council and, after the Public Hearing for Rezoning Application No. 00484, if it is approved, that Council consider the following motion:

"That Council authorize the issuance of Development Permit Application No. 00484 for 1510 Clawthorpe Avenue, in accordance with:

1. Plans date stamped September 8, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements.
3. The Development Permit lapsing two years from the date of this resolution."

### LEGISLATIVE AUTHORITY

In accordance with Section 920(2) of the *Local Government Act*, Council may issue a Development Permit in accordance with the applicable guidelines specified in the *Official Community Plan, 2012*.

Pursuant to Section 920 (8) 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, 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 1510 Clawthorpe Avenue. The proposal is to convert an existing accessory building into a garden suite.

The following points were considered in assessing this Application:

- The proposal is consistent with the objectives for sensitive infill in Development Permit Area 15E: Intensive Residential – Garden Suites of the *Official Community Plan 2012* (OCP).
- The proposal is generally consistent with the policies and design specifications of the *Garden Suite Policy* (2011).

## BACKGROUND

### Description of Proposal

The proposal is to convert an existing accessory building into a garden suite. Specific details include:

- The garden suite incorporates architectural elements from the existing residence.
- The exterior materials include stucco and wood siding.
- The unit entry would be oriented towards the interior portion of the site. New windows will be added to the existing solid wood-core french doors.
- A new window would be added to the wall oriented towards the interior portion of the site.
- Windows facing the adjacent residential property will have a privacy film applied to them.
- New soft landscaping would be introduced.

### Sustainability Features

As indicated in the applicant's letter dated September 1, 2015, the following sustainability features are associated with this Application:

- water conservation
- energy efficiency.

### Active Transportation Impacts

The Application proposes to install a bike rack to support active transportation.

### Existing Site Development and Development Potential

The site is presently a single family home and accessory building.

## ANALYSIS

### Development Permit Area and Design Guidelines

The *Official Community Plan* (OCP) identifies this property within the Development Permit Area 15E: Intensive Residential - Garden Suites. The proposal is to convert an existing accessory building into a garden suite, including some changes to the exterior materials, design and landscaping design.



As supported in the *Garden Suite Design Guidelines*, the design improvements on the accessory building relate to the principal building on site in terms of materials, colour and general architectural expression. To address potential privacy concerns, windows would be added to the interior facing wall and windows on other walls would have a privacy film applied to them.

The proposed garden suite is not visible from the street as encouraged in the *Garden Suite Design Guidelines*. To help mitigate this, it is proposed that a gate be constructed with a residential address to help increase visibility from the street. It will also provide privacy and prevent the garden suite's usable outdoor area from being used as parking.

The proposed landscaping is similar to the existing site with some adjustments including use of potted plants and benches to improve the usable outdoor space on the existing concrete driveway.

## CONCLUSIONS

This proposal to convert an existing accessory building into a garden suite is generally consistent with Development Permit Area 15E: Intensive Residential – Garden Suites. The garden suite creates an opportunity for another form of rental housing and will provide a liveable environment for its occupants with minimal infringement on the neighbouring dwellings. Staff recommend that Council consider supporting this Application.

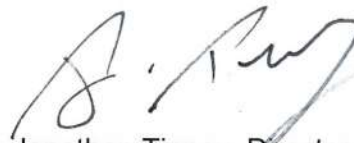
## ALTERNATE MOTION

That Council decline Development Permit Application No. 00484 for the property located at 1510 Clawthorpe Avenue.

Respectfully submitted,



Rob Bateman, Planner  
Development Services Division



Jonathan Tinney, Director  
Sustainable Planning and Community  
Development Department

Report accepted and recommended by the City Manager:



Date: October 6, 2015

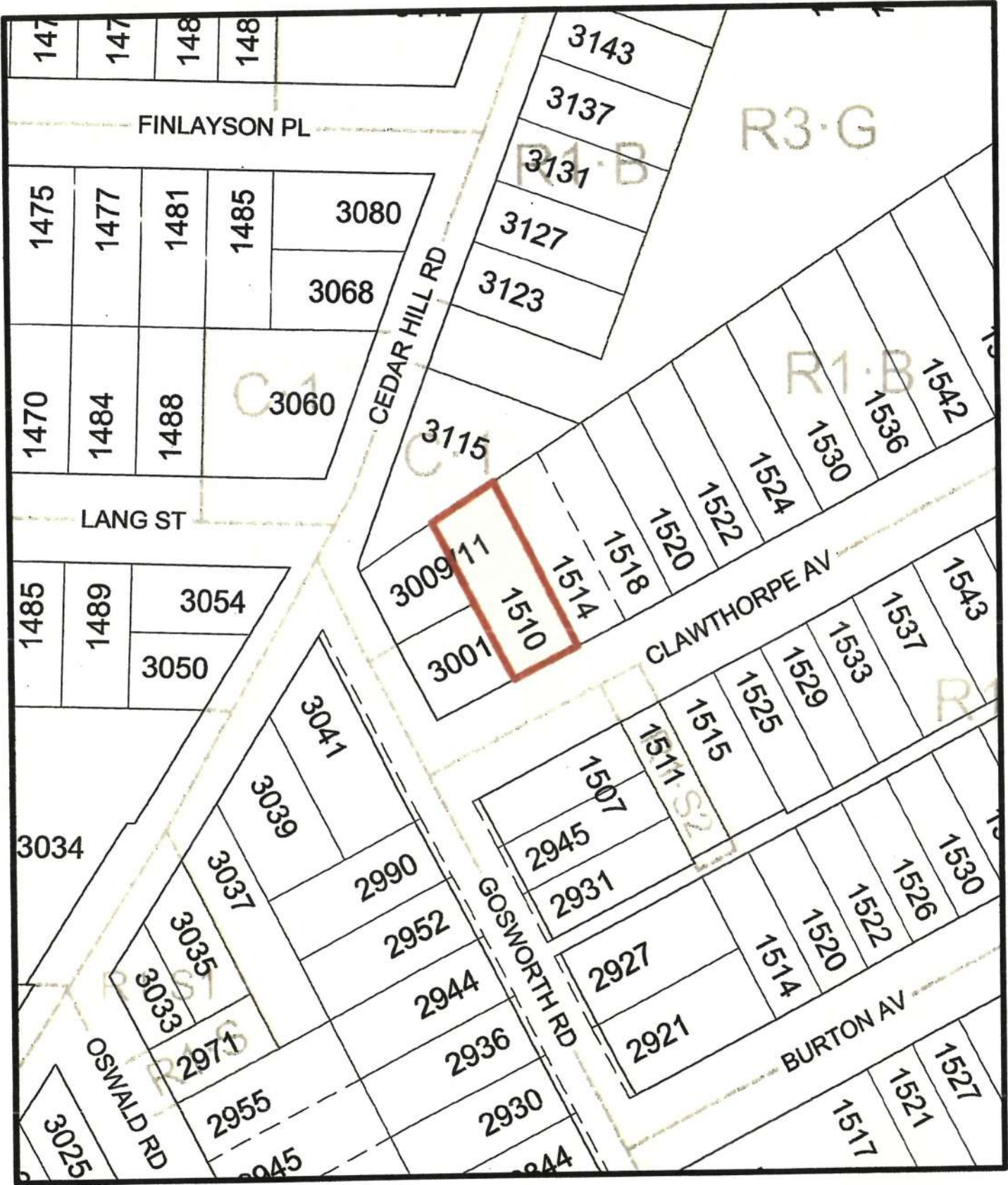
## List of Attachments

- Air photo
- Zoning map
- Applicant's letter to Council dated September 1, 2015
- Minutes of Community Meeting – Oaklands Community Association dated April 30, 2015
- Submission drawings dated September 8, 2015.









1510 Clawthorpe Avenue  
Rezoning #00484  
Bylaw #







1510 Clawthorpe Avenue  
Rezoning #00484  
Bylaw #





Meghan & Doug Paterson  
1510 Clawthorpe Ave  
Victoria, BC V8T 2R7  
September 1, 2015

Mayor and Council  
1 Centennial Square  
Victoria, BC V8W 1P6

To Mayor and Council of the City of Victoria,

APPLICATION FOR REZONING OF 1510 CLAWTHORPE AVE FROM R1-B TO R1-B-GS2 FOR THE  
PURPOSE OF INSTALLING A GARDEN SUITE

Thank you for reviewing our application to rezone our property at Clawthorpe Avenue for the purpose of converting our existing outbuilding to a garden suite. We intend to convert the existing workshop in the rear of the property to a two bedroom rental garden suite, with the existing hardscape courtyard provided for the exclusive use of the suite. We will be maintaining the existing foot print and shell of the outbuilding, the interior will be updated with modern finishing's. The exterior will be updated to maintain a cohesive appearance with the existing single family dwelling and to make the garden suit feel like a home. To facilitate our conversion, we propose changing the land use from its current zoning of R1-B to R1-B-GS2.

The proposal conforms to the existing Official Community Plan (July 2012) insofar as it is the intent of the community to increase urban density. Conversion to a garden suite would benefit the neighbourhood economically and socially by contributing needed density and rental housing availability. Conversion of an existing outbuilding within its original footprint would also minimize the impact on the environment and neighbours. The addition of the garden suite would also benefit us as new homeowners by allowing affordable homeownership.

The garden suit policy allows for structures at an upset of 56m<sup>2</sup>, the existing 32 year old structure is slightly larger at 67m<sup>2</sup>. In the policy when lots reach 557m<sup>2</sup> in size, the allowable size for the garden suit increases from 37m<sup>2</sup> to 56m<sup>2</sup>. At this 557m<sup>2</sup> threshold, a 56m<sup>2</sup> garden suit would take up 10.05% of the lot. Given that our lot is 686m<sup>2</sup>, our existing 67m<sup>2</sup> building only takes up 9.77% of the lot; which is still under the 10.05% in the policy. Further, we understand that part of the intent of the policy restricting size is so that overly large structures are not built to take over the lot and intrude upon neighbouring properties. The building is only one story that has existed for over 30 years, no changes will be made to the existing structure that increases the buildings footprint. Of the four adjacent properties two are commercial



properties. These two commercial properties happen to be next to the garden suit so impact on residential properties will be minimal. As the garden suit policy allows for exemptions for existing structures we are requesting a variance be granted for the increased size.

The conversion fits within Oakland's neighbourhood plan providing ground-oriented, family oriented housing and increasing residential densities within walking distance of the Hillside transit corridor (OCP Neighbourhood Direction – Oaklands 21.22.2). Ample public infrastructure is present in the neighbourhood, including a community recreation centre, shopping facilities, transit and parks. The existing conditions of the neighbourhood would remain relatively unchanged as the outbuilding to be converted was built and has existed since 1983. We anticipate little or no impact to the immediate neighbours, especially considering two of the immediate neighbours are commercial properties. The property will comply with schedule C parking requirements by providing one parking spot for the primary dwelling, no additional parking requirements are in place for the creation of a Garden Suite as per the policy.

Design and rezoning guidelines for the conversion at 1510 Clawthorpe were taken from the existing Garden Suit Policy. As this rezoning application is for an existing structure, every effort was made to comply with the Garden Suit Policy. Green building design features will include energy efficient appliances, water fixtures and LED lighting. Conversion will include hardscaping that will not require watering to help meet the request for drought-tolerant landscaping. The unit will also have water and hydro independence from the primary dwelling.

Enclosed with this letter is our rezoning application, thank you once again for your consideration of our application. We have endeavored to include all pertinent information herein and look forward to working with you in the rezoning process moving forward.

Sincerely,

A handwritten signature in black ink, appearing to read 'Doug & Meghan', written over a horizontal line.

Doug & Meghan Paterson

Home Owners



OCA LUC April 30, 2015  
Oaklands Neighbourhood House – 2629 Victor St

Ben Clark (Land Use Committee Rep) – opens with an overview of the evening agenda and CALUC process – 1) 1510 Clawthorpe Garden Suite Rezoning Application.

---

1. Clawthorpe

In attendance was the applicant, one neighbour from 1514 Clawthorpe, and one neighbour representing the Kiwanis Pavilion.

The applicant presented their plan to convert an existing building on their property into a garden suite. The building was built in 1983 and has primarily been used as a workshop since then. It was also used as a recording studio before the current owners purchased the property. The current owners purchased this property last year and want to turn the workshop into a two bedroom garden suite for rental income.

The resident from 1514 Clawthorpe expressed two main concerns: the size of the building and the exterior design of the finished garden suite.

The applicant said that they are only converting an existing building and not increasing the size of that building. They also said that when complete the exterior of the garden suite will be updated to match the current colour of the main house.

The representative from Kiwanis Pavilion did not have any concerns and said that he supported the garden suite.

Meeting was adjourned at 7:30pm.

---

Additional correspondence received on May 1:

I couldn't be at the meeting but I was wondering if there's more information than what was in the notice.

Was there any provision for parking, for instance. It can be chock a block on Burton and is filling up on Gosworth – had a dispute on Gosworth the other day, which was a first.

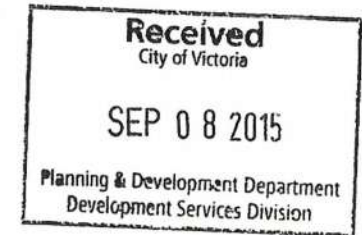
Two bedrooms will likely mean two cars at a minimum, plus visitors from time to time.

Thanks for your help with this.

Lee Porteous [2927 Gosworth Road]  
[REDACTED]



PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.





EXISTING MAIN DWELLING - SOUTH ELEVATION



EXISTING ACCESSORY BUILDING - WEST ELEVATION



EXISTING ACCESSORY BUILDING - SOUTH ELEVATION

SCALE NTS

PHOTOGRAPHS - SHEET 1 OF 2

GENERAL NOTES

Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

REVISIONS

NO.	DATE	DESCRIPTION
RO2	JUN '15	FOR REVIEW - CITY, CALUC, FLUC
RO1	FEB '15	DRAFT

PATERSON PROPOSED  
GARDEN SUITE

1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-3000)

DRAWING TITLE

PHOTOGRAPHS - SHEET 1 OF 2

DRAWN BY

SCALE  
NTS

DATE  
JUNE 2015

FILE NUMBER  
A15-001

DWG SHEET

A00

Planning and Land Use Committee - 15 Oct 2015





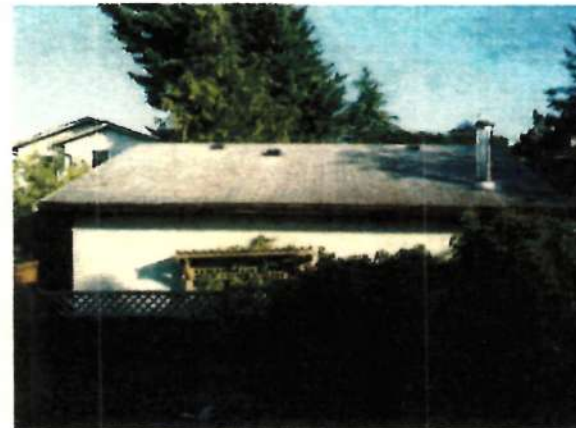
EXISTING ACCESSORY BUILDING - EAST ELEVATION (1)



EXISTING ACCESSORY BUILDING - WEST ELEVATION



EXISTING ACCESSORY BUILDING - EAST ELEVATION (2)



EXISTING ACCESSORY BUILDING - NORTH ELEVATION

PHOTOGRAPHS - SHEET 2 OF 2

SCALE NTS

GENERAL NOTES

Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

REVISIONS

NO.	DATE	DESCRIPTION
RO2	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
RO1	FEB '15	DRAFT

PROJECT

PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-3611)

DRAWING TITLE

PHOTOGRAPHS - SHEET 2 OF 2

DRAWN BY

SCALE

NTS

DATE

JUNE 2015

FILE NUMBER

A15-001

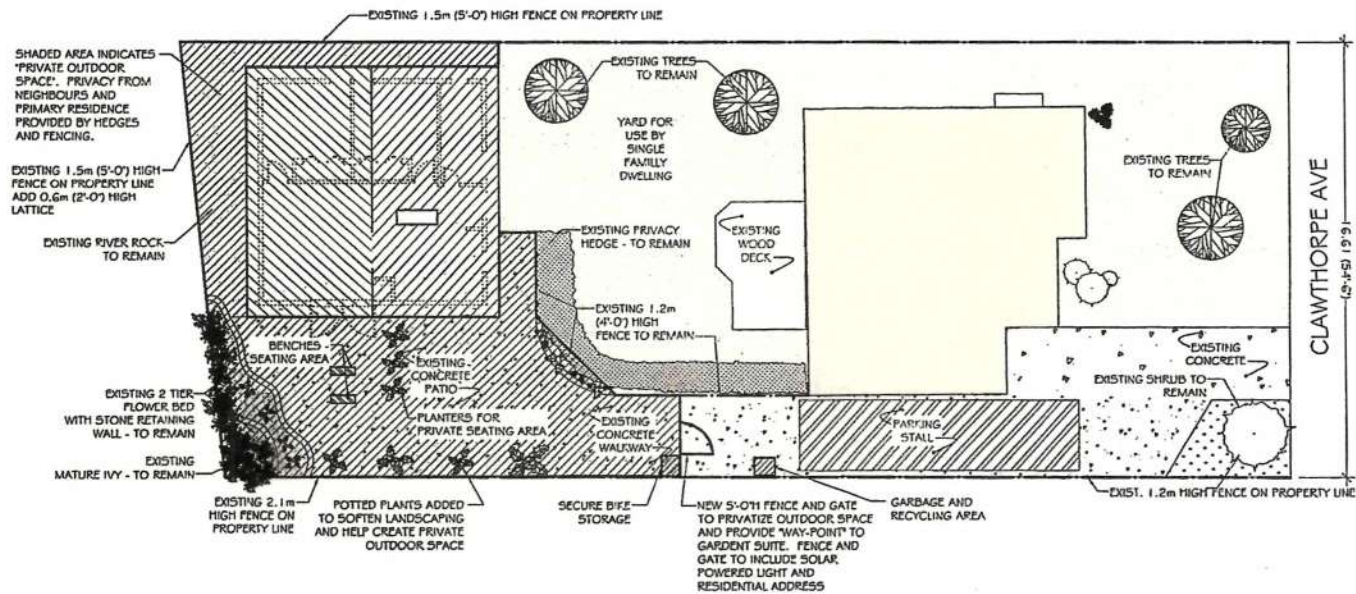
DWG SHEET

A002



SITE PLAN - EXISTING/PROPOSED





# EXISTING/PROPOSED LANDSCAPE PLAN

SCALE 1/16" = 1'-0"

Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

## REVISIONS

NO.	DATE	DESCRIPTION
RO3	AUG '15	ZONING APPL. - RESUBMIT
RO2	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
RO1	FEB '15	DRAFT

## PROJECT

PATERSON PROPOSED  
GARDEN SUITE

1510 CLAWTHORPE AVE.

(APPLICANT: DOUG PATERSON 250-507-3000)

## DRAWING TITLE

EXISTING/PROPOSED  
LANDSCAPE PLAN

## DRAWN BY

## SCALE

AS INDICATED

## DATE

AUG. 2015

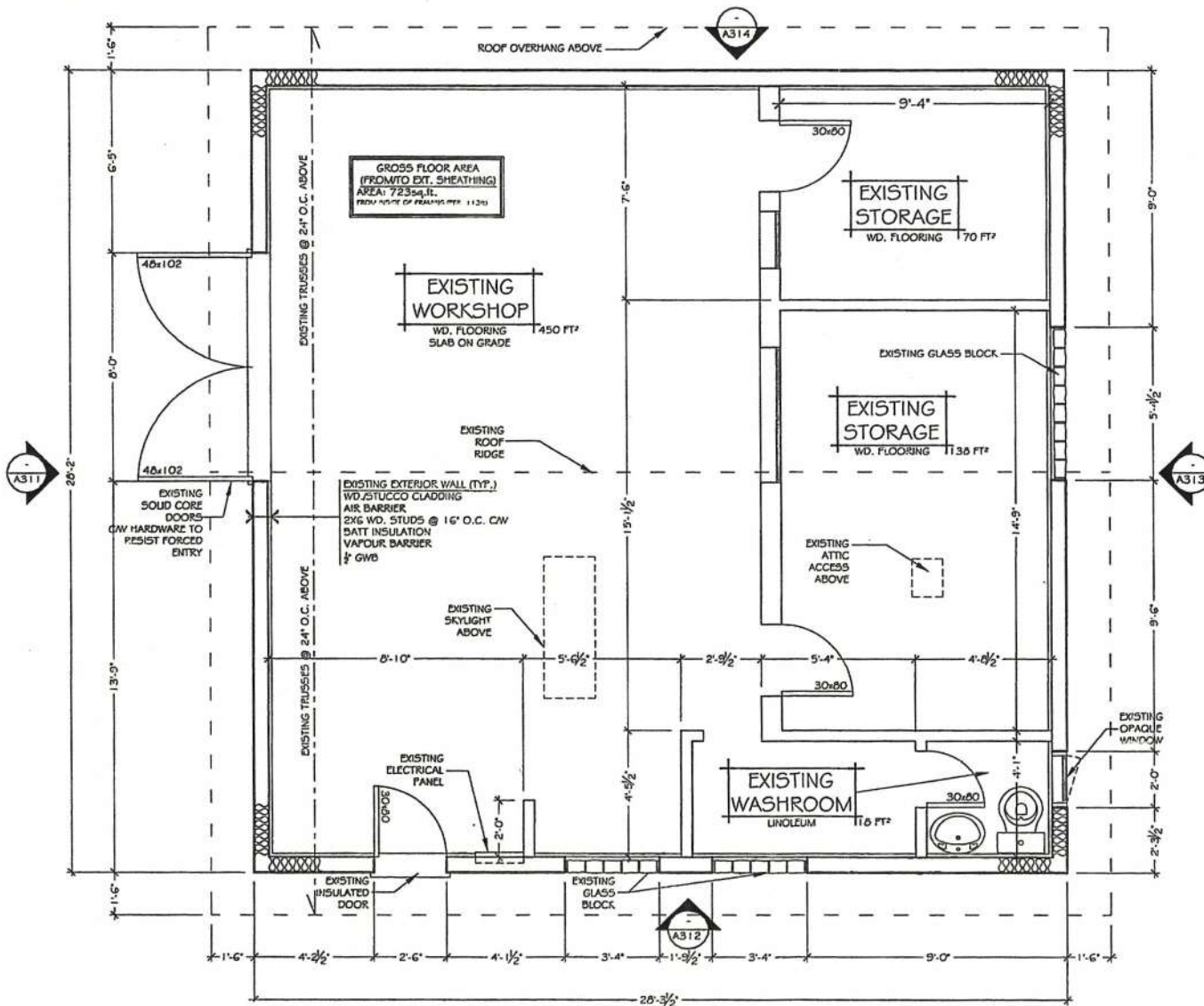
## DWG SHEET

A102

## FILE NUMBER

A15-001





EXISTING FLOOR PLAN

SCALE: 1/4" = 1'-0"

Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

REVISIONS

NO.	DATE	DESCRIPTION
R03	AUG '15	ZONING APPL. - RESUBMIT
R02	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
R01	FEB '15	DRAFT

PROJECT

PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-3)

DRAWING TITLE

EXISTING FLOOR PLAN

DRAWN BY

SCALE

AS INDICATED

DATE

AUG.2015

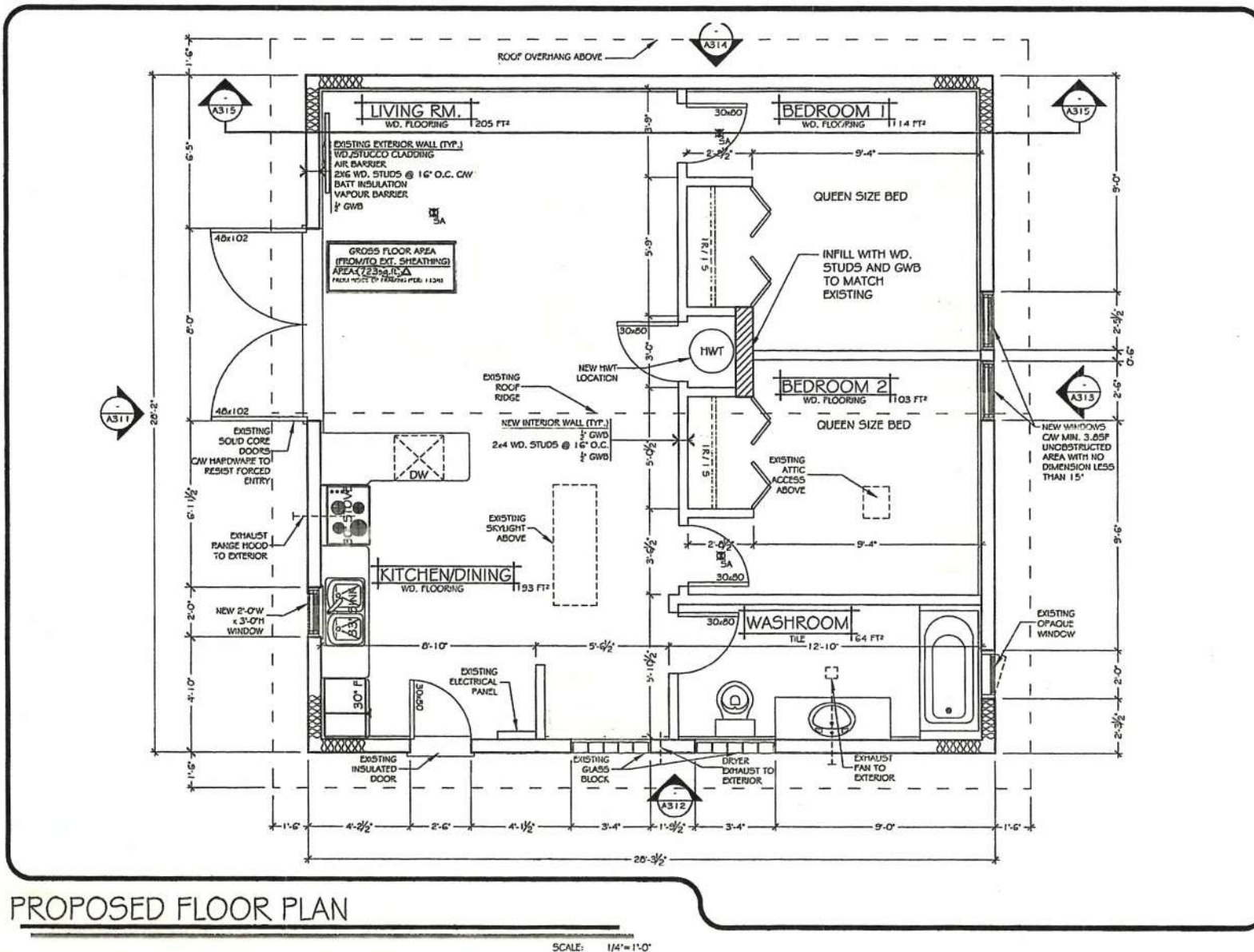
FILE NUMBER

A15-001

DWG SHEET

A30

Planning and Land Use Committee - 15 Oct 2015

**GENERAL NOTES**

- SMOKE ALARMS TO BE INTERCONNECTED PER B.C.B.C. 9.19.1
- FLASH ALL CHANGES OF MATERIALS ON EXTERIOR WALLS
- ALL SIDING TO BE A MINIMUM OF 8" (200mm) ABOVE FINISHED GRADE
- ALL EXTERIOR WALLS ARE 2"x4" STUDS @ 16" O.C. AND ALL INTERIOR WALLS ARE 2"x4" STUDS @ 16" O.C. UNLESS NOTED OTHERWISE (U.N.O.)
- ALL UNITS OVER DOORS AND WINDOWS (2) 2'x1'0" U.N.O.
- INSULATE AND CONTINUE VAPOUR BARRIER WHERE INTERIOR WALLS MEET EXTERIOR WALLS
- PROVIDE CAULKING AT ALL EXTERIOR WALL FRAMINGS WHERE FRAMING MEMBERS ABUT
- MECHANICAL VENTILATION SYSTEM SHALL BE INSTALLED AS PER LATEST EDITION OF THE B.C.B.C.
- RANGE HOOD AND DRYER SHALL BE DUCTED/VENTED TO THE EXTERIOR
- ALL ROOFING SHALL BE APPLIED ACCORDING TO THE MANUFACTURERS RECOMMENDATIONS AND CONFORM TO THE LATEST EDITION OF THE B.C.B.C.
- TWO LAYERS OF FELT PAPER SHALL BE INSTALLED ON EAVES EXTENDING 36" ON ROOF FROM THE INNER FACE OF THE EXTERIOR WALL
- FELT PAPER SHALL BE INSTALLED UNDER ROOF VALLEY EXTENDING 48" ON EITHER SIDE OF ADJACENT SLOPED ROOFS
- PROVIDE UNOBSTRUCTED VENT AREA OF 1/500 THE ISOLATED CEILING AREA
- ALL REQUIRED FLASHINGS TO BE 24IL GAUGE GALVANIZED METAL U.N.O. ON THE PLANS
- THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS. DO NOT SCALE THE DRAWINGS. ANY ERROR OR OMISSIONS SHALL BE REPORTED TO THE HOMEOWNER IMMEDIATELY.

**REVISIONS**

NO.	DATE	DESCRIPTION
R02	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
R01	FEB '15	DRAFT

**PROJECT**

PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-3660)

**DRAWING TITLE**

PROPOSED FLOOR PLAN

**DRAWN BY****SCALE**

AS INDICATED

**DATE**

JUNE 2015

**FILE NUMBER**

A15 001

**DWG SHEET**

A302



Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

# GENERAL NOTES

- SMOKE ALARMS TO BE INTERCONNECTED PER B.C.B.C. 9.15.1
- FLASH ALL CHANGES OF MATERIALS ON EXTERIOR WALLS
- ALL SIDING TO BE A MINIMUM OF 8" (200mm) ABOVE FINISHED GRADE
- ALL EXTERIOR WALLS ARE 2"x6" STUDS @ 16" O.C. AND ALL INTERIOR WALLS ARE 2"x4" STUDS @ 16" O.C. UNLESS NOTED OTHERWISE (U.N.O.)
- ALL UNITS OVER DOORS AND WINDOWS (2) 2'x10" UNITS
- INSULATE AND CONTINUE VAPOUR BARRIER WHERE INTERIOR WALLS MEET EXTERIOR WALLS
- PROVIDE CAULKING AT ALL EXTERIOR WALL FRAMING WHERE FRAMING MEMBERS MEET
- MECHANICAL VENTILATION SYSTEM SHALL BE INSTALLED AS PER LATEST EDITION OF THE B.C.B.C.
- RANGE HOOD AND DRYER SHALL BE DUCTED/VENTED TO THE EXTERIOR
- ALL ROOFING SHALL BE APPLIED ACCORDING TO THE MANUFACTURER'S RECOMMENDATIONS AND CONFORM TO THE LATEST EDITION OF THE B.C.B.C.
- TWO LAYERS OF FELT PAPER SHALL BE INSTALLED ON RAFTERS EXTENDING 36" ON ROOF FROM THE INNER FACE OF THE EXTERIOR WALL
- FELT PAPER SHALL BE INSTALLED UNDER ROOF VALLEY EXTENDING 48" ON EITHER SIDE OF ADJACENT SLOPED ROOFS
- PROVIDE UNOBSTRUCTED VENT AREA OF 1/300 THE INSULATED CEILING AREA
- ALL REQUIRED FLASHINGS TO BE 24" GAUGE GALVANIZED METAL U.N.O. ON THE PLANS
- THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS. DO NOT SCALE THE DRAWINGS. ANY ERROR OR OMISSIONS SHALL BE REPORTED TO THE HOMEOWNER IMMEDIATELY.

## REVISIONS

NO.	DATE	DESCRIPTION
R02	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
R01	FEB '15	DRAFT

## PROJECT

PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.

(APPLICANT: DOUG PATERSON 250-507-3600)

## DRAWING TITLE

PROPOSED FLOOR PLAN

## DRAWN BY

## SCALE

AS INDICATED

## DATE

JUNE 2015

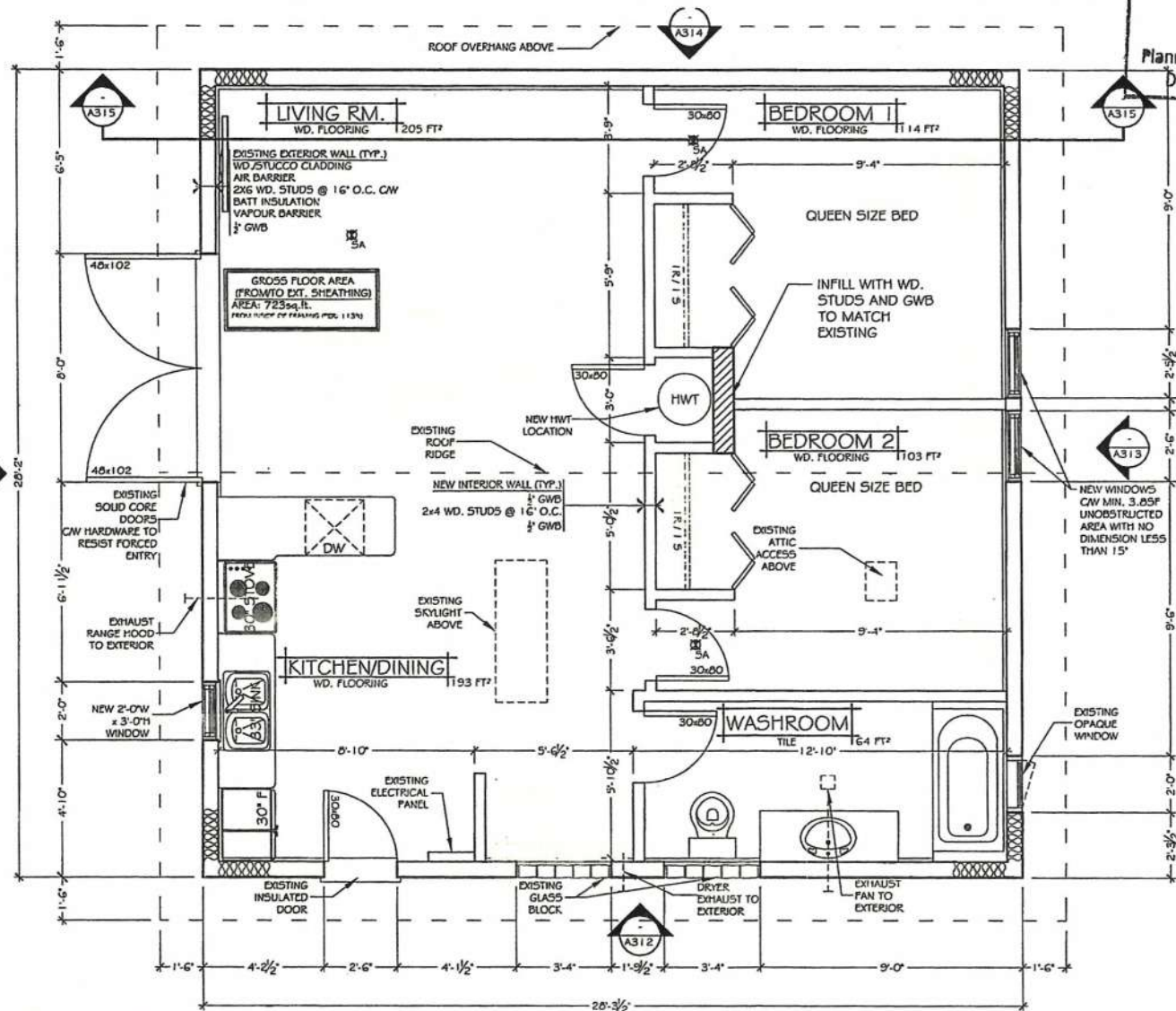
## DWG SHEET

A302

## FILE NUMBER

A15-001

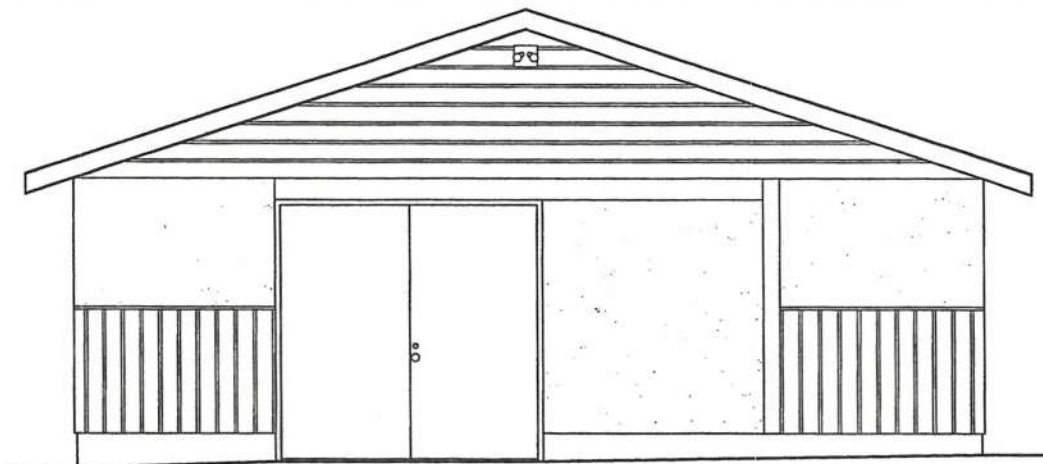
Planning and Land Use Committee - 15 Oct 2015



SCALE: 1/4" = 1'-0"

PROPOSED FLOOR PLAN





EXISTING

PEAK  
EL. 14'-1 1/2"  
(32.45 GEODETIC)

L/S EAVE  
EL. 8'-4"

TRIM TO BE PAINTED GREY TO  
MATCH PRINCIPAL RESIDENCE  
AND MAKE EXISTING BUILDING  
LOOK LIKE A HOME, TYP.

EXISTING SOLID WOOD CORE  
ENTRANCE DOOR TO REMAIN  
CW DEADBOLT  
GLASS INSERTS TO BE CUT INTO DOOR

T.O. CONC. WALL  
EL. 0'-10"

GRADE  
EL. 0'-3" (26.07 GEODETIC)

EXISTING MOTION SENSOR LIGHT

EXTERIOR LIGHTING OUTLET WITH FIXTURE  
CONTROLLED BY A WALL SWITCH LOCATED  
WITHIN THE BUILDING

UNOBSTRUCTED VENT AREA OF  
NOT LESS THAN 1/500 THE INSULATED  
CEILING AREA PROVIDED TOP AND  
BOTTOM - EXISTING CONFORMS

EXISTING  
ALUMINUM EAVESTROUGH CONT.  
ON EXISTING WD. FASCIA  
TO REMAIN

EXISTING STUCCO SIDING TO REMAIN AND  
PAINTED WHITE TO MATCH PRINCIPAL  
RESIDENCE AND MAKE EXISTING BUILDING  
LOOK LIKE A HOME, TYP.

NEW WINDOW  
SERVING KITCHEN

TRIM TO BE PAINTED GREY TO  
MATCH PRINCIPAL RESIDENCE  
AND MAKE EXISTING BUILDING  
LOOK LIKE A HOME, TYP.

AVERAGE GRADE: -0'-2 1/2"  
26.135 GEODETIC

GRADE  
(26.20 GEODETIC) EL. 0'-2"

PROPOSED

EXPOSED BUILDING FACE AREA: 315sq.ft. (29sq.m.)  
LIMITING DISTANCE: 21'-9" (6.67m)  
ALLOWABLE % OF UNPROTECTED OPENING: 50%  
ACTUAL UNPROTECTED OPENING AREA: 70sq.ft. (6.5sq.m.)  
ACTUAL UNPROTECTED OPENING %: 22.5%

SCALE: 1/4" = 1'-0"

WEST ELEVATION

Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

REVISIONS

NO.	DATE	DESCRIPTION
R03	AUG '15	ZONING APPL. - RESUBMIT
R02	JUN '15	FOR REVIEW - CITY, CALUG, PLUC
R01	FEB '15	DRAFT

PROJECT

PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-3800)

DRAWING TITLE

WEST ELEVATION

DRAWN BY

SCALE

AS INDICATED

DATE

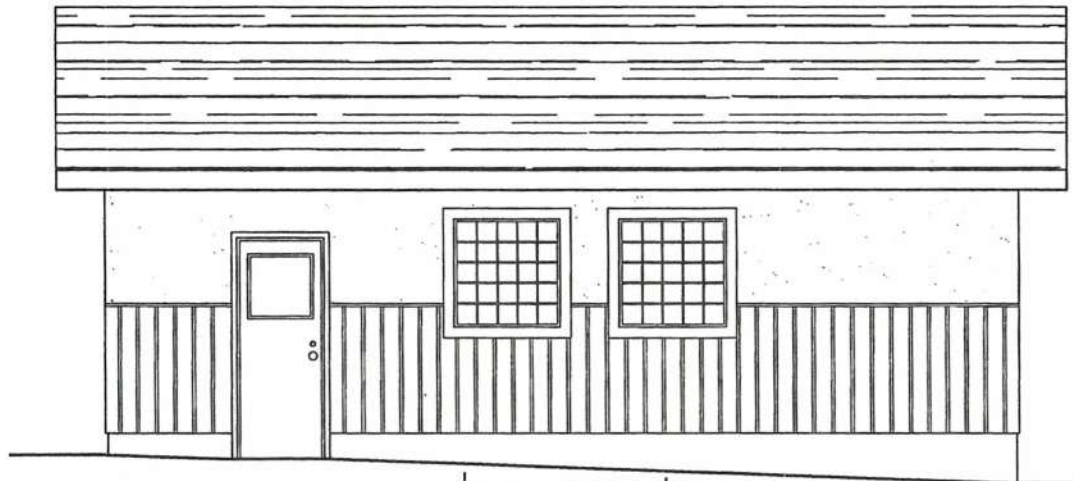
AUG. 2015

DWG SHEET

A31

FILE NUMBER

A15-001



EXISTING

PEAK  
EL. 14'-11"  
(32.45 GEODETIC)

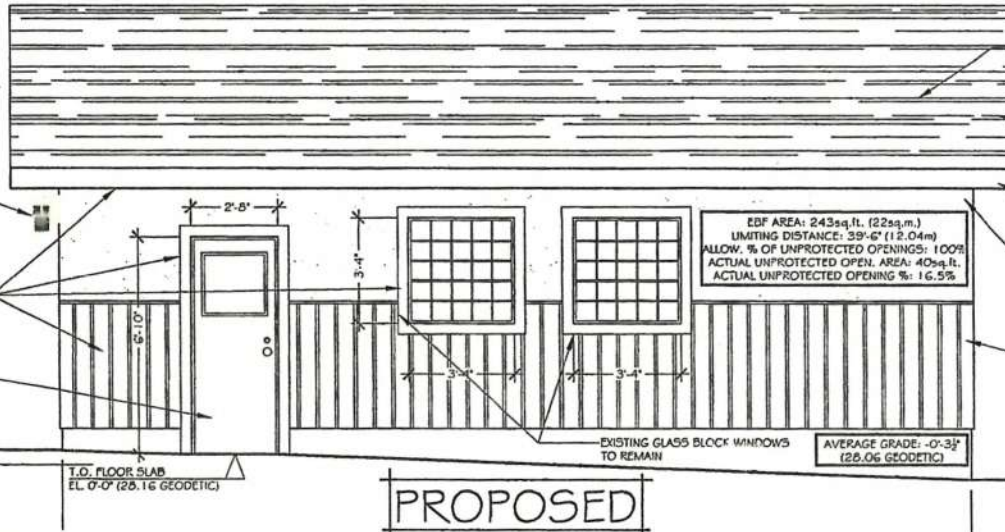
NEW EXTERIOR LIGHTING OUTLET  
WITH FIXTURE CONTROLLED BY A  
WALL SWITCH LOCATED WITHIN  
THE BUILDING

TRIM TO BE PAINTED GREY TO  
MATCH PRINCIPAL RESIDENCE  
AND MAKE EXISTING BUILDING  
LOOK LIKE A HOME, TYP.

EXISTING DOOR TO REMAIN

T.O. CONC. WALL  
EL. 0'-10"

GRADE  
EL. 0'-2" (25.20 GEODETIC)



PROPOSED

EDF AREA: 243sq.ft. (22sq.m.)  
LIMITING DISTANCE: 39'-0" (12.04m)  
ALLOW. % OF UNPROTECTED OPENINGS: 100%  
ACTUAL UNPROTECTED OPEN. AREA: 40sq.ft.  
ACTUAL UNPROTECTED OPENING %: 16.5%

UNOBSTRUCTED VENT AREA OF  
NOT LESS THAN 1/200 THE INSULATED  
CEILING AREA PROVIDED TOP AND  
BOTTOM - EXISTING CONFORMS

NEW ASPHALT SHINGLES

EXISTING  
ALUMINUM EAVESTROUGH CONT.  
ON EXISTING WD. FASCIA  
TO REMAIN  
NEW PAINT - GREY

EXISTING STUCCO SIDING TO REMAIN AND  
PAINTED WHITE TO MATCH PRINCIPAL  
RESIDENCE AND MAKE EXISTING BUILDING  
LOOK LIKE A HOME, TYP.

EXISTING  
WD. SIDING  
TO REMAIN  
NEW PAINT - GREY

EXISTING GLASS BLOCK WINDOWS  
TO REMAIN

AVERAGE GRADE: -0'-3"  
(25.06 GEODETIC)

GRADE  
(27.92 GEODETIC) EL. -0'-9"

SOUTH ELEVATION

SCALE: 1/4" = 1'-0"

Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

REVISIONS

NO.	DATE	DESCRIPTION
R03	AUG '15	ZONING APPL. - RESUBMIT
R02	JUN '15	FOR REVIEW - CITY, CALUC, FLUC
R01	FEB '15	DRAFT

PROJECT

PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-3611)

DRAWING TITLE

SOUTH ELEVATION

DRAWN BY

SCALE

AS INDICATED

DATE

AUG.2015

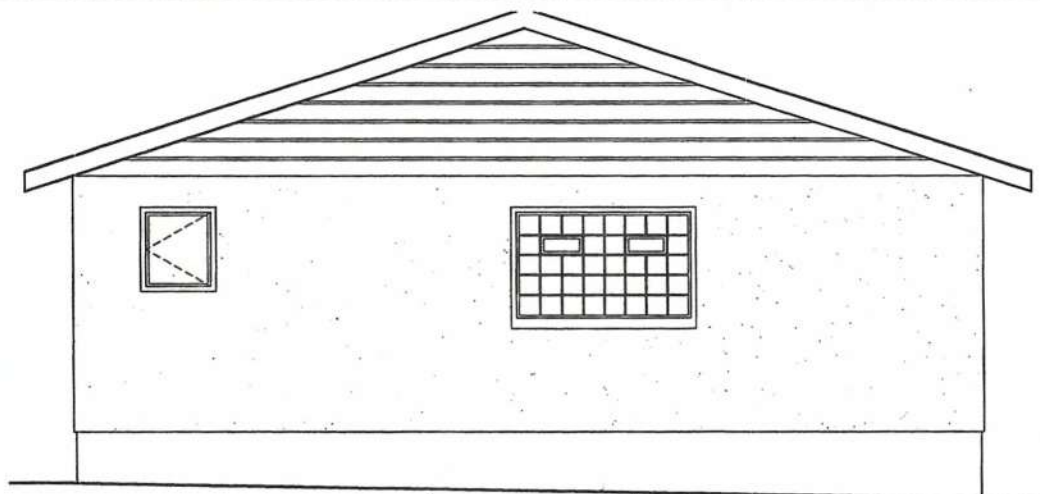
DWG SHEET

A312

FILE NUMBER

A15-001





EXISTING

PEAK  
EL. 14'-11"  
(32.45 GEODETIC)

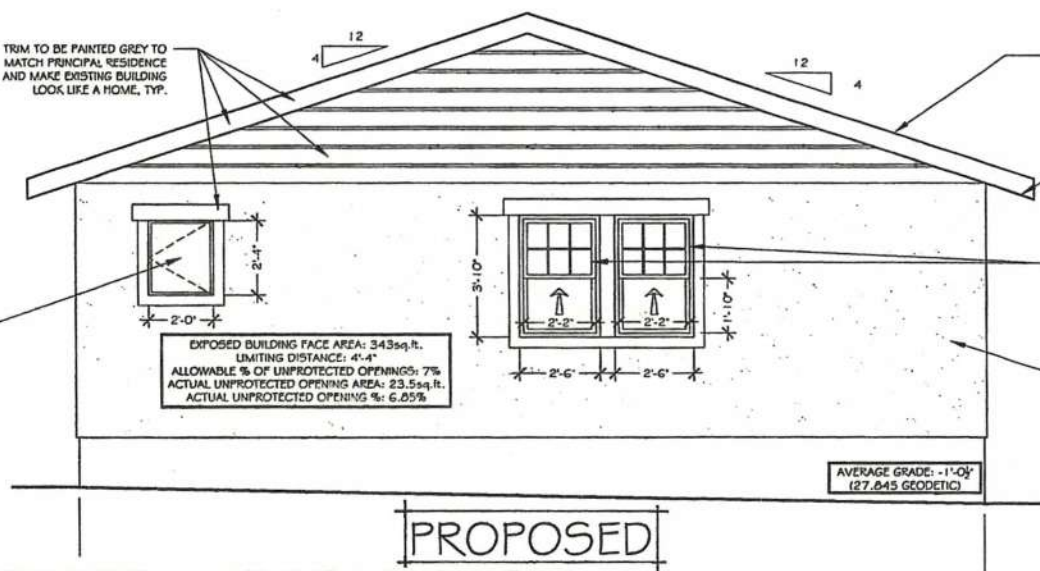
TRIM TO BE PAINTED GREY TO  
MATCH PRINCIPAL RESIDENCE  
AND MAKE EXISTING BUILDING  
LOOK LIKE A HOME, TYP.

W/O EAVE  
EL. 8'-4"

EXISTING WINDOW TO REMAIN  
ADD OPAQUE OR "FROST" PRIVACY FILM

T.O. CONC. WALL  
EL. 0'-10"

GRADE  
EL. -0'-9" (27.92 GEODETIC)



PROPOSED

EXPOSED BUILDING FACE AREA: 343sq.ft.  
LIMITING DISTANCE: 4'-4"  
ALLOWABLE % OF UNPROTECTED OPENINGS: 7%  
ACTUAL UNPROTECTED OPENING AREA: 23.5sq.ft.  
ACTUAL UNPROTECTED OPENING %: 6.85%

AVERAGE GRADE: -1'-0"  
(27.645 GEODETIC)

UNOBSTRUCTED VENT AREA OF  
NOT LESS THAN 1/300 THE INSULATED  
CEILING AREA PROVIDED TOP AND  
BOTTOM - EXISTING CONFORMS

EXISTING ALUMINUM EAVESTROUGH CONT.  
ON EXISTING WD. FASCIA TO REMAIN NEW  
PAINT - GREY TO MATCH EXISTING HOUSE

NEW WINDOWS CONFORMING  
TO B.C.B.C. 9.9.10.  
(UNOBSTRUCTED OPENING OF 3.0sq.ft. CW  
NO DIMENSION LESS THAN 15")  
CW OPAQUE OR "FROST" PRIVACY GLAZING

EXISTING STUCCO SIDING TO REMAIN AND  
PAINTED WHITE TO MATCH PRINCIPAL  
RESIDENCE AND MAKE EXISTING BUILDING  
LOOK LIKE A HOME, TYP.

GRADE  
(27.77 GEODETIC) EL. -1'-4"

EAST ELEVATION

SCALE: 1/4"=1'-0"

Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

REVISIONS

NO.	DATE	DESCRIPTION
R03	AUG '15	ZONING APPL. - RESUBMIT
R02	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
R01	FEB '15	DRAFT

PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-36)

DRAWING TITLE  
  
EAST ELEVATION

DRAWN BY

SCALE  
AS INDICATED

DATE  
AUG.2015

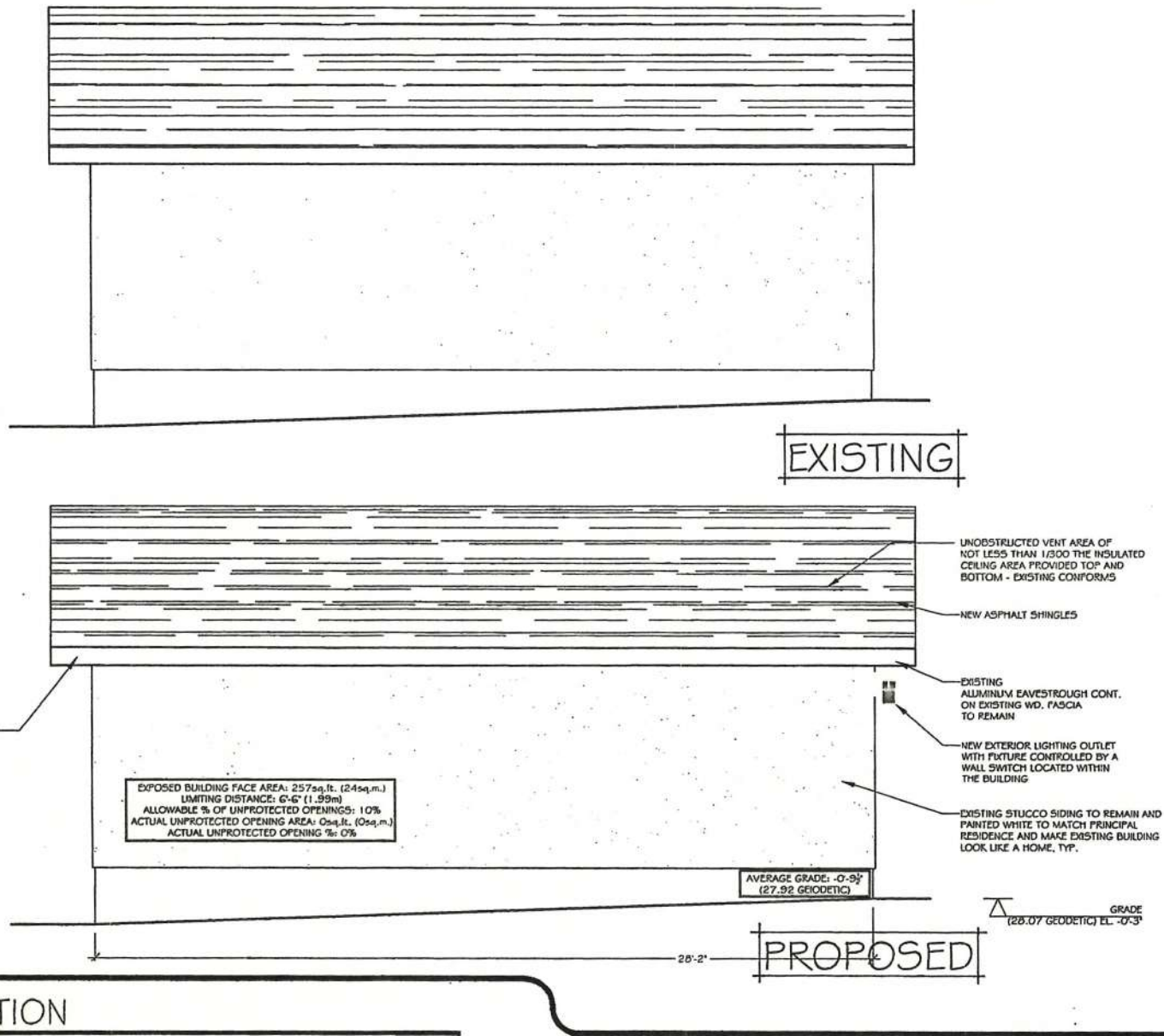
FILE NUMBER  
A15-001

DWG SHEET

A313

Planning and Land Use Committee - 15 Oct 2015





Received  
City of Victoria

SEP 08 2015

Planning & Development Department  
Development Services Division

REVISIONS

NO.	DATE	DESCRIPTION
R03	AUG '15	ZONING APPL. - RESUBMIT
R02	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
R01	FEB '15	DRAFT

PROJECT

PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-3600)

DRAWING TITLE

NORTH ELEVATION

DRAWN BY

SCALE

AS INDICATED

DATE

AUG.2015

DWG SHEET

A314

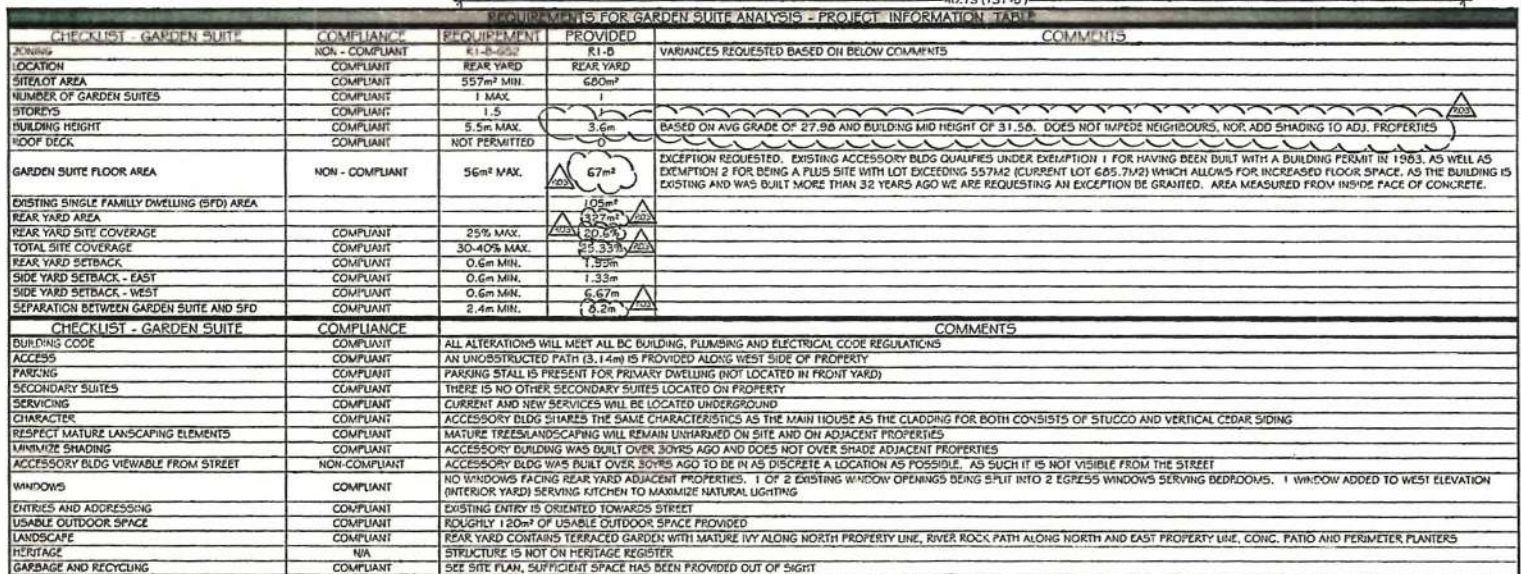
FILE NUMBER

A15-001



A315





# SITE PLAN - EXISTING/PROPOSED

SCALE 1:200

PROJECT  
PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-3660)

### SITE PLAN

**DRAWN BY**

SCALE  
AS INDICATED

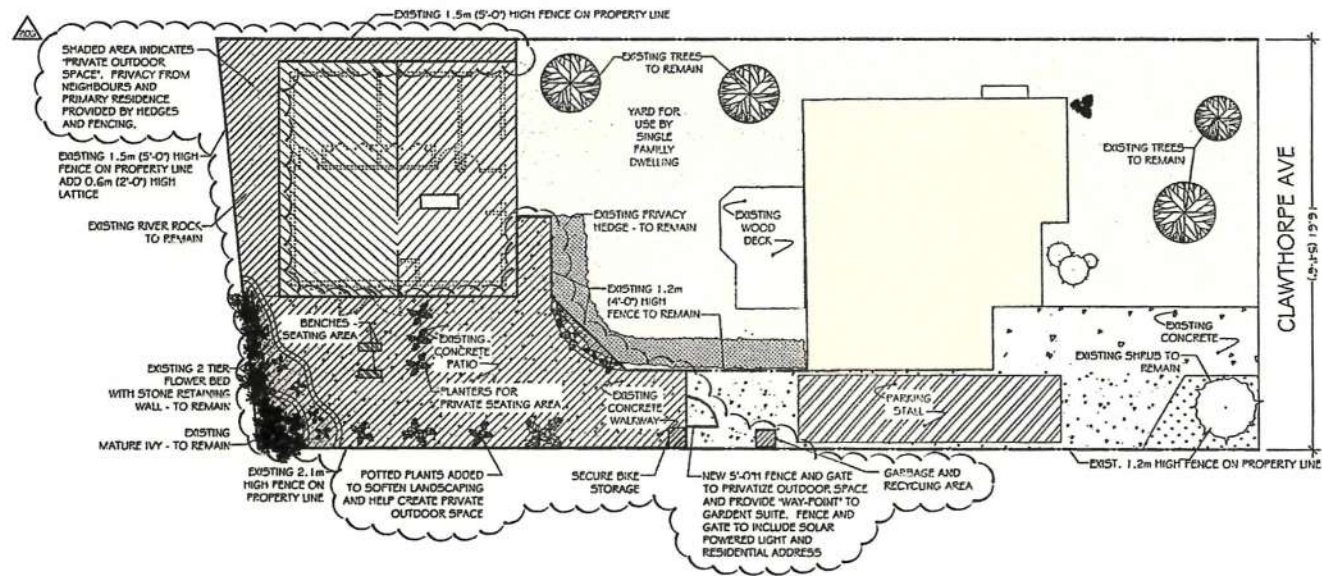
DATE  
AUG.2015

DATE SHIRT
------------

FILE NUMBER  
A15 001

A101

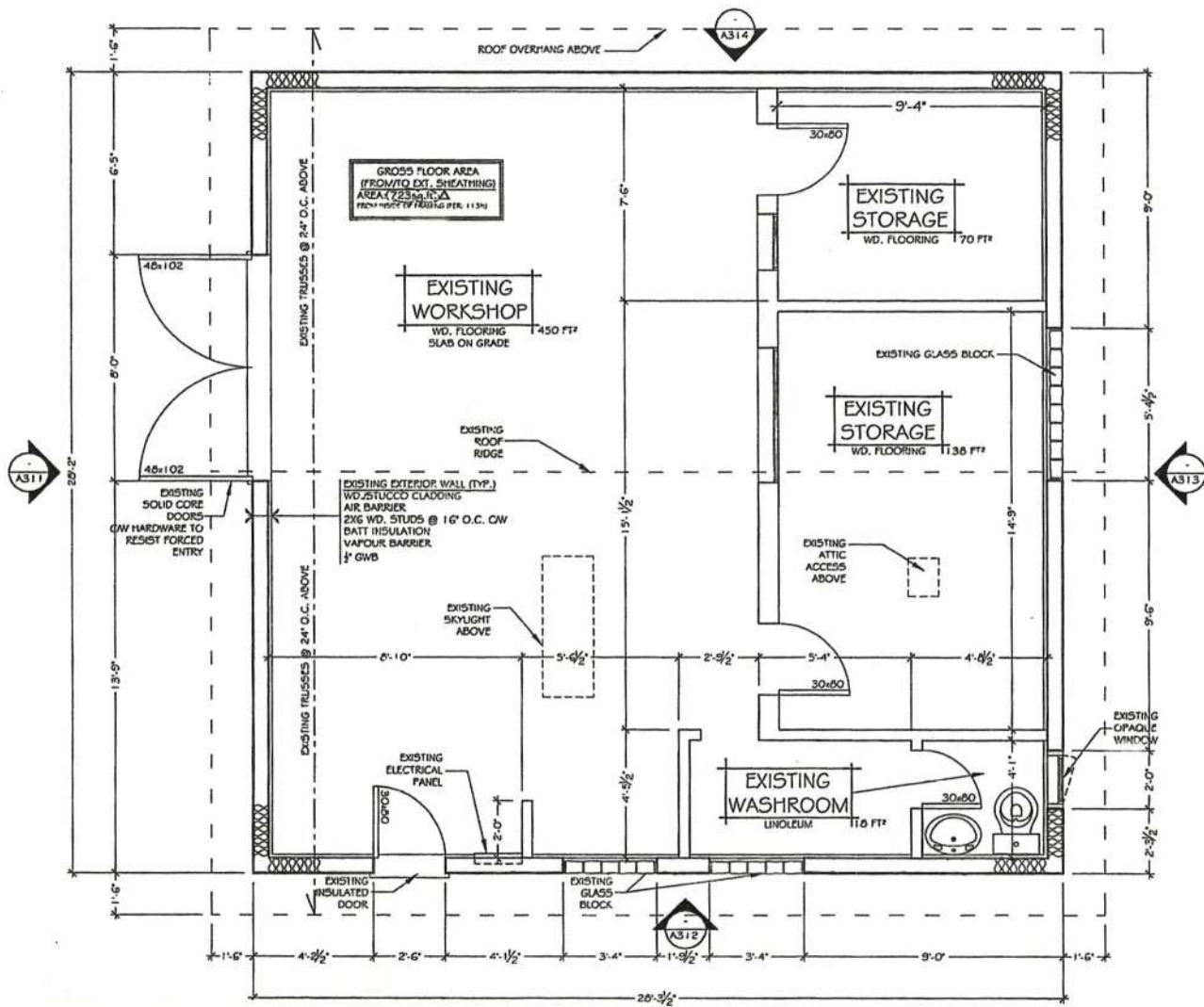




# EXISTING/PROPOSED LANDSCAPE PLAN

SCALE 1/16"=1'-0"

REVISIONS		
NO.	DATE	DESCRIPTION
R03	AUG '15	ZONING APPL. - RESUBMIT
R02	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
R01	FEB '15	DRAFT
PROJECT		
PATERSON PROPOSED		
GARDEN SUITE		
1510 CLAWTHORPE AVE.		
(APPLICANT: DOUG PATERSON 250-507-3660)		
DRAWING TITLE		
EXISTING/PROPOSED		
LANDSCAPE PLAN		
DRAWN BY		
SCALE		
AS INDICATED		
DATE	DRAWN BY	
AUG. 2015	A102	
FILE NUMBER		
A15-001		



EXISTING FLOOR PLAN

SCALE: 1/4"=1'-0"

REVISIONS		
NO.	DATE	DESCRIPTION
RO3	AUG '15	ZONING APPL. - RESUBMIT
RO2	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
RO1	FEB '15	DRAFT

PROJECT  
PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-3660)

DRAWING TITLE  
EXISTING FLOOR PLAN

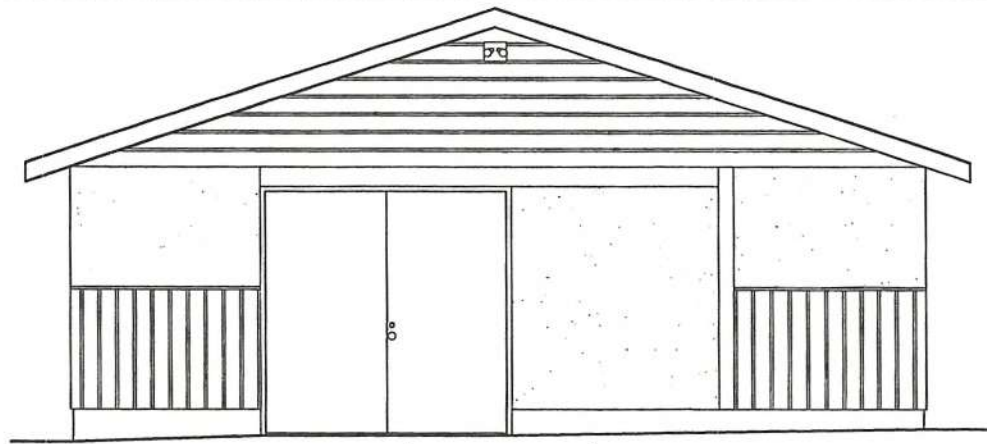
DRAWN BY

SCALE  
AS INDICATED

DATE  
AUG.2015

FILE NUMBER  
A15 001

DWG SHEET  
A301



EXISTING

PEAK  
EL. 14'-1 1/2"  
(32.45 GEODETIC)

EXISTING MOTION SENSOR LIGHT

EXTERIOR LIGHTING OUTLET WITH FIXTURE  
CONTROLLED BY A WALL SWITCH LOCATED  
WITHIN THE BUILDING

UNOBSTRUCTED VENT AREA OF  
NOT LESS THAN 1/30 THE INSULATED  
CEILING AREA PROVIDED TOP AND  
BOTTOM - EXISTING CONFORMS

W/D DAVE  
EL. 0'-4 1/2"

TRIM TO BE PAINTED GREY TO  
MATCH PRINCIPAL RESIDENCE  
AND MAKE EXISTING BUILDING  
LOOK LIKE A HOME, TYP.

EXISTING SOLID WOOD CORE  
ENTRANCE DOOR TO REMAIN  
C/W DEADBOLT  
GLASS INSERTS TO BE CUT INTO DOOR

T.O. CONC. WALL  
EL. 0'-10"

GRADE  
EL. -0'-5" (28.07 GEODETIC)

AVERAGE GRADE: -0'-2 1/2"  
20.135 GEODETIC

EXISTING  
ALUMINUM EAVESTROUGH CONT.  
ON EXISTING WD. FASCIA  
TO REMAIN

EXISTING STUCCO SIDING TO REMAIN AND  
PAINTED WHITE TO MATCH PRINCIPAL  
RESIDENCE AND MAKE EXISTING BUILDING  
LOOK LIKE A HOME, TYP.

NEW WINDOW  
SERVING KITCHEN

TRIM TO BE PAINTED GREY TO  
MATCH PRINCIPAL RESIDENCE  
AND MAKE EXISTING BUILDING  
LOOK LIKE A HOME, TYP.

GRADE  
(28.20 GEODETIC) EL. 0'-2"

PROPOSED

EXPOSED BUILDING FACE AREA: 315 sq.ft. (29 sq.m.)  
LIMITING DISTANCE: 21'-9" (6.67m)  
ALLOWABLE % OF UNPROTECTED OPENINGS: 90%  
ACTUAL UNPROTECTED OPENING AREA: 70 sq.ft. (6.46 sq.m.)  
ACTUAL UNPROTECTED OPENING %: 22.5%

WEST ELEVATION

SCALE: 1/4" = 1'-0"

REVISIONS

NO.	DATE	DESCRIPTION
RO3	AUG '15	ZONING APPL. - RESUBMIT
RO2	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
RO1	FEB '15	DRAFT

PROJECT

PATERSON PROPOSED  
GARDEN SUITE  
1510 CLAWTHORPE AVE.  
(APPLICANT: DOUG PATERSON 250-507-3660)

DRAWING TITLE

WEST ELEVATION

DRAWN BY

SCALE

AS INDICATED

DATE

AUG. 2015

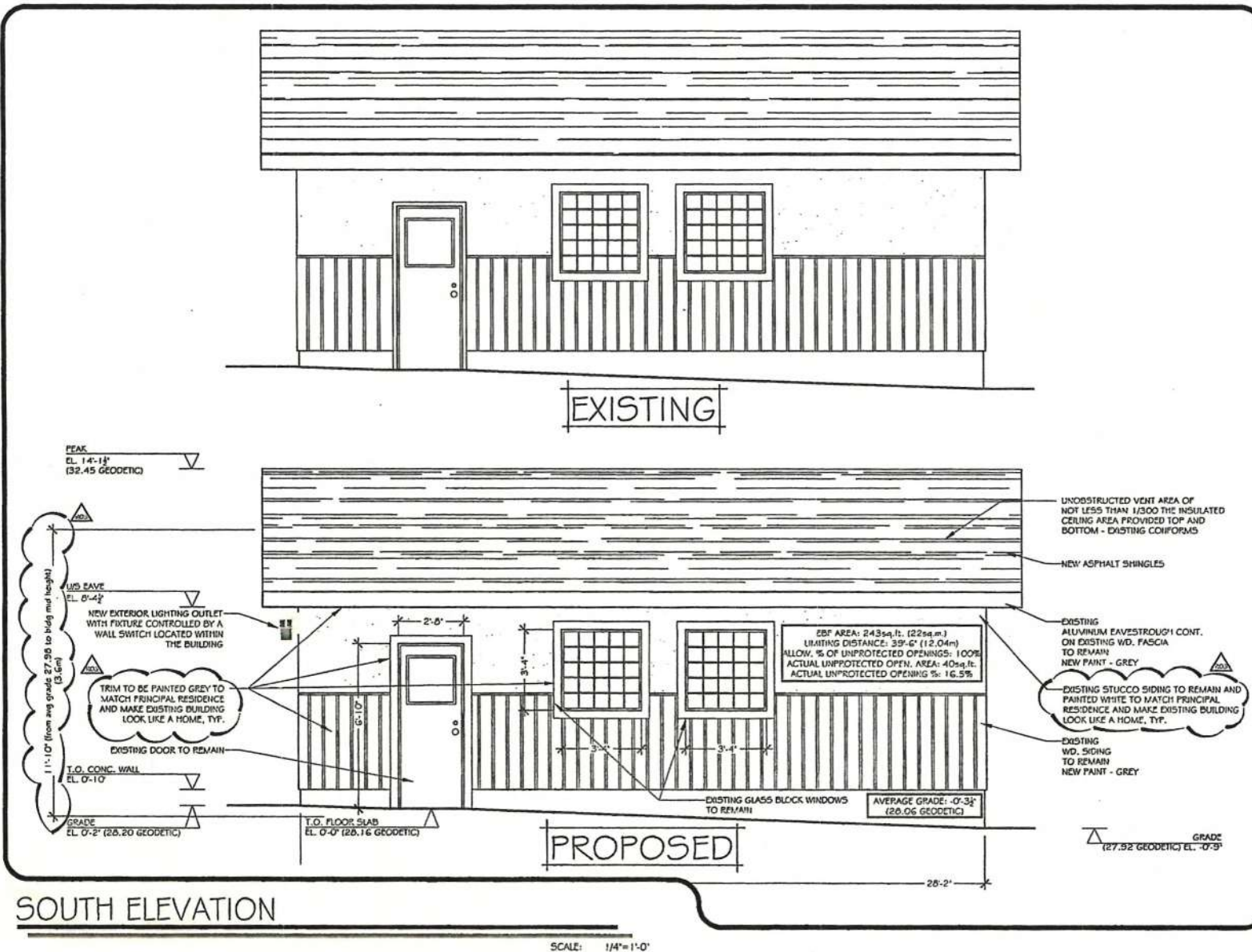
DWG SHEET

A311

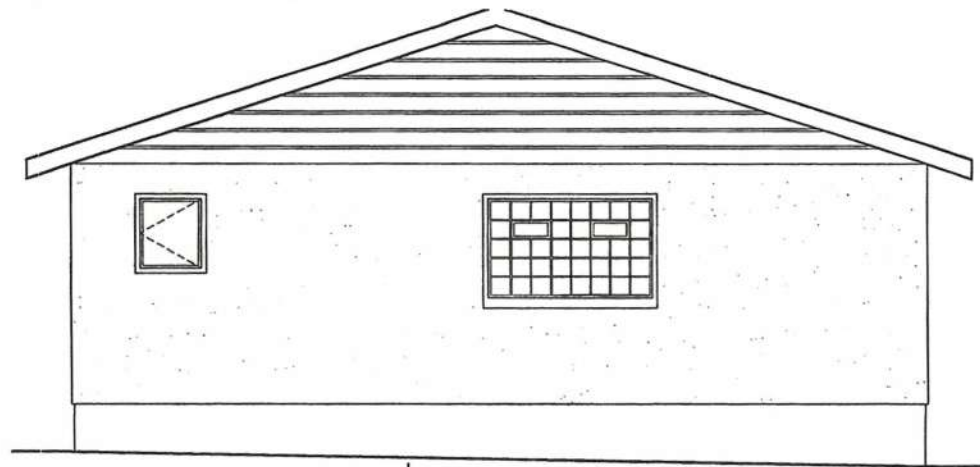
FILE NUMBER

A15 001





REVISIONS		
NO.	DATE	DESCRIPTION
R03	AUG '15	ZONING APPL. - RESUBMIT
R02	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
R01	FEB '15	DRAFT
PROJECT		
PATERSON PROPOSED		
GARDEN SUITE		
1510 CLAWTHORPE AVE.		
(APPLICANT: DOUG PATERSON 250-507-3660)		
DRAWING TITLE		
SOUTH ELEVATION		
DRAWN BY		
SCALE		
AS INDICATED		
DATE	DWG SHEET	
AUG.2015	A312	
FILE NUMBER		
A15-001		



EXISTING

PEAK  
EL. 14'-11"  
(32.45 GEODETIC)

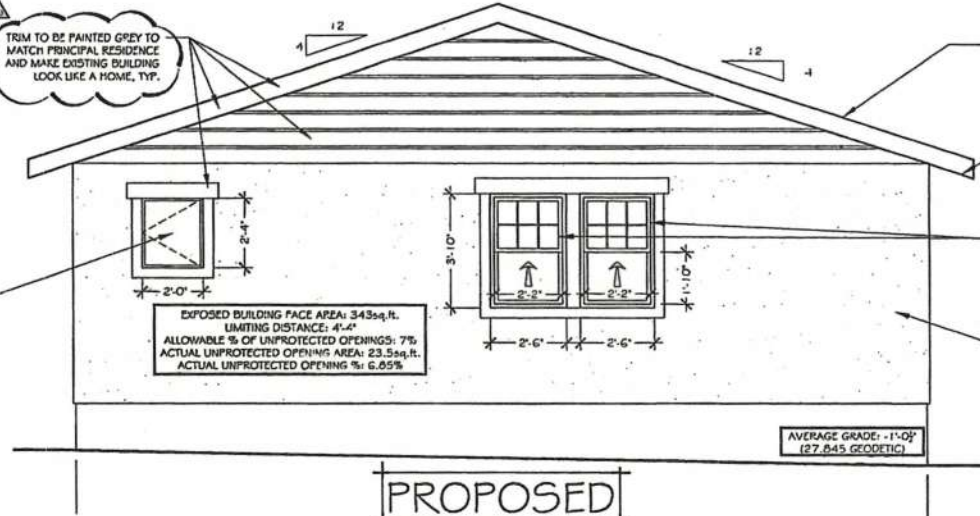
TRIM TO BE PAINTED GREY TO  
MATCH PRINCIPAL RESIDENCE  
AND MAKE EXISTING BUILDING  
LOOK LIKE A HOME, TYP.

W/5 EAVE  
EL. 0'-4"

EXISTING WINDOW TO REMAIN  
ADD OPAQUE OR "FROST" PRIVACY FILM

T.O. CONC. WALL  
EL. 0'-10"

GRADE  
EL. -0'-9" (27.92 GEODETIC)



PROPOSED

AVERAGE GRADE - 1'-0"  
(27.845 GEODETIC)

UNOBSTRUCTED VENT AREA OF  
NOT LESS THAN 1/300 THE INSULATED  
CEILING AREA PROVIDED TOP AND  
BOTTOM - EXISTING CONFORMS

EXISTING ALUMINUM EAVESTROUGH CONT.  
ON EXISTING WD. FASCIA TO REMAIN NEW  
PAINT - GREY TO MATCH EXISTING HOUSE

NEW WINDOWS CONFORMING  
TO B.C.B.C. 9.5.10.  
(UNOBSTRUCTED OPENING OF 3.05sq.ft. CW  
NO DIMENSION LESS THAN 15")  
CW OPAQUE OR "FROST" PRIVACY GLAZING

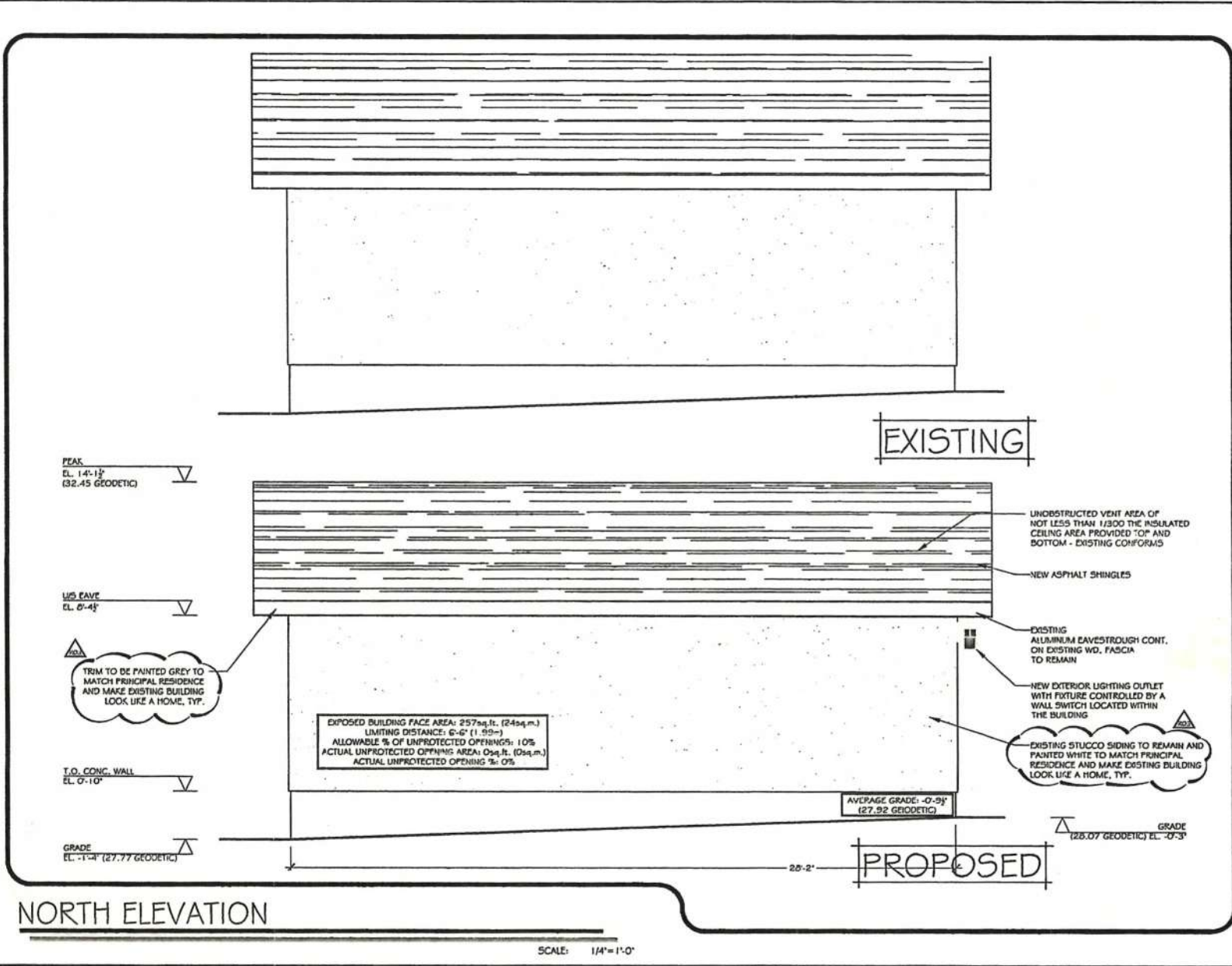
EXISTING STUCCO SIDING TO REMAIN AND  
PAINTED WHITE TO MATCH PRINCIPAL  
RESIDENCE AND MAKE EXISTING BUILDING  
LOOK LIKE A HOME, TYP.

GRADE  
(27.77 GEODETIC) EL. -1'-4"

EAST ELEVATION

SCALE: 1/4" = 1'-0"

REVISIONS		
NO.	DATE	DESCRIPTION
R03	AUG '15	ZONING APPL. - RESUBMIT
R02	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
R01	FEB '15	DRAFT
PROJECT		
PATERSON PROPOSED		
GARDEN SUITE		
1510 CLAWTHORPE AVE.		
(APPLICANT: DOUG PATERSON 250-507-3660)		
DRAWING TITLE		
EAST ELEVATION		
DRAWN BY		
SCALE		
AS INDICATED		
DATE	DWG SHEET	
AUG. 2015	A313	
FILE NUMBER		
A15 001		



REVISIONS		
NO.	DATE	DESCRIPTION
R03	AUG '15	ZONING APPL. - RESUBMIT
R02	JUN '15	FOR REVIEW - CITY, CALUC, PLUC
R01	FEB '15	DRAFT
PROJECT		
PATERSON PROPOSED		
GARDEN SUITE		
1510 CLAWTHORPE AVE.		
(APPLICANT: DOUG PATERSON 250-507-3660)		
DRAWING TITLE		
NORTH ELEVATION		
DRAWN BY		
SCALE		
AS INDICATED		
DATE	DWG SHEET	
AUG. 2015	A314	
FILE NUMBER		
A15-001		







## Planning and Land Use Committee Report

### For the Meeting of October 15, 2015

---

**To:** Planning and Land Use Committee      **Date:** October 1, 2015

**From:** Jonathan Tinney, Director, Sustainable Planning and Community Development

**Subject:** Rezoning Application No. 00482 for 2542 Fernwood Road

---

#### RECOMMENDATION

Staff recommend that Committee forward this report to Council and that Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00482 for 2542 Fernwood Road, 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 903 (c) 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 904(1) of the *Local Government Act*, a zoning bylaw may establish different density regulations for a zone, one generally applicable for the zone and the others to apply if certain conditions are met.

#### 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 2542 Fernwood Road. The proposal is to rezone from the R-2 Zone, Two Family Dwelling District, to a new zone in order to add an additional dwelling unit to an existing duplex (attached dwelling).

The following points were considered in assessing this Application:

- The proposal is consistent with the Traditional Residential Urban Place Designation and objectives for sensitive infill in the *Official Community Plan, 2012* (OCP).
- The proposal is consistent with the *Fernwood Neighbourhood Plan* to encourage infill development, which maintains the integrity, look and character of the single family duplex housing stock.
- The existing duplex is currently rental housing and will remain rental.

## BACKGROUND

### Description of Proposal

This Rezoning Application is to rezone the subject property from the R-2 Zone, Two Family Dwelling District, to a new zone. The proposal is to add an additional dwelling unit to the existing duplex (attached dwelling).

### 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 Application proposes the following features which support active transportation:

- three Class 1 bicycle parking spaces in the building
- one Class 2 bicycle rack.

### Public Realm Improvements

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

### Land Use Context

The neighbourhood is characterized by a mix of single family houses and duplexes.

### Existing Site Development and Development Potential

The subject property is presently a duplex. Under the current R-2 Zone, the property could be developed as a two-family dwelling. The new zone would allow for three self-contained dwelling units.

### Data Table

The following data table compares the proposal with the existing R-2 Zone. An asterisk is used to identify where the proposal is less stringent than the existing zone. A double asterisks is used to identify existing non-conforming conditions. The term "n/a" is used to identify where the proposal is not applicable.

Zoning Criteria	Proposal	Zone Standard R-2 Zone	OCP Policy Traditional Residential
Site area (m <sup>2</sup> ) - minimum	599.33	555.00	n/a
Number of units (under House Conversion Regulations – maximum	3	3 or 4	n/a



Zoning Criteria	Proposal	Zone Standard R-2 Zone	OCP Policy Traditional Residential
Density (Floor Space Ratio) - maximum	0.54:1	0.50:1	1:1
Total floor area (m <sup>2</sup> ) - maximum	320.89*	299.67	n/a
Lot width (m) - minimum	15.25	15.00	n/a
Height (m) - maximum	8.60* (existing) 6.80 (addition)	7.60	n/a
Storeys - maximum	3.50** (existing) 2 (proposed)	2	2
Site coverage % - maximum	37.47	40.00	n/a
Open site space % - minimum	55.33	30.00	n/a
Number of dwellings units in an attached dwelling	3*	2	n/a
Setbacks (m) – minimum			
Front (Fernwood)	8.80/2.53(projection)	7.50/3.50(projection)	
Rear (east)	5.40*	13.76	
Side (south)	2.00	1.53	n/a
Side (north)	1.14(addition)/ 2.55* (existing)	3.50	
Combined side yards	3.14(proposed)/ 5.45(existing)	4.50	
Parking - minimum	3 (1 tandem)	2	n/a
Bicycle parking stalls	3 Class 1 2 Class 2	n/a	n/a

### Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, the applicant has consulted the Fernwood CALUC at a Community Meeting held on May 6, 2015. A letter dated July 2, 2015, is attached to this report.

### ANALYSIS

#### Official Community Plan

The OCP Urban Place Designation for the subject property is Traditional Residential. The OCP supports ground-oriented buildings up to two storeys, including attached dwellings, at a floor space ratio (density) of 1:1. The applicant is proposing a density of 0.54:1. The proposal is to retain the existing rental (non-strata) duplex and add a third self-contained dwelling unit. This proposal is consistent with the policies on increasing rental housing stock in the community for various household needs.

The OCP includes the subject properties in Development Permit Area (DPA) 16 where the *Design Guidelines for Multi-Unit Residential, Commercial and Industrial Development* are applicable.

### Fernwood Neighbourhood Plan

The *Fernwood Neighbourhood Plan* encourages future neighbourhood housing development in Fernwood, which maintains the integrity, look and character of the single family and duplex housing. The existing duplex fronting Fernwood Road will remain. The applicant has indicated in the proposal that no exterior changes to the building are being proposed, therefore, there would be no changes to the existing Fernwood Road streetscape. The proposed dwelling unit fronting Haultain Street maintains the character of a single family dwelling.

### Regulatory Considerations

The applicant will retain the services of a Certified Arborist at the time of Building Permit to develop a construction impact mitigation plan to assist in the retention of the large fruit tree at the southwest corner of the lot.

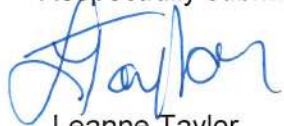
### CONCLUSIONS

The proposed attached dwelling is consistent with the policies for land use and density outlined in the OCP and DPA 16. Staff recommend that Council consider supporting this Application.

### ALTERNATE MOTION

That Council decline Rezoning Application No.00482 for the property located at 2542 Fernwood Road.

Respectfully submitted,



Leanne Taylor  
Senior Planner  
Development Services Division



Jonathan Tinney, Director  
Sustainable Planning and Community  
Development Department

Report accepted and recommended by the City Manager:



Date: October 1, 2015

### List of Attachments

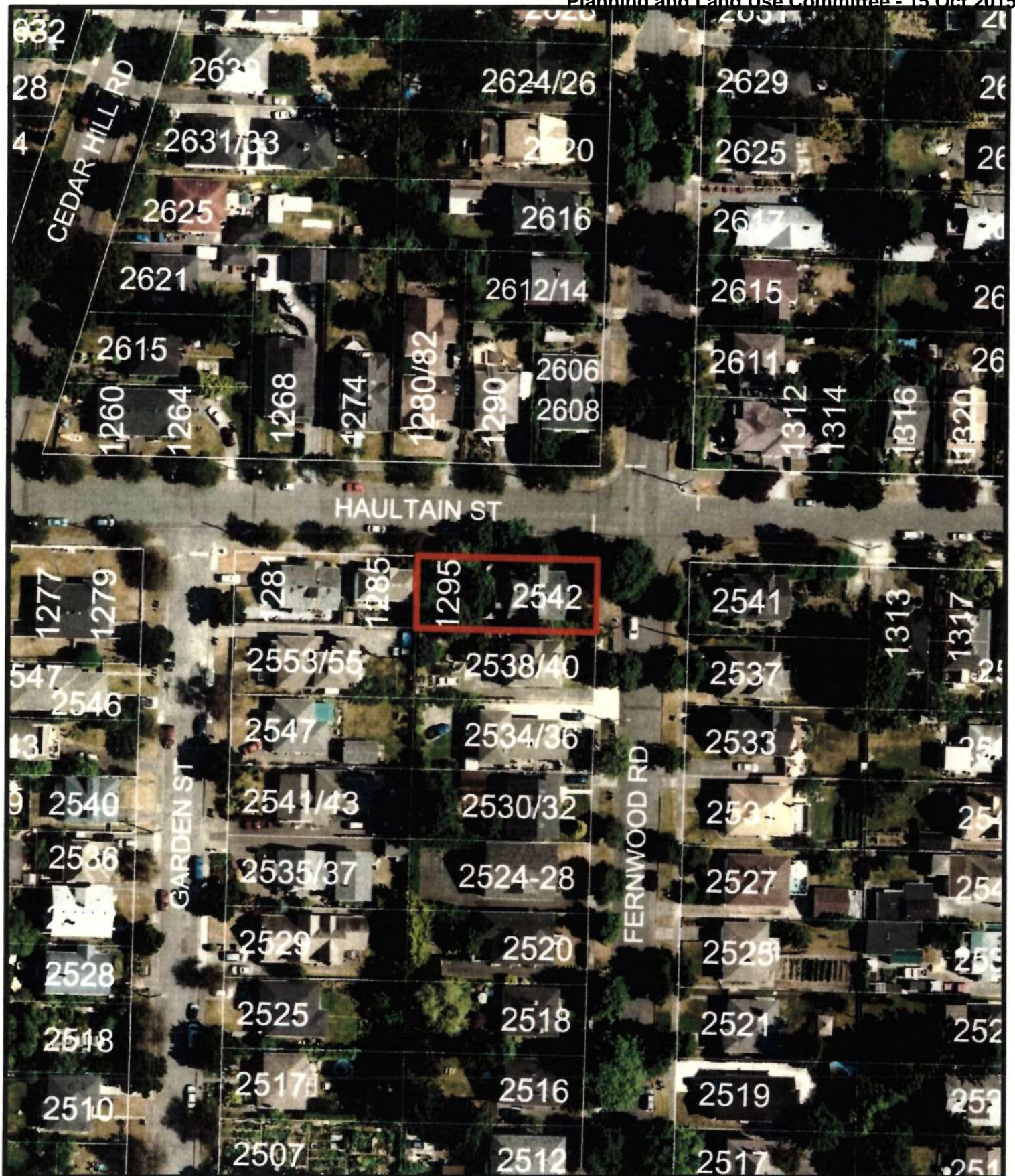
- Zoning map
- Aerial map
- Letter from applicant dated September 9, 2015
- Letter from the CALUC dated July 2, 2015
- Plans dated October 1, 2015.





CITY OF  
**VICTORIA**  
Page 269 of 995





2542 Fernwood Road

Rezoning #00482

Bylaw #







KORS Development Services Inc.  
250-544-4017 [fax: 250-544-4053]



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

Sept 9, 2015

Re: Rezoning of 2542 Fernwood Road

Dear Mayor and Council,

An application has been submitted to the City of Victoria requesting a rezoning of 2542 Fernwood Road. The lot is currently zoned R-2 and has an existing two unit duplex (upper and lower) occupied by the owner and a tenant. We are requesting a rezoning of the lot to a new zone which will permit the addition of a third unit on the lot. The existing duplex building (upper and lower) will be retained on the lot and a third dwelling unit will be added to the west wall. The existing NW garage will be removed and replaced by a parking stall. The proposed design plans and a streetscape for Haultain St are attached. There will be no change to the Fernwood Streetscape. No strata subdivision is proposed. The owner is intending to live in the new unit and retain the two units in the existing building for rental accommodation.

#### **Community Consultation**

In preparation for this application, we attended a Community Meeting on May 6, 2014. David Maxwell of the Fernwood Community Association assisted us in setting up this meeting and city staff mailed out invitations to surrounding home owners. The meeting was attended by members of the Community Association and the owners of the adjacent property to the west. At this meeting we provided background information (including elevations and site plans), answered questions and provided contact information to the neighbours for any future questions or comments. The Community Association members noted concerns about parking and the neighbour had questions about tree retention. All attendees supported continuing the application process.

#### **Neighbourhood Context and Design Guidelines**

In consideration of the community meeting comments, neighbourhood context, and to comply with the City's *Design Guidelines for Multi-Unit Residential, Commercial and Residential Development, 2012*, we have adopted a number of design features which are summarized below;

- The large lot area of 599.33 m<sup>2</sup> provides 199.78 m<sup>2</sup> per unit and results in a lower proposed FSR and higher proposed landscape area.

- The proposed FSR is 0.53 to 1 and is only slightly higher than the existing R-2 zone FSR of 0.50.
- Retention of the existing building will assist in preserving the neighbourhood character and minimize impacts to adjacent properties.
- The new building design provides reasonable setbacks and features variations in roof height and proportions along the Haultain frontage and in relation to the existing adjacent house to the west.
- The new unit front door and steps face Haultain.
- A streetscape of Haultain Street showing the proposed additional unit is provided at the top of the attached site plan. No streetscape of Fernwood was provided since no changes will be made to the existing building and the new addition will not be visible from that frontage.
- Massing of the proposed additional unit is broken up by preserving the upper deck at the west side of the existing building, locating the new garage between the existing building and the new unit and varying the roof line between the existing building and the new unit. These features also allow more sunlight penetration.
- Preservation of privacy for the adjacent homes to the south and west will be provided by;
  - the preservation of fences, landscaping and all but one tree on Haultain,
  - location of the garbage and recycling storage area adjacent to the Haultain frontage and screened by existing vegetation and a fence,
  - maintaining existing setbacks at the south interior lot line,
  - the new NW parking stall will be screened by the fence and cedars,
  - providing a rear setback of 5.4m to the upper storey and 6.04m to the main level,
  - maintaining and enhancing trees and shrubs along the west property line adjacent to the existing house to the west;
  - there are no upper storey windows facing the south property except for the bathroom window, and
  - the upper bedroom windows facing the west property line are set back 5.4m and screened by existing trees and shrubs. There are no windows facing this lot on the house to the west.
- The new unit will be a 1 ½ storey building with no basement to reduce the height in relation to the existing building to the east and the house to the west.
- The existing and proposed unit entrances provide a direct connection to both street frontages and provide level entry for all three units. Decks are provided for both the existing duplex units to provide them with rear outdoor spaces. The new unit will have a patio outdoor space in the rear yard.
- The design provided is consistent with the existing house and neighbourhood character in terms of height, colour and massing as shown in the streetscape.
- Retention of the existing building will mean there is no change to the Fernwood frontage or streetscape.



- The new unit will extend the continuity of colour, roofing and building materials of the existing building as shown in the photos at the end of this letter.

### **Parking**

Parking options were discussed with staff. Three on-site parking stalls are proposed with one in the garage of the new unit, one in tandem behind the garage and one where the existing garage is at the NW corner of the lot. The following information is provided as justification for this parking arrangement;

- The proposed on-site parking utilizes the two existing driveway crossings so that there is no additional impact to the sidewalk or the existing on-street parking fronting this lot.
- It is noted that the existing duplex occupants have one car each, one of which currently parks on the road. With the proposed parking arrangement and addition of one more stall, there will be no net increase in the on-street parking.
- This site has good proximity to services and amenities. There is a transit stop on Fernwood Road in front of this house and the lot is in close proximity to cycling routes, schools, shopping, parks and other amenities. It is noted that the owner walks to work in downtown Victoria daily.
- Secure resident bike parking is provided in the new garage and in the enclosed area under the laundry room of the existing duplex building. In addition, a visitor bike parking rack is also provided as noted on the landscape plan.

### **Tree Retention**

Early in the design process, all the trees on the property and in the boulevard were reviewed. The following is the result of this review and is noted on the landscape plan;

- The two large boulevard trees on Haultain and Fernwood will not be impacted due to their location adjacent to the existing building where no construction is proposed. The third deciduous boulevard tree on Haultain is 3m from property line, 4.14m from the steps and 5.62m from the proposed new foundation which is well beyond the drip line.
- On site, one tree would be impacted which is the 55cm deciduous tree near the NW corner of the property. This tree is not a protected tree. A new Maple tree is proposed to be planted in the front yard to replace the tree removed. The small cedar shrub in front of the new steps will be relocated in the rear yard.
- A construction impact mitigation plan will be provided at the time of Building Permit application to assist in the retention of the large fruit tree at the southwest corner of the lot.
- Preservation of all of the boulevard trees will ensure that both frontages will retain their existing appearance following construction.

**Landscaping**

The attached landscape plan provides the location of the trees, driveways and parking stalls.

- The west patio, the NW parking stall and the driveway to the garage will be finished with permeable pavers.
- Tree retention and removal is noted on the Site Plan and Landscape Plan and discussed in the previous section. All boulevard trees are to be retained.
- A maple tree is proposed to be planted in the front yard to replace the one tree being removed. The small cedar in front of the new steps will be moved to the rear yard.
- Outdoor areas are provided for all 3 of the proposed units. The upper unit has an upper deck on the west side. The lower unit has a deck at the SW corner of the existing building. The new unit has the patio area west of the new building.
- A row of cedars are proposed for the north half of the west property line to provide screening adjacent to the proposed parking stall. As noted on the attached drawings, the existing trees and shrubs along the west property line are being retained south of the proposed NW parking stall for additional screening.

**Sustainable Buildings**

A number of sustainability features are proposed for the new unit as described here;

- The retention of the existing building;
- The new addition will be built to Energuide 80 standards or higher;
- The new addition will be pre-plumbed to be solar hot water ready;
- The new addition will have radiant in-floor heating;
- Permeable pavers are proposed for the NW parking stall and the driveway to the new garage;
- Low flow water fixtures are proposed

Thank you for your consideration of this application. We have worked hard to ensure that this design will fit in well with the neighbourhood context and with the City's Design Guidelines. We are pleased with the resulting design and features outlined in this letter and look forward to continuing the rezoning process with staff, the neighbourhood and Council.

Yours truly,



L. Denise Kors, PEng, LEED Ap  
Land Development Manager  
Kors Development Services Inc.





View of location of new dwelling unit as seen from Haultain Street



View of the existing dwelling from Fernwood Road

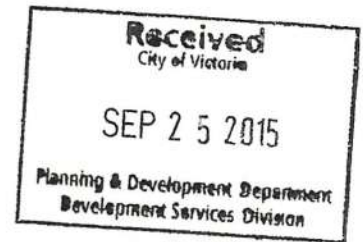




**Fernwood Community Association**

1923 Fernwood Road,  
Victoria, B.C., V8T 2Y6

(250) 384-7441  
Email: [landuse@thefcaca](mailto:landuse@thefcaca)



July 2, 2015

Sustainable Planning and Community Development Department  
City of Victoria  
#1 Centennial Square  
Victoria, B.C. V8W 1P6

Re: 2542 Fernwood Road

The proposal to rezone 2542 Fernwood Road from R-2 (Two Family Dwelling District) to the R-K zone (Medium Density Attached Dwelling District) to permit the attachment of a new self contained unit was formally presented at the Fernwood Community Association Land Use Committee meeting of May 6, 2015.

Attending the meeting were two neighbours and the registered owner of the property. The general tone of the meeting was accepting of the development.

The owner along with her representative made a presentation showing the proposed changes to the property and provided details about the proposed new unit. Variances concerning site coverage and parking were identified and discussed.

The owner's representative circulated her contact information and invited people to discuss any thoughts or concerns about this proposal with her.

The FCA Land Use Committee supports the preservation and restoration of existing structures and generally supports small variances to achieve that goal.

Sincerely,

David Maxwell  
Chair, Land Use Committee  
Fernwood Community Association

Received  
City of Victoria

OCT 01 2015

Planning & Development Department  
Development Services Division



STREETSCAPE ALONG HAULTAIN STREET LOOKING SOUTH

PROJECT INFORMATION TABLE	
ZONE (EXISTING)	R-2
PROPOSED ZONE	C-D (TO BE DETERMINED)
SITE AREA	599.33m <sup>2</sup>
LOWER FLOOR (BASEMENT)	85.66
MAIN FLOOR	168.90
SECOND FLOOR	124.21
HALF STOREY/LOFT	27.78
COMBINED FLOOR AREA	406.55
TOTAL FLOOR AREA	592.89
FLOOR SPACE RATIO	0.54 to 1
SITE COVERAGE	27.47
OPEN SPACE	65.33%
FRONT YARD COVERAGE	0%
PARKING STALLS	3
TANDEM PARKING	1/3 TANDEM PARKING MAX
YARD SETBACKS	
FRONT TO STEPS EXISTING	6.27m
FRONT TO WALL EXISTING	8.3m
REAR YARD	6.4m
EXTERIOR SIDE YARD	1.14m TO PORCH STEPS - 2.62m TO WALL
INTERIOR SIDE YARD	2.50m TO INCREASED BALCONY - 2.84m TO WALL
EAVES	.6m
AVERAGE GRADE	18.39
MAXIMUM HEIGHT	EXISTING 8.55m PROPOSED 6.795m +/-
NUMBER OF STOREYS	3 1/2 EXISTING - 2 PROPOSED
LOT WIDTH	15.25m
RESIDENTIAL USE DETAILS	
TOTAL NUMBER OF UNITS	3
UNIT TYPE	2 BEDROOMS
GROUND-ORIENTED UNITS	YES
MINIMUM UNIT FLOOR AREA	101.72m <sup>2</sup> Unit A smallest unit



**LEGEND**  
 Elevations are indicated in meters (elevation)  
 Survey Monument 2542-54 (shown 18.00m)  
 + denotes - Utility Pole  
 + denotes - Water Meter  
 + denotes - existing elevation  
 Lot Area = 600 m<sup>2</sup>  
 Scale: 1:150. Distances are in metres.

PRELIMINARY DRAWINGS FOR  
RESIDENTIAL ADDITION  
PROPOSED REZONING FROM R-2

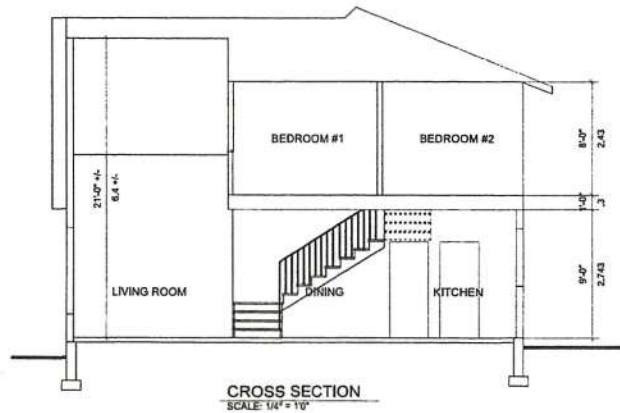
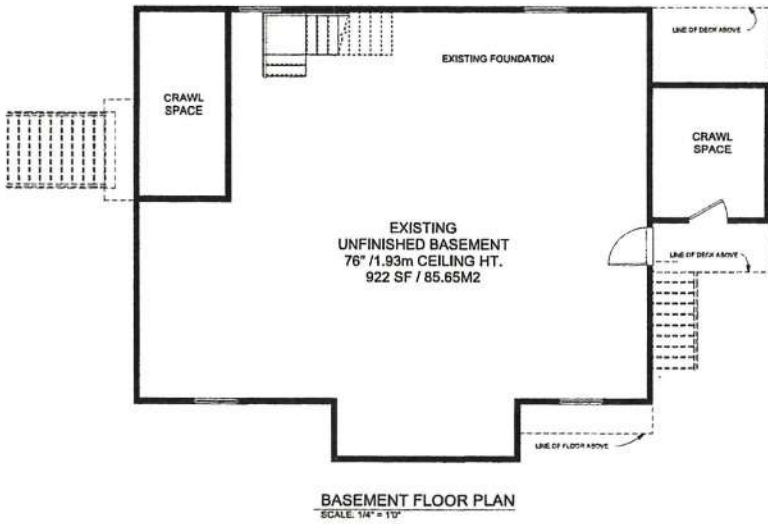
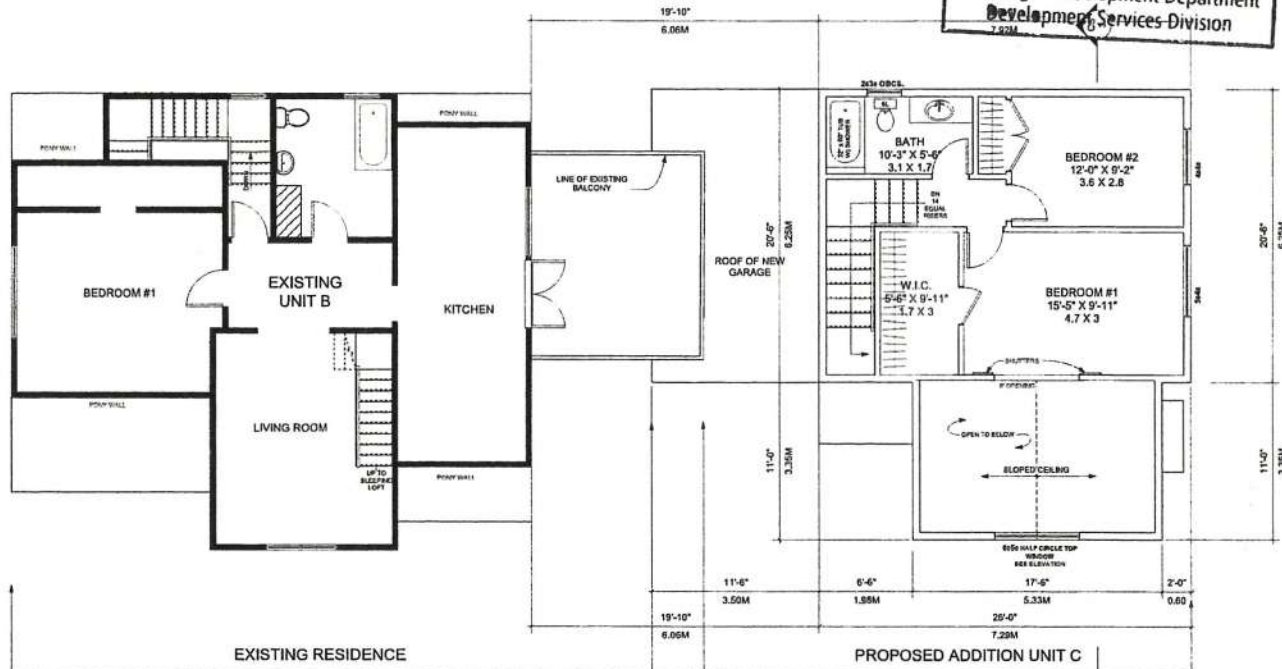
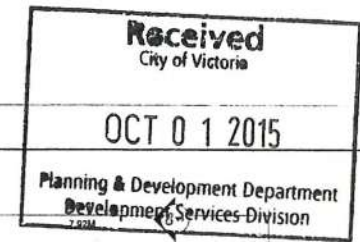
Proposed Addition For: 2542 FERNWOOD ROAD AND HAULTAIN STREET  
 SHERRYL ORCHERTON - OWNER  
 KORS DEVELOPMENT SERVICES INC. - APPLICANT

**colwood Design Line**  
 201-784 Goldstream Avenue  
 Victoria B.C.  
 V9B 3S6  
 Phone 250-474-6122  
 colwooddesignline.com  
 email design@colwood.ca

Date: OCTOBER 1ST 2015 Page: 1 OF 5







PRELIMINARY DRAWINGS FOR  
RESIDENTIAL ADDITION  
PROPOSED REZONING FROM R-2

Proposed Addition For: 2542 FERNWOOD ROAD AND HAULTAIN STREET  
SHERRYL ORCHERTON - OWNER  
KORS DEVELOPMENT SERVICES INC. - APPLICANT

colwood  
Design Line

201-784 Goldstream Avenue  
Victoria B.C.  
V8B 2S6  
Phone: 250-474-6122  
colwooddesignline.com  
email: design@colwood.ca

Date: OCTOBER 1ST 2015 Page: 3 OF 5

Received  
City of Victoria

OCT 01 2015

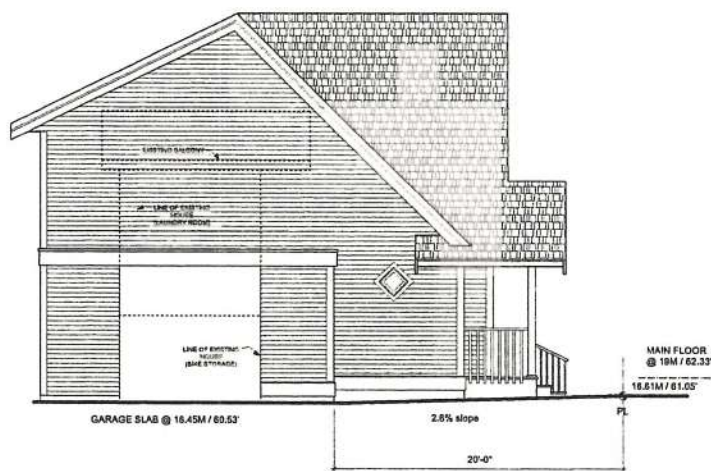
Planning & Development Department  
Development Services Division



RIGHT ELEVATION EXISTING  
SCALE: 1/4"=1'-0"

FRONT ELEVATION PROPOSED  
SCALE: 1/4"=1'-0"

## NORTH ELEVATION



ELEVATION LEFT OF PROPOSED (CONNECTED)  
SCALE: 1/4"=1'-0"



LEFT ELEVATION PROPOSED  
SCALE: 1/4"=1'-0"

## WEST ELEVATION

FINISHING MATERIALS  
EXISTING  
NO CHANGE  
PROPOSED  
HARDIE PLANK SIDING (OR SIMILAR)  
HARDIE SHINGLES  
TO BE PAINTED IN THE SAME COLOUR  
SCHEME AS EXISTING  
ROOF ASPHALT SHINGLES TO MATCH

PRELIMINARY DRAWINGS FOR  
RESIDENTIAL ADDITION  
PROPOSED REZONING FROM R-2

Proposed Addition For: 2542 FERNWOOD ROAD AND HAULTAIN STREET  
SHERRYL ORCHERTON - OWNER  
KORS DEVELOPMENT SERVICES INC. - APPLICANT

**colwood**  
Design Line

281-784 Goldstream Avenue  
Victoria B.C.  
V8B 2S6  
Phone 250 474 6132  
colwooddesignline.com  
email: designline@colwood.ca

Date: OCTOBER 1ST 2015

Page: 4 OF 5



Received  
City of Victoria  
OCT 01 2015  
Planning & Development Department  
Development Services Division

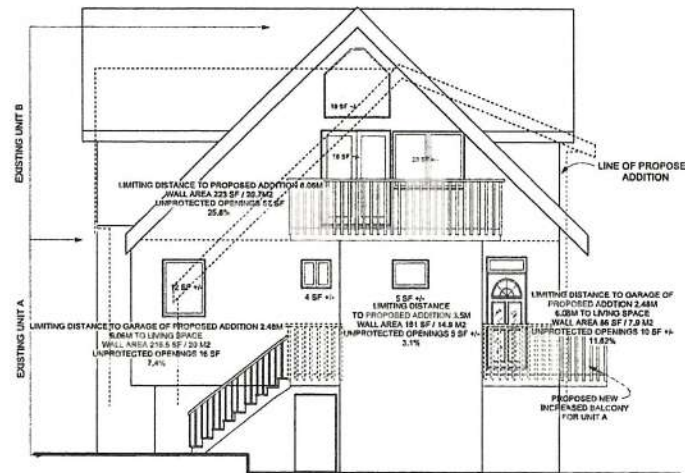


**SOUTH ELEVATION**



FRONT ELEVATION UNIT A & B  
SCALE: 1/4"=1'-0"

**EAST ELEVATION**



REAR ELEVATION OF EXISTING (CONNECTED)  
SCALE: 1/4"=1'-0"

<b>PRELIMINARY DRAWINGS FOR RESIDENTIAL ADDITION PROPOSED REZONING FROM R-2</b>	
Proposed Addition For: <b>SHERRYL ORCHERTON - OWNER</b> <b>KORS DEVELOPMENT SERVICES INC. - APPLICANT</b>	2542 FERNWOOD ROAD AND HAULTAIN STREET VICTORIA BC V8B 2X6 Phone 250 474 6122 colwooddesignline.com email designline@shaw.ca
Date: OCTOBER 1ST 2015	Page: 5 OF 5

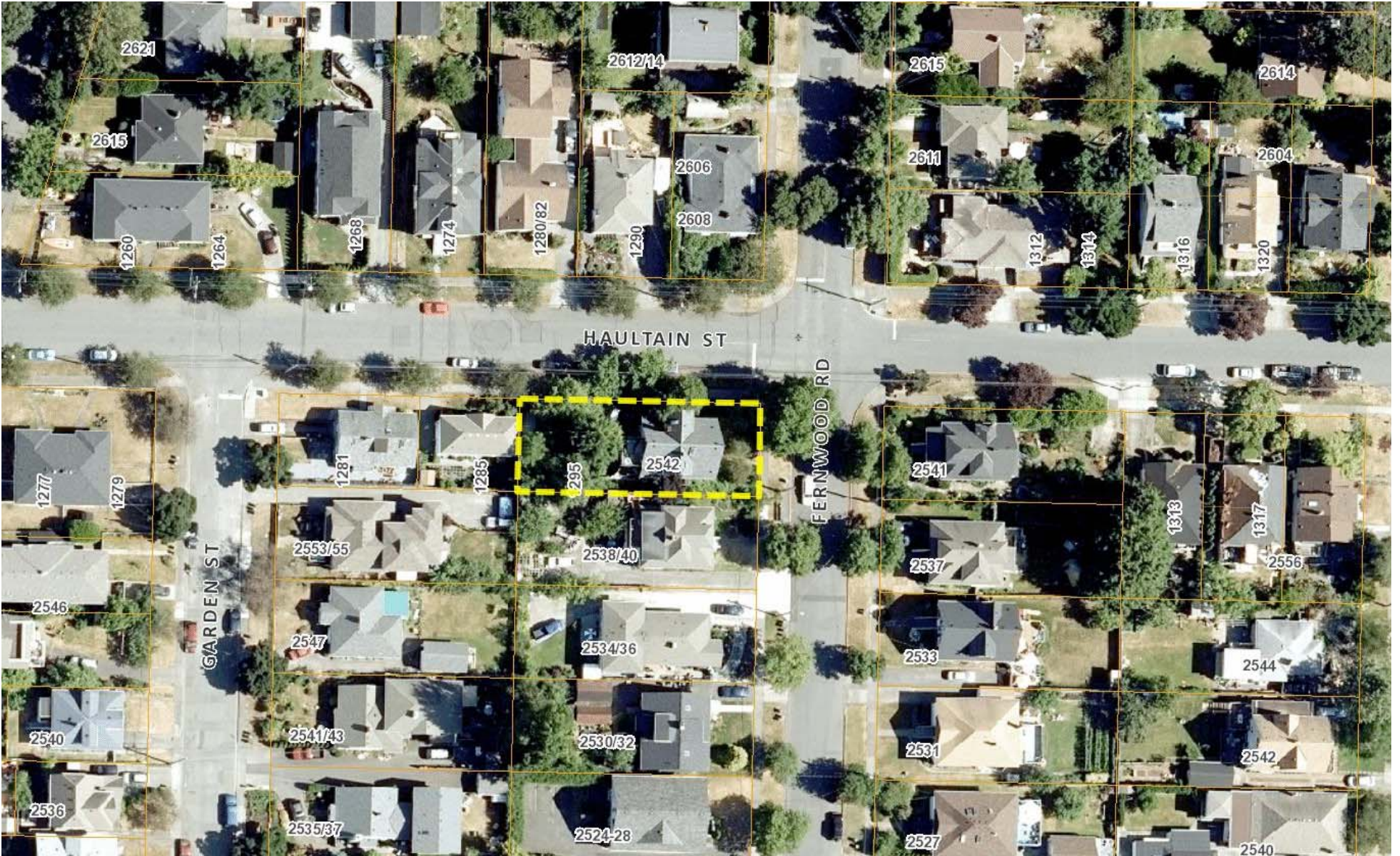






# 2542 Fernwood Road

## Rezoning Application No. 000482





Duplex

Single Family Dwelling  
with a Secondary Suite



Properties to the North





Property to the South – Triplex





Corner Property to the East –  
Single Family Dwelling with a Secondary Suite





## Properties to the West – Single Family Dwelling





Subject Property – Existing Duplex



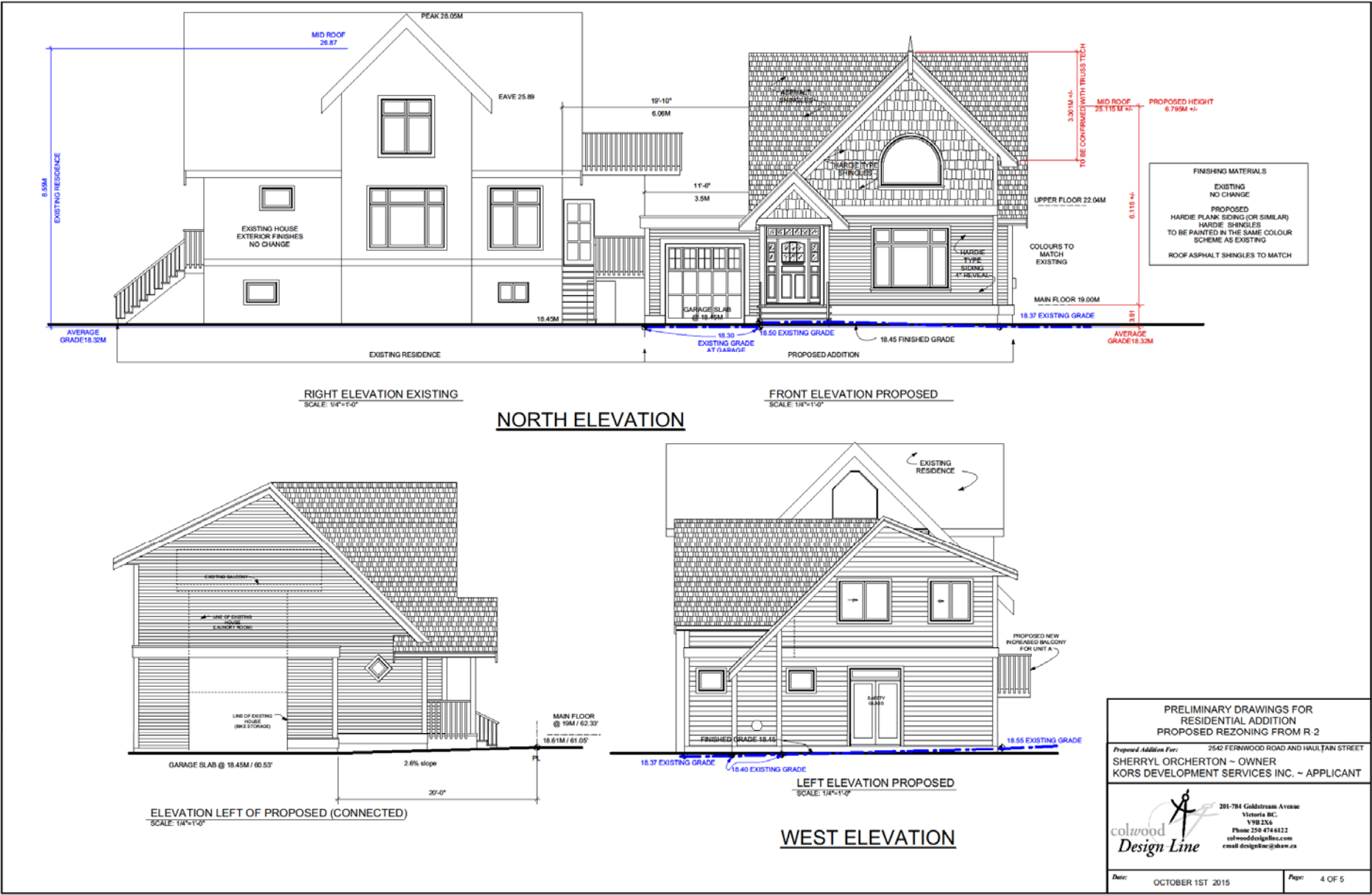
**Proposed location of  
new attached dwelling unit**

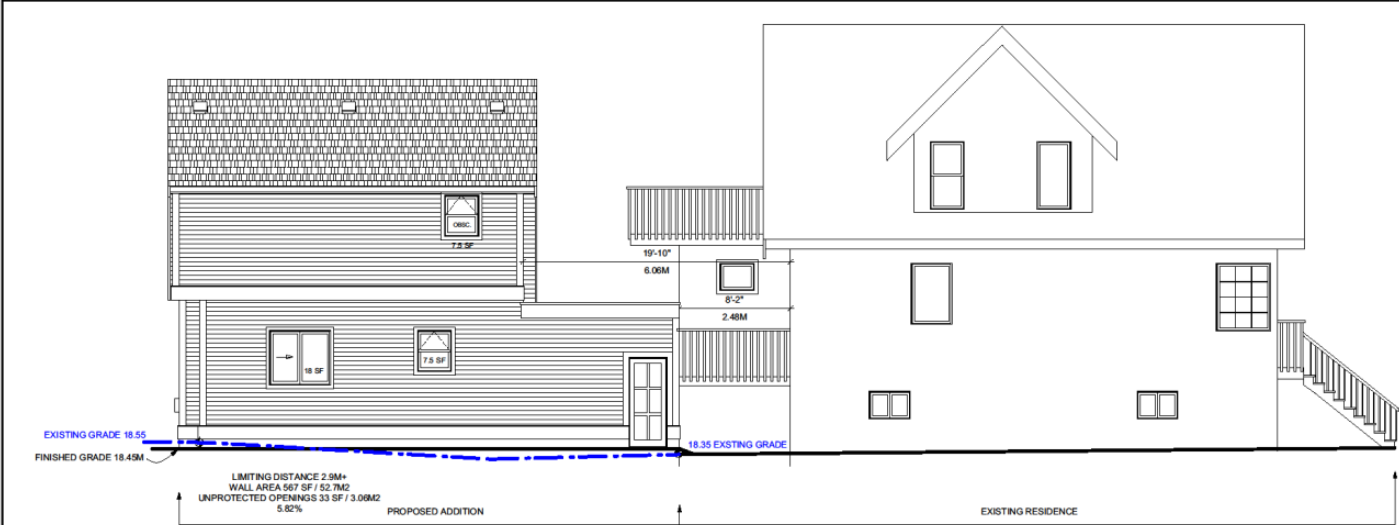






# **Development Permit Application No.000428 for 2542 Fernwood Road**



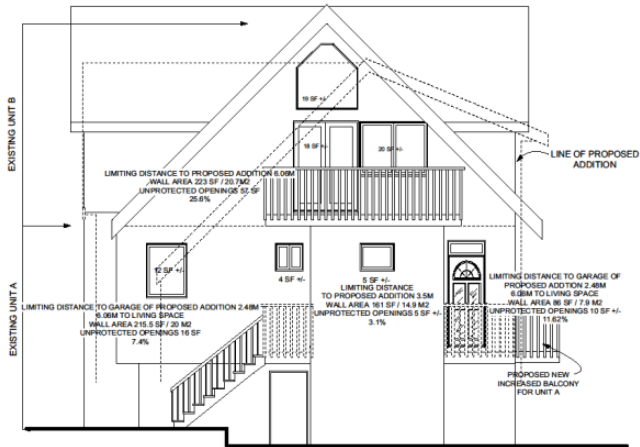


**SOUTH ELEVATION**




FRONT ELEVATION UNIT A & B  
SCALE: 1/4"=1'-0"

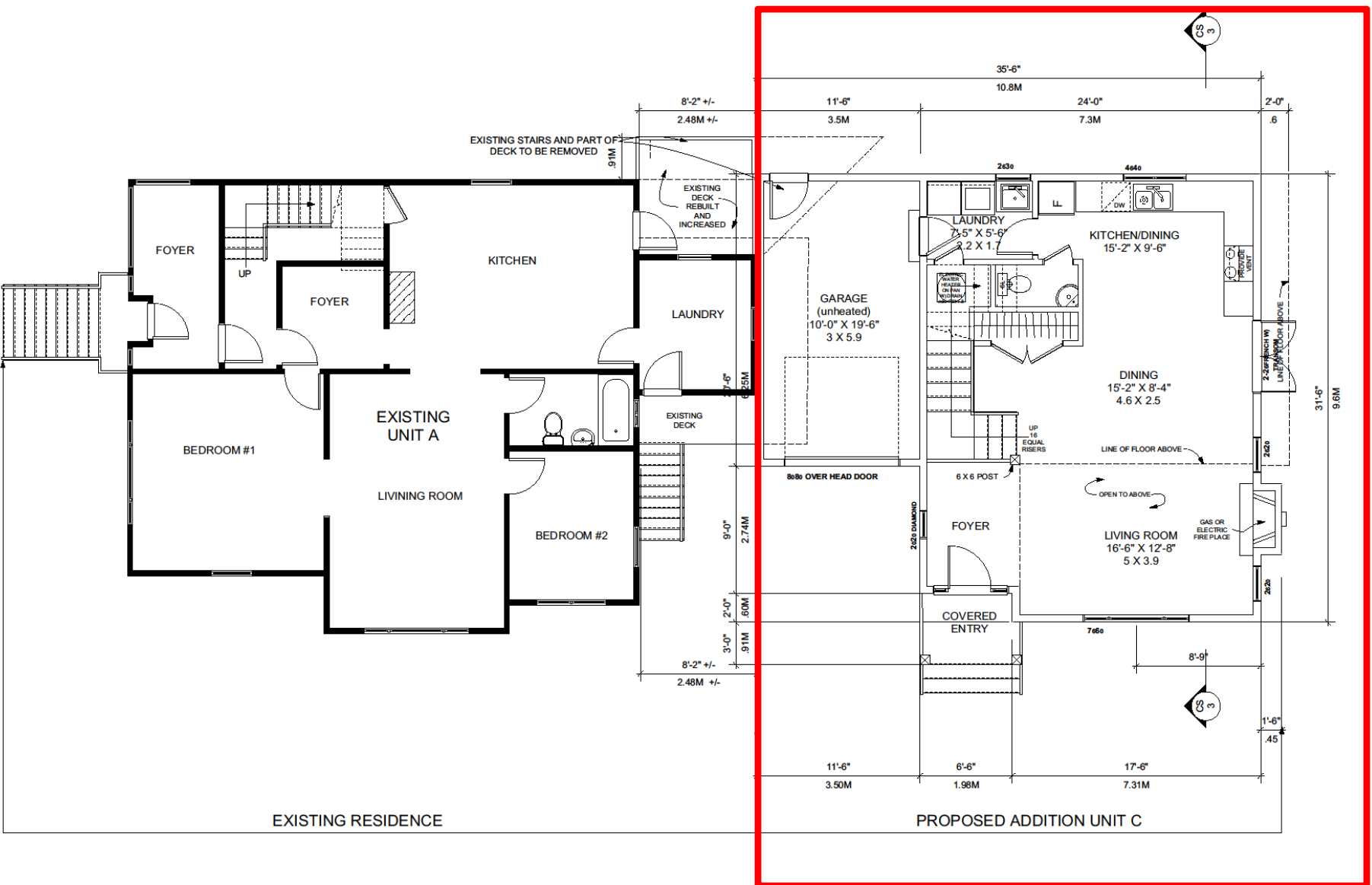
**EAST ELEVATION**



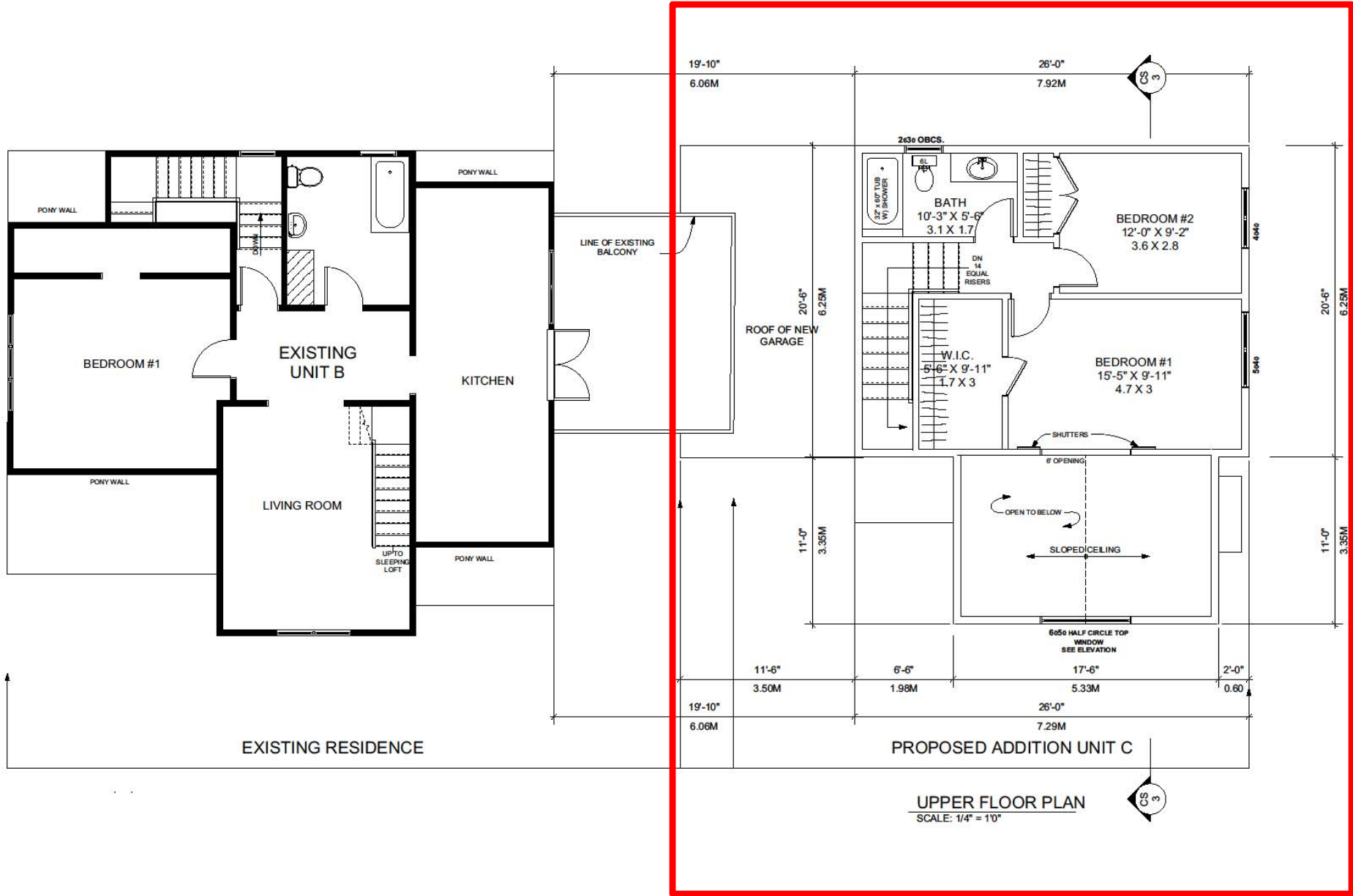
REAR ELEVATION OF EXISTING (CONNECTED)  
SCALE: 1/4"=1'-0"

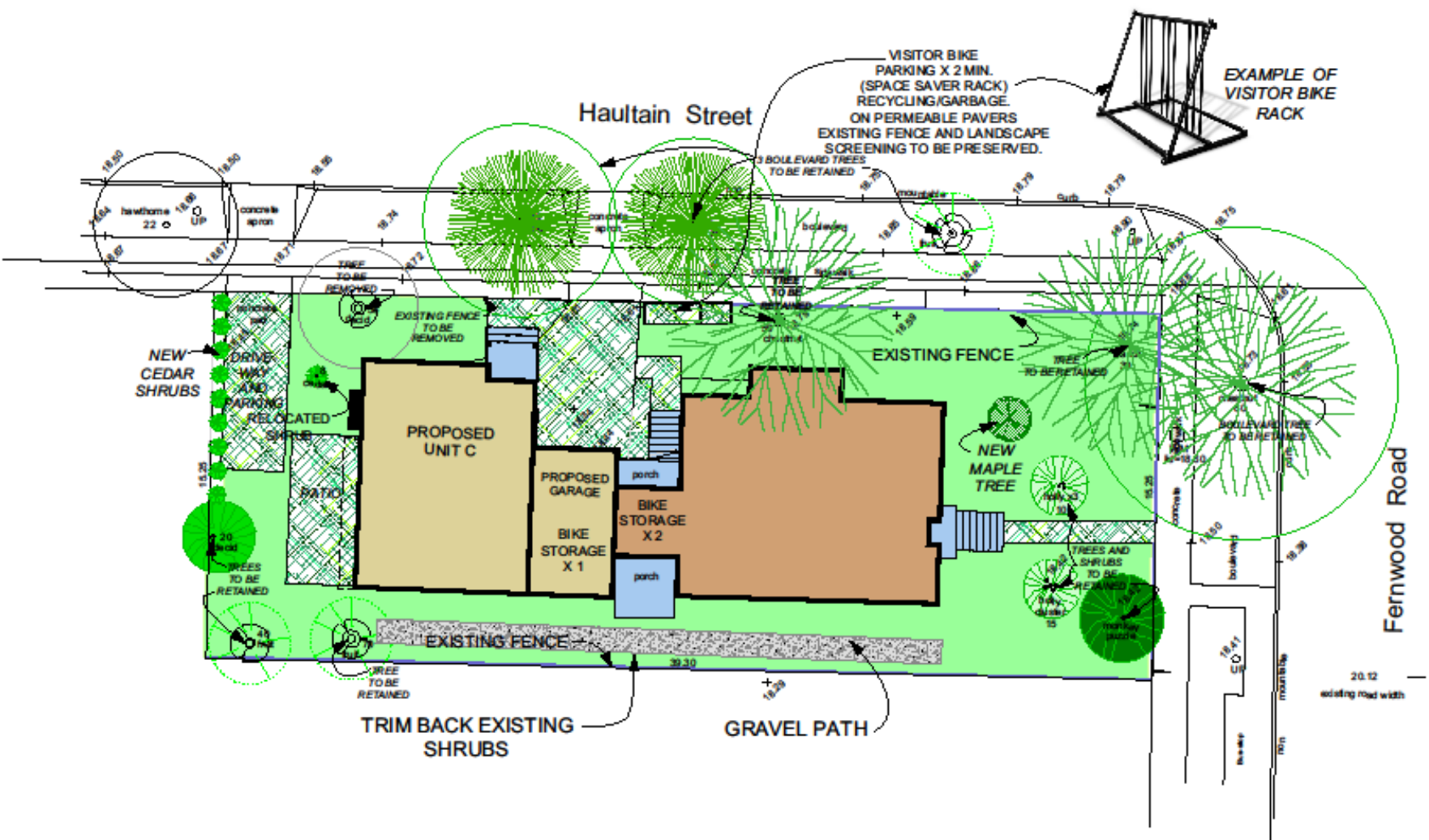
PRELIMINARY DRAWINGS FOR RESIDENTIAL ADDITION PROPOSED REZONING FROM R-2	
Proposed Addition For: 2542 FERNWOOD ROAD AND HAUL/TAIN STREET SHERRYL ORCHERTON - OWNER KORS DEVELOPMENT SERVICES INC. - APPLICANT	
 <div>281-784 Goldstream Avenue Victoria BC V9B 2N6 Phone 250-474-6122 colwooddesignline.com email designline@shaw.ca</div>	
Date: OCTOBER 1ST 2015	Page: 5 OF 5





MAIN FLOOR PLAN  
SCALE: 1/4" = 1'-0"





**LANDSCAPE PLAN**  
SCALE: 1:100









## Planning and Land Use Committee Report

For the Meeting of October 15, 2015

---

**To:** Planning and Land Use Committee      **Date:** October 1, 2015

**From:** Jonathan Tinney, Director, Sustainable Planning and Community Development

**Subject:** Development Permit Application No. 000428 for 2542 Fernwood Road

---

### RECOMMENDATION

Staff recommend that Committee forward this report to Council and that Council consider the following motion after the Public Hearing for Rezoning Application No. 00482, if it is approved:

"That Council authorize the issuance of Development Permit Application No. 00428 for 2542 Fernwood Road, in accordance with:

1. Plans date stamped October 1, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements.
3. Plan revisions to remove the portion of the upper storey deck on the existing duplex overhanging the proposed garage and resubmit revised elevation drawings to the satisfaction of staff.
4. The Development Permit lapsing two years from the date of this resolution."

### LEGISLATIVE AUTHORITY

In accordance with Section 920(2) 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.

### 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 2542 Fernwood Road. The proposal is to add an additional dwelling unit to the existing duplex (attached dwelling).

The following points were considered in assessing this Application:

- The proposal is generally consistent with the *Official Community Plan, 2012* (OCP) and the design guidelines contained in Development Permit Area 16.
- The proposed design is generally consistent with the *Design Guidelines for Multi-Unit Residential, Commercial and Industrial* (2012).
- The proposed design combines architectural elements, which reflect the established form and character of the neighbourhood.



## BACKGROUND

### Description of Proposal

The proposal is for an additional self-contained dwelling unit on the subject property. Specific details include:

- the proposed building incorporates architectural elements, such as a pitched roofline, a gable entryway and traditional-style windows, which define the established form and character of the neighbourhood
- the main entrance to the unit would be accessed off Haultain Street
- the proposed single-car garage connects the existing duplex with the proposed new additional dwelling unit creating the "look and feel" of an attached dwelling
- three parking spaces are shown on the site plan, however, one of the stalls would be located in the driveway and in front of the proposed single-car garage
- Class 1 and Class 2 bicycle parking spaces would be provided on-site
- no exterior changes are being proposed to the existing duplex
- the existing concrete driveway and garage located in the side yard and accessed off Haultain Street, adjacent to the proposed dwelling unit, would be removed and replaced with permeable pavers
- a new cedar hedge along the western property line would be planted to screen a proposed driveway and parking space, and one new tree will be planted.

### Sustainability Features

As indicated in the applicant's letter dated September 9, 2015, the following sustainability features are associated with this Application:

- energy conservation
- water conservation.

### Active Transportation Impacts

The Application proposes the following features which support active transportation:

- Class 1 (secured and enclosed) bicycle parking
- Class 2 bike racks.

### Public Realm Improvements

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

### Existing Site Development and Development Potential

The site is presently a duplex.

## Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, the applicant has consulted with the Fernwood CALUC at a Community Meeting held on May 6, 2015. A letter dated July 2, 2015, is attached to this report.

## ANALYSIS

### Development Permit Area and Design Guidelines

The *Official Community Plan (OCP)* identifies this property within Development Permit Area 16: General Form and Character.

The applicant is proposing to construct an additional dwelling unit and single-car garage attached to the existing duplex. There would be three self-contained dwelling units (attached dwelling) on the subject property.

The proposed dwelling unit is approximately 165.3m<sup>2</sup> (1,779 ft<sup>2</sup>) and it has the “look and feel” of a single family dwelling. The unit has direct access to the outside at grade level. The proposed dwelling unit incorporates architectural elements, such as a pitched roofline, a gable entryway and traditional-style windows, which define the established form and character of the neighbourhood. The materials include hardie-type siding and hardie-type shingles. A private patio space for the proposed dwelling unit would be provided in the side yard.

There is an upper-storey deck located on the west side of the existing duplex that would overhang the garage. The applicant would like to retain the deck, however, staff have concerns regarding the overall appearance from the street and general cohesion of this aspect of the design with neighbouring buildings. Staff recommend for Council's consideration that the applicant remove the portion of the deck overhanging the garage.

Three parking spaces would be provided on-site. However, one of the parking spaces would be located in the driveway and in front of the single-car garage (tandem parking). A third vehicle would most likely park on the street. There is currently one parking space onsite so there should be no net increase in the on-street parking.

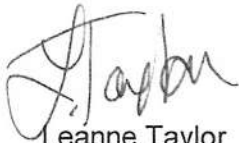
## CONCLUSIONS

This proposal is supportable from a policy perspective and it also complies with the multi-family design guidelines. Staff recommend that Council consider supporting this Application provided that the applicant remove a portion of the upper-storey deck of the existing duplex overhanging the proposed garage.

## ALTERNATE MOTION

That Council decline Development Permit Application No. 000428 for the property located at 2542 Fernwood Road.

Respectfully submitted,



Leanne Taylor  
Senior Planner  
Development Services Division



Jonathan Tinney, Director  
Sustainable Planning and Community  
Development Department

Report accepted and recommended by the City Manager:

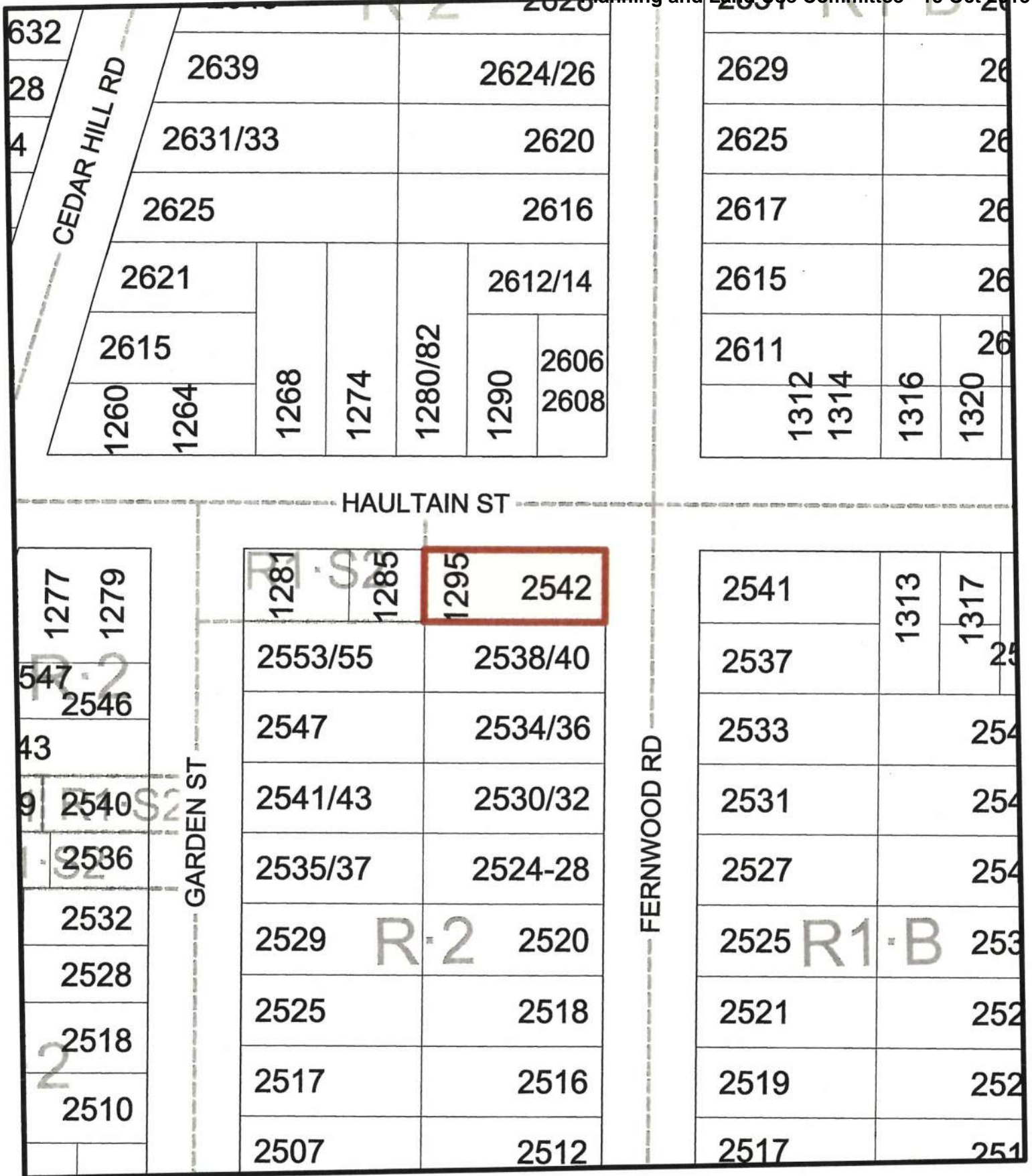


Date: October 7, 2015

#### List of Attachments

- Zoning map
- Aerial map
- Letter from applicant dated September 9, 2015
- Letter from CALUC dated July 2, 2015
- Plans dated October 1, 2015.





2542 Fernwood Road  
Development Permit #000428





Development Permit Application No. 000428 for 2542 Fernwood ...







KORS Development Services Inc.  
250-544-4017 [fax: 250-544-4053]



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

Sept 9, 2015

Re: Rezoning of 2542 Fernwood Road

Dear Mayor and Council,

An application has been submitted to the City of Victoria requesting a rezoning of 2542 Fernwood Road. The lot is currently zoned R-2 and has an existing two unit duplex (upper and lower) occupied by the owner and a tenant. We are requesting a rezoning of the lot to a new zone which will permit the addition of a third unit on the lot. The existing duplex building (upper and lower) will be retained on the lot and a third dwelling unit will be added to the west wall. The existing NW garage will be removed and replaced by a parking stall. The proposed design plans and a streetscape for Haultain St are attached. There will be no change to the Fernwood Streetscape. No strata subdivision is proposed. The owner is intending to live in the new unit and retain the two units in the existing building for rental accommodation.

### **Community Consultation**

In preparation for this application, we attended a Community Meeting on May 6, 2014. David Maxwell of the Fernwood Community Association assisted us in setting up this meeting and city staff mailed out invitations to surrounding home owners. The meeting was attended by members of the Community Association and the owners of the adjacent property to the west. At this meeting we provided background information (including elevations and site plans), answered questions and provided contact information to the neighbours for any future questions or comments. The Community Association members noted concerns about parking and the neighbour had questions about tree retention. All attendees supported continuing the application process.

### **Neighbourhood Context and Design Guidelines**

In consideration of the community meeting comments, neighbourhood context, and to comply with the City's *Design Guidelines for Multi-Unit Residential, Commercial and Residential Development, 2012*, we have adopted a number of design features which are summarized below;

- The large lot area of 599.33 m<sup>2</sup> provides 199.78 m<sup>2</sup> per unit and results in a lower proposed FSR and higher proposed landscape area.



- The proposed FSR is 0.53 to 1 and is only slightly higher than the existing R-2 zone FSR of 0.50.
- Retention of the existing building will assist in preserving the neighbourhood character and minimize impacts to adjacent properties.
- The new building design provides reasonable setbacks and features variations in roof height and proportions along the Haultain frontage and in relation to the existing adjacent house to the west.
- The new unit front door and steps face Haultain.
- A streetscape of Haultain Street showing the proposed additional unit is provided at the top of the attached site plan. No streetscape of Fernwood was provided since no changes will be made to the existing building and the new addition will not be visible from that frontage.
- Massing of the proposed additional unit is broken up by preserving the upper deck at the west side of the existing building, locating the new garage between the existing building and the new unit and varying the roof line between the existing building and the new unit. These features also allow more sunlight penetration.
- Preservation of privacy for the adjacent homes to the south and west will be provided by;
  - the preservation of fences, landscaping and all but one tree on Haultain,
  - location of the garbage and recycling storage area adjacent to the Haultain frontage and screened by existing vegetation and a fence,
  - maintaining existing setbacks at the south interior lot line,
  - the new NW parking stall will be screened by the fence and cedars,
  - providing a rear setback of 5.4m to the upper storey and 6.04m to the main level,
  - maintaining and enhancing trees and shrubs along the west property line adjacent to the existing house to the west;
  - there are no upper storey windows facing the south property except for the bathroom window, and
  - the upper bedroom windows facing the west property line are set back 5.4m and screened by existing trees and shrubs. There are no windows facing this lot on the house to the west.
- The new unit will be a 1 ½ storey building with no basement to reduce the height in relation to the existing building to the east and the house to the west.
- The existing and proposed unit entrances provide a direct connection to both street frontages and provide level entry for all three units. Decks are provided for both the existing duplex units to provide them with rear outdoor spaces. The new unit will have a patio outdoor space in the rear yard.
- The design provided is consistent with the existing house and neighbourhood character in terms of height, colour and massing as shown in the streetscape.
- Retention of the existing building will mean there is no change to the Fernwood frontage or streetscape.

- The new unit will extend the continuity of colour, roofing and building materials of the existing building as shown in the photos at the end of this letter.

### **Parking**

Parking options were discussed with staff. Three on-site parking stalls are proposed with one in the garage of the new unit, one in tandem behind the garage and one where the existing garage is at the NW corner of the lot. The following information is provided as justification for this parking arrangement;

- The proposed on-site parking utilizes the two existing driveway crossings so that there is no additional impact to the sidewalk or the existing on-street parking fronting this lot.
- It is noted that the existing duplex occupants have one car each, one of which currently parks on the road. With the proposed parking arrangement and addition of one more stall, there will be no net increase in the on-street parking.
- This site has good proximity to services and amenities. There is a transit stop on Fernwood Road in front of this house and the lot is in close proximity to cycling routes, schools, shopping, parks and other amenities. It is noted that the owner walks to work in downtown Victoria daily.
- Secure resident bike parking is provided in the new garage and in the enclosed area under the laundry room of the existing duplex building. In addition, a visitor bike parking rack is also provided as noted on the landscape plan.

### **Tree Retention**

Early in the design process, all the trees on the property and in the boulevard were reviewed. The following is the result of this review and is noted on the landscape plan;

- The two large boulevard trees on Haultain and Fernwood will not be impacted due to their location adjacent to the existing building where no construction is proposed. The third deciduous boulevard tree on Haultain is 3m from property line, 4.14m from the steps and 5.62m from the proposed new foundation which is well beyond the drip line.
- On site, one tree would be impacted which is the 55cm deciduous tree near the NW corner of the property. This tree is not a protected tree. A new Maple tree is proposed to be planted in the front yard to replace the tree removed. The small cedar shrub in front of the new steps will be relocated in the rear yard.
- A construction impact mitigation plan will be provided at the time of Building Permit application to assist in the retention of the large fruit tree at the southwest corner of the lot.
- Preservation of all of the boulevard trees will ensure that both frontages will retain their existing appearance following construction.



**Landscaping**

The attached landscape plan provides the location of the trees, driveways and parking stalls.

- The west patio, the NW parking stall and the driveway to the garage will be finished with permeable pavers.
- Tree retention and removal is noted on the Site Plan and Landscape Plan and discussed in the previous section. All boulevard trees are to be retained.
- A maple tree is proposed to be planted in the front yard to replace the one tree being removed. The small cedar in front of the new steps will be moved to the rear yard.
- Outdoor areas are provided for all 3 of the proposed units. The upper unit has an upper deck on the west side. The lower unit has a deck at the SW corner of the existing building. The new unit has the patio area west of the new building.
- A row of cedars are proposed for the north half of the west property line to provide screening adjacent to the proposed parking stall. As noted on the attached drawings, the existing trees and shrubs along the west property line are being retained south of the proposed NW parking stall for additional screening.

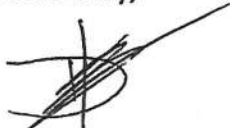
**Sustainable Buildings**

A number of sustainability features are proposed for the new unit as described here;

- The retention of the existing building;
- The new addition will be built to Energuide 80 standards or higher;
- The new addition will be pre-plumbed to be solar hot water ready;
- The new addition will have radiant in-floor heating;
- Permeable pavers are proposed for the NW parking stall and the driveway to the new garage;
- Low flow water fixtures are proposed

Thank you for your consideration of this application. We have worked hard to ensure that this design will fit in well with the neighbourhood context and with the City's Design Guidelines. We are pleased with the resulting design and features outlined in this letter and look forward to continuing the rezoning process with staff, the neighbourhood and Council.

Yours truly,



L. Denise Kors, PEng, LEED Ap  
Land Development Manager  
Kors Development Services Inc.





View of location of new dwelling unit as seen from Haultain Street



View of the existing dwelling from Fernwood Road



## Fernwood Community Association

1923 Fernwood Road,  
Victoria, B.C., V8T 2Y6

(250) 384-7441

Email: [landuse@thefcaca](mailto:landuse@thefcaca)



July 2, 2015

Sustainable Planning and Community Development Department  
City of Victoria  
#1 Centennial Square  
Victoria, B.C. V8W 1P6

Re: 2542 Fernwood Road

The proposal to rezone 2542 Fernwood Road from R-2 (Two Family Dwelling District) to the R-K zone (Medium Density Attached Dwelling District) to permit the attachment of a new self contained unit was formally presented at the Fernwood Community Association Land Use Committee meeting of May 6, 2015.

Attending the meeting were two neighbours and the registered owner of the property. The general tone of the meeting was accepting of the development.

The owner along with her representative made a presentation showing the proposed changes to the property and provided details about the proposed new unit. Variances concerning site coverage and parking were identified and discussed.

The owner's representative circulated her contact information and invited people to discuss any thoughts or concerns about this proposal with her.

The FCA Land Use Committee supports the preservation and restoration of existing structures and generally supports small variances to achieve that goal.

Sincerely,

David Maxwell  
Chair, Land Use Committee  
Fernwood Community Association

Received  
City of Victoria

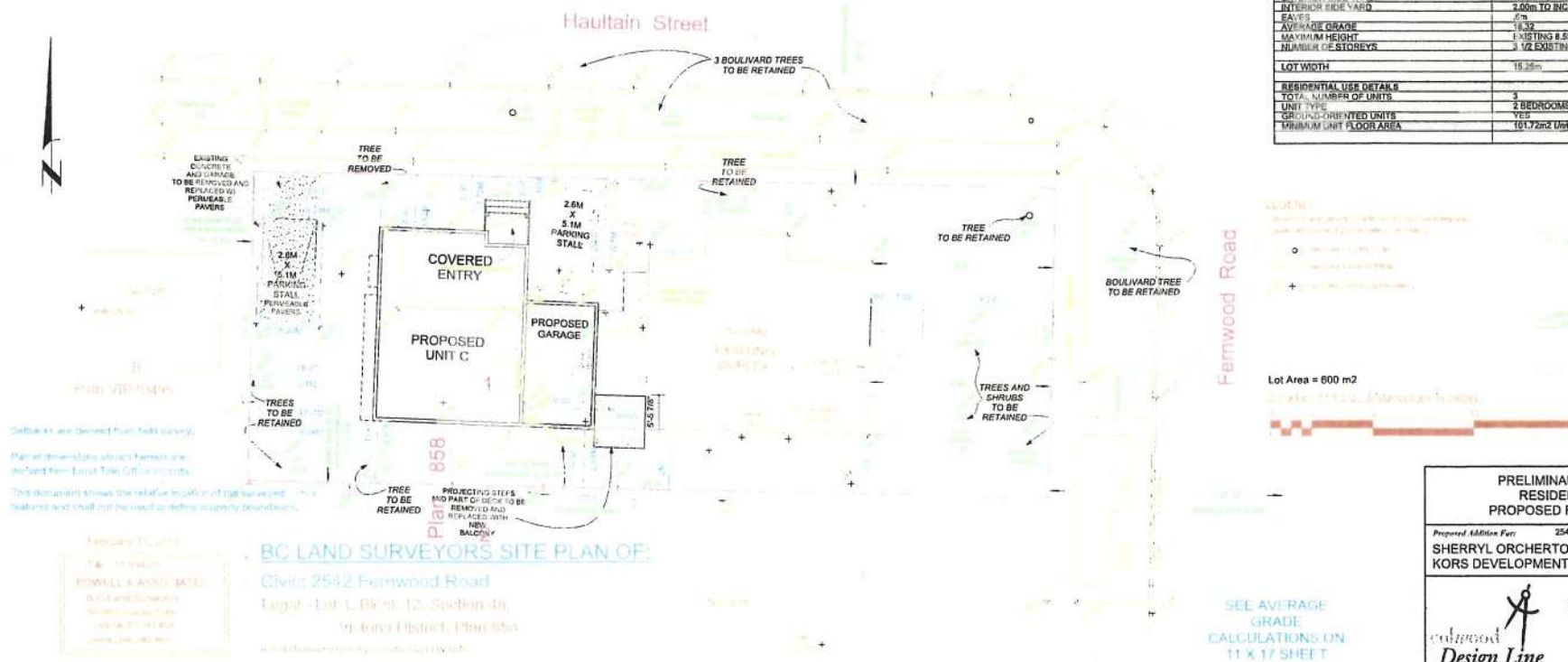
OCT 01 2015

Planning & Development Department  
Development Services Division



STREETSCAPE ALONG HAULTAIN STREET LOOKING SOUTH

PROJECT INFORMATION TABLE	
ZONE (EXISTING)	R-2
PROPOSED ZONE	C-D (TO BE DETERMINED)
SITE AREA	599.33m <sup>2</sup>
LOT AREA	800.00
MAIN FLOOR	108.90
SECOND FLOOR	104.21
WALK-OUT DECK	17.74
COVERED PORCH	406.55
TOTAL FLOOR AREA	337.40
FLOOR SPACE RATIO	0.54 to 1
SITE COVERAGE	55.13%
OPEN SPACE	0%
FRONT YARD COVERAGE	0%
PARKING STALLS	3
TANDEM PARKING	1/3 TANDEM PARKING MAX
YARD SETBACKS	
FRONT TO STEPS EXISTING	6.27m
FRONT TO WALL EXISTING	6.8m
REAR YARD	5.4m
EXTERIOR SIDE YARD	1.14m TO PORCH STEPS - 2.62m TO WALL
INTERIOR SIDE YARD	2.00m TO INCREASED BALCONY - 2.64m TO WALL
EAVES	0.7m
AVERAGE GRADE	16.32
MAXIMUM HEIGHT	EXISTING 8.55m PROPOSED 6.79m +/-
NUMBER OF STOREYS	3 1/2 EXISTING - 2 PROPOSED
LOT WIDTH	15.25m
RESIDENTIAL USE DETAILS	
TOTAL NUMBER OF UNITS	3
UNIT TYPE	2 BEDROOMS
GROUND-ORIENTED UNITS	YES
MINIMUM UNIT FLOOR AREA	161.72m <sup>2</sup> Unit A smallest unit



PRELIMINARY DRAWINGS FOR  
RESIDENTIAL ADDITION  
PROPOSED REZONING FROM R-2

Prepared Addition Part: 2542 FERNWOOD ROAD AND HAULTAIN STREET  
SHERRYL ORCHERTON - OWNER  
KORS DEVELOPMENT SERVICES INC. - APPLICANT

Design Line

251-784 Goldstream Avenue  
Victoria BC  
V8B 2K6  
Phone 250 474 6122  
info@designline.com  
email designline@shaw.ca

Date: OCTOBER 1ST 2015

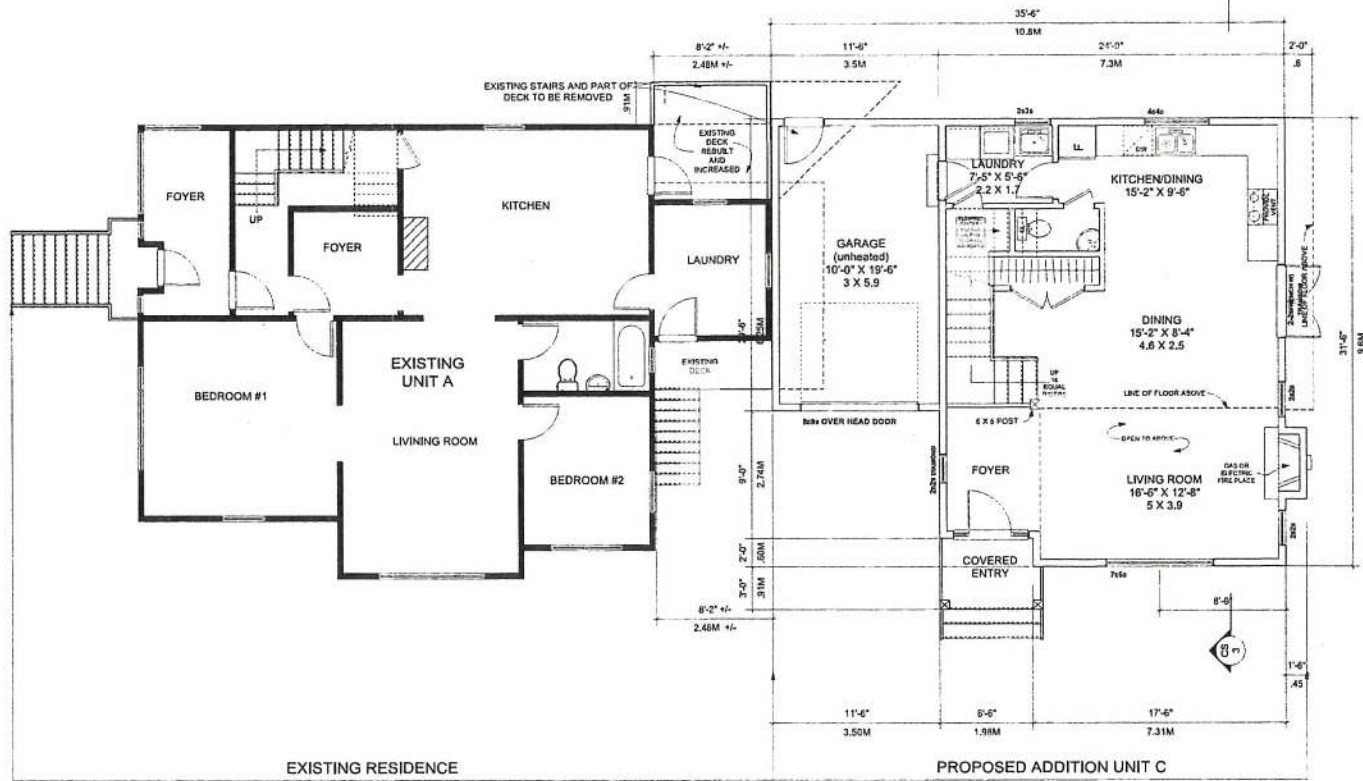
Page: 1 OF 5



Received  
City of Victoria

OCT 01 2015

Planning & Development Department  
Development Services Division



MAIN FLOOR PLAN  
SCALE: 1/4" = 1'-0"

PRELIMINARY DRAWINGS FOR  
RESIDENTIAL ADDITION  
PROPOSED REZONING FROM R-2

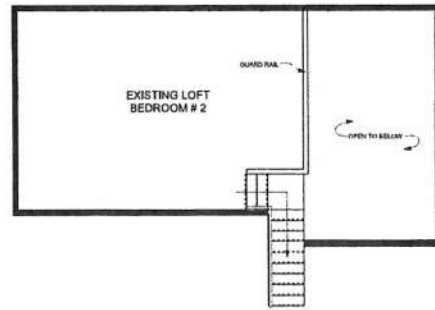
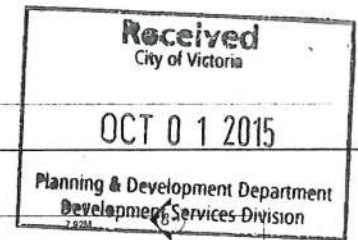
Proposed Addition For: 2542 FERNWOOD ROAD AND HAULTAIN STREET  
SHERRYL ORCHERTON - OWNER  
KORS DEVELOPMENT SERVICES INC. - APPLICANT



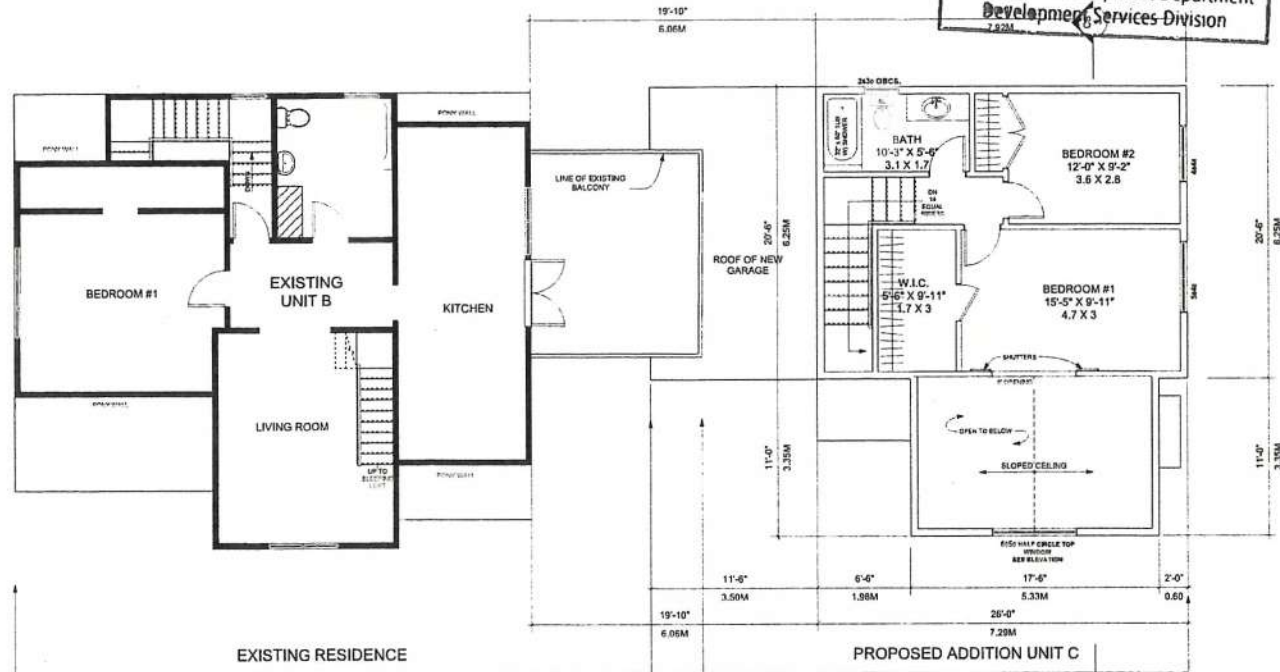
301-784 Goldstream Avenue  
Victoria BC  
V8B 3S4  
Phone 250 474 6123  
cslwooddev@designline.ca  
email designline@shaw.ca

Date: OCTOBER 1ST 2015

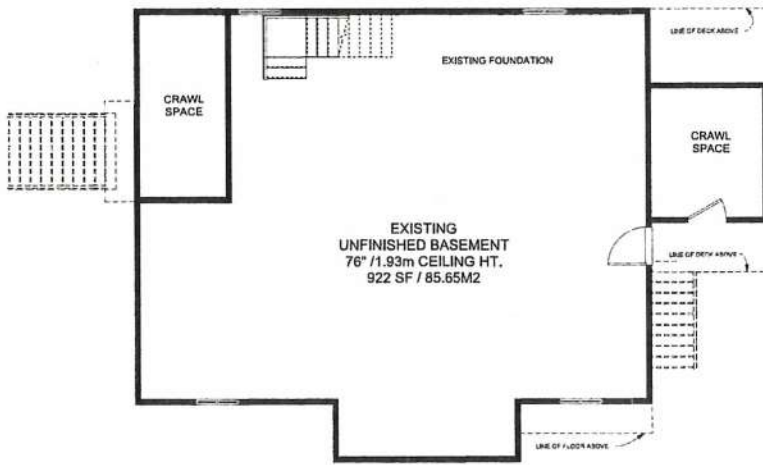
Page: 2 OF 5



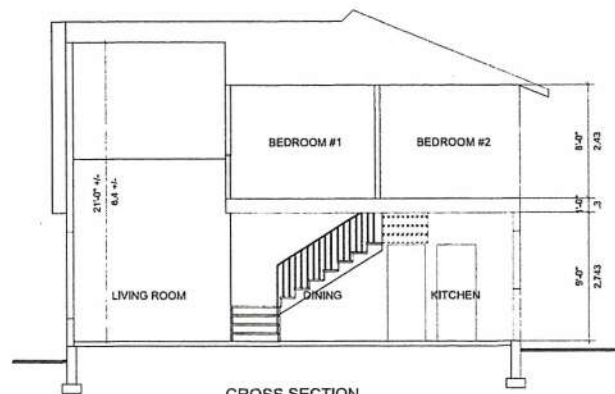
LOFT FLOOR PLAN  
SCALE: 1/4" = 1'-0"



UPPER FLOOR PLAN  
SCALE: 1/4" = 1'-0"



BASEMENT FLOOR PLAN  
SCALE: 1/4" = 1'-0"



CROSS SECTION  
SCALE: 1/4" = 1'-0"

PRELIMINARY DRAWINGS FOR  
RESIDENTIAL ADDITION  
PROPOSED REZONING FROM R-2

Proposed Addition For: 2542 FERNWOOD ROAD AND HAULTAIN STREET  
SHERRYL ORCHERTON - OWNER  
KORS DEVELOPMENT SERVICES INC. - APPLICANT

*Design Line*

261-784 Goldstream Avenue  
Victoria BC  
V9B 2K6  
Phone 250 474 4122  
info@designline.ca  
email designline@shaw.ca

Date: OCTOBER 1ST 2015 Page: 3 OF 5

Received  
City of Victoria

OCT 01 2015

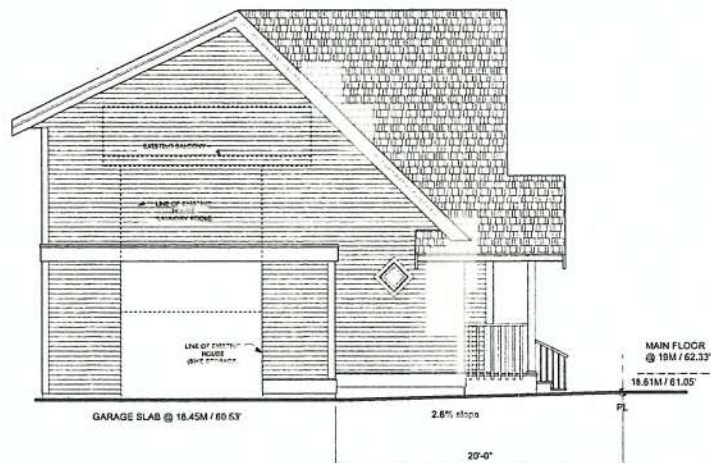
Planning & Development Department  
Development Services Division



RIGHT ELEVATION EXISTING  
SCALE: 1/4"=1'-0"

FRONT ELEVATION PROPOSED  
SCALE: 1/4"=1'-0"

# NORTH ELEVATION



ELEVATION LEFT OF PROPOSED (CONNECTED)  
SCALE: 1/4"=1'-0"



LEFT ELEVATION PROPOSED  
SCALE: 1/4"=1'-0"

# WEST ELEVATION

FINISHING MATERIALS  
EXISTING  
NO CHANGE  
PROPOSED  
HARDIE PLANK SIDING (OR SIMILAR)  
HARDIE SHINGLES  
TO BE PAINTED IN THE SAME COLOUR  
SCHEME AS EXISTING  
ROOF ASPHALT SHINGLES TO MATCH

PRELIMINARY DRAWINGS FOR  
RESIDENTIAL ADDITION  
PROPOSED REZONING FROM R-2  
Prepared Addition For: 2542 FERNWOOD ROAD AND HAULTAIN STREET  
SHERRYL ORCHERTON - OWNER  
KORS DEVELOPMENT SERVICES INC. - APPLICANT

**Design Line**  
201-784 Goldstream Avenue  
Victoria BC  
V8B 3S6  
Phone 250 474 6122  
celwooddesignline.com  
email design@celwood.ca

Date: OCTOBER 1ST 2015 Page: 4 OF 5



Received  
City of Victoria  
OCT 01 2015  
Planning & Development Department  
Development Services Division

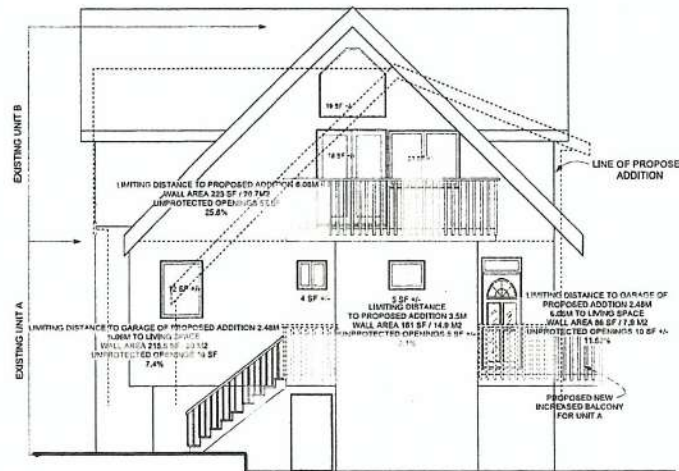


**SOUTH ELEVATION**



**FRONT ELEVATION UNIT A & B**  
SCALE: 1/4"=1'-0"

**EAST ELEVATION**

















**REAR ELEVATION OF EXISTING (CONNECTED)**  
SCALE: 1/4"=1'-0"

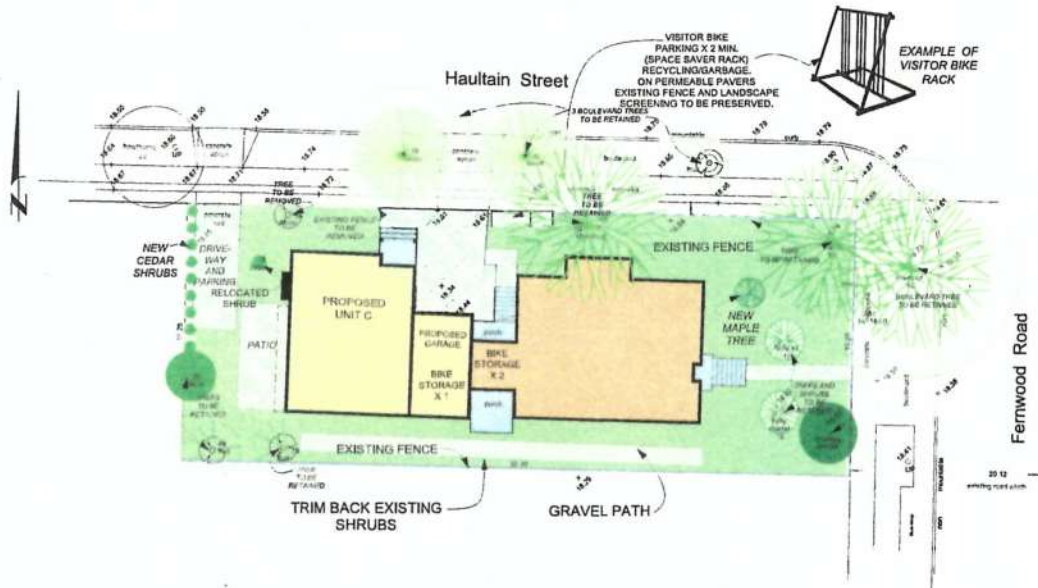
PRELIMINARY DRAWINGS FOR  
RESIDENTIAL ADDITION  
PROPOSED REZONING FROM R-2

Proposed Addition For: 2542 FERNWOOD ROAD AND HAULTAIN STREET  
SHERRYL ORCHERTON - OWNER  
KORS DEVELOPMENT SERVICES INC. - APPLICANT

*Design Line*  
201-784 Gablestream Avenue  
Victoria BC  
V8B 2K6  
Phone: 250.474.6122  
info@designline.ca  
email: designline@shaw.ca

Date: OCTOBER 1ST 2015 Page: 5 OF 5

TO BE REMOVED		EXISTING DECID 55 TO BE REMOVED.
		CEDAR SHRUBS
TO BE ADDED		MAPLE
		EXISTING DECIDS 30 AND 35 BOULIVARD
TO BE RETAINED		EXISTING FRUIT BOULIVARD AND ON PROPERTY
		EXISTING CHESTNUTS X2 AND LARCH X1
		EXISTING HOLLY
		EXISTING MONKEY PUZZLE
		DECID
		8 CEDAR (SHRUB) RELOCATED
		
AREA LANDSCAPING		EXISTING CONCRETE
		LAWN
		PERMEABLE PAVERS



LANDSCAPE PLAN  
SCALE: 1:100

PRELIMINARY DRAWINGS FOR  
RESIDENTIAL ADDITION  
PROPOSED REZONING FROM R-2

Proposed Addition For: 2542 FERNWOOD ROAD AND HAULTAIN STREET  
SHERRYL ORCHERTON ~ OWNER  
KORS DEVELOPMENT SERVICES INC. ~ APPLICANT



201-784 Goldstream Avenue  
Victoria BC.  
V9B 2X6  
Phone 250 474 6122  
colwooddesignline.com  
email designline@shaw.ca

Date: SEPTEMBER 8TH 2015

Page: 1 OF 1







## Planning and Land Use Committee Report

### For the Meeting of October 15, 2015

---

**To:** Planning and Land Use Committee      **Date:** October 1, 2015

**From:** Jonathan Tinney, Director, Sustainable Planning and Community Development

**Subject:** Rezoning Application No. 00473 for the Easterly 300 Block of Tyee Road and the Westerly 300 Block of Harbour Road (Undeveloped Lands at Dockside Green)

---

### RECOMMENDATION

Staff recommend that Committee forward this report to Council and that Council instruct staff to prepare the necessary Official Community Plan Amendment Bylaw in accordance with Section 882 of the *Local Government Act*, the necessary Zoning Regulation Bylaw Amendment, the necessary Land Use Procedures Bylaw Amendment and amendment to the Master Development Agreement that would authorize the proposed development outlined in Rezoning Application No. 00473 for the easterly 300 block of Tyee Road and the westerly 300 block of Harbour Road (Dockside Green), 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. That Council determine, pursuant to Section 879(1) of the *Local Government Act*, that the affected persons, organizations and authorities are those property owners and occupiers within a 200m radius of the subject property; determine that the appropriate consultation measures would include a mailed notice of the proposed OCP Amendment to the affected persons; posting of a notice on the City's website inviting affected persons, organizations and authorities to ask questions of staff and provide written or verbal comments to Council for their consideration.
2. That Council determine, pursuant to Section 879 (2)(a) of the *Local Government Act*, that having regard to the previous Community Association Land Use Committee (CALUC) Community Meeting, the consultation proposed at this stage is an adequate opportunity for consultation.
3. That Council consider consultation under Section 879(2)(b) of the *Local Government Act* and determine that no referrals are necessary with the Capital Regional District Board, Councils of Oak Bay, Esquimalt and Saanich, the Songhees and Esquimalt First Nations, the School District Board, and the provincial and federal governments and their agencies due to the nature of the proposed amendment.
4. That Council give first reading to the Official Community Plan Amendment Bylaw.
5. That Council consider the Official Community Plan Amendment Bylaw in conjunction with the *City of Victoria 2012-2016 Financial Plan* and the *Capital Regional District Liquid Waste Management Plan* and *Capital Regional District Solid Waste Management Plan* pursuant to section 882(3)(a) of the *Local Government Act* and deem those Plans to be consistent with the proposed Official Community Plan Amendment Bylaw.



6. That Council give second reading to the Official Community Plan Amendment Bylaw.
7. That Council refer the Official Community Plan Amendment Bylaw for consideration at a Public Hearing.
8. That Council give first and second readings to the Land Use Procedures Bylaw Amendment.
9. That Council refer the Land Use Procedures Bylaw Amendment for consideration at a Public Hearing.
10. That the applicant provide the following information to support their proposed amendments to the Master Development Agreement (MDA):
  - a. LEED ND Platinum performance targets for each phase of development and a reporting out structure to ensure that performance targets are being met potentially including some form of guarantee. The reporting structure must establish key topics and indicators to be discussed and a set timeline for submitting these update reports to Council;
  - b. an alternative amenity to the Sustainability Centre that demonstrates similar environmental, community and educational value and that if the Developer is unable to find a satisfactory alternate solution, that the applicable cash-in-lieu payment be secured in order to provide other amenities that benefit the Dockside Lands and that are agreeable to Council and the Developer;
  - c. a satisfactory Phasing Plan, identifying which public amenities, on-site services, off-site services, vehicular driveways and access points would be provided with each phase of development;
  - d. a Subdivision Concept Plan, consistent with a Phasing Plan.
11. That Council direct staff to prepare an amended MDA detailing new requirements for:
  - a. the sale of individual development parcels;
  - b. new LEED ND requirements;
  - c. LEED NC 2009 Gold standards for new commercial buildings;
  - d. delivering the remaining amenities in conjunction with development phases;
  - e. providing a revised amenity package;
  - f. an amenity or contribution in lieu of the Sustainability Centre;
  - g. a process for receiving a monetary security to ensure the construction of the public amenities;
  - h. a Transportation Demand Management Strategy;
  - i. site remediation;
  - j. other amendments as deemed necessary by City staff.
12. That staff report back to Planning and Land Use Committee with a draft of the MDA amendments prior to a Public Hearing date being set.
13. That Council direct staff to review the proposed dedication of the amenity referred to as the "Mutt Strutt" in conjunction with the review of facilities located in Vic West Park and the potential resource impacts associated with the proposal and report back to Council with further information for consideration.
14. A Statutory Right of Way being registered on title, to the satisfaction of staff, to secure each of the following:
  - a. a bus bay on Esquimalt Road;
  - b. a bus bay on Tyee Road;
  - c. widening Esquimalt Road to improve westbound cycling safety.
15. Referral of the proposed revisions to the *Design Guidelines for the Dockside Area* to the Advisory Design Panel for a comprehensive review.
16. Referral of the proposed *Design Guidelines for Dockside Beta* to the Advisory Design Panel for a comprehensive review.
17. That Council authorize staff to proceed with a City-initiated Rezoning Application for all lands located within the CD-9 Zone, Dockside District, that are not subject to Rezoning



Application No. 00473 and that the applicant (Dockside Green Ltd.) be responsible for undertaking the necessary consultation with the Community Association Land Use Committee (CALUC).

## LEGISLATIVE AUTHORITY

In accordance with Section 903 (c) 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 876 of the *Local Government Act*, Council may adopt one or more Official Community Plans. Pursuant to Section 137(1)(b) of the *Community Charter*, the power to amend an Official Community Plan Bylaw is subject to the same approval and other requirements as the power to adopt a new Official Community Plan 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 the 300 blocks of Tyee Road and Harbour Road (undeveloped lands at Dockside Green). There are a number of components to this Application, including proposed amendments to:

- the *Zoning Regulation Bylaw*
- the *Official Community Plan* (Design Guidelines for the Dockside Area)
- the *Land Use Procedures Bylaw*
- the *Dockside Green Master Development Agreement*.

The following points were considered in assessing this Application:

- The proposal is generally consistent with the *Official Community Plan* (OCP) which identifies Dockside Green as an area where a mix and range of uses, including high-rise multi-unit residential, commercial and retail, are considered appropriate and where total floor space ratios may be contemplated up to approximately 2.5:1.
- The *Design Guidelines for the Dockside Area* include a number of mandatory design requirements based on a design concept originally established in 2005. The Application proposes a revised design concept for the site which necessitates amendments to the Design Guidelines. An amendment to the OCP is required to amend these Guidelines.
- The Application proposes a concept referred to as "Dockside BETA" which would be an area accommodating temporary buildings and interim uses until a permanent development proceeds. The applicant will be providing specific Design Guidelines for this concept. In addition, the applicant proposes that any future Development Permit Application relating to Dockside BETA be delegated to staff for review and potential approval if consistent with the guidelines. The delegation of such applications would necessitate an amendment to the City's *Land Use Procedures Bylaw*.
- The applicant proposes several revisions to the *Dockside Green Master Development Agreement* (MDA). In order to proceed with the requested amendments to the MDA, staff recommend that Council consider requesting additional information related to the proposed Subdivision Plan and the proposed Phasing of amenities, on-site services and off-site services.

- The Application only relates to the undeveloped portions of the Dockside Lands. However, the proposal affects all of the lands in the CD-9 Zone, Dockside District, and therefore, a City-initiated Rezoning Application is recommended for the already developed portions of the site in order to simplify administration of the regulations over the long term and to lend certainty to current and future residents and business operators.

## BACKGROUND

### Description of Proposal

There are several issues being considered as part of the Rezoning Application and these are summarized below.

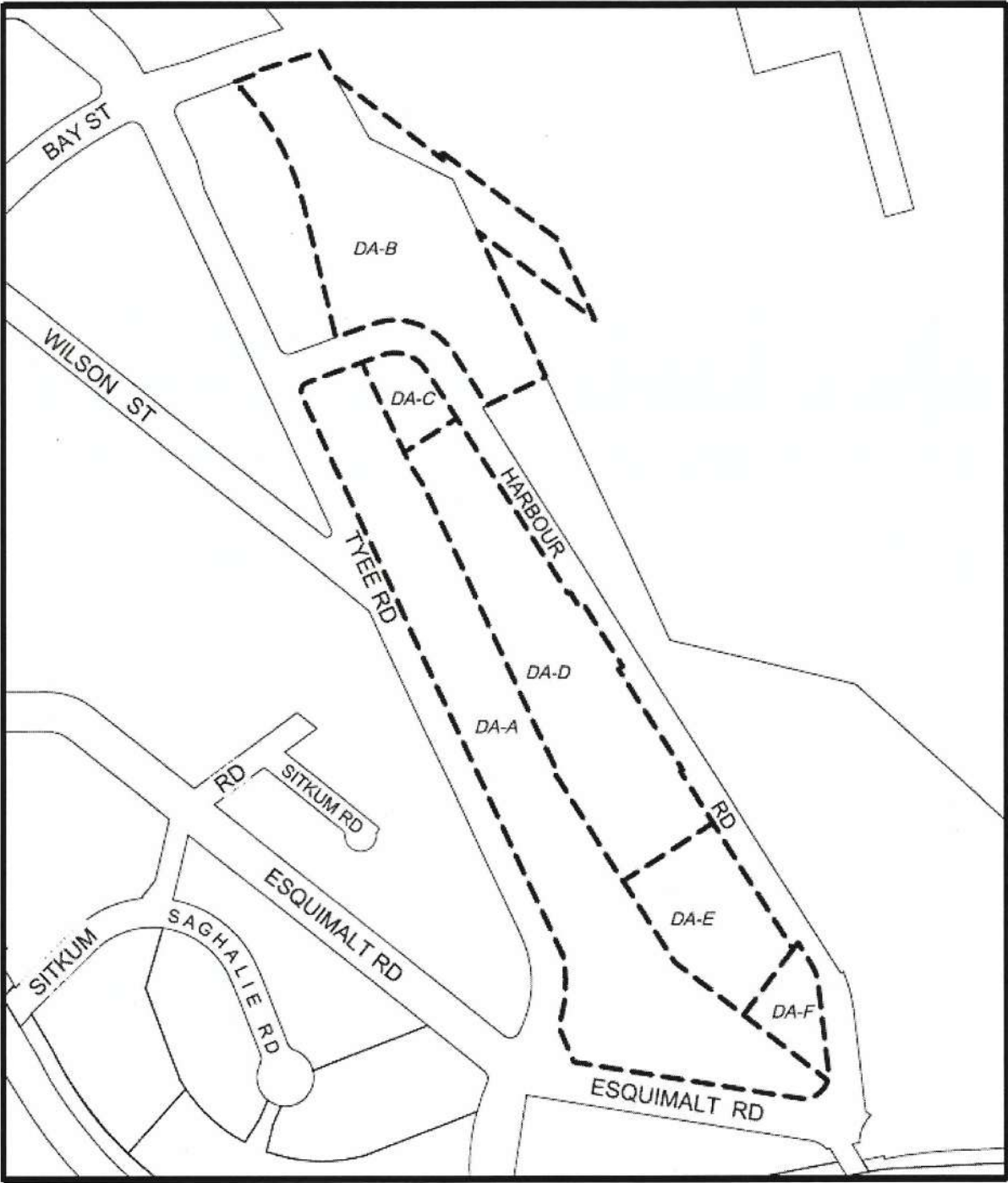
#### Proposed Amendments to the Zoning Regulation Bylaw

This Rezoning Application proposes amendments to the CD-9 Zone, Dockside District, which can be summarized as follows:

- additional uses proposed to be included in the zone:
  - child care
  - cultural facility (including museums, theatres and art galleries)
  - distillery, brewery and accessory liquor retail stores
  - seniors housing – assisted living
  - seniors housing – independent living
  - parks
  - public markets
  - festivals and associated structures
  - urban agriculture
- existing uses proposed to be removed from the zone:
  - biodiesel storage and sale
  - carpet cleaning
  - dye works
  - garages
- a technical amendment to the Zone relating to siting requirements for residential uses in Development Areas D and E (DA-D and DA-E)
- an increase in the maximum allowable residential floor area in DA-D and DA-E from 6,200m<sup>2</sup> to 9,867m<sup>2</sup> (but no change in the overall maximum floor area is proposed)
- additional building height is proposed in DA-A and DA-B
- parking requirements for proposed new uses and “Dockside BETA”.

A map identifying the location of the Development Areas is attached overleaf.





Dockside - Development Areas



### Proposed Amendments to the *Official Community Plan*

The Application proposes the following amendments to the *Official Community Plan*:

- new Design Guidelines for the undeveloped Dockside lands
- new Design Guidelines for the “Dockside BETA” proposal
- exemption from Development Permit Application requirements for subdivision proposals in Development Permit Area 13: Core Songhees that are consistent with the Subdivision Concept Plan
- amendment to the Design Guidelines for the Dockside Area so that they no longer apply to the undeveloped lands, so there are not two sets of guidelines applying to the same properties.

### Proposed Amendment to the *Land Use Procedures Bylaw*

The Application also proposes an amendment to the *Land Use Procedures Bylaw* that would delegate Development Permit approval authority to staff for temporary buildings and landscaping limited to “Dockside BETA” where the proposal is consistent with the new Design Guidelines and the *Zoning Regulation Bylaw*.

### Proposed Amendments to the Dockside Green Master Development Agreement

The Application also proposes the following amendments to the Dockside Green MDA:

- eliminating the requirement for Council approval of the sale of individual development parcels
- replacing the requirement to construct all new buildings to LEED Canada-NC version 1.0 Platinum standard with LEED for Neighbourhood Platinum Standard
- eliminating the monetary penalty for not meeting the applicable LEED standard
- constructing all new commercial buildings to meet the LEED Canada NC 2009 – Gold standard (these buildings would not be formally certified).
- delivering the remaining amenities in conjunction with the construction of development phases, rather than a set time-frame
- providing a revised amenity package
- substituting a \$400,000 contribution to the new amenity package instead of building the Sustainability Centre
- replacing the Performance Guarantee with a different form of security such as a letter of credit
- revising the transportation demand management (TDM) strategy.

A table summarizing all of the proposed changes to the MDA is included in Appendix A.

### City-Initiated Rezoning Application

The Application is for the undeveloped portions of the Dockside Lands, however, due to the structure of the existing Zoning Bylaw, the proposal effects additional lands that are not owned by the Applicant. A City-initiated Rezoning Application is recommended for the developed portions of the site. The intent of the application will be to confirm the as-built existing floor area



of each of the existing buildings and use entitlements within a revised CD-9 Zone, in order to provide clarity regarding the zoning entitlements associated with the built-out phases and to simplify administration of the Bylaw.

### **Sustainability Features**

The existing MDA requires that the Developer deliver a number of sustainability features across the site, including but not limited to:

- all buildings (with specific exemptions) being built to LEED Canada - NC version 1.0 Platinum standard
- a financial contribution to a Sustainability Centre that models and promotes vibrant, healthy and green communities
- an on-site sewage treatment systems
- an on-site biomass gasification energy system
- various innovative renewable energy technologies and other environmental products being used throughout the site with emphasis on local and BC companies and providing information to bring public attention to their use.

The applicant proposes to substitute the aforementioned LEED standard to LEED Neighbourhood - Platinum. In addition, the applicant proposes to eliminate the obligation to contribute to the development of the Sustainability Centre. An amendment to the MDA would be required to facilitate these changes. Staff have provided further detail and analysis of these proposed amendments later in this report.

The on-site sewage treatment system and biomass gasification energy system have both been constructed and are available to serve future phases of Dockside Green.

### **Active Transportation Impacts**

To support the fact that the CD-9 Zone, Dockside District provides for off-street parking requirements that are lower than the standard generally applicable under Schedule C of the City's *Zoning Regulation Bylaw*, the Developer agreed to provide a number of Transportation Demand Management (TDM) measures including:

- a car-share program
- working closely with BC Transit to address peak hour transit demand
- a mini-transit service to provide seniors and other residents with transportation to key drop-off points Downtown.
- bicycle racks to the LEED or City standard, whichever is greater
- working with key interest groups, like bicycle associations, to explore innovative approaches that the Developer can support or test on site.

The list above was secured in the MDA, however, the applicant has proposed revisions to this package. Staff have provided further detail and analysis of this amendment later in this report.

### **Public Realm Improvements**

The existing MDA requires the Developer to provide a number of public realm improvements across the site, including but not limited to:



- a greenway through the site which incorporates pedestrian trails and green open space
- a large main plaza area in the southern portion of the site
- improvements to the Galloping Goose Trail
- a waterfront walkway and small boat launch
- shoreline enhancements
- play area
- public art
- interpretive signage
- public washroom.

The items noted above are either complete or the Developer still proposes to complete them, with the exception of the main plaza area, which the applicant proposes to replace with:

- Dockside Commons – a public green space at the south end of the greenway
- Dockside Landing – an entry plaza located adjacent to Harbour Road.

### Land Use Context

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

### Existing Site Development and Development Potential

The site is presently in the CD-9 Zone, Dockside District. Under the current CD-9 Zone, the property could be developed with residential, commercial and light industrial uses up to a maximum floor space ratio of 2.084:1. However, any development must also be consistent with the mandatory requirements outlined in the *Design Guidelines for the Dockside Area* and the obligations outlined in the Dockside MDA.

### Data Table

The data table is provided in Appendix B and compares the proposal with the CD-9 Zone. An asterisk is used to identify where the proposal is less stringent than the existing Zone.

### Relevant History

#### Sale Contract History

A discussion of the Sale Contract is important in order to understand the project's history and because portions of the Sale Contract are still in effect. Prior to the sale of the property by the City in 2005, a series of principles were established for redevelopment of the land by the Dockside Advisory Committee (made up of staff, community members, business community). The project deliverables were established generally as follows:

- Public Realm Requirements
  - two Focal Point Plazas
  - a minimum amount of Public Pathways
  - two parks/green space
  - planted boulevards
- Green Buildings
  - all buildings to be LEED Silver NC 1.0 Standard
- Building Height
  - a few "landmark" type buildings no higher than 10 storeys.

In September 2004, the City released a Request for Proposals (RFP) for the Dockside Lands. The RFP included various objectives relating to site remediation, land use, urban design, LEED certified buildings and public realm requirements. Dockside Green Ltd. was selected as the successful proponent based on their response to the RFP. The proposal evaluation was founded upon triple bottom line objectives of meeting economic, social and environmental goals.

In September 2005, Council approved the terms of the Dockside Green MDA, the Sale Contract (including Option to Purchase) and the Performance Guarantee. The report to Council provided a table describing the summary of negotiated changes from the RFP response (September, 2004) to the Sale Contract/Master Development Agreement and *Zoning Regulation Bylaw* (September, 2005). The total value of approximately \$23,800,000 associated with the development deal, was divided into three categories as outlined in the table below:

MDA Commitment	
Purchase Price of Land	\$ 8,500,000
Remediation	\$ 6,000,000
Amenities	\$ 9,378,490
<b>Total</b>	<b>\$23,878,490</b>

With regard to the amenities and purchase price, the Developer originally offered the City \$8,000,000 for the purchase of the lands with the construction of public amenities to be provided in step with each phase of the development. However, the City and Developer negotiated an arrangement whereby the Developer would provide the amenities according to a fixed schedule. In order to accommodate the City's request that amenities be provided within a specific timeframe, the Developer requested and the City agreed that payment for the purchase of the land would be made in instalments and the price of the land would be adjusted to \$8,500,000 to provide the same net present value to the City.

By agreeing to these terms, the City secured the provision of about 75% (\$6,993,580) of the public amenities within the first three years of construction (2007-2009). The reasoning for this change was to "provide community assurance that amenities would be provided as per the proposal and Developer [will have] a more marketable property". The balance of the public amenities (\$2,384,910) would have been provided in the following four years with completion in August 2013.

The Sale Contract divided the payment of the property purchase price into a series of instalments. The Developer has paid the City the full \$8,500,000 purchase price. The Sale Contract also provides the City with an "Option to Purchase" which is registered on the title of the property. The Option allows the City to purchase any undeveloped portion of the Optioned Property for fair market value in accordance with the following two provisions:

- a. if market conditions are positive for development; and
- b. if the progress of the development over a consecutive three-year period is less than 25,641m<sup>2</sup> (approximately 275,000 ft<sup>2</sup>).

The Guarantee is structured so that if the Developer were to default on its obligations to pay the purchase price, to remediate the site or to provide the amenities, Vancouver City Savings Credit Union (Vancity) would be held responsible for either performing the obligation or paying the City



the value of the obligation to the maximum amount set out in the Guarantee. In the case of the amenities under the current agreement, Vancity would be obliged to either provide the amenity as listed in Schedule D and as described in Schedule G or pay the City the monetary value of the amenity as set out in Schedule D. As mentioned earlier, a key aspect of the Sale Contract, Performance Guarantee and MDA was that the amenities, site remediation and sale price of the land would be delivered within a set period of time.

#### Master Development Agreement History

In September 2005, as part of the land sale and development proposal, the City entered into a Master Development Agreement ("MDA") with Dockside Green Ltd. (the "Developer"), as well as a Performance Guarantee with Vancouver City Savings Credit Union ("Vancity"), under which Vancity, as Guarantor, irrevocably agreed to guarantee certain obligations of the Developer.

As part of the MDA, the Developer agreed to provide a number of public amenities within specific time limits and to complete the remediation of the site. The amenity obligations are listed in Schedule D of the MDA (attached). Provision of those amenities was one of the obligations guaranteed under the Performance Guarantee. The Performance Guarantee is a legal agreement that acts as a financial backstop to ensure that the amenities are built. Under the terms of the Performance Guarantee, in the event of default by the Developer, the Guarantor could choose to either complete the public amenities or pay to the City a specific amount for each amenity as set out in Schedule D of the MDA.

In December 2009, Vancity assumed 100% ownership of Dockside Green Ltd. No new residential or commercial development has been constructed on the site since the completion of Phase II in April 2009. No new amenities have been constructed since Vancity assumed 100% ownership of Dockside Green Ltd. and the Developer has not completed its obligations to provide the amenities in accordance with the scheduled timeline agreed to in the MDA.

Due to the rising cost of construction since 2005, the amounts guaranteed for each amenity under the Performance Guarantee are significantly lower than the expected cost of actually constructing them. This gap is expected to continue to increase over time.

In October 2010, staff reported to Council on the delay in delivery of amenities and, subsequently, staff proposed a meeting with the Developer to negotiate amendments to Schedule D of the MDA to provide new timelines for construction of the remaining amenities.

As a result of negotiations, Vancity and the Developer agreed to increase the amount secured under the Guarantee to provide an escalation in value for the remaining site remediation, public amenity and sustainability centre obligations that would apply only from the date the obligation was required to be performed under the MDA. This amounts to a 5.5% increase in the value of the security for the remaining public amenities under the agreed to index. The MDA provides no mechanism to revisit these estimates.

Dockside Green now wishes to pursue modifications to both the *Zoning Regulation Bylaw* and the MDA in order to subdivide individual development parcels and offer those parcels for sale in the marketplace. This change in approach necessitates careful consideration of the proposed delivery of the amenities and green building standards because the City could be dealing with multiple development companies as the project is built-out.



## Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, the applicant has consulted the Victoria West CALUC at a Community Meeting held on September 16, 2014. A letter dated February 17, 2015 is attached to this report.

## ANALYSIS

### Official Community Plan Consistency

The subject lands are identified in the OCP as being located within the Core Songhees Urban Place Designation. This designation envisions floor space ratios up to 2.5:1 and buildings up to 22 storeys in height in select locations. Land uses consistent with this designation include residential, commercial (office, retail, visitor accommodation), institutional and light industrial.

### Official Community Plan Amendment

The Application proposes the following amendments to the *Official Community Plan*:

- new Design Guidelines for the undeveloped Dockside lands
- new Design Guidelines for the “Dockside Beta” proposal
- exemption from Development Permit Application requirements for subdivision proposals.

### New Design Guidelines

The Application proposes new Design Guidelines for the undeveloped portions of Dockside Green and for the Dockside BETA proposal. The existing Design Guidelines would remain applicable to the developed portions of Dockside Green. Although it is anticipated that the new Design Guidelines will be a reflection of the new design concept illustrated in the attached plans, the applicant is still in the process of finalizing these documents. Once submitted, reviewed and deemed satisfactory by staff, staff recommend that Council consider referring these documents to the Advisory Design Panel for a comprehensive review.

### Exemptions for Development Permit Applications for Subdivision

The applicant is requesting that future subdivisions be exempt from requiring Development Permits. This request has been facilitated with amendments to the OCP related to subdivision which were approved by Council on October 1, 2015. However, a Subdivision Concept Plan consistent with the Phasing Plan is required and must be incorporated into the Design Guidelines and secured as part of the amendments to the MDA. Any future subdivision applications must be consistent with that Plan in order to be exempt from the requirement for a Development Permit Application.

### Official Community Plan Amendment Public Consultation

Should Council wish to advance this Application, Section 879(1) of the *Local Government Act* (LGA) requires a Council to provide one or more opportunities it considers appropriate for consultation with persons, organizations and authorities it considers will be affected by an amendment to the OCP. Consistent with Section 879 (2)(a) of the LGA, Council must further consider whether consultation should be early and on-going. This statutory obligation is in addition to the Public Hearing requirements. In this instance, staff recommend for Council's

consideration that notifying owners and occupiers of land within 200m of the subject property, along with posting a notice on the City's website, would provide adequate opportunities for consultation with those affected.

Through the Community Association Land Use Committee (CALUC) Community Meeting process, all owners and occupiers within a 200m radius of the site were notified and invited to participate in a Community Meeting. The consultation proposed at this stage in the process is recommended as adequate and consultation with specific authorities, under Section 879(2)(a) of the LGA, is not recommended as necessary.

Should Council support the OCP Amendment, Council is required to consider consultation with; the Capital Regional District Board; Councils of Oak Bay; Esquimalt and Saanich; the Songhees and Esquimalt First Nations; the School District Board and the provincial government and its agencies. However, further consultation is not recommended as necessary for this amendment to the Design Guidelines. Council is also required to consider the OCP Amendments in relation to the City's *Financial Plan* and the *Capital Regional District Liquid Waste Management Plan* and the *Capital District Solid Waste Management Plan*. This proposed OCP Amendment would have no impact on any of these plans.

### Proposed Amendments to Zoning Regulation Bylaw

#### Additional Permitted Uses

The Application proposes the following additional permitted uses in the CD-9 Zone, Dockside District:

Development Area	Proposed Additional Permitted Uses
A	Child Care Seniors Housing – Assisted Living Seniors Housing – Independent Living Parks Urban Agriculture
B	Child Care Seniors Housing – Assisted Living Seniors Housing – Independent Living
C	No additional uses proposed
D and E	Child Care Cultural Facility Distillery Brewery Accessory Liquor Store Seniors Housing – Assisted Living Seniors Housing – Independent Living Parks Public Markets Festivals Urban Agriculture
F	No additional uses proposed

In addition, the applicant also wishes to rescind the following permitted uses:

- biodiesel storage and sale
- carpet cleaning



- dye works
- garages.

The proposed additional permitted uses are generally consistent with the uses contemplated for the Core Songhees area, as defined in the OCP. Light industrial uses are contemplated in this location and, therefore, regulations would be included in the amended zone to limit the size of any manufacturing component associated with a Distillery or Brewery to ensure that they remain small scale in nature and compatible with the neighbourhood.

#### Technical Amendment – Siting Requirements for Residential Uses

Attached Dwellings and Multiple Dwellings are identified as a permitted use in DA-D and DA-E and defined as follows:

*attached dwellings (only on the second floor and up, not within 18m of the Harbour Road and no part of any unit can face the Harbour Road unless there is a buffer of another building of equal or greater height between it and the easterly property line)*

*multiple dwellings (only on the second floor and up, not within 18m of the Harbour Road and no part of any unit can face the Harbour Road unless there is a buffer of another building of equal or greater height between it and the easterly property line)*

As siting requirements are included in the description of the use, a Rezoning Application would be required if a future Developer wished to deviate from these requirements. The applicant proposes that the siting requirements instead be written as general regulations applicable to DA-D and DA-E respectively. If a future Developer ever sought to lessen these requirements, they would still be required to apply to the City for a variance from the *Zoning Regulation Bylaw*, but a more lengthy rezoning process would not be required.

#### Increase in Maximum Allowable Residential Floor Area

The Application proposes an increase in the maximum combined allowable residential floor area in DA-D and DA-E from 6,200m<sup>2</sup> to 9,867m<sup>2</sup>. However, the overall maximum floor areas of 16,570m<sup>2</sup> in DA-D and 8,145m<sup>2</sup> in DA-E would not change. Therefore, this proposed amendment would simply allow greater flexibility in terms of the potential for providing residential floor space in the aforementioned Development Areas.

#### Additional Building Height

The CD-9 Zone, Dockside District, limits maximum building height as follows:

Development Area	Maximum Height (m) – using Canadian Geodetic Datum
A	45.13 (except that one building may have a maximum height of 66m and one other building may have a maximum height of 57.25m)
B	45.65
C	25.04
D	26.51
E	26.51
F	30.5



The Application seeks to amend the zone to allow each of the three buildings near the corner of Esquimalt Road and Tyee Road to have a maximum height of 66m. Similarly, it is envisaged that three additional buildings would be constructed along Tyee Road, immediately south of the completed residential phases to a maximum height of 60.5m.

The Application also proposed to increase the maximum allowable height in DA-B from 45.65m to 47m.

No changes to the maximum allowable building heights are proposed in DA-C, DA-D, DA-E or DA-F.

The applicant has noted that these increased heights are needed in order redistribute the existing density into economically viable building forms while maintaining the intent of the applicable design guidelines to terrace building heights from south to north. The applicant has provided a "Sun-Shade Study" (attached) to demonstrate the shadow impacts of the proposed 2015 Master Plan versus the existing Master Plan.

#### Proposed New Parking Rates

The applicant proposes that new parking rates be added to the CD-9 Zone with respect to the proposed new permitted uses and "Dockside BETA". The applicant secured the services of Boulevard Transportation to review anticipated parking demand at Dockside Green and they have submitted two Parking Studies (attached) relating to the proposed new permitted uses and "Dockside BETA" respectively. These studies propose that the following parking rates be included in the CD-9 Zone:

Proposed Use	Proposed Parking Ratio
Day Care	1 per 5 registered children
Cultural Facilities	1 per 40m <sup>2</sup>
Public Markets	1 per 45m <sup>2</sup>
Distilleries & Breweries	1 per 90m <sup>2</sup>
Accessory Liquor Store	1 per 45m <sup>2</sup>
Festivals and Associated Structures	1 per 4 person capacity
Urban Agriculture	1 per 20m <sup>2</sup> of retail floor space
General Commercial Use	1 per 45m <sup>2</sup>
Dockside BETA	1 per 20.9m <sup>2</sup>

Staff have reviewed the aforementioned documentation and proposed parking rates and concur with the findings and recommend that Council consider supporting this amendment to the *Zoning Regulation Bylaw*.

#### **Proposed Amendments to Master Development Agreement**

The Developer has requested the following changes to the MDA:

- eliminating the requirement for Council approval of the sale of individual development parcels
- replacing the requirement to construct all new buildings to LEED Canada-NC version 1.0 Platinum standard with LEED for Neighbourhood Platinum Standard
- constructing all future commercial buildings to the LEED Canada NC 2009 – Gold standard.
- eliminating the monetary penalty for not meeting the applicable LEED standard

- delivering the remaining amenities in conjunction with the construction of development phases, rather than a set time-frame
- providing a revised amenity package
- substituting a \$400,000 contribution to the new amenity package instead of building the Sustainability Centre
- replacing the Performance Guarantee with a different form of security such as a letter of credit
- revising the transportation demand management (TDM) strategy.

The following sections will discuss each of these points in turn.

#### Future Sale of Development Parcels

Section 18 of the MDA states that the Developer may not sell or assign its controlling interest in the Agreement without the prior written approval of the City. The applicant's strategy is to subdivide the site and sell individual development parcels. As such, they have requested that the MDA be amended so they do not have to seek the approval of Council every time they wish to sell a parcel of land.

Staff recommend for Council's consideration that this request be accepted subject to the MDA being amended to include provisions to ensure that Dockside Green Ltd:

- is still ultimately responsible for providing public amenities, on-site services and off-site services until those amenities and services are complete and the development associated with that phase is constructed and occupied
- provide a security that covers 120% of the cost of constructing the amenity.

#### Applicable LEED Standard and Monetary Penalty

Section 11.0 of the MDA outlines the Developer's Leadership in Energy and Environment Design (LEED) commitments. The Developer is required to construct all buildings on the Dockside Lands to the LEED Canada-NC version 1.0 Platinum standard (referred to as the "applicable LEED standard"). This obligation does not apply to any portion of a building containing a restaurant and/or bar, townhouses or buildings for which the LEED certification process does not exist as of the date of the Agreement.

If the Developer fails to deliver a building to the Applicable LEED Standard, a monetary penalty is applicable. The penalty is based on a \$1 per buildable square foot charge for the remaining unrealized density. If the Developer failed to deliver all future buildings, this penalty would equate to approximately \$1,000,000. Furthermore, if the Developer sells a controlling interest in any portion of the development and the successor fails to meet the Applicable LEED Standard, the penalty doubles to \$2 per buildable square foot. The Developer proposes to eliminate this penalty and transition to obtain LEED ND Platinum certification.

Section 11.3 of the MDA states that, if a LEED for Neighbourhood (LEED ND) rating system is released with standards that are at least equivalent to, or more stringent than, the applicable LEED Standard, then with the approval of the City, the Developer may substitute the LEED ND for the current applicable LEED standard. The LEED ND standard has been formalized by the Canadian Green Building Council.

The applicant has requested that the applicable LEED standard be replaced with LEED ND Platinum Certification and has provided a letter (attached) from the President and CEO of the



Canada Green Building Council which states that the LEED NC and LEED ND rating systems “set equally demanding performance targets which become more stringent with the level of certification”. The correspondence indicates that Dockside Green still intends to target LEED Gold for all commercial buildings and new residential buildings would still have to meet minimum performance targets with prerequisite requirements in LEED ND.

In light of the aforementioned letter, staff recommend that Council consider approving this request subject to establishing a monitoring process and possibly a guarantee or penalty system if the Developer fails to successfully meet the proposed LEED standard.

#### Provision of Sustainability Centre

The Developer is bound by the MDA to provide a \$400,000 contribution toward establishing a Sustainability Centre on the site. Consistent with the Performance Guarantee, this figure will be recalculated if the City makes a demand under the Guarantee with respect to the payment of these monies. The recalculation is based on the Consumer Price Index for British Columbia and any uplift will be calculated from a base date of September 30, 2014. The MDA defines the “Sustainability Centre” as a facility of not less than 2000m<sup>2</sup> and not more than 4645m<sup>2</sup>, that:

- a) is a centre for learning, innovation, collaboration, action and environmental social non-profit organizations and other enterprises;*
- b) models and promotes the creative design of vibrant, healthy and green communities;*
- c) is operated under a cooperative or non-profit structure or organization; and*
- d) includes a minimum of 30 m<sup>2</sup> of area that is available for community use without charge.*

The Developer has provided evidence to suggest that the Sustainability Centre as it is currently defined is not achievable (attached letter, dated May 19, 2015). The Developer has not provided any information as to whether or not they have considered the viability of establishing a Sustainability Centre in a scaled-down format, rather, the Developer proposes that the \$400,000 be directed toward a package of revised amenities. Under the terms of the existing MDA, if the Developer is in default of this amenity, the City can request that the \$400,000 be paid out to the City and held in an “Amenity Fund” to be used in the construction of an alternate amenity that benefits the Dockside Lands, as agreed by the City and the Developer.

The 2000m<sup>2</sup> allotted to the Sustainability Centre was to accommodate office or retail space. There is nothing in the MDA which would require the developer to subsidize lease rates for this space. As a result, the transfer of this space to accommodate general office or retail use would be of no net benefit to the developer.

In discussions with the Developer, staff have suggested that the theme of sustainability and environmental education was an important aspect to the triple bottom line accountability which the project was founded upon. The project’s high environmental standards and commitments to educating the public contributed heavily to the project’s high profile. To continue to advance this aspect of the project, staff have asked that the Developer to turn their minds to providing amenities or features that will carry forward the theme of sustainability and provide some educational value to the community. The Developer is currently considering this request.

#### Proposed Amenity Package

Section 8 of the MDA identifies the public amenities that the Developer agreed to provide in conjunction with the development of Dockside Green. The amenity package that is secured under the MDA was a key consideration as part of the land sale to Dockside Green Ltd. and



was originally valued at \$9,378,490. The Developer is now proposing a revised public amenity package and the key changes can be summarized as follows:

Amenities No Longer Proposed:

- Main Plaza (replaced by "Dockside Commons" and "Dockside Landing")
- Mini-Transit
- Pedestrian link from Johnson Street Bridge (the Bridge design no longer accommodates).

New Amenities Proposed:

- "Dockside Commons" (Public Green Space)
- "Dockside Landing" (Entry Plaza)
- "Mutt Strutt" Dog Park.

Section 8.1 of the MDA states that the Developer is responsible for any cost overruns in the event that the Developer's costs of constructing the Public Amenities exceeds \$9,378,490. Dockside Green Ltd. have retained the services of Altus Group Ltd. to estimate the cost of constructing the original amenities based on 2015 construction costs and have compared this to the cost of constructing the proposed revised amenity package. Their report concludes that:

- The cost of constructing the 2005 amenity package based on 2015 construction costs is \$17,415,884.38.
- The cost of constructing the proposed amenity package based on 2015 construction costs is \$19,421,722.57.

In light of the above, the dollar value of the proposed amenity package is \$2,005,838.19 greater than the value of the existing amenity package.

Phasing of Amenities

Under Section 8 of the MDA, the Developer agreed to provide the required public amenities within specific time limits. Those time limits anticipated that the majority of the amenities would be complete by December 2013, however, no public amenities have been delivered since early 2009. The Developer's continued delay in constructing the remaining amenities, as contemplated in Schedule D of the MDA, represents a loss of public enjoyment for the local community.

In 2011, the MDA was amended to increase the liability of the Guarantor, Vancity, should the Developer default on their obligation to construct the amenities. As the delivery of amenities is tied to a fixed schedule, all of the remaining amenities are now subject to an escalation in value tied to the Consumer Price Index (CPI); escalation begins to apply as of the date the amenity was required to be completed. It should be noted that the amendment does not permit the reduction in the Guarantor's liability should there be a reduction in the value of the index.

The Developer is willing to revisit the cost attributable to the amenities and have provided updated estimates for a revised MDA (see attached report from Altus Group Ltd.). The Developer further proposes that the MDA be amended so that the remaining amenities are linked to the phases of development. Each of the amenities would be secured via a cost estimate and security, such as a letter of credit, at 120% of the estimated value.

The applicant has not yet provided a satisfactory Phasing Plan indicating which amenities, on-site services and off-site services will be provided with each future phase of development. Staff recommend for Council's consideration that, subject to receiving a satisfactory Phasing Plan, Council consider accepting in principle the request to amend the MDA to link the delivery of amenities to phases of development.

#### Site Remediation

As part of the land sale, Dockside Green Ltd. agreed to undertake all necessary site remediation on the Dockside lands. The Guarantee provided by Vancity allocated \$6,000,000 specifically for this purpose. There is currently \$600,000 remaining in the Guarantee for site remediation.

The Developer remains responsible for completing all necessary site remediation, regardless of any cost overruns, subject to the provisions of the Sale Contract. On this basis, Dockside Green Ltd. has asked that the monies remaining in the Guarantee for site remediation be removed. Staff note that the City holds a Section 219 Covenant over the lands sold by the City to Dockside, under which the owner of the lands covenants to be solely responsible for their remediation in accordance with the requirements of the Sale Contract. Staff recommend for Council's consideration that the City accept the Developer's request on the basis that the Sale Contract and registered Section 219 Covenants continue to specify that Dockside Green Ltd. remain responsible for any required site remediation.

#### Revised Transportation Demand Management Strategy

In order to reduce the demand for parking generated by the development and to ensure the lower parking requirement established in the *Zoning Regulation Bylaw*, the MDA requires that the Developer implement a number of TDM Measures as specified in Schedule F of the MDA. These include:

- Car Share Program – includes the provision of 10 car share vehicles for the Development or, alternatively, car share co-op memberships to the value of \$240,000 for Dockside Green residents.
- BC Transit – the Developer agreed to work closely with BC Transit to address peak hours and encourage BC Transit to provide a smaller shuttle bus service for the development.
- Mini-Transit – the Developer agreed to establish a Dockside mini-transit service to provide seniors and other residents with transportation to key drop-off points Downtown.
- Bicycle Traffic and Storage – the Developer agreed to provide bicycle racks to the LEED or City standard, whichever is the greater.
- Education – a key to the Developer's TDM strategy is working with key interest groups, like bicycle associations, to explore innovative approaches that the Developer can support or test on site.

The Developer has proposed the following revisions to the TDM strategy:

- a mini-transit service is no longer proposed due to issues relating to long-term financial sustainability
- the applicant states that the Victoria Car Share Co-op (VSCS) have advised them that eight car share vehicles is an appropriate number to serve the development, therefore, two fewer car share vehicles are now proposed



- the applicant is looking to establish an annual grant (limited to 10 years) focused on promotional or educational events related to cycling, transit and pedestrian modes of traffic
- the TDM strategy now focuses on concentrating investments around "mobility hubs" within the development. The applicant states that they expect this approach will increase awareness of travel options and provide desirable alternatives to single-occupant vehicle travel.

The Developer has submitted a report by Boulevard Transportation which provides an analysis of the revised TDM strategy and concludes that the new strategy includes a reallocation of budget which is intended to meet the effectiveness of the previous TDM program as it produces a more viable and implementable approach to reducing vehicle parking demand on site.

Having reviewed the documentation submitted by the Developer, staff have made the following observations:

- The report states that, instead of the mini-transit service, BC Transit's handyDART Service is available for those individuals unable to access conventional public transit, which replicates the door-to-door convenience that the mini-transit service would have provided.
- Schedule F of the MDA anticipated that the mini-transit vehicle would be purchased by the Developer at a value of \$60,000. Section 8.21 states that, in the event that the Developer is in default of its obligation to provide any of the TDM strategies outlined in Schedule F, the City may require the Developer to transfer any attributable funds into the overall amenity fund; however, a number of alternative measures and the overall amenity package for the site has been increased in value, by approximately \$2,000,000.
- The Developer has provided evidence that MODO support the proposed reduction in the number of car share vehicles being provided (see attached letter).
- The applicant has agreed to provide bus bays on Esquimalt Road and Tyee Road and to the widening of Esquimalt Road to improve westbound cycling safety.

In light of the above, staff recommend that Council consider accepting the applicants' request to amend the TDM package, subject to Statutory Rights-of-Way being registered on title:

- to provide space for enhanced bus stops that incorporate the placement of bus shelters at both the Tyee Road and Esquimalt Road bus stops and
- on the north side of Esquimalt Road to improve conditions for cycling and walking on the westbound approach to Tyee Road.

### **Proposed Amendments to *Land Use Procedures Bylaw***

The Application also proposes an amendment to the *Land Use Procedures Bylaw* that would delegate staff Development Permit approval authority for new buildings and landscaping limited to "Dockside Beta" where the proposal is consistent with the new Design Guidelines and the *Zoning Regulation Bylaw*. The amendment should build in a mechanism, through delegation of authority to staff, to require Section 219 Covenants where necessary to ensure temporary buildings are removed from site after a specified period of time.

Given that the proposed development area is relatively small in the context of Dockside Green and that specific Design Guidelines would be established for Dockside BETA, staff recommend that Council consider supporting this amendment.



## Resource Impacts

The applicant proposes a new amenity package associated with this application. The majority of the amenities will be managed and maintained by the Dockside Green Society. The only exception being the proposed "Mutt Strut" which the developer proposes to construct and transfer to the City as a City park. Staff recommend that Council consider directing staff to review the potential for a "Mutt Strut" in relation to consultation which will be undertaken in Victoria West regarding the facilities located in existing parks in the neighbourhood and the needs and wishes of the community. Staff further recommend that Council consider directing staff to determine the resource impacts associated with the ultimate proposal and design and report back to Council for further consideration.

## CONCLUSIONS

The range of bylaw and regulatory amendments being requested through this application are broad and complex; however, the overall development and general site plan is, in many ways, similar to the current approved plan. The proposal being advanced by the applicant for Council's consideration at this time, does have some significant impacts on the previously negotiated amenity package and offers a different approach to their delivery. On balance, staff recommend for Council's consideration that the proposal has the potential to reinvigorate development of the site and that Council direct staff to undertake further work advancing the application and report back to Planning and Land Use Committee in accordance with the provisions set out in the Recommendation.

## ALTERNATE MOTIONS

That Council decline Rezoning Application No. 00473 for the property located at 353 Tyee Road.

Respectfully submitted,

  
Jim Handy, Senior Planner  
– Development Agreements,  
Development Services  
Division

 am  
Mike Wilson, Senior Planner  
– Urban Design  
Development Services  
Division

  
Jonathan Tinney, Director  
Sustainable Planning and  
Community Development  
Department

Report accepted and recommended by the City Manager:



Date: October 9, 2015

### List of Attachments

- Appendix A: Proposed Amendments to Dockside Green MDA
- Appendix B: Zoning Data Table
- Zoning map
- Aerial map
- Applicants letter dated August 4, 2015
- Rezoning Submission July 16, 2015
- Applicants letter re: Sustainability Centre dated May 19, 2015
- Conceptual Plans dated July 16, 2015
- Sun-Shade Study dated July 16, 2015
- Parking Study dated June 18, 2015
- Dockside BETA Parking Study dated May 1, 2015
- TDM Study dated July 31, 2015
- Letter from MODO dated July 23, 2015
- Letter from CALUC dated February 17, 2015
- Letter from Canada Green Council dated August 4, 2015.

# APPENDIX A – PROPOSED AMENDMENTS TO DOCKSIDE GREEN MDA

Section Number	Topic	Summary of Current Provisions	Proposed Changes to Provisions	Comments
1.0	Definitions	Multiple Definitions	If the MDA is amended several definitions will have to be updated or deleted	
2.0	Purpose and Intent		None	
3.0	Condition Precedent		None	
4.0	Development Commitments	<p>Developer agrees to develop the lands in accordance with the Rezoning Bylaw and Design Guidelines</p> <p>Developer is fully responsible to ensure development of the Dockside Lands is in full compliance with all requirements of the bylaws, zoning and building construction and shall pay all applicable permit fees and DCC's</p>	None	
5.0	Development Phases, Subdivision and Development Permits	<p>Developer may subdivide the Dockside lands in accordance with the Schedule C site plan but is not bound by this plan.</p> <p>The Developer requires a DP for subdivision and the approval of the Approving Officer for any subdivision</p> <p>Prior to the issuance of any DP for development the Developer must submit an Integrated Pest</p>	Dockside have requested that they be exempt from requiring a Development Permit for Subdivision	Staff recommend that Council consider approving this request subject to the submission of a satisfactory subdivision plan and securing that subdivision plan in an amended MDA



# APPENDIX A – PROPOSED AMENDMENTS TO DOCKSIDE GREEN MDA

Section Number	Topic	Summary of Current Provisions	Proposed Changes to Provisions	Comments
		Management Plan for the Approval of the Director of Parks		
6.0	Land Use – Noise and Nuisance Mitigation Measures	<p>In order to mitigate the impact of noise and air pollution from adjacent industrial uses the lands shall be developed in compliance with the requirements of Schedule E</p> <p>The Developer must ensure that the Bylaws of any Strata Corporation comply with Section 2 of Schedule E (i.e. noise mitigation measures must not be removed)</p>	None	
7.0	Transportation Demand Management Strategies	<p>Off-street parking requirements reduced due to agreed TDM package (see Schedule F below)</p> <p>The Developer and the City will review the effectiveness of the TDM strategies every second year. The Developer shall be required to provide additional TDM measures and monies if the performance objectives set out in Schedule J and N are not being met.</p> <p>Outlines when the Developers obligations will be met.</p>	Applicant proposes revised TDM package (see Schedule F below).	Staff recommend that Council consider approving the revised TDM package.
8.0	Public Realm Requirements	Confirms that the Developer is responsible for constructing the amenities outlined in Schedule G (see below). The Developer is responsible for any cost overruns in the event that the cost of constructing	<p>New package of amenities proposed (see Schedule G below)</p> <p>Amenities will now be allocated to phases of development</p>	The cost of constructing the proposed amenity package is approx. \$2million greater than the cost of constructing the existing amenity package (based on 2015 construction costs)

# APPENDIX A – PROPOSED AMENDMENTS TO DOCKSIDE GREEN MDA

Section Number	Topic	Summary of Current Provisions	Proposed Changes to Provisions	Comments
		<p>the amenity exceeds the value identified in Schedule D</p> <p>Sets out terms for confirming completion of amenities</p> <p>Confirms that the amenities must be constructed in accordance with the time frame identified in Schedule D</p> <p>Confirms which amenities are to be constructed on the Dockside Lands</p> <p>Before commencing construction of any of the amenities the Developer must provide the Director of Engineering and the Director of Parks, engineered drawings and construction details to demonstrate that the amenities are in accordance with Schedule G</p> <p>The Developer and the City may agree to extend the time completion for a Public Amenity</p> <p>Temporary access must be provided if pedestrian access along the greenway is obstructed by construction works</p> <p>Sets out conditions to address any circumstance where the Developer is in default of its obligation to provide</p>	<p>A cost estimate and 120% security will be provided for each amenity as each Phase is developed</p>	<p>Dockside Green is still ultimately responsible for the delivery of public amenities</p> <p>New SRW's will be required to secure public access over public space and pedestrian linkages</p> <p>Staff recommend that Council consider approving the proposed approach to delivering amenities subject to submission of a satisfactory Phasing Plan</p>

# APPENDIX A – PROPOSED AMENDMENTS TO DOCKSIDE GREEN MDA

Section Number	Topic	Summary of Current Provisions	Proposed Changes to Provisions	Comments
		<p>an amenity</p> <p>Confirms which amenities require an SRW. The SRW must be registered in the Land Title Office before an Occupancy Permit is issued for any building constructed in the relevant development area.</p> <p>The Developer is responsible for the cost of registering all SRWs</p> <p>Sets out conditions relating to the “Harbour Access and Docks” – amenity complete</p> <p>Sets out conditions relating to the Point Ellice Park improvements</p> <p>Sets out conditions relating to the payment of funds to the City in lieu of or in default of the construction of an amenity</p> <p>Section 8.21 confirms that if the Developer is in default of its obligation to provide any of the TDM measures referred to in the agreement the City may elect that the Developer transfers the costs of those measures to the amenity fund</p>		
9.0	Affordable Housing	Provisions relating to the delivery of Non-Market Rental and Market Affordable Housing	Revisions to Sec. 9 of the MDA proposed in conjunction with Development Permit No. 478 for 370 and 384 Harbour Road	Not being considered as part of this Rezoning Application



# APPENDIX A – PROPOSED AMENDMENTS TO DOCKSIDE GREEN MDA

Section Number	Topic	Summary of Current Provisions	Proposed Changes to Provisions	Comments
10.0	Developer's Annual Report and Other Initiatives	<p>The Developer shall provide an Annual Report in compliance with Schedule J</p> <p>All housing constructed shall comply with the Adaptable Housing Guidelines</p> <p>Construction of Fire Hall (time period for the City to give notice of this requirement has expired)</p> <p>The City will carry out an annual audit of the Development in accordance with Schedule N</p>	<p>That the Annual Report be submitted on a 3 year basis so that it can provide a meaningful update on progress</p>	<p>Staff recommend that Council consider approving this proposed amendment.</p>
11.0	LEED Commitments	<p>Confirms that the Developer will construct all buildings on the Dockside Lands to LEED Canada-NC Platinum standard</p> <p>On the Princess Mary Lands the standard shall be LEED Canada-NC Silver</p> <p>If the applicable LEED standard is amended or replaced by a LEED standard that is at least equivalent to, or more stringent than the applicable LEED standard then, subject to City approval, the Developer may substitute the standards</p> <p>The above applies if the Developer wishes to substitute the applicable LEED standard with LEEDND.</p>	<p>The Developer wishes to substitute the applicable LEED standard with the LEEDND standard</p> <p>The Developer wishes to remove the financial penalty for failing to deliver the applicable LEED Standard</p>	<p>Staff recommend that Council consider approving substituting the applicable LEED standard subject to a financial penalty clause remaining in effect</p>

# APPENDIX A – PROPOSED AMENDMENTS TO DOCKSIDE GREEN MDA

Section Number	Topic	Summary of Current Provisions	Proposed Changes to Provisions	Comments
		<p>Confirms that the Developer will pay a penalty where they fail to achieve the applicable LEED Standard</p> <p>The LEED obligations transfer to any purchaser or successor in title. This should be secured under the provisions of a Restrictive Covenant.</p> <p>Sets out conditions for compliance with LEED requirements (i.e. timeline for providing proof of compliance)</p> <p>LEED requirements do not apply to: A portion of a building containing a bar or restaurant; Townhouses; Buildings existing at the time of the Agreement.</p> <p>The Developer must ensure that all future owners understand, support and maintain all established LEED features and installations. The Developer will provide future owners with relevant information to this affect.</p>		
12.0	On-Site Utilities	Confirms that the Developer will be constructing and providing on-site sewage treatment systems and an on-site waste wood co-generation	None	

# APPENDIX A – PROPOSED AMENDMENTS TO DOCKSIDE GREEN MDA

Section Number	Topic	Summary of Current Provisions	Proposed Changes to Provisions	Comments
		<p>facility in accordance with Schedule K.</p> <p>This section contains conditions relating to the construction and installation of the aforementioned facilities</p>		
13.0	Operation and Maintenance of Amenities and Utilities	Prior to the issuance of the first Occupancy Permit, a regime was required for the maintenance and operation of the amenities and utilities on the Dockside Lands	None	
14.0	Off-Site Services and Statutory Right of Way	<p>Confirms which off-site services the City will construct and maintain. The Developer is responsible for providing any relevant working drawings.</p> <p>The Developer agrees to grant the listed SRW's over the Dockside Lands in a form acceptable to the Director of Engineering and Public Works. The City will grant the Developer certain privileges (i.e. connection to storm water drainage system) for compliance</p> <p>The Developer is responsible for the costs of preparing and registering the SRW and easements listed in this section</p>	None	Additional SRW's are required for bus bays (Tyee Road and Esquimalt Road) and the widening of Esquimalt Road
15.0	Traffic Issues	The City are responsible for installing specific traffic signals and median improvements	None	



# APPENDIX A – PROPOSED AMENDMENTS TO DOCKSIDE GREEN MDA

Section Number	Topic	Summary of Current Provisions	Proposed Changes to Provisions	Comments
16.0	Communication with the Public and Council	<p>The Developer will provide signage throughout the site to apprise the public of any development</p> <p>The Developer recognize the City's contribution to the Sustainability Centre</p> <p>The Developer will work with the community to establish a Community Liaison Group to be based in the Sustainability Centre</p>	The Developer is no longer proposing the Sustainability Centre	Staff recommend that Council consider directing staff to negotiate the provision of an alternative amenity to the Sustainability Centre that demonstrates similar environmental, community and educational value and that if the Developer is unwilling or unable to find an alternate solution, that the applicable cash-in-lieu payment be secured in order to find other amenities of Council's choosing
17.0	Restrictive Covenant	Required a Restrictive Covenant in association with the MDA	None	The Covenant may need to be revised to reflect the terms of any amended agreement.
18.0	Assignment	Confirms that the Developer may not sell or assign its controlling interests in this Agreement without the prior written approval from the City	None	Given the Developers approach to future Development this should be reviewed.
19.0	Dispute Resolution	Sets out potential remedies for dispute resolution	None	
20.0	Force Majeure	Acknowledges circumstances that are out of both parties control	None	
21.0	Release	<p>With the exception of Section 17.2, the agreement will cease to burden or encumber a building once an Occupancy Permit has been issued and the Developer shall be entitled to sell all or any part of such buildings.</p> <p>The City is responsible for executing and delivering to the Developer a</p>	None	Given the Developers approach to future Development this should be reviewed.

# APPENDIX A – PROPOSED AMENDMENTS TO DOCKSIDE GREEN MDA

Section Number	Topic	Summary of Current Provisions	Proposed Changes to Provisions	Comments
		registrable discharge in respect of the above.  Prior to the issuance of an Occupancy Permit the Developer shall confirm if it is selling all buildings or strata lots on a bulk basis or not.		
22.0	Termination and Extension	In the event that the Sale Contract is terminated		
23.0	General Provisions	Outlines General Conditions		
Schedule A	Rezoning Bylaw	Existing Rezoning Bylaw	Zoning Bylaw Amendment	Schedule must be amended to reflect any approved Zoning Bylaw Amendment
Schedule B	Design	Existing Design Guidelines	Amendment to Design Guidelines	Schedule must be amended to reflect any revised Design Guidelines
Schedule C	Site Plan	Conceptual Master Plan	New Master Plan	Schedule must be amended to reflect any revisions to the current Master Plan
Schedule D	Development /Amenity Schedule	Lists outstanding amenities, schedule for completion of amenities and plan showing location of amenities	Revised list of amenities  Delivery of amenities linked to phasing  New site plan	This Schedule must be replaced if Council approve the revised amenity package
Schedule E	Noise & Nuisance Mitigation Measures	Identifies required noise level standards  Identifies potential noise mitigation measures	None	
Schedule F	Transportation Demand	Lists TDM strategies (see below)	New TDM package proposed	This Schedule must be replaced if Council approve the revised



# APPENDIX A – PROPOSED AMENDMENTS TO DOCKSIDE GREEN MDA

Section Number	Topic	Summary of Current Provisions	Proposed Changes to Provisions	Comments
	Management Strategies			TDM package
F.1	Car-Share Program	The Developer will provide a minimum of 10 car share vehicles, alternatively, the Developer will buy car share co-op memberships to the value of \$240,000 for Dockside Green residents	Now proposing 8 car share vehicles	See comments relating to revised TDM package  MODO have confirmed that 8 car share vehicles is sufficient to meet the demand at Dockside Green
F.2	BC Transit	The Developer will work with BC Transit to provide a bus service for the development addressing peak hours	BC Transit have indicated that #14 route will include Tyee Road from 2016 onward stopping every 3 minutes in peak time.	This provision can be removed once the #14 re-route and timetable is confirmed and operational
F.3	Mini-Transit	Provide mini-transit for seniors at a value of \$60,000	No longer proposed	A TDM report provided by the applicant states that, instead of the mini-transit service, BC Transit's handyDART service is available for those individuals unable to access conventional public transit, which replicates the door-to-door convenience that the mini-transit service would have provided  Section 8.21 states that, in the event that the Developer is in default of its obligation to provide any of the TDM strategies, the City may require the Developer to transfer any attributable funds into the overall amenity fund. As outlined in the staff report, the applicant has provided evidence suggesting that



# APPENDIX A – PROPOSED AMENDMENTS TO DOCKSIDE GREEN MDA

Section Number	Topic	Summary of Current Provisions	Proposed Changes to Provisions	Comments
				the proposed amenity package is already valued at approx. \$2,000,000 greater than the existing package
F.4	Bicycle Traffic and Storage	Bicycle racks to be provided to LEED or City standards, whichever is the greater. Includes end of trip facilities	None	
F.5	Education	The Developer will work with interest groups to explore innovative approaches to TDM  The Dockside Green website shall highlight opportunities for sustainable forms of transportation	The Dockside submission identifies additional strategies such as an annual grant for sustainable modes of transportation.	This would be added to the proposed revised TDM package if approved by Council
Schedule G	Amenities			
G.1	Access across Harbour Road	\$20,720.00 remaining in Guarantee	Deemed Complete	Applicant proposes to reinvest in revised amenity package
G.2	Staircase on south east end of site from Johnson Street Bridge	0% complete \$33,000.00 remaining in Guarantee	Revised bridge design no longer accommodates this staircase	Applicant proposes to reinvest in revised amenity package
G.3	Improvements to Esquimalt Road	Complete	None	
G.4	North South Greenway	82% complete \$315,194.40 remaining in Guarantee	None	
G.5	Vista Park Pathway and Triangle Park Pathway	Triangle Park pathway complete  Vista Park pathway 0% complete \$156,000.00 remaining in Guarantee	None	
G.6	Large Plaza/	0% complete	Revised Plaza Space	Dockside Commons (green

# APPENDIX A – PROPOSED AMENDMENTS TO DOCKSIDE GREEN MDA

Section Number	Topic	Summary of Current Provisions	Proposed Changes to Provisions	Comments
	Community Amphitheatre/ Stage in Lot 1 and Esquimalt/ Tyee/ Harbour Connections	\$1,194,500.00 remaining in Guarantee		public space) and Dockside Landing (public plaza) are now proposed as an alternative to the original plaza design
G.7	Pedestrian Access on Lot 4	Complete		
G.8	Internal Road/ Pedestrian Areas for Industrial Areas along Harbour Road	33% complete \$899,079.70 remaining in Guarantee	None	
G.9	Pervious paving/ walkways in Parking Areas	All parking areas will include natural swales and vegetated areas. Installation to align with buildings.	None	
G.10	Extensive Tree Planting	Complete		
G.11	Improvement to the Galloping Goose Trail	70% complete \$85,500.00 remaining in Guarantee	None	
G.12	Waterfront walkway (dock) and small boat launch	Complete		
G.13	Shoreline Enhancement and Restoration	Complete		
G.14	Play Area	0% complete \$25,000.00 remaining in Guarantee	None	
G.15	Public Art	60% complete \$75,000.00 remaining in Guarantee	None	
G.16	Historical, First Nations and	50% complete \$20,000.00 remaining in Guarantee	None	



# APPENDIX A – PROPOSED AMENDMENTS TO DOCKSIDE GREEN MDA

Section Number	Topic	Summary of Current Provisions	Proposed Changes to Provisions	Comments
	Environmental Signage			
G.17	Highlighting Environmental Technologies	55% complete \$90,000.00 remaining in Guarantee	No longer proposed	Applicant proposes to reinvest in revised amenity package
G.18	Sustainability Center	0% complete \$400,000.00 remaining in Guarantee	No longer proposed	See Sec. 16 above
G.19	Public Washroom	0% complete \$25,000.00 remaining in Guarantee	None	
	Site Remediation	90% complete \$600,000.00 remaining in Guarantee	Remove reference the \$600,000 for Site Remediation	Staff recommend that Council accept the Developer's request on the basis that the Sale Contract and registered Section 219 Covenants continue to specify that Dockside Green Ltd. remain responsible for any required site remediation
Schedule H	Statutory Right of Way	SRW template	None	
Schedule I	License Agreement	License Agreement template	None	
Schedule J	Developer's Annual Report Content	Sets out the Developer's Annual Reporting requirements	None	The applicable LEED checklist may need to be revised if Council approve a change to the applicable LEED standard
Schedule K	Utilities (Biomass & Waste Water Treatment Plant)	Confirms details of the on-site utilities	None	
Schedule L	Restrictive Covenant	Restrictive Covenant template	None	
Schedule M	Parameters for Integrated Pest Management	Integrated Pest Management Policy	None	



# APPENDIX A – PROPOSED AMENDMENTS TO DOCKSIDE GREEN MDA

Section Number	Topic	Summary of Current Provisions	Proposed Changes to Provisions	Comments
	Plan			
Schedule N	City Audit Criteria	City Audit Criteria	None	
Schedule O	Adaptable Housing Policy	Adaptable Housing Policy	None	

## ZONING PLAN CHECK (Summary)

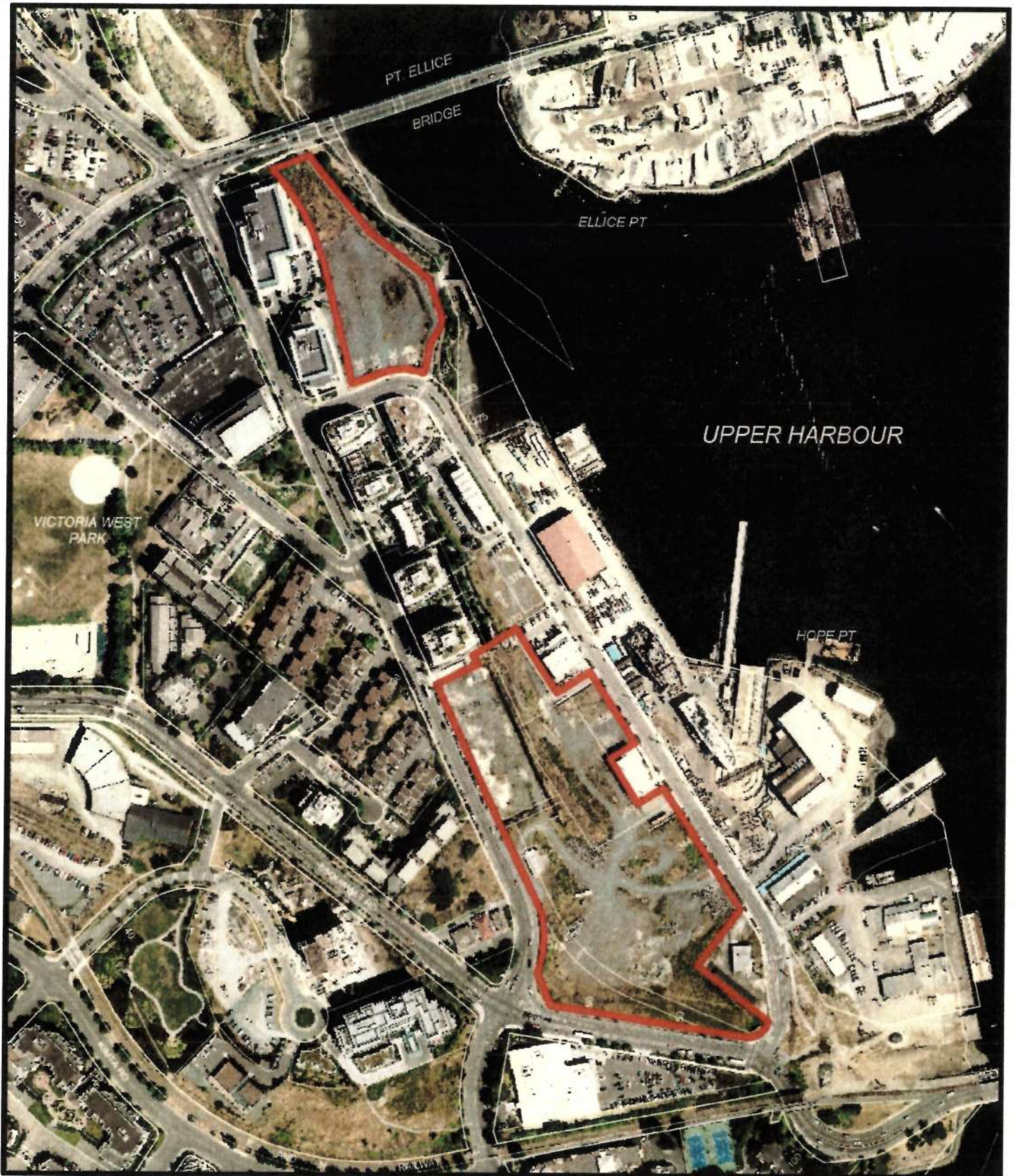
Project									
Address 353 Tyee (Dockside Green)							Application number REZ00473	Plan checker Duane Blewett (250) 361-0359	
Legal description Refer to supplied titles within the application							Plans dated January 16, 2015		
Current use Vacant			Zoning CD-9				DP Area / Heritage DPA13	* Difference between proposal and compared zone	
Proposed use Mixed use: Multiple dwelling, Office, Retail			Proposed zone Site Specific				Proposed scope of work Rezoning Application to permit additional uses in all Development Areas and to increase permitted floor area in Development Area D and Development Area E.		
Zoning Criteria	Proposal	Proposal (DA-A)	Proposal (DA-B)	Proposal (DA-C)	Proposal (DA-D)	Proposal (DA-E)	Proposal (DA-F)	Zone Comparison (CD-9)	Comment
Proposed site area (m <sup>2</sup> ) (min.)	41506.00							n/a	
Total site area (m <sup>2</sup> ) (min.)	60756.00							n/a	
Park/greenspace (m <sup>2</sup> )	>10100.00							1037.65 (2.5% of the site area)	
Number of Buildings/towers (towers with a shared lower floor or parking floor have not been calculated as one)	30 (2015 proposal) 29 (2005 proposal)							n/a	
Floor space ratio (ratio) (max.)	3.22:1							n/a	
Existing floor area (m <sup>2</sup> ) (max.)	36598.00								
Proposed floor area (m <sup>2</sup> ) (max.)	133678.00	92089.00	15592.00	1809.00	12477.00	7345.00	4336.00	DA-A: 85855.00 DA-C: 1645.00	
Residential	116611.00	91762.00	14982.00	nil	6832.00	3035.00	nil	6200.00 (DA-D and E)	9867.00 (DA-D and E)
Retail	6326.00	327.00	610.00	605.00	474.00	4310.00	nil	7100.00	
Office	5587.00	nil	nil	1204.00	4383.00	nil	nil	11800.00	
Other	5154.00	nil	nil	nil	788.00	nil	4366.00		
Highest building height (geodetic m) (max.)	66.00 (R8-2 & R8-3 Dockside Commons)	66.00	47.00	exist.	26.51	26.51	30.05 (not built, DP approval)	One building within DA-A at 66.00	
Number of storeys (max.)		20	14		4	7		n/a	
Setback from Tyee Road (m)		5.00	n/a	n/a	n/a	n/a	n/a	3.00	
Setback from Esquimalt Road (m)		5.00	n/a	n/a	n/a	n/a	n/a	1.00	
Setback from Harbour Road (m)		n/a	n/a	n/a	18.00	18.00	n/a	18.00	
Residential buffer		n/a	n/a	n/a	Partial	Nil	n/a	Required	
Ground floor residential use		n/a	n/a	n/a	Yes	Yes		Not permitted	



353 Tyee Road  
Rezoning #00473  
Bylaw #







353 Tye Road  
Rezoning #00473  
Bylaw #





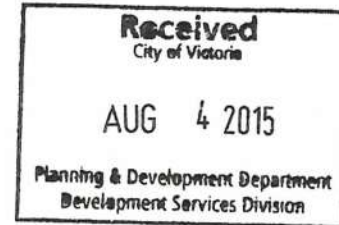
# DOCKSIDE GREEN

153 Tye Road  
Victoria, British Columbia  
Canada V8A 5S3  
www.docksidegreen.com



July 31<sup>st</sup>, 2015

City of Victoria  
1 Centennial Square  
Victoria, BC  
V8W 1P6



Dear Mayor Helps and City of Victoria Council,

## RE: Dockside Green 2015 Rezoning Application

Dockside Green Limited is pleased to be applying for a combined Rezoning, Official Community Plan (OCP) Amendment and Master Development Agreement (MDA) Amendment application to support the advancement of Dockside Green, an innovative, mixed-used sustainable neighbourhood in the City of Victoria. The changes we are proposing have been shaped and informed by hundreds of citizens – including the more than 300 residents for whom Dockside Green is home. The changes reflect new community-inspired thinking that builds upon the foundational principals of Dockside Green 2005, and captures the enthusiasm, needs and wishes of the evolving local community in 2015.

The letter is divided into eight main headings;

- 1.0 Introduction
- 2.0 Why a New Application
- 3.0 What Will Stay the Same
- 4.0 Key Components of the Updated Neighbourhood Plan
- 5.0 Proposed Amendments to Support the Advancement of Dockside Green
- 6.0 Community Support for the New Neighbourhood Plan
- 7.0 Delivering on Our Commitments
- 8.0 Conclusion.

### 1.0 Introduction

Council's leadership across the spectrum of community development opportunities and housing challenges has encouraged the development community to search for innovative solutions that promote healthy and inclusive social connection, vibrant local economies, and enduring neighbourhoods. The 2015 neighbourhood plan for Dockside Green builds upon the strengths of the original plan and achieves these mutual goals that are essential to the wellbeing of Dockside Green neighbourhood and the City of Victoria.

In May 2014, Dockside Green began a public engagement process - bringing together a team of architects, planners, and designers with residents, First Nations communities and citizens of Victoria to revisit the plan for the project with the ultimate goal of delivering a more relevant neighbourhood plan.

Through a series of presentations, workshops, and discussions, a refined community vision for the project began to emerge. While the project's physical structures began to reconfigure, Dockside Green remained committed to *building a well-loved, culturally-vital neighbourhood where the mix of people and environment fuels health and a vibrant local economy*. Community voices helped identify

553 Tye Road  
Victoria, British Columbia  
Canada V9A 5S3  
www.docksidegreen.com



four guiding values to drive the project: Sustainability, Respect for Local, Inclusivity, and Cultural and Creative Vitality.

A five-month comprehensive public engagement process informed an updated Neighbourhood Plan which included components for both short and long term community goals. This work was presented to the Vic West Community Land-Use Committee in September 2014. Our presentation was met with applause from the audience and positive and supportive feedback was offered to Dockside Green's design team. Following the meeting the Neighbourhood Plan details were completed and a comprehensive application package submitted to City of Victoria staff in January 2015.

Since January we have worked diligently with City of Victoria staff through the many interlinked facets of this complex project. Dockside Green is grateful for the level of attention and professionalism that has been afforded by staff, and our project team has worked to clarify, refine and improve our 2015 Neighbourhood Plan. We have also held follow-up meetings with Dockside Green residents and the Vic West Community Association. The Submission Booklet has been updated to reflect our understanding of the most appropriate approach to advance the Dockside Green 2015 Neighbourhood Plan.

## **2.0 Why a New Application**

As an early adopter of sustainable development, Dockside Green has been recognized as one of the greenest communities in North America. We have, however, also experienced many challenges. Innovation means taking risks and learning from being at the leading edge of the "green building movement". Much has changed in the ten years since the project was first launched in 2005 and we needed to revisit some of the early thinking to test whether what was originally envisioned is still relevant today and reflects the needs and aspirations of the evolving local community in 2015 and beyond.

**2.1 Dockside Green as a Neighbourhood Builder** – To move forward in the new economy, Dockside Green has changed its previous business model to become a neighbourhood builder who will partner with 3<sup>rd</sup> party developers to develop individual land parcels. While we will not build residential or commercial buildings, we will create and manage the development of the neighbourhood. This includes taking responsibility for the construction of all public amenities such as roads, parks, public space, art, etc. There are benefits in this model for the City of Victoria and the Capital Region should the first affordable housing project move ahead as it would return approximately \$1.0 million that had been dedicated by the City of Victoria and the CRD to support the delivery of affordable housing at Dockside Green. Opportunities for innovation can be leveraged through partnerships that share common values and goals.

**2.2 Buildings Too Large for the post 2008 Victoria Real Estate Market** – To proceed with development, the Dockside Green Neighbourhood Plan has to be reconfigured to reduce the size of buildings presently permitted under the 2005 approved plan. Buildings of over 200,000 square feet will be replaced with land parcels with a development density of between 85,000 and 140,000 square feet. These newly created parcels are sized to respond to the local market, which makes them financeable for local developers. This allows the project to progress in a phased manner and have a built form that is efficient while allowing the potential for a variety of residential unit types. This approach was strongly supported during the public engagement exercises.

**2.3 Poor Connections to its Edges** – The 2005 Dockside Green Neighbourhood plan was originally developed at a time when this part of Victoria looked much different than it does



353 Tyee Road  
 Victoria, British Columbia  
 Canada V8A 3S3  
[www.docksidegreen.com](http://www.docksidegreen.com)



today. In the past 10 years the surrounding community has evolved with new businesses established and new residents both at Dockside Green and Vic West moved in. With a new bridge nearing completion and a new park to be built, and Point Hope Maritime planning for expansion, we needed to consider how to better integrate Dockside Green into the surrounding community to remain relevant in 2015 and beyond. Our new design reflects an improved and collaborative relationship with our industrial neighbour and mitigates zoning conflicts that have challenged Dockside Green, Point Hope Maritime and the City of Victoria in the past.

**2.4 Timelines for Delivery of Amenities** – To date, Dockside Green has completed over 75% of all its amenity obligations with only 22% of the project completed. The remaining amenities such as public plazas and parks under the existing MDA are to be delivered by certain dates with no recognition to the timing of buildings that neighbour them. This delivery method, along with the cost and relevancy of specific amenities in 2015 needed to be reviewed and updated. It is unworkable and creates an unnecessary risk to the advancement of the project.

**2.5 LEED** – In 2005, Dockside Green set a goal of achieving the highest level of certification under the newly introduced LEED NC New (building) Construction program and LEED ND (Neighbourhood Development). While the MDA focused on LEED NC Platinum certification as Dockside Green's standard, Dockside Green also sought to achieve LEED ND Platinum certification. The MDA permits the shift in rating systems from LEED NC to LEED ND and as a Neighbourhood Builder we have re-affirmed our focus to LEED ND Platinum, which emphasizes sustainability at the neighbourhood level. It is critical to the financial viability of Dockside Green to shift from LEED NC to LEED ND.

**2.6 The Evolution of Sustainability** – The concept of sustainability has evolved in the past decade from when Dockside Green was first conceived. The two other legs of the stool, social and economic, have evolved to become as equally important. While Dockside Green has recognized the environmental leg of the triple bottom line approach we needed to better integrate the social and economic legs to truly be sustainable.

### 3.0 What Will Stay the Same

The values of Dockside Green reflected in our original response to the City's RFP continue to drive the project. Based on the triple-bottom line approach, our ongoing commitment to sustainability and delivery of housing for a mix of incomes, ages and family make-up continue to underpin the guiding principles of Dockside Green.

While the Dockside Green Neighbourhood Plan requires updates to move forward, it is important to note that many of the core aspects of the original 2005 Dockside Green Neighbourhood Plan remain the same in our new plan.

- Same overall density.
- The design and massing responds to light and shadows while maintaining and expanding on public sightlines.
- No increase in the maximum height of the tallest building.
- As in the original plan, the tallest buildings are located at the extreme north and south ends of the neighbourhood with building heights that step down toward the middle and eastern edge of the site.
- A mixed-use neighbourhood with retail, office, commercial and light-industrial components.

353 Tyee Road  
Victoria, British Columbia  
Canada V8A 3S3  
www.docksidegreen.com



- A central north-south ecological greenway.
- Residential uses focused along Tyee Road and Esquimalt Road with office and commercial focused along Harbour Road.
- A housing mix that satisfies a broad range of ages and stages of life, as well as income brackets offering both rental and ownership options.
- Urban design strategy that is reflective of its neighbourhood context and is better connected to its industrial, residential, office and retail setting.
- Recognition and integration with the business activities at Point Hope Maritime.
- A broad set of public amenities, public spaces and infrastructure improvements.
- A transportation demand management strategy focused on multimodal options.
- Full remediation of the contaminated lands.
- A commitment to LEED Platinum certification.
- A commitment to affordable housing.
- Noise mitigation building strategies to reduce conflicts with adjacent industrial land uses.
- Adaptable housing.
- On-site waste water treatment system, storm water management and grey water re-use.
- District Energy System.

#### ***4.0 Key Components of the Updated Neighbourhood Plan***

Through our work with community, the updated Dockside Green Neighbourhood Plan envisions an on-going sustainable and complete neighbourhood. The plan aims to reflect and respect the influences and principles of the original vision while appropriately updating the urban design, architecture and landscape design to respond to current conditions. The following new elements comprise the components of the updated Dockside Green Neighbourhood Plan.

**4.1 Redistribution of Buildings** – The updated plan includes 12 buildings that form part of this application. The buildings establish the distribution of the remaining density of the site and work together in different precincts to continue the character and vibrancy of the neighbourhood.

**4.2 Updated Main Plaza now located along Harbour Road** – Now referred to as "Dockside Landing", this public space will serve as the primary urban plaza for the site and is situated adjacent to Harbour Road welcoming residents and visitors to the commercial and retail core of Dockside Green. Utilizing the ever-changing back drop of Point Hope Maritime, the plaza is intended to better connect to the energy of Harbour Road and provide an opportunity as a place for assembly for markets, concert and bazaars.

**4.3 A New Central Park** – Dockside Commons is a new park space providing an additional amount of open space for visitors and resident of Dockside Green. The large multipurpose park provides the opportunity for amphitheatre like seating, active play or passive enjoyment and adds to the urban fabric of both Dockside Green and Victoria West as a place for connection amongst neighbours.

**4.4 An Updated Children Play Area** – The Play Room is a children's play area integrated into a central location of the neighbourhood part way along the Greenway to provide enhanced opportunities to play, rest or gather, and enjoy the Greenway and views over the harbour.



353 Tyee Road  
Victoria, British Columbia  
Canada V8A 3S3  
www.docksidegreen.com



**4.5 A new Dog Park** – The “Mutt Strut” is a new dog park located at the north end of the site, and creates the opportunities for Dockside Residents and individuals from the neighbouring Rail Yards development and greater Victoria West community to come together and connect.

**4.6 A New Dockside Green Resident Centre** - Now referred to as the Neighbourhood House, this 3,100sqft building has been included with the updated plan to create an indoor neighbourhood gathering space for Dockside Green residents. The space will be flexible in design and is intended to be utilized for strata meetings, fitness needs and a common gathering place for the residents.

**4.7 New Gateways** - Four pedestrian oriented Gateways have been created at the three corners of Dockside Green and mid-block along Tyee Road to better connect to the surrounding community.

**4.8 Updated Vehicle Access** – Dockside Crescent is a low-speed, multi-modal street connecting Esquimalt Road and Tyee Road. The street provides access to residential towers and Dockside Commons at the south-end of the site.

**4.9 New Mobility Hubs** - A series of designated multi-modal transportation hubs that concentrate travel options around 8 hubs within Dockside Green to increase awareness of travel options, strengthen connections between modes to facilitate multi-modal trips, and provide desirable alternatives to single-occupant vehicle travel.

**4.10 Use of Vacant Land in the Interim** - As Dockside Green will take over a decade to be completed, we see an opportunity to emphasize social sustainability and provide a new model for urban development by temporarily transforming underused, but high-value, areas into thriving cultural experiences – we have begun to refer to this general concept as Dockside BETA. The BETA project will be a living workshop that will reclaim a portion of the undeveloped land in the Dockside Green neighborhood, and use shipping containers as building blocks to cultivate a culturally vital environment where Victoria artisans, community leaders, makers, growers and entrepreneurs can collaborate, exchange ideas, and showcase their work. We see the mix of tenants as vital to create a community of like-minded values. The BETA project strongly supports the creativity of thinkers and doers in Victoria. It will be a place to build on what is already happening in Victoria, providing a location for some of this creative energy to coalesce and grow.

## **5.0 Proposed Amendments to Support the Advancement of Dockside Green**

Dockside Green is applying for amendments to the CD-9 Zone - Dockside District, Official Community Plan and MDA to facilitate the updated 2015 Neighbourhood Plan and associated neighbourhood development strategies. These are outlined in some detail in the Submission Booklet for the application. The table below summarizes the principal elements.

### **CD-9 Zone Amendments**

- Increase in total permitted residential density in DA-D / DA-E from 6,200 m<sup>2</sup> to 9,867 m<sup>2</sup>
- For DA-D and DA-E, deleting from the residential uses definitions the restriction on ground floor residential and the requirement for building buffer along Harbour Road and including these requirements in a new residential use siting section.
- Adding additional permitted use categories to DA-A, DA-B, DA-D and DA-E based on the updated



353 Tyee Road  
Victoria, British Columbia  
Canada V9A 3S3  
www.docksidegreen.com



vision for Dockside Green, including uses proposed for Dockside BETA.

- Vehicle parking ratios for the proposed new uses and combined Dockside BETA vehicle parking ratio.
- Modified permitted heights to allow additional tall towers in DA-A (but no increase in height of the tallest tower) and slight increase in height of tower in DA-B to account for challenging site conditions.

#### Master Development Agreement Amendments

- Revised public amenity schedule with estimated value *increasing* by \$2 million, including:
  - New / revised amenities: Dockside Commons, Dockside Landing, The Mutt Strut, The Playroom, revised internal roads and pathways, Transportation Demand Management (TDM) program
  - Retained amenities: Greenway, Public Washroom, Galloping Goose Trail Improvements, Public Art, Historic First Nations / Environmental signage
  - Deleted amenities: Johnson Street Bridge stairs, remaining Environmental Technologies, remaining Esquimalt Road/Harbour Road crossings, Sustainability Centre,
- Plan for phasing delivery of amenities that is linked to the construction of specific lots.
- Amenity performance guarantee provided when particular phase developed.
- Change to LEED ND from LEED NC to align with the Dockside Green new role as a neighbourhood developer.
- Modified Transportation Demand Management (TDM) program.
- Adaptable housing required for 20% of units instead of 100%.
- Permitting subdivisions consistent with 2015 Neighbourhood Plan without need for Council approval,

#### Core Songhees Development Permit Area and associated Design Guidelines Amendments (Part of the Official Community Plan)

- New *Dockside Green Urban Design Guidelines* for the 2015 Rezoning Area. Substantial changes to the *Design Guidelines* include:
  - Precinct-based design guidelines
  - Revised skyline that keeps "bridge to bridge" concept with tallest towers at either end of site, additional taller towers along Tyee Road with a landmark tower at corner of Tyee Road and Esquimalt Road
  - Inclusion of minimum separation distances between residential towers
  - Revised public realm elements and guidelines to reflect updated public amenity plan
- Permitting subdivisions consistent with 2015 Neighbourhood Plan without need for Council approval
- Delegated authority for staff to approve certain Development Permits for Dockside BETA.

### 6.0 Community Support for the New Neighbourhood Plan

The lens of community support is an important consideration and context once again is key. Some extremely generous and dedicated residents in Victoria West were passionately involved in the 2005 Neighbourhood Plan for Dockside Green. In this context, historical facts and positioning plays a unique role when changes are suggested. A few people still believe that Dockside Green purchased the land for \$1.00 and that the remediation obligations were all complete prior to purchase. While this belief is false, when this is the public perception and starting point for public discussions that have financial implications and involve change – even if the changes are well supported by the broad



353 Tye Road  
 Victoria, British Columbia  
 Canada V9A 3S3  
 www.docksidegreen.com



community – these discussions are challenging. The issue of the intent, form and function of the Sustainability Centre is a case in point and remains a sensitive issue for some in the Vic West Community Association as does our request to update the plan to reflect our current thinking regarding LEED. These concerns, however, are not shared by the larger community.

From our earliest meetings and throughout our extensive community consultations with the public, we explained the challenges of meeting LEED NC Platinum Certification for residential buildings and of our intention to move to LEED ND Platinum for new developments. In the five months of presentations, charrettes, and meetings we did not receive any opposition to this change nor did we hear any at the September Vic West Community Association Land Use Committee (CALUC) meeting. The way in which the February CALUC letter is worded, however, would suggest otherwise. Given that our consultation period concluded in the fall and was received with such enthusiasm, it was a grave disappointment that a letter was sent so late, and reflected views that were disconnected from our experience. While we respect the contents of this letter, the change from LEED NC to LEED ND was not an issue for the majority of the public that participated in our consultation process nor those attending the September CALUC meeting. Further, the MDA signed by the City and Dockside Green Limited in 2005 provided the option for Dockside Green to change from LEED NC to LEED ND. In 2008 Dockside Green Limited indicated that it was pursuing LEED ND certification and an amendment to the MDA to reflect this was approved by Council.

At our September CALUC presentation we addressed the Sustainability Centre and the economic challenges for non-profit organizations to raise money through capital fund raising campaigns (approximately \$5 – \$7-million would be needed) to buy the land and build. During our five month public engagement process, and at the CALUC meeting, there were only a few people wishing to keep the idea of the Sustainability Centre alive. Beyond these few, we received no negative feedback on spending our \$400,000 dollar obligation towards the Sustainability Centre on other public amenities at Dockside Green.

### *7.0 Delivering on Our Commitments*

Dockside Green is a unique neighbourhood development in the City of Victoria. Committing to delivering the most sustainable neighbourhood in the City meant significantly more obligations to the community than any other development. This included remediation of a historically contaminated site, subsidizing affordable housing, construction of private utilities, waterfront restoration and a suite of public amenities – including improvements to Point Ellice Park, Galloping Goose trail upgrades, new public spaces and Greenway, street improvements and public art. By the end of 2009 75% of these obligations had been completed at a cost of approximately \$11 million, not including the price of the land.

In 2014, not only did we initiate conversations with the community to reconsider Dockside Green, but we refocused on one of our major commitments: affordable housing. Dockside Green is envisioned as an inclusive community with a mix of housing suitable for a wide range of people, households and families, including those who cannot afford market housing. We are pleased that we are nearing completion of the process that will see our partner Catalyst Community Developments Society build 49 units of affordable non-market rental housing at Dockside Green, with construction anticipated to begin in early 2016. This housing will be suitable to a range of household sizes with a mix of studio, one bedroom, two bedroom and three bedroom units. We anticipate the tenants to largely from the service industry workforce, from Downtown and other nearby neighbourhoods. Dockside Green will be contributing \$3.4 million to make this initiative viable.

353 Tyeo Road  
 Victoria, British Columbia  
 Canada V8A 3S5  
[www.docksidegreen.com](http://www.docksidegreen.com)



Approval of this combined Rezoning, OCP Amendment and MDA Amendment application, with partially reconfigured public amenities, will allow us to complete the development of the neighbourhood and delivery of the remaining public amenities. The value of the remaining amenities is approximately \$6.7 million, a \$2 million increase on the previously approved public amenities approved in 2005.

### **8.0 Conclusion**

We are thankful to the hundreds of citizens who helped shape the new Neighbourhood Plan for Dockside Green. The public consultation process was a true demonstration of Dockside Green's commitment and connection to the community of people for whom Dockside Green is home, and to the residents of Vic West and the City of Victoria.

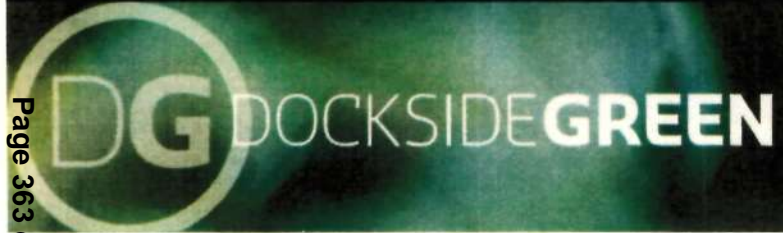
At completion Dockside Green will contribute approximately \$5 million a year in property taxes to the City of Victoria with businesses providing hundreds of new jobs. The changes identified in our application will enable us to proceed. With 1.0 million square feet of buildable floor area yet to be developed accompanied by an array of public amenities, the enclosed application achieves a delicate balance between economic viability and the delivery of an important, sustainable project in Victoria.

In 2002 Dockside Green was an abandoned brownfield property bounded by an industrial site and road. Dockside Green 2015 is home to more than 300 residents and more than a dozen local businesses that are creating livelihoods for their families and their employees. The new Johnson Street Bridge and new transportation connections are shaping and informing a new gateway to Victoria West. Across the city, new conversations on sustainability are reflecting perspectives with increased emphasis on social, cultural and economic sustainability drivers. This is a very exciting and strategic time. The City of Victoria in its wisdom called for an extraordinary project in 2002. The new Neighbourhood Plan for Dockside Green 2015 is an extraordinary project – it is an improved plan – it is, with the requested changes, a financially viable project that will exceed expectations. The window of opportunity for the market is here. Dockside Green needs Council's leadership once again to proceed.

Sincerely,

Norm Shearing, BA, BArch, MAIBC, MRAIC, LEED AP  
 President, Dockside Green Limited





Rezoning Resubmission  
June 2015

THIS PAGE LEFT INTENTIONALLY BLANK

## TABLE OF CONTENTS

<b>1</b>	<b>INTRODUCTION</b>	<b>4</b>	<b>NEIGHBOURHOOD PLAN ELEMENTS</b>	<b>6</b>	<b>BETA at DOCKSIDE GREEN</b>
1.1	Application + Intent	4.1	2015 Dockside Green Neighbourhood Plan	6.1	BETA at Dockside Green
1.2	A New Neighbourhood Plan	4.2	Land Uses	6.2	Site Configuration
1.3	First Principles	4.3	Building Heights	6.3	Conceptual Site Plan
1.4	Values + Commitments	4.4	Skyline	6.4	Operation
1.5	Public Process Summary	4.5	Composite Views		
<b>2</b>	<b>CONTEXT</b>	4.6	Views	<b>7</b>	<b>PROPOSED AMENDMENTS</b>
2.1	History	4.7	Solar Access	7.1	Introduction
2.2	Community Context	4.8	Open Space Comparison	7.2	CD-9 Zone, Dockside District
2.3	Background Policies	4.9	Parking + Loading	7.3	Amendments to CD-9, Dockside District
2.4	Completed Amenities + Infrastructure	4.10	Universal Accessibility + Circulation	7.4	New Design Guidelines
		4.11	Building Entrances	7.5	Master Development Agreement Amendments
		4.12	Street Walls		
<b>3</b>	<b>NEIGHBOURHOOD PLAN 2005/2015</b>	<b>5</b>	<b>NEIGHBOURHOOD DESIGN DETAILS</b>		<b>SUPPLEMENTAL MATERIALS</b>
3.1	Introduction	5.1	Introduction		<b>ACKNOWLEDGMENTS</b>
3.2	2005 Dockside Green Neighbourhood Plan	5.2	Tyee-Greenway Precinct		
3.3	Updated Dockside Green Neighbourhood Plan	5.3	Dockside Commons Precinct		
3.4	Precincts	5.4	Dockside Landing Precinct		
3.5	Places	5.5	Greenway-Mews Precinct		
3.6	Linkages + Connectivity	5.6	Dockside Waterfront Precinct		
3.7	What Will Remain the Same from 2005	5.7	The Neighbourhood House		
3.8	What Has Been Updated in 2015	5.8	Streets		
		5.9	Site Sections		

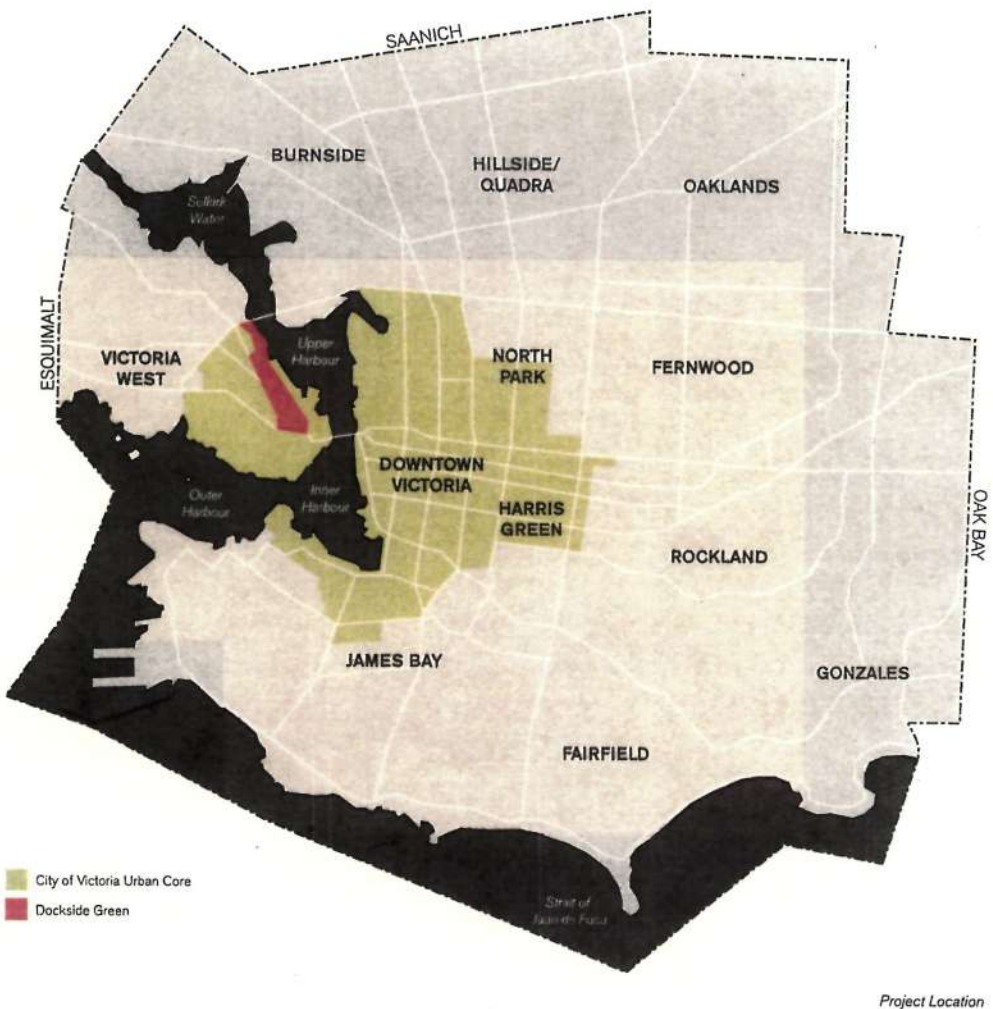


THIS PAGE LEFT INTENTIONALLY BLANK

INTRODUCTION

## Our Vision:

A well-loved, culturally vital neighbourhood where the mix of people and environment fuels health and a vibrant local economy.



Project Location

### 1. APPLICATION + INTENT





Proposed Rezoning Boundary

Our intent with this application book is threefold:

1. Illustrate and describe the Neighbourhood Plan and all its components; articulate how the Plan integrates well with and complements the surrounding community.
2. Establish a set of principles that will guide the development of the public spaces, buildings, infrastructure and amenities at Docksider Green.
3. To outline for the City of Victoria the changes required to make our vision for Docksider Green a reality.

The Docksider Green Neighbourhood Plan considers and incorporates the entirety of the Docksider Green neighbourhood. However, for the purpose of the Rezoning Application to the City of Victoria, we are proposing amendments to the design guidelines and amendments to the MDA for only those portions of the site shown in the adjacent 2015 Rezoning Area. The existing zoning, design guidelines and MDA will continue to apply to the other portions of the site.

The presentation of the Docksider Green Neighbourhood Plan represents a culmination of a process and the beginning of an exciting future. Articulated within the pages of this book is our vision of how we will build on the vitality and sense of community within the existing Docksider Green neighbourhood, to ultimately create a sustainable neighbourhood, which is well-integrated within the Victoria West community, linked to Downtown Victoria and is a supportive neighbour of the industrial harbour.

As an early adopter of a triple-bottom line approach to sustainable urban development, our project has achieved a lot of notice, winning awards and the title of one of the greenest communities in North America. It is also no secret that we have also experienced challenges – a global recession and as an innovator taking risks, some hard lessons-learned.

With a clear commitment from the project owners – Vancity Savings Credit Union – Docksider Green has developed a Neighbourhood Plan and strategy for the completion of the neighbourhood. This has been a collaborative process. It began with an open, an involved process of community conversation and engagement with Docksider Green residents, businesses, neighbours and others from the Victoria community. What emerged was a clear sense of what works at Docksider Green and what it should be in the future.

A comprehensive process of neighbourhood planning has taken that vision and developed an updated Neighbourhood Plan for Docksider Green. The Neighbourhood Plan builds on the original neighbourhood plan from 2005 and considers the emerging context of Victoria West, Downtown Victoria and the region in 2015. It has capitalized on emerging opportunities to make the Plan more relevant to 2015. Importantly, it also considers Docksider Green Ltd's role as a neighbourhood builder, establishes a plan that is appropriate for the Victoria marketplace and provides adequate flexibility to make necessary course corrections. Building a 15 acre complete, sustainable neighbourhood with 1.4 million square feet of building area on an urban, brownfield site is not a straightforward task.

## 1.2 A NEW NEIGHBOURHOOD PLAN

As an early adopter of sustainable development, Dockside Green has been recognized as one of the greenest communities in North America. Innovation means taking risks and learning from being at the leading edge of the "green building movement". As a result, Dockside Green faced a number of challenges that required us to reconsider aspects of the original 2005 plan. Our strategies for addressing these challenges included:

### **Dockside Green as a Neighbourhood Builder**

To move forward in the new economy, Dockside Green has changed its previous business model to become a neighbourhood builder who will partner with 3rd party developers to develop individual land parcels. While we will not build residential or commercial buildings, we will create and manage a neighbourhood. This includes taking responsibility for the construction of all public amenities such as roads, parks, public space, art, etc.

### **Buildings Too Large for the Post-2008 Victoria Real Estate Market**

To be developable, the Dockside Green Neighbourhood Plan requires updates to redistribute the current density which includes buildings of over 200,000 square feet into land parcels with a development density of between 85,000 and 140,000 square feet. These newly created parcels are marketable and financeable for local builders, allow the project to progress forward in a phased manner, and have a built form that is efficient while allowing the potential for a variety of residential unit types.

**Poor Connections to its Edges.** The 2005 Dockside Green Neighbourhood Plan was originally developed at a time when this part of Victoria looked much different than it does today. The plan focused around an internal main plaza and responded poorly along its edges to the surrounding community – physically and socially. The surrounding community has changed in the past decade, and with a new bridge under construction, a new park to be built, new businesses arriving and new residents moved in there is a need to revisit the plan to stay relevant.

**Timelines for Delivery of Amenities.** To date Dockside Green has completed over 75% of all its amenity obligations, including site remediation, construction of a wastewater treatment plan, biomass energy facility, public dock, and various site upgrades, with only 22% of the project completed. This has created a substantial financial burden for the project. The current MDA structure provides an unworkable scenario in which remaining amenities such as public plazas and parks are to be delivered with no connection to the buildings that neighbour it. This notion, along with the relevancy of specific amenities in 2015 required to complete Dockside Green, has resulted in a difficult position from which to move forward.



**LEED®** In 2005, Dockside Green set a goal of achieving the highest levels of certification under the LEED® New (Building) Construction (NC) program and the LEED® Neighbourhood Development (ND). While the MDA focused solely on LEED® Canada-NC v 1.0 Platinum certification as Dockside Green's standard, Dockside Green achieved Platinum level certification for both LEED® NC and LEED® ND standards. With our role shifting from developer to neighbourhood builder, we have re-affirmed our focus to LEED® ND, which emphasizes sustainability at the neighbourhood level. The MDA permits this modified approach with City of Victoria approval.

**The Evolution of Sustainability** The concept of sustainability has evolved in the past decade from when Dockside Green was first conceived – the social and economic pillars of sustainability have grown in emphasis. Therefore while Dockside Green has recognized the environmental pillar of the triple bottom line approach, we need to better integrate the other two pillars to truly be sustainable.

**Making Use of Vacant Land** The extended build-out for a project of the scale of Dockside Green means many years with land sitting idle and unused. There is an opportunity for Dockside Green and the community to animate this space with active uses - bridging Downtown Victoria and Vic West until the final development occurs. Dockside Green is inspired by how other communities have developed pop-up retail, arts and culture, food and urban agriculture, and recreation opportunities on unused vacant urban land.



## 13 FIRST PRINCIPLES

Before we began our public conversations, the Dockside Green team spent some time thinking about our core values and vision for the neighbourhood. We saw this as a starting point for a conversation. We set out to answer some of the following questions: What do we believe? What makes this project unique? And what are the commitments we will make to our communities?

We came up with a set of draft values: sustainability, inclusivity, a respect for local, creative and cultural vitality. We also came up with a working vision statement: A well-loved, culturally vital neighbourhood where the mix of people and environment fuels health and a vibrant local economy.

We then asked the community to comment, both in person and online, on these values. Did they resonate? Did they match the values of residents and community members? We also used these draft values as a helpful anchor in our planning. Over the months, through conversation and workshops, we have shaped them into a Neighbourhood Charter that will guide our activities and relationships.

### Neighbourhood Charter

Based on the community's comments at our first meetings we confirmed a Neighbourhood Charter for Dockside Green which will help guide the future development of the site.

#### Vision:

A well-loved, culturally vital neighbourhood where the mix of people and environment fuels health and a vibrant local economy.

#### Our Statement of Values and Commitments:

As we consider the future of the Dockside Green Neighbourhood, we want to be clear about the principles and commitments that will guide our work in community and with our partners, and how we will honour the existing neighbourhoods and help plan for the future.

#### We will have a continued focus on:

- Connecting community, nature, and design;
- The creation of an energetic neighbourhood that places social wellbeing as one of our highest achievements; and
- Leaving an improved human and environmental legacy for generations to come.

#### Values:

These values and commitments offer a way for us to shape our decision-making and to measure our progress over the many years, sometimes decades, it takes to develop and build a dense urban neighbourhood. We also see the Neighbourhood Charter as a "living document" — the values remain the same, but we will review our commitments to ensure that we are meeting these core principles.

## 14 VALUES + COMMITMENTS

### 1. Sustainability

We are committed to the triple-bottom line of social, environmental and economic health of our project.

**Social:** We value the ability to provide opportunities for inclusion and connectedness among neighbours.

**Environment:** We value the ecological health and sustainability of our community.

**Economic:** We are committed to a plan that is feasible and enduring given existing resources and measuring our success against long-term goals.

### 2. Respect for Local

We are committed to retaining the industrial and historical character of the Dockside Green site and finding ways to create people-centred spaces.

We value the expertise, passion, knowledge and talent in the larger community and neighbourhoods and are committed to fostering a vibrant local economy that provides opportunities to work, create and learn close to home.

### 3. Inclusivity

We are a community that welcomes and supports a range of socio-economic backgrounds, ages and cultures through a diversity of housing, activities and amenities.

We value community involvement and input. We are committed to ongoing dialogue in the further development of Dockside Green Neighbourhood.

### 4. Cultural and Creative Vitality

We value creativity and the power of progressive public, cultural and commercial spaces to effect positive social and environmental change.

We are committed to urban design — public and commercial spaces — that fosters a sense of inclusion and kinship with neighbours; important places to gather, interact, shop, create and share ideas.

We value a community that promotes arts, culture and education.

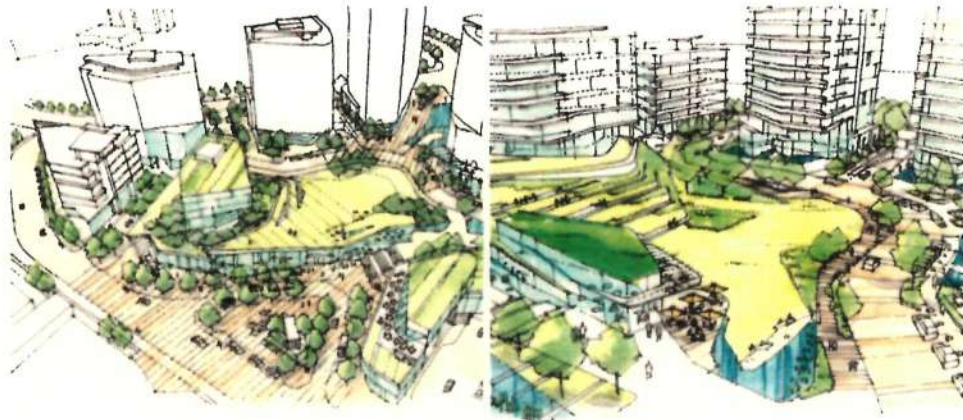


## 15 PUBLIC PROCESS SUMMARY

Our series of public conversations was intended to create an exchange of ideas and information between engaged citizens and the Dockside Green team. Our process was grounded in transparency, was given focus by the emerging project values and was a sincere desire to inform, involve and collaborate with stakeholders.

After every session, we posted a summary of findings online to ensure we were accurately and clearly reflecting back what we heard. We also tried to identify how that feedback was incorporated into the next stage of planning.

The meetings were promoted via mail drop and posters, in the Victoria West Community Association's newsletter, through strata councils at Dockside Green, through our website, via social media and some mainstream media outreach. We attempted to get the word out as broadly and with as much notice as possible.





THIS PAGE LEFT INTENTIONALLY BLANK



CONTEXT

2

## 21 HISTORY



View of Victoria, Vancouver Island (Day and Son, 1860)



Songhees Village, James Madison Alden (c.1857)  
Library and Archives of Canada

### FIRST PEOPLES

For thousands of years, the Lekwungen, ancestors of the Esquimalt and Songhees Nations, inhabited the lands surrounding what is now Dockside Green.

Following the arrival of European navigators and the establishment in 1844 of Fort Victoria by the Hudson's Bay Company, Lekwungen families established their village on the west shores of Victoria Harbour, across from the HBC fort. Houses stretched from Songhees Point to Point Hope, just north of where the Johnson Street Bridge is currently located. In 1853, the village was designated as a reserve.

During the 1860s, a smallpox epidemic swept through many First Nations communities in BC, resulting in the depopulation of many villages, including the Songhees reserve. As the reserve was centrally located, the Songhees were under pressure to sell their lands. In 1911, the Songhees agreed to relocate the reserve to Esquimalt, paving the way for industrial development along the Harbour.

Today, the main Songhees community resides at the New Songhees Reserve on the east shore of Esquimalt Harbour. The Songhees First Nation is a self-governing member of the Te'mexw Treaty Association and the Nauf'sa Mawt Tribal Council. A totem pole, 'The Water Keepers' Pole' by master carver Charles Elliot of the Tsartlip Nation, was erected in 2008 in recognition and celebration of the rich First Nations heritage at Dockside Green.

### VICTORIA WEST

With the influx of new arrivals to Victoria resulting from the Fraser River Gold Rush, there were additional pressures for farms and development on the Esquimalt Peninsula. Beginning with the purchase of the Simpson farm in 1864, Victoria West attracted a wide range of people to the neighbourhood, including several prominent families of the era - but also many working class families who depended on the industry along the working waterfront for their livelihoods.

The First Point Ellice Bridge was built in 1861, helping to spur growth and development in Victoria West. This was followed in 1922-1924 by the Johnson Street Bridge.



Opening Day of the Johnson St. Bridge (1924)  
City of Victoria Archives M00353



Victoria in three parts, from Vic West looking over present-day Dockside Lands (filled bay is visible)  
Richard Maynard (c. 1877); Courtesy of the Royal BC Museum, BC Archives



Turpel's Yard near Outer Harbour  
Courtesy of the Royal BC Museum, BC Archives



Foundation Co. of BC Shipyard (1918)  
Courtesy of the Royal BC Museum, BC Archives

#### SHIPYARDS + INDUSTRY

The first shipyard at Point Hope was built on reserve lands leased from the Federal Government in 1873. This shipyard, Colling and Cook's Ways, was the first shipyard in Victoria and possibly in BC as well. Since that time, several shipyard companies have operated from the site.

The Esquimalt + Nanaimo Railway was constructed in 1886, with a swing bridge crossing Victoria Harbour to Downtown. The Railway, coupled with proximity to the Canadian Pacific Service Yard, helped to provide jobs and spur industrial growth in Victoria West.

Following the relocation of the Songhees Reserve to Esquimalt in 1911, the Dockside lands became available for industrial development. Soon, the site housed shipyards, rail line, associated freight storage buildings, iron and metal trading operation, propane operation, asphalt plant and a cedar shingle mill.

Industrial operations and landfilling activities significantly changed the geography of the Dockside area during this time. The inlet which separated Point Hope from the upland area was filled in.

#### BROWNFIELD

By the 1970s, most of the industry on the site had closed down or relocated elsewhere. By the early 2000s, the only remaining structure on the site was Princess Mary's Restaurant, built from the former superstructure of a former Canadian Pacific Railway pocket liner. Part of the Princess Mary building was incorporated into the renovated building for Farmer Construction at 360 Harbour Road.

#### REVITALIZATION

The 1986 Victoria West Plan helped lay the groundwork for redevelopment and revitalization on the Songhees Peninsula. Construction of the Galloping Goose Trail in 1987 linked the Johnson Street Bridge to Sooke and helped to bring recreational activity to the waterfront.

The City of Victoria acquired the Dockside Lands from the Province in 1989, starting a process which would lead to the issuance of the Dockside Lands RFP in 2004 and the construction of the first phases of Dockside Green.



Princess Mary Restaurant, Unknown



## 2.2 COMMUNITY CONTEXT

### NEIGHBOURHOODS

Located at the western end of both the Johnson Street and Bay Street Bridges opposite Downtown Victoria, Dockside Green is a gateway into the Victoria West neighbourhood and the Esquimalt Peninsula more generally.

The Victoria West neighbourhood is comprised of several established residential communities, as well as newer large-scale developments in proximity to the Dockside Green site. These include developments along the Songhees waterfront, Bayview, the Roundhouse and in the former Railyards north of Bay Street.

Victoria's Official Community Plan designates Dockside Green within the City's Urban Core. With Downtown Victoria less than a 10-minute walk away from Dockside Green, there are a multitude of shopping, working and entertainment destinations within close proximity to the site. A new Johnson Street Bridge is currently under construction and will enhance connectivity between Victoria West and Downtown Victoria.

Across Harbour Road, the Point Hope Shipyard is an important employment node and a part of Victoria's working waterfront.



Craigflower Village, Victoria West

### CONNECTIONS

Dockside Green is at the crossroads of several important greenway corridors for cyclists and pedestrians, providing both local and regional connectivity, which all terminate at the western end of the Johnson Street Bridge, directly across from Dockside Green.

The Galloping Goose Regional Trail runs through Dockside Green and connects Downtown Victoria to Burnside, the Western Communities and beyond. The Galloping Goose also links up with the Lochside Regional Trail, which extends to the northern tip of the Saanich Peninsula.

The nearby Westsong Walkway follows the shoreline of the Outer Harbour all the way to Esquimalt. The Capital Regional District is also currently developing a trail corridor adjacent to the Esquimalt and Nanaimo Rail line and aims to connect to the Western Communities of Colwood and Langford, and potentially to other locations up-Island.

The site is also well-served by transit, with several bus routes in proximity to Dockside Green, several of which have been identified as part of a planned frequent transit network.

Street connections for vehicles, cyclists and pedestrians provide key linkages to Downtown and other parts of Victoria West via Esquimalt Road/Johnson Street Bridge, Bay Street, and Tyee Road.



Galloping Goose Trail

### PARKS + RECREATION

Several neighbourhood parks are in close proximity to Dockside Green. Point Ellice Park is directly adjacent to Dockside Green and provides opportunities for water access as well as forming part of the Galloping Goose Regional Trail.

Victoria West Park is less than a 5-minute walk from Dockside Green and provides a range of active recreation opportunities. Other parks in the area are typically more passive in nature and include Vista Park in the new Bayview development and the Songhees Waterfront.

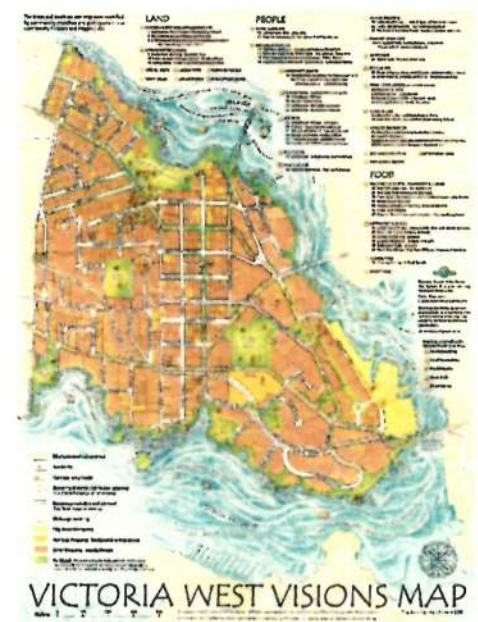
The Victoria West Community Centre is located approximately 1 km northwest of Dockside Green in Banfield Park and offers various recreational and social service programs.

### SCHOOLS

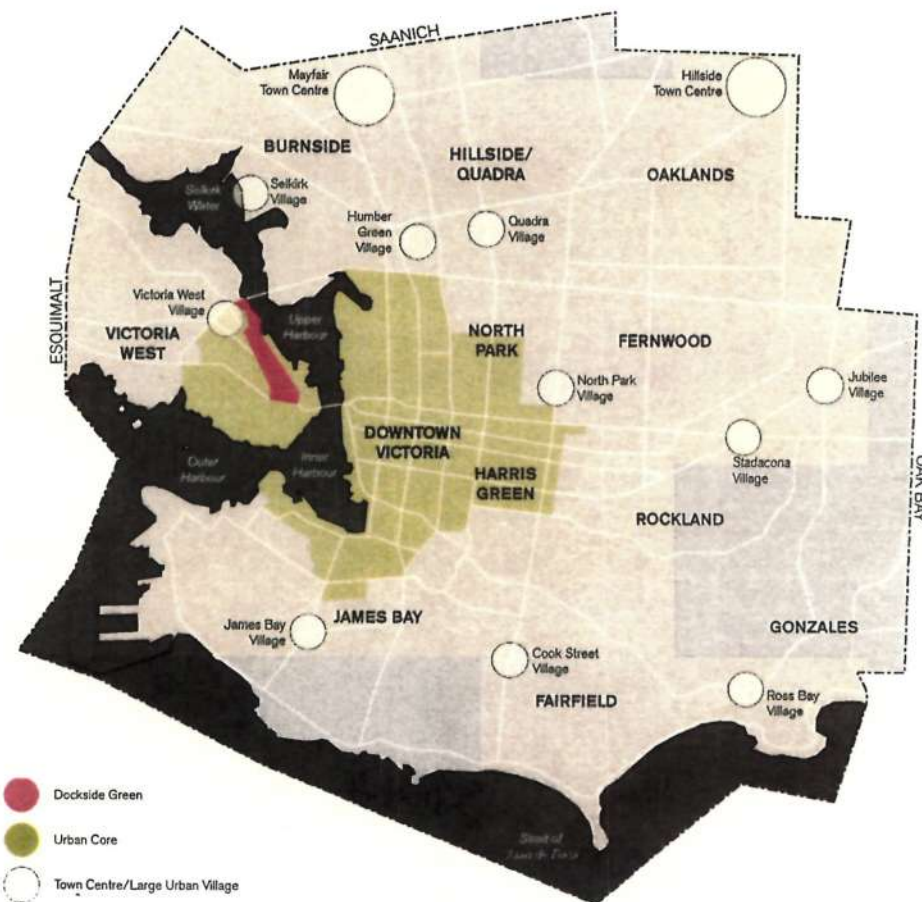
Dockside Green is currently within the catchment areas of Victoria West Elementary (approx. 1 km away), Rockheights Middle School (approx. 3 km away in Esquimalt) and Esquimalt High School (approx. 2 km away in Esquimalt). École Victor-Brodeur, a public French-language school, is approximately 2 km west of Dockside Green in Esquimalt.



Victoria West Community Centre



Victoria West Community Visions Map



Official Community Plan: Growth Management Concept

## 2.3 BACKGROUND POLICIES

### 2.3 BACKGROUND POLICIES

A number of City of Victoria Plans and Policies inform and guide the development of Dockside Green. These included

- Official Community Plan (2012)
- Victoria Sustainability Framework (2010)
- Victoria West Plan (1986, Amended 2008);
- Victoria West Transportation Plan (2008)
- Victoria Harbour Plan (2001)
- Policy Plan + Design Guidelines for the Songhees Area of Victoria West (1986, Amended 2008)
- Harbour Road Industrial Waterfront Design Guidelines (2008)
- Dockside Green Design Guidelines (2005)
- Dockside CD-9 Zoning (2005, Amended 2008, 2009)

### 2.3.1 POLICY IMPLICATIONS

- The policy establishes Dockside Green as a mixed-use, urban neighbourhood, with moderate density and a mix of towers and mid-rise buildings. Dockside Green should be a neighbourhood that supports the residential densification of the Urban Core while providing employment opportunities and neighbourhood shopping, services and food and entertainment.
- Dockside Green should integrate with the cycling and pedestrian transportation networks that link Vic West to Downtown and to the rest of the region. Pedestrians and cyclist are priorities and the new Dockside Green neighbourhood should focus on and enhance those environments with the design of the on-site circulation network and public realm.
- The waterfront lands at Point Hope shipyards will remain industrial, with limited opportunities for public access to the water. As a result Dockside Green needs to acknowledge and be supportive of this important economic activity. The overall structure and design of Dockside Green should locate complementary uses along Harbour Road, while locating the bulk of residential uses along Esquimalt and Tyee Roads.
- This overall structure should also be reflected in architectural expression and public realm design that complement the adjacencies, creates a unique sense of place and an overall cohesiveness throughout, fosters social vibrancy with human scale design, incorporates public art, is beautified and softened with natural features and allows for an animated street life and festivals, celebrations and special events.
- All of this should occur within the context of a focus on and integration of sustainability principles – ecological integrity, livability and social well-being, economic vitality and resiliency.



## 2.4 COMPLETED AMENITIES + INFRASTRUCTURE

### INTRODUCTION

The Dockside Green neighbourhood was designed as a complete, sustainable neighbourhood with significant public amenities and investment in leading edge green infrastructure. Dockside Green committed to delivering these amenities on an aggressive schedule, fronting much of the cost prior to completing development density. To date 75% of the amenities and infrastructure has been completed, while only 22% of the building floor area has been constructed.

The public amenity and infrastructure approach at Dockside Green is considered by some to result in the greenest land development project in North America. To that end, Dockside Green was the first project to receive LEED® Neighbourhood Development (ND) Platinum certification. Dockside Green has completed environmental restoration and remediation, a variety of public realm improvements and major investments in shared infrastructure, several of which are unique to Dockside Green in the region.

### WASTEWATER TREATMENT SYSTEM

The original approach to the wastewater collection at Dockside Green was through a private system which would collect and service each individual building within the site and integrate into a centralized private wastewater treatment facility.

The wastewater treatment plant (WWTP) is intended to treat all of the wastewater generated onsite. Site wastewater, either household or commercial, is generated from sink discharges, dishwashers, showers, washing machines, and toilets or similar uses. This wastewater is collected from the individual buildings and conveyed by gravity to the WWTP.

The WWTP is located adjacent to office and residences and has been well integrated within this area. The WWTP is located under the central Greenway and extends several stories below ground level; the WWTP entrance is aesthetically pleasing and is barely noticeable amongst the surrounding vegetation. The level of treatment provided by the WWTP is to the highest degree for water re-use and treatment. This means that it meets or exceeds the reclaimed water Municipal Sewage Regulation (MSR) criteria for reclaimed effluent; and therefore this level of treatment allows for unrestricted public access.

### DISTRICT ENERGY PLANT

A District Energy Plant distributes heat to each building within Dockside Green in a closed loop. The loop is contained within the utility corridor and individual buildings connect and draw from the heated pipe and discharge into the return pipe. District Energy is intended to provide a more efficient way of delivering heat and power to buildings at Dockside Green over conventional means.

### POINT ELLICE PARK/GALLOPING GOOSE TRAIL

Point Ellice Park is located along the shores of the Upper Harbour between Harbour Road and the Bay Street Bridge. The park includes the Galloping Goose Regional Trail, which runs the length of the park and connects to a regional system of multi-use trails.

As part of the first phases of development at Dockside Green, significant efforts were made to improve the recreational and ecological function at Point Ellice Park, including:

- The Galloping Goose was upgraded to City of Victoria Greenways standards and integrated with traffic calming measures at crossing points along Harbour Road.
- A boat dock was constructed at Point Ellice Park, allowing for the launching of small craft, as well as serving as a stop for the Victoria Harbour Ferry.
- Restoration of the ecological function of the upland and inter-tidal zones of the Point Ellice Park shoreline provided improved habitat values for key animal and plant species.
- A pedestrian connection was constructed just to the south of the Bay Street Bridge, providing access to Point Ellice Park and the Galloping Goose Trail.

### GREENWAY

The Greenway is not only an important part of the Dockside open space and public realm, but also functions as an element of the wastewater and stormwater treatment infrastructure.

The Greenway connects with the Galloping Goose trail at Harbour Road, and will be part of a larger system of green spaces that will extend throughout the site, providing open space opportunities and important linkages both internal to Dockside Green and extending outwards to the wider community.

Along the Greenway, historical, First Nations and environmental signage has been located to help users understand the historical and environmental richness of the site.

### OTHER EXISTING AMENITIES

In addition to these major amenity investments, Dockside Green also provided a number of other public amenities and infrastructure improvements during the first phases. This included:

**Car-share vehicles and memberships:** With Dockside Green contributions the Victoria Car Share Co-op purchased two vehicles and located them at Dockside Green. Dockside Green also purchased car share memberships that were made available to all residents living at Dockside Green.

**Pathway connections:** Pedestrian pathway connections were established from Tyee Road to Harbour Road. One leads from the near the corner of Wilson and Tyee, down to the Greenway and past the bakery and coffee shop to the Harbour Road crosswalk. The second brings pedestrians from Tyee Road down a set of stairs to the south-end of the current Greenway and then down to Harbour Road by the Farmer Construction office building.

**Extensive Tree Planting:** Tree planting occurred all along the Galloping Goose Trail adjacent to Point Ellice Park, along the Greenway, along Tyee Road, Harbour Road and Esquimalt Road.

**Bike Racks:** Bike racks were installed at various places throughout the first phases and in Point Ellice Park.

**Public Art:** A totem pole by Charles Elliot of the Tsartlip First Nation was commissioned and installed adjacent to the intersection of Harbour Road and the Galloping Goose trail. Additionally, 'The Shatters', a glass sculpture was installed in the Synergy plaza.

**Signage:** Significant educational signage has been placed to explore environmental and First Nations' connections within the project.

**Green Technologies:** Dockside Green has implemented a number of Green Technologies through out the development. These include solar lighting for the boat launch, solar awnings for CI-1, Big Belly Solar Garbage Compactors, Windmills on CI-1 and Smart Meters in Synergy and Balance.

**Harbour Road Improvements:** Installation of the traffic calming device located at the pedestrian and cyclist crossing adjacent to 398 Harbour Road.





Infrastructure + Amenities Key Plan



Point Ellice Park/Shoreline Restoration/Public Dock



Point Ellice Park / Public Art / Galloping Goose Trail



Wastewater Treatment Plant



Greenway



District Energy Plant



Car Share

THIS PAGE LEFT INTENTIONALLY BLANK

## NEIGHBOURHOOD PLAN 2005/2015

3



Aerial view of the Dockside Lands







## 31 INTRODUCTION

The 2015 Dockside Green Neighbourhood Plan is shaped by a number of important elements. Primarily, the 2015 Plan builds off of and incorporates strategies previously embedded in the 2005 Plan for the neighbourhood. The 2015 Plan is also the result of consideration of the new, emerging context of Vic West and the business needs of Dockside Green Limited. Critically, it was through the extensive public re-engagement process that the community – Dockside Green residents, citizens from the surrounding neighbourhoods and local business owners – played a significant role in re-imagining and shaping the urban design and planning for the 2015 Neighbourhood Plan.

This chapter highlights the key elements of the 2015 Neighbourhood Plan and where appropriate compares its outcomes to those from the 2005 Neighbourhood Plan.



2005 Neighbourhood Plan





## 32 2005 DOCKSIDE GREEN NEIGHBOURHOOD PLAN

### INTRODUCTION

Dockside Green's original 2005 Plan sought to exemplify a "New Urbanism" type of community development with a diverse mix of uses, people friendly streets and open spaces, and innovative, environmentally conscious design that blends with and complements its unique location overlooking Victoria's historic urban harbour front. The integrated mix of uses, high quality public spaces and design theme helped to define the new urbanism of the community. Residential uses and settings encouraged a diversity of residents and income groups to coexist with workplaces, shopping, restaurants, retail and office services, and landscaped public open space to create a unique mix of neighbourhood experiences and gathering places.

### 2005 PLAN PRINCIPLES

The 2005 Plan and its design incorporated many of these principles as driving influences:

- A diverse mix of uses, people friendly streets and open spaces, and innovative, environmentally conscious design that blends with and complements its unique location overlooking Victoria's historic urban harbour front.
- The integrated mix of uses, high quality public spaces and design theme help define the new urbanism of the community. Residential uses and settings encouraged a diversity of residents and income groups to coexist with workplaces, shopping, restaurants, retail and office services, and landscaped public open space that creates a unique mix of neighbourhood experiences and gathering places.
- The site's unique placement and topography called for the provision for the preservation of views, particularly harbour views, and, along with enhanced public spaces, links to the existing Galloping Goose cycling and pedestrian path and the introduction of new pathways through the site contributed to connections within the community and to the surrounding neighbourhood.
- Architecture was to consist of a mix of structure heights that provide the area with pedestrian-oriented experience as well as landmark buildings that are complemented by a mix of mid- and high-profile buildings.
- The development was to be more urban than suburban in character and image, with the design vocabulary for both buildings and open spaces being cohesive without being too homogenous or contrived.
- A variety of appropriately natural, indigenous and durable exterior building materials that were compatible with adjacencies and reflect the marine character of the unique place and harbour location.
- Provision of a high-quality public realm and public amenities, one which employed a consistently innovative, creative, design approach for parks and open space to ensure continuity through the site, and which also provided focal points, gathering places, pedestrian-scaled pathways and cycling paths, streetscapes, green spaces, and opportunities for public art.
- An overall commitment to sustainable development practice in the form of LEED design criteria.

### 2005 PLAN ELEMENTS

The 2005 Plan was embodied in a number of documents, including the Zoning, MDA, and Design Guidelines. Key Features include:

#### DENSITY

A moderate density of an FSR of 2.084:1.

#### MASSING + HEIGHT

Generally, allowable heights and massing provisions were influenced by the topography and adjacencies of the site, with higher buildings (up to 20 storeys) allowed at the upper level fronting Tyee and Esquimalt Roads, and lower height buildings assigned to Harbour Road frontages (up to 2-7 storeys). The plan stipulated the preservation of certain strategic views and the provision of pedestrian-scaled buildings as a human scale massing response for storefronts fronting the plaza, public realm adjacencies and buildings fronting streets. Massing also responded to solar access provisions and limiting shadowing of public realm components within the site.

#### SKYLINE

The varied height and massing of buildings at the upper levels of the site, generally moving from lower at the northern end to higher at the southerly end of the site, helped articulate and provide interest to the development when viewed from afar.

#### CENTRAL GREENWAY

The Dockside Greenway and water feature ran north/south through the centre of the site allowing private and semi-private landscaped courtyards and visually linked open spaces to be located adjacent and connected to the Greenway.

#### MAIN PLAZA

The Dockside Village Plaza was located at the southerly portion of the site and acted as the entry plaza to Dockside Green from the south and southern terminus of the greenway. It included a highly visible open space at its centre surrounded by major vehicular roundabout. The plaza was intended to be an amphitheatre stage, water feature and sunning green that encouraged community gatherings.

#### WATERFRONT RELATIONSHIP

Although Dockside is not directly adjacent the waterfront, the plan sought to articulate ways to enhance its relationship to the harbour, including a second plaza where Harbour Road turns away from the waterfront, the restoration of the Point Ellice Park shorelines, construction of a small boat dock, improvements to the waterfront Galloping Goose trail and reflection of the marine vernacular architecture in building design and materials choice.

#### DOCKSIDE GREEN PARKING RATIOS / TDM

Given its location, multiple modal options available in the area, investments in pedestrian and cycling infrastructure, and an aggressive Transportation Demand Management (TDM) program, Dockside Green has lower vehicle parking requirements in comparison to some other developments in the City. The Plan called for pedestrian oriented improvements with new sidewalks, paths and connections and improvements to the Galloping Goose trail. The TDM program included investing in car-share vehicles and car-share memberships, bike purchase and transit subsidies to affordable housing tenants, additional secure bike storage for all residents and employees on-site, showers and change rooms for employees that cycle to work, a mini transit system and transportation choice education.



2015 Neighbourhood Plan



### 3.3 UPDATED DOCKSIDE GREEN NEIGHBOURHOOD PLAN

The updated Dockside Green Neighbourhood Plan envisions an ongoing sustainable, complete neighbourhood reflecting and respecting the influences and principles of the original vision and design intent. This new plan appropriately updates the urban design, architecture and landscape design to respond to current conditions.

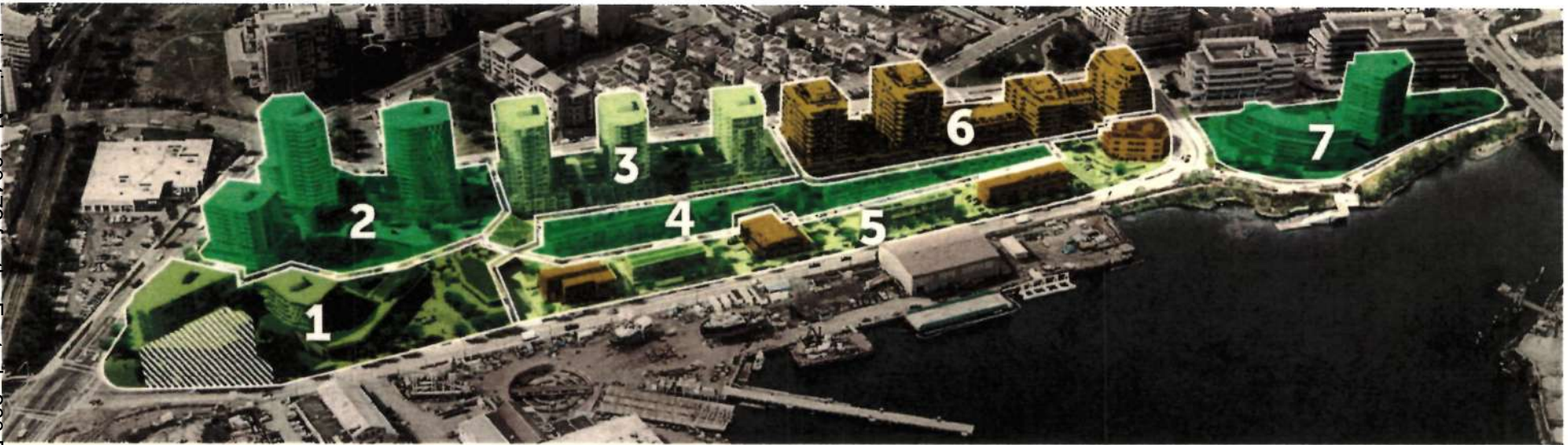
It will incorporate progressive new urbanism initiatives based around human-scaled Precincts, Places, Permeability and Linkages which contribute to a truly sustainable lifestyle and define it as a unique community destination, where people can live, work, shop and play in one location.

The new Neighbourhood Plan will feature a high quality urban character with an appropriately scaled concentration of retail/commercial experiences paired with a mix of other complementary uses, comprising a range of residential unit types, including affordable housing, commercial, retail, office and service uses.

The diverse mixture of uses will be planned around an exceptional public realm, featuring a continuation and enhancement of the existing Greenway corridor. The new plan offers a variety of interesting open spaces and gathering places culminating at the Neighbourhood Park, "Dockside Commons", and the new urban plaza and commercial-retail heart of the community, "Dockside Landing".

The new Neighbourhood Plan will be a fitting update and refresh of the Dockside Green site, realizing its original vision and with its completion helping to invigorate this significant area of the local neighbourhood and the City of Victoria as a whole.





## PRECINCTS

Precincts are the large building blocks which together form Dockside Green. Each precinct has its own specific character, and response to the particular site and land use requirements within each area. Factors such as views, adjacent uses, grade changes, vehicular servicing and proximity to open spaces were considered in developing the specific character of each precinct.

### 1 DOCKSIDE LANDING PRECINCT

The Dockside Landing Precinct is defined by the main urban plaza for the neighbourhood, which opens onto Harbour Road and the ever-changing backdrop of the working waterfront at the Point Hope Shipyard. The precinct is intended to become the main commercial core of the neighbourhood, with local businesses completing the edges of the plaza. Incorporating comprehensive, mixed-use development, with a highly integrated neighbourhood park, the Vic West Gateway, and the 202 Harbour Road site, this precinct aims to encapsulate the core retail components in a tiered landscape that follows the natural on-site change in grade.

### 2 DOCKSIDE COMMONS PRECINCT

The Dockside Commons Precinct is comprised of several key open spaces: Dockside Commons, Dockside Crescent, and both the Tye and Vic West Gateways. Due to its location at the south end of the site, the buildings within this precinct are highly visible. Building heights are will increase as they approach the corner of Tye and Esquimalt Roads – ultimately providing a backdrop to the Dockside Commons green space, and an iconic contribution to the skyline of Victoria West. The building lobbies are intended to open onto Dockside Commons, allowing residents the opportunity to interact in a relaxed setting.

### 3 TYE-GREENWAY PRECINCT

The Tye-Greenway Precinct is located along Tye Road, between the existing residential phase, Balance, and the proposed access road, Dockside Crescent, to the south. Given its mid-block location, the Tye-Greenway precinct's function is to link the elements of the existing Dockside Green neighbourhood with the larger, updated towers – creating harmony in urban design and character. Three residential towers form the basis of the precinct, continuing the character of Tye Road, and connecting it to the Greenway in orientation and experience. A key aspect of the precinct is Tye Plaza, which offers a gateway into the Dockside Green Neighbourhood, inviting Victoria West residents and visitors into the project.

### 4 GREENWAY MEWS PRECINCT

The Greenway-Mews Precinct is located between Dockside Mews and the Greenway. The precinct draws its character from the waterway's natural features, which influence the perceived scale of the buildings within it. With the Greenway serving as a corridor through the site, this precinct also includes low-rise buildings which will function to connect the Greenway to Harbour Road, and provide a vital connection for the transition from non-residential uses on Harbour Road to the residential towers along Tye Road.

### 5 HARBOUR ROAD PRECINCT

As the eastern boundary of Dockside Green, the Harbour Road Precinct is comprised of an existing collection of small-scale industrial structures, and proposed commercial buildings that are intended to form a lively and inviting front with building character playing off the industrial history and context of the site. A combination of elegant, robust, well-finished, light-industrial details and materials will define this precinct, while simultaneously providing vehicle access into Dockside Green and bicycle traffic via the Galloping Goose Regional Trail.

### 6 EXISTING RESIDENTIAL

Comprised of both the Synergy and Balance buildings, the existing residential precinct is home to 266 units at Dockside Green. Oriented to Tye Road, with commercial uses located at the base of Synergy, the existing residential precinct includes a mix of structure heights that provide the precinct with a pedestrian-oriented experience. The precinct is home to public art and a private driveway, which includes a Car Share Co-op Vehicle. The character of the precinct is urban, and includes a design vocabulary and open space that is cohesive and reflective of the vibrancy of the residents that live and work within the precinct.

### 7 DOCKSIDE WATERFRONT PRECINCT

As the sole precinct at Dockside Green with direct access to the harbour, the Dockside Waterfront Precinct is characterized by the native shoreline and the adjacent Upper Harbour. This precinct will include mixed-use development which follows the curve of the Galloping Goose Regional Trail. Due to its location at the northern end of the site, with immediate connectivity to Point Ellice Park and the Galloping Goose Trail, the precinct provides recreational opportunities right at the doorstep for those located at Dockside Waterfront.



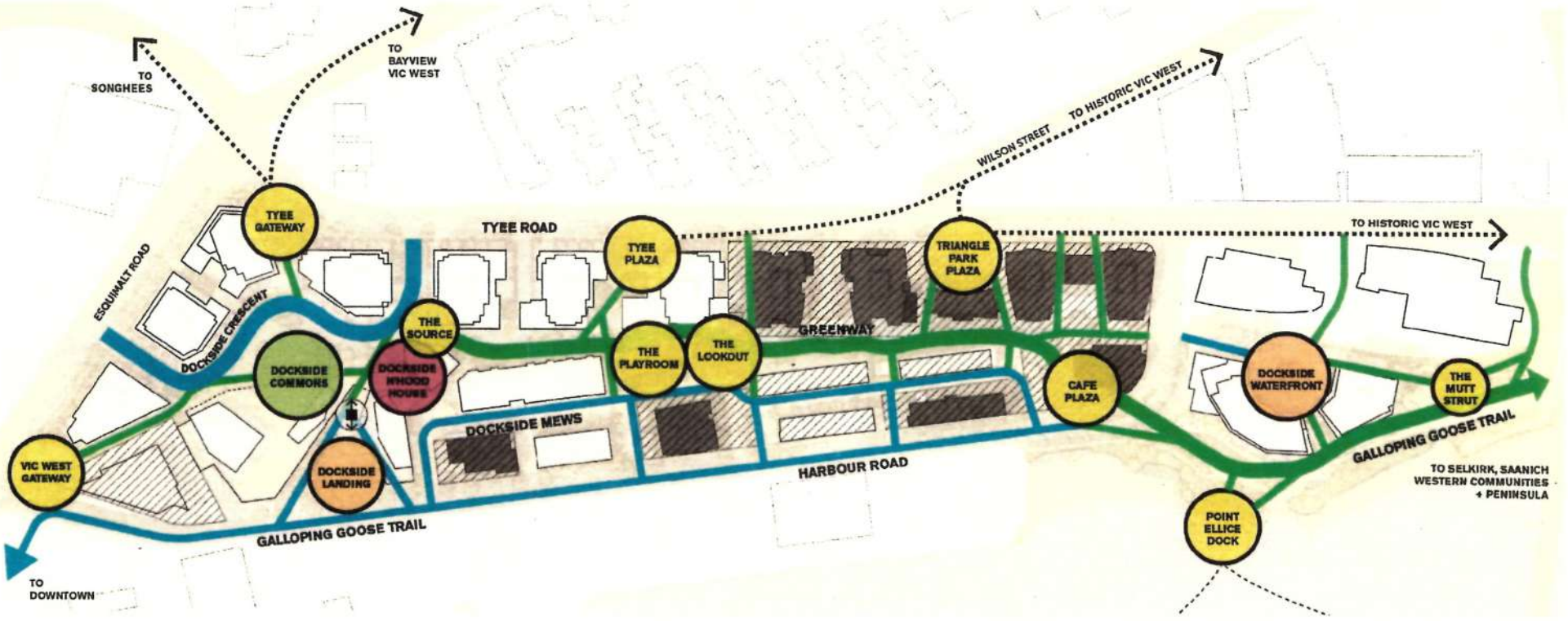


## 35 PLACES

Open spaces form a network of Places that help to define the civic realm within Dockside Green. With a view of fostering a more diverse and vibrant neighbourhood, which is strongly connected to the wider Victoria West community, the Neighbourhood Plan aims to provide a range of types and scales of open spaces, each with a specific character related to its anticipated use.

- 1 VICTORIA WEST GATEWAY**  
The Victoria West Gateway will be the first thing one sees when crossing over the new Johnson Street Bridge from Downtown Victoria. It will serve as a threshold that establishes the visual and physical connection between Dockside Green and Victoria West.
- 2 TYEE GATEWAY**  
Tyee Gateway will be situated on the southwestern corner of Dockside Green, functioning as an entrance into the neighbourhood from surrounding Victoria West via Esquimalt and Tyee Roads, leading to the Dockside Commons green space.
- 3 TYEE PLAZA**  
Tyee Plaza is intended to serve primarily as a welcoming zone where visitors and residents will enter the site from public transit or by foot and quickly orient themselves to the neighbourhood.
- 4 DOCKSIDE LANDING**  
Dockside Landing will serve as the primary urban plaza for the site - the commercial and retail core of Dockside Green. Set against the ever-changing backdrop of Point Hope Maritime, the plaza is intended to connect to the energy of Harbour Road and periodically function as a place of assembly for markets, concerts, and bazaars.
- 5 DOCKSIDE COMMONS**  
This park space, accessible to all, will serve as open space for visitors and residents of Dockside Green. The park is intended to unfold to the green rooftop of Dockside Landing's commercial building. This multipurpose space acts as an amphitheatre for active play or passive enjoyment, and a connecting place for residents of Victoria West and Dockside Green.
- 6 DOCKSIDE NEIGHBOURHOOD HOUSE**  
As an addition in the updated Neighbourhood Plan, the Neighbourhood House creates an indoor gathering space for Dockside Green residents at the heart of the development. The design of the space will be flexible, accommodating a variety of uses including strata meetings, fitness activities, and resident assembly.
- 7 THE SOURCE**  
Situated at one of the most important crossroads of the site, the Source is where the story of water at Dockside Green begins. Designed to emulate natural wetlands, this public space is where stormwater from the site is collected, before being distributed into the water table.
- 8 THE PLAYROOM/LOOKOUT**  
Centrally located along the Greenway, this kids play area with an integrated public sundeck provides opportunities to stop, play, rest or gather, and enjoy the views over the harbour.
- 9 CAFÉ PLAZA**  
The Café Plaza is a favourite stop on the Galloping Goose trail - a meeting point, and the northern commercial hub of Dockside Green. The vibrant local businesses at the Café Plaza attract visitors, and represent the core values of the development.
- 10 DOCKSIDE WATERFRONT**  
Dockside Waterfront is the northern gateway of Dockside Green. Situated alongside the Upper Harbour, Dockside Waterfront is framed by the existing Point Ellice Park and Dock, the Galloping Goose Regional Trail, and is slated to be a part of the regional Green Shores Program.
- 11 THE MUTT STRUT**  
The Mutt Strut will be a cozy dog park nestled into the north end of the Dockside Green site. Adjacent to the Galloping Goose Regional Trail, it will create opportunities for residents and neighbours from the surrounding area to come together and socialize with their loyal companions.
- 12 THE GREENWAY**  
The Greenway is a defining characteristic of the Dockside Green Neighbourhood as a main pedestrian artery, with a pathway located adjacent to a meandering, scenic waterway. It creates character and sense of place for the residents, visitors and wildlife that use it, while simultaneously connecting to the Source, and, most importantly, serves as the final step in Dockside Green's innovative wastewater treatment process, and as a key stormwater collection and filtration system.
- 13 DOCKSIDE CRESCENT**  
Dockside Crescent is designed to be a low-speed, multi-modal street which will connect Esquimalt Road and Tyee Road. Located entirely within the development, this street will provide cycling, pedestrian and vehicle access into the interior of the south end of the site, the residential town and Dockside Commons.
- 14 HARBOUR ROAD**  
Running south to north, Harbour Road is the eastern boundary of the Dockside Green Neighbourhood. The street's minimal vehicle traffic, low grade, and generous bike lane makes it ideal for cycling. The experience of walking along Harbour Road is enhanced by the visual interest of shipbuilding that occurs street side, visible from the proposed Dockside Landing.





## 3.6 LINKAGES + CONNECTIVITY

Each individual "place" within the Neighbourhood Plan exists within a wider context, both internal to the Docksider Green site and externally, to the larger Victoria West community. With steep slopes and limited opportunities for cross-streets through the site, there exists a design challenge to introduce a system of human-scale connective linkages that weave through the site. Grade changes across the site are accommodated through terraces, steps, and a publicly accessible elevator.

### Neighbourhood Connections

On a larger scale, gateways and pathways emphasize connections to the wider community, both in Victoria West, Downtown and across the Capital Region, including the new Johnson Street Bridge, the Esquimalt + Nanaimo Railway Corridor and the Galloping Goose Trail.

### North-South Connections

The Greenway, together with Dockside Commons and Dockside Landing, forms the primary pedestrian spine, running north-south through the site and connecting with the Galloping Goose Trail at the north and south ends of Harbour Road. The Galloping Goose Regional Trail runs between the Dockside Waterfront sites and the Harbour shoreline, connecting Dockside Green to a region-wide system of trails and green spaces.

### East-West Connections

East-west connections, ranging from smaller secondary paths to the shared pedestrian/vehicle zone of Dockside Commons, provide both physical and visual linkages between the Greenway and the surrounding streets - and towards the wider Victoria West community and Downtown Victoria. These connections connect Tyee Road to the Greenway and Harbour Road beyond. At the northern end of the site, a stair connection is encouraged from Upper Harbour Place to the Galloping Goose Trail.





### 37 WHAT WILL REMAIN THE SAME FROM 2005

- Same overall density.
- No increase in the height of the tallest building.
- A mixed-use neighbourhood with retail, office, commercial and light-industrial components.
- A central north-south Greenway.
- Residential uses focused along Tyee & Esquimalt with office and commercial focused along Harbour Road.
- The tallest buildings located at the extreme north and south ends of the neighbourhood, with building heights that step down toward the middle and eastern edge of the site.
- Urban design strategy that is reflective of its neighbourhood context and connections and complementary to its industrial, residential, office and retail edges.
- A broad set of public amenities, public spaces, infrastructure and street improvements.
- A transportation system focused on multi-modal options.
- Recognition and integration with the shipbuilding at the Point Hope Shipyards.
- Full remediation of the contaminated lands.
- A commitment to LEED® ND Platinum certification.
- Approximately 3.5-million dollar commitment to affordable housing.
- Noise mitigation building strategies to reduce conflicts with adjacent industrial land uses.
- On-site waste water treatment system, storm water management and grey water re-use.



### 38 WHAT HAS BEEN UPDATED IN 2015

- Redistribution of Buildings – The updated plan includes 12 new buildings, one more than in the prior plan.
- Updated Main Plaza now located along Harbour Road – Dockside Landing will serve as the primary urban plaza for the site, with the intention of connecting better to the energy of Harbour Road and the shipyards.
- A New Central Park – Dockside Commons will serve as the new, multipurpose park space at Dockside Green, providing additional open space for visitors and residents of Dockside Green.
- An Updated Kids Play Area - The Play Room is a kids play area that will be integrated into a central location of the neighbourhood part way along the Greenway.
- A New Dog Park – The Mutt Strut will be located at the north end of the site.
- A New Dockside Green Resident Centre - The Neighbourhood House has been included with the updated plan to create an indoor neighbourhood gathering space for Dockside Green residents.
- New Gateways - Four pedestrian oriented Gateways have been created at the three corners of Dockside Green, and mid-block along Tyee Road to better connect to the surrounding community.
- Updated Vehicle Access – Dockside Crescent is a low-speed, multi-modal street intended to connect Esquimalt Road and Tyee Road. The street provides access into the interior of the south-end of the site, the residential tower and Dockside Commons.
- New Mobility Hubs - A series of 8 designated multi-modal transportation hubs that concentrate travel options within Dockside Green to increase awareness of travel options, strengthen connections between modes to facilitate multi-modal trips, and provide desirable alternatives to single-occupant vehicle travel.
- Use of Vacant Land in the Interim – Given the long term build out of the Dockside Green Neighbourhood we see the possibility of new and bold ideas having the opportunity to take shape in the interim at Dockside Green.

THIS PAGE LEFT INTENTIONALLY BLANK

## NEIGHBOURHOOD PLAN ELEMENTS

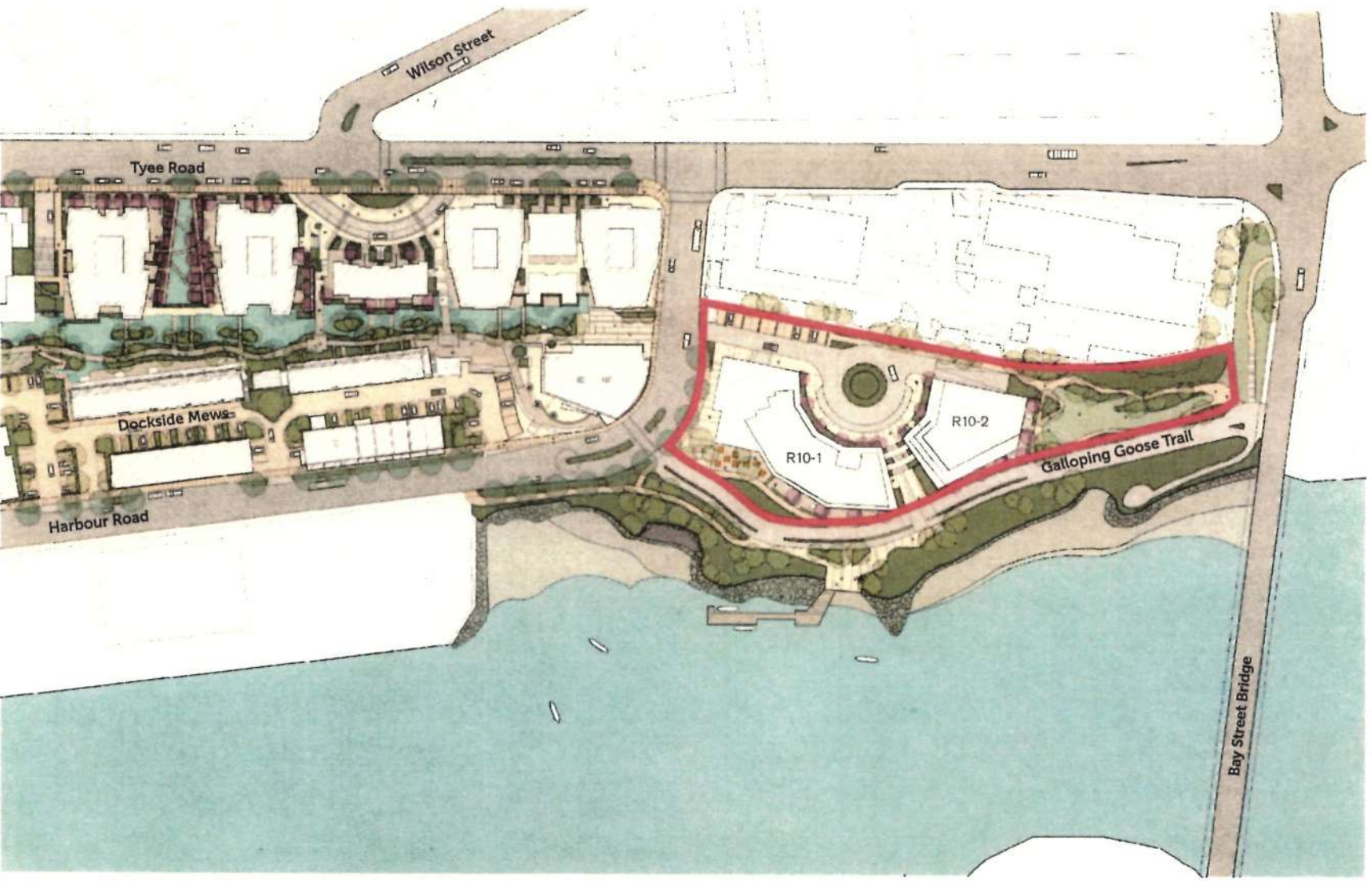
3



## 2015 DOCKSIDE GREEN NEIGHBOURHOOD PLAN



NEIGHBOURHOOD PLAN ELEMENTS



NEIGHBOURHOOD PLAN ELEMENTS



## 4.2 LAND USES 2015 vs 2005

Dockside Green envisions a complete community with opportunities for living, working, shopping and playing all within compact development footprint.

Higher-density residential uses are concentrated along Esquimalt and Tyee Roads, as well as at Dockside Waterfront. Lower-density residential uses are located along the eastern edge of the Greenway.

Harbour Road is envisioned to maintain its primarily industrial and maritime character, with light industrial and commercial uses fronting Harbour Road and providing a buffer between the Point Hope Shipyard and residential uses on the Greenway and along Tyee. Dockside Landing will be mixed-use, primarily commercial/retail in nature but with opportunities for residential uses atop the retail podium.

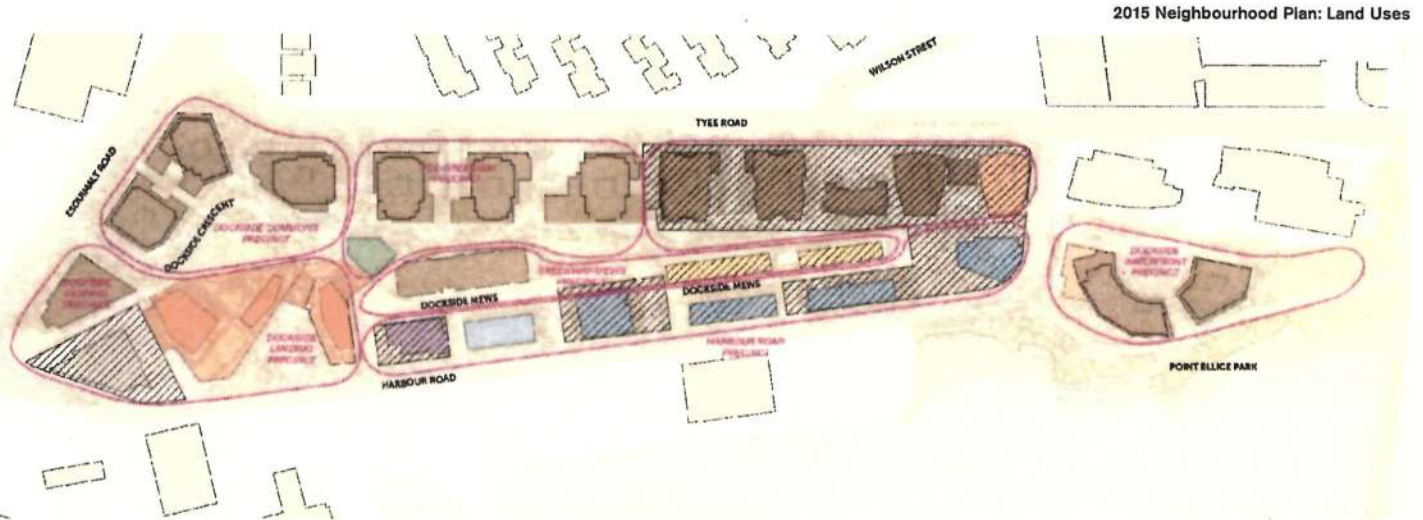
The lands to the north of Harbour Road in the Dockside Waterfront sites will be primarily residential in nature, although this would not preclude senior's housing or limited retail uses to help animate the interface between the Galloping Goose and Harbour Road.

The overall density of the Dockside Green neighbourhood has not changed. The 2015 Neighbourhood Plan remains below the permitted 2.084:1 Floor Space Ratio (FSR). The total planned building floor area has reduced by about 370 m<sup>2</sup> (4,000 sq ft) to 133,573 m<sup>2</sup> (1,438 million sq ft).

The location of the building density has moved around the site somewhat, as is allowed under the CD-9 Zone. The density has been reduced in the Dockside Waterfront Precinct and shifted to the other precincts. The amount of planned retail commercial and office floor space has been reduced and there has been an increase in the combined total residential floor space for the Greenway-Mews and Dockside Landing precincts. The latter change requires a zoning amendment (see Section 7).

	2005 Density (m <sup>2</sup> )	2015 Density (m <sup>2</sup> )
Residential	111,283	116,607
Non-Residential	18,188	12,701
<b>TOTAL</b>	<b>129,471</b>	<b>129,308</b>

Completed/By Others
Residential
Mixed Use
Commercial/Retail
Industrial
Amenity
Affordable Housing
Seniors Housing





## 4.3 BUILDING HEIGHTS 2015 vs 2008

2015 Neighbourhood Plan: Building Heights



2008 Neighbourhood Plan: Building Heights



Buildings on the east side of the Greenway and along Harbour Road are much smaller in scale to help preserve views from both new residential towers as well as from the Tyee Housing Co-op.

Existing building heights for previous phases of Dockside Green range from 2 to 3 storeys for townhouses and commercial/light industrial buildings to 5 to 10 storeys for the residential towers along Tyee Road.

Building heights gradually increase towards the corner of Tyee and Esquimalt Roads, helping to create a memorable skyline for Victoria West while also emphasizing appropriate stepdowns to neighbouring residential and industrial areas. See also the Skyline section of this document.

Overall, building heights at Dockside Green remain lower than those envisioned in the neighbouring Bayview and Roundhouse developments, helping to ensure views are maintained between and above the proposed buildings.

Maximum building heights have been assigned on a precinct-by-precinct basis, to allow for some variability of building massing and floor-to-floor heights. The proposed height distribution does require amendments to the zoning and design guidelines (see Section 7)

## 1.4 SKYLINE 2015 vs 2008

The updated residential towers proposed for the Dockside Green neighbourhood provide a tremendous opportunity to create a memorable skyline for Victoria West. Building massing and heights maintain the site-maximum building height from the 2008 zoning amendment but allocate density and heights to emphasize appropriate step-downs in scale to neighbouring residential and industrial areas. Both building height and skyline form maintain the required views per the 2005 Design Guidelines.

In order to achieve this gradual gradient of building heights, three buildings (R3-2, R3-3 and R8-1) are modulated above the 2008 zoning amendment. This is offset with lower buildings at the corner of Esquimalt Road and Harbour Road (R-9), and at the Dockside Waterfront site R-10.

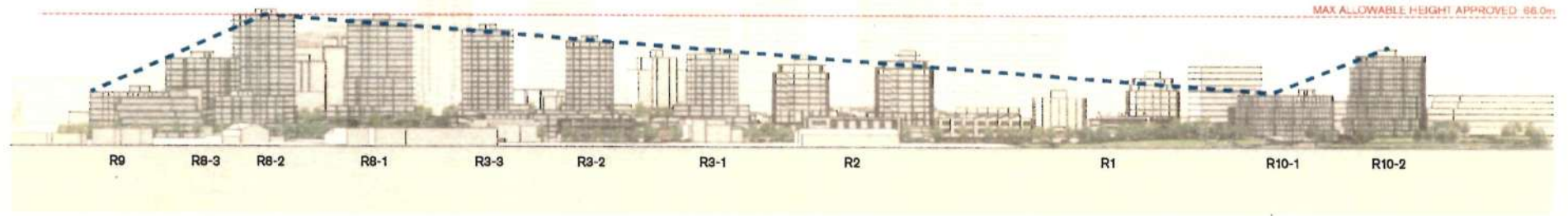
The arrangement of building massing and heights frame views through the site and reinforce a "bridge to bridge" concept where the Dockside Lands link the Johnson Street Bridge with the Bay Bridge, with taller massing at the corner of Tyee and Esquimalt and at the Dockside Waterfront. These buildings will act as focal points for people coming across the bridges.

The building mass at R9 is lower, providing a more pedestrian-scaled entrance or "gateway precinct" to Victoria West from Downtown and providing a foil to the proposed office building on the former Federal Lands.



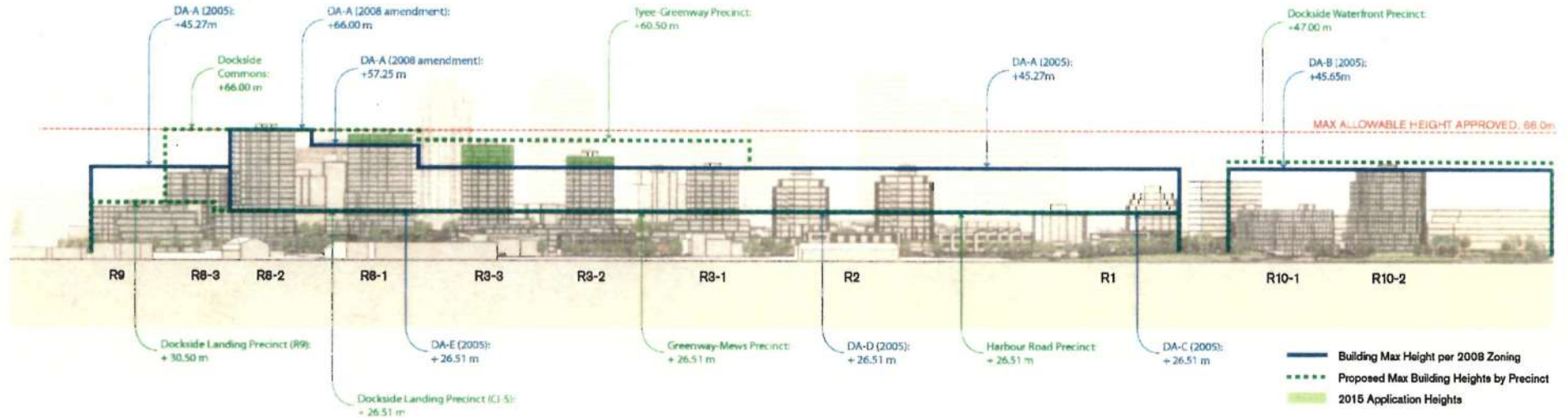


2015 Skyline Concept



--- SKYLINE CONCEPT:  
Building heights gradually increase towards the corner of Esquimalt + Tyee, with additional height at the north end of the site to reinforce the "bridge-to-bridge" concept

2008 vs. 2015 Skyline Comparison





## 45 COMPOSITE VIEWS 2008 vs 2015

To test the skyline at Dockside Green, four composite views were taken from various points in both Victoria West and Downtown Victoria.

These are located at the following locations:

1. From Fort Street and Wharf Street
2. From the base of Swift Street
3. From the Bayview Development at Esquimalt Road
4. From Pandora Street and Wharf Street



View 1: From Fort and Wharf Streets



View 2: From the Base of Swift Street

\* 2008 and 2015 versions are shown for comparison purposes. Note that the 2008 views may not be from the exact same position as the 2015 views.

View 3: From Bayview Development at Esquimalt Road



View 4: From Pandora and Wharf Streets



\* 2008 and 2015 versions are shown for comparison purposes. Note that the 2008 views may not be from the exact same position as the 2015 views.

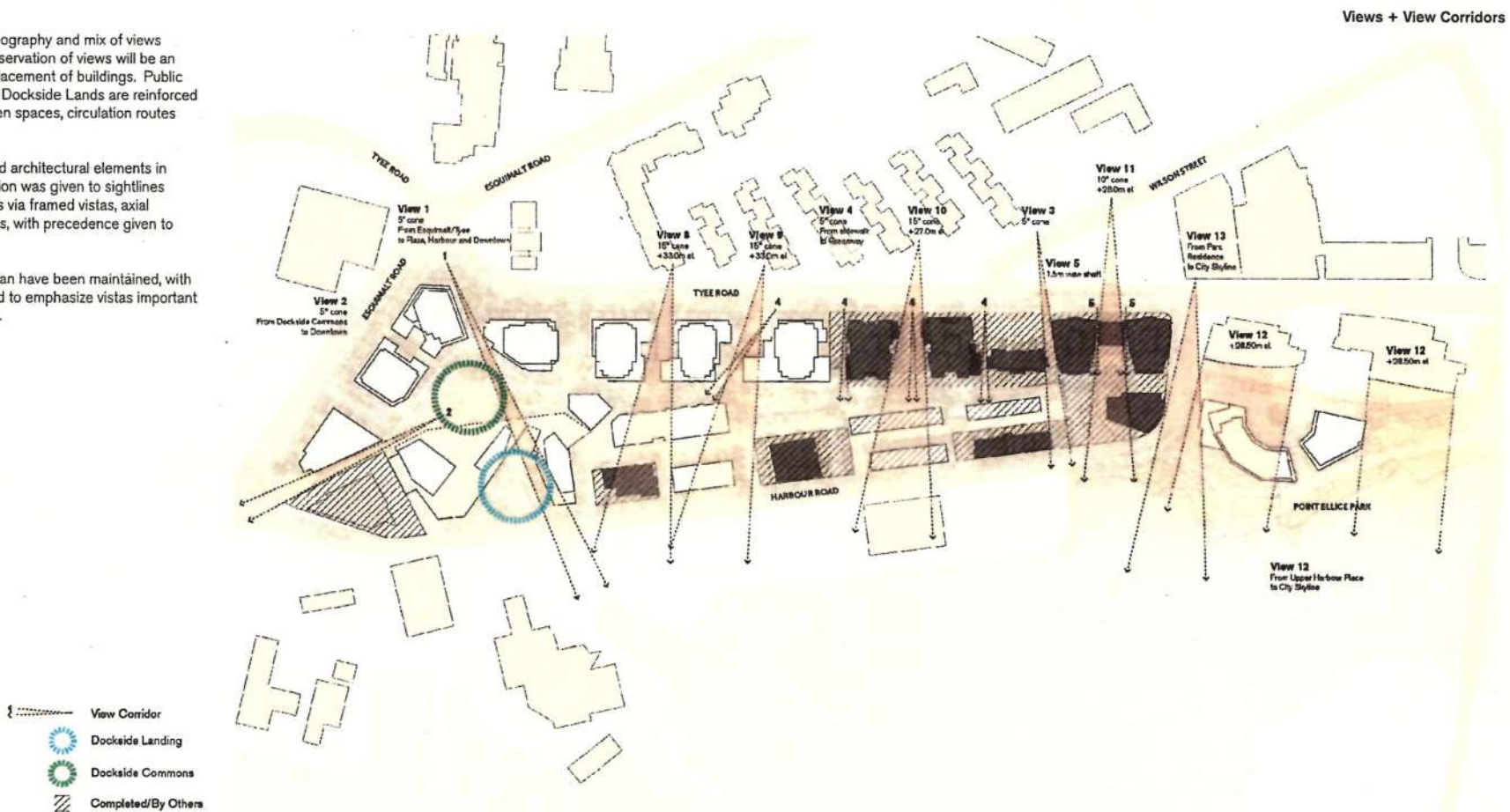


## Page 404 of 995

Given the unique placement, topography and mix of views around the Dockside Lands, preservation of views will be an important consideration in the placement of buildings. Public viewpoints developed within the Dockside Lands are reinforced by the placement of seating, open spaces, circulation routes and massing of buildings.

In terms of locating buildings and architectural elements in relationship to views, consideration was given to sightlines and the composition of elements via framed vistas, axial relationships and deflected views, with precedence given to deflected views.

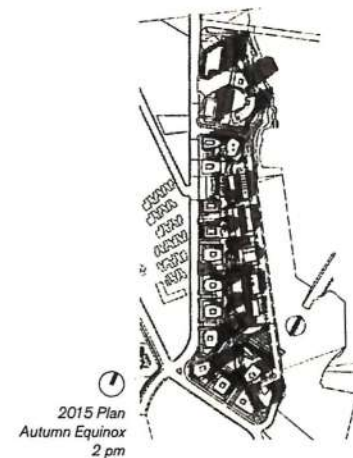
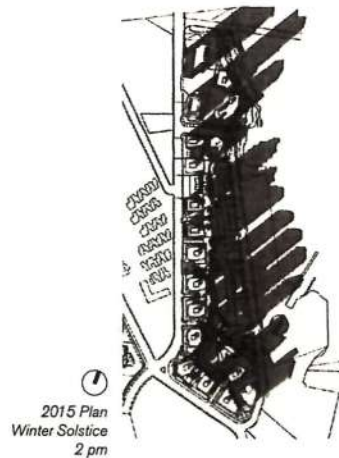
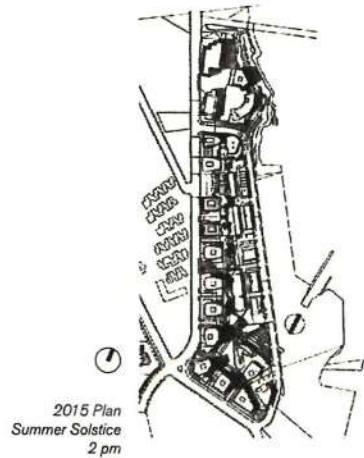
All view cones from the 2005 plan have been maintained, with four additional view cones added to emphasize vistas important to the new Neighbourhood Plan.





## 47 SOLAR ACCESS 2015 vs 2008

2015 Neighbourhood Plan: Shadow Study



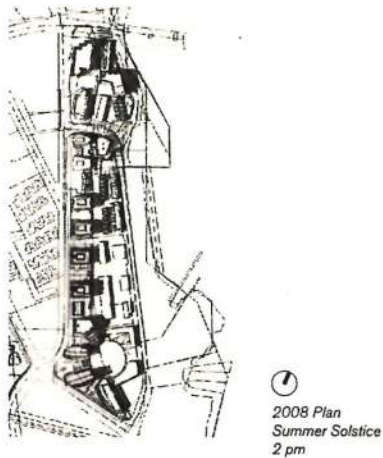
Dockside Green has been configured to accomplish an appropriate density while mitigating shadowing of key public spaces, semi-private open spaces, and residential units.

As demonstrated in the following studies, tower form especially have been carefully located to ensure solar access to parks, squares, and open public spaces for most times of the day in the summer, spring and fall seasons.

The winter studies show more significant shadowing of open spaces due to the very shallow sun angles at this time of the year. Very little shadowing of existing uplands housing is anticipated mid-winter and at early morning due to low sun angles.

Despite having taller buildings in some locations, the current plan does not impose significantly different shadow patterns than in those shown in the previous neighbourhood plan (with 2008 height amendments).

2008 Neighbourhood Plan: Shadow Study (With 2008 Height Amendments)



## 4.8 OPEN SPACE COMPARISON 2015 vs 2005

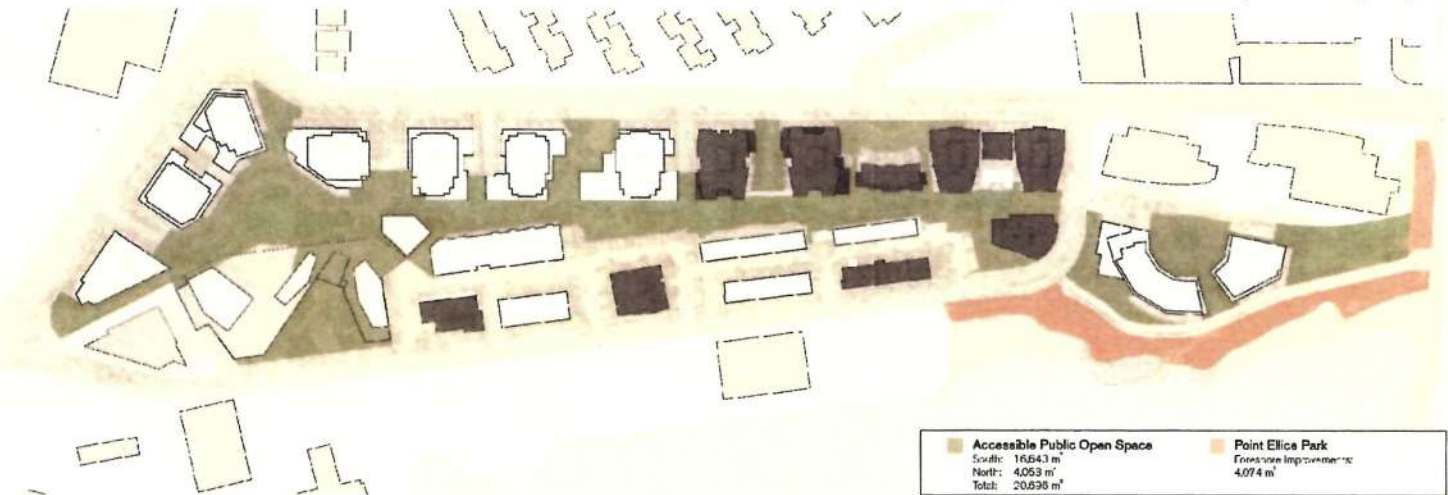
A comparison between the 2005 and 2015 neighbourhood plans for Dockside Green illustrates an increase in total publicly accessible open space with the more recent plan. In both plans there is additional, private or semi-private open space, which has not been counted. The total amount of publicly accessible open space has increased by 1,361 m<sup>2</sup> (0.34 acres) or approximately 7%.

The southern end of the site, separated to the north by Harbour Road, increased by 34 m<sup>2</sup> with the 2015 plan. The publicly accessible open space in the 2015 plan is concentrated more in Dockside Commons and Dockside Landing, at the southern end of the site.

The northern end of the site increased by 1,327 m<sup>2</sup> with the 2015 plan. The majority of the increase in space at the northern end of the site can be accounted for by the provision of the dog park known as the Mutt Strut.

Both Dockside Landing and Mutt Strut increase the amount of publicly accessible open space found at the edges of Dockside Green, better connecting the Dockside Green neighbourhood to the surrounding Vic West community, moving away from the strong internal public realm focus of the previous plan.

2015 Neighbourhood Plan - Total Publicly Accessible Open Space



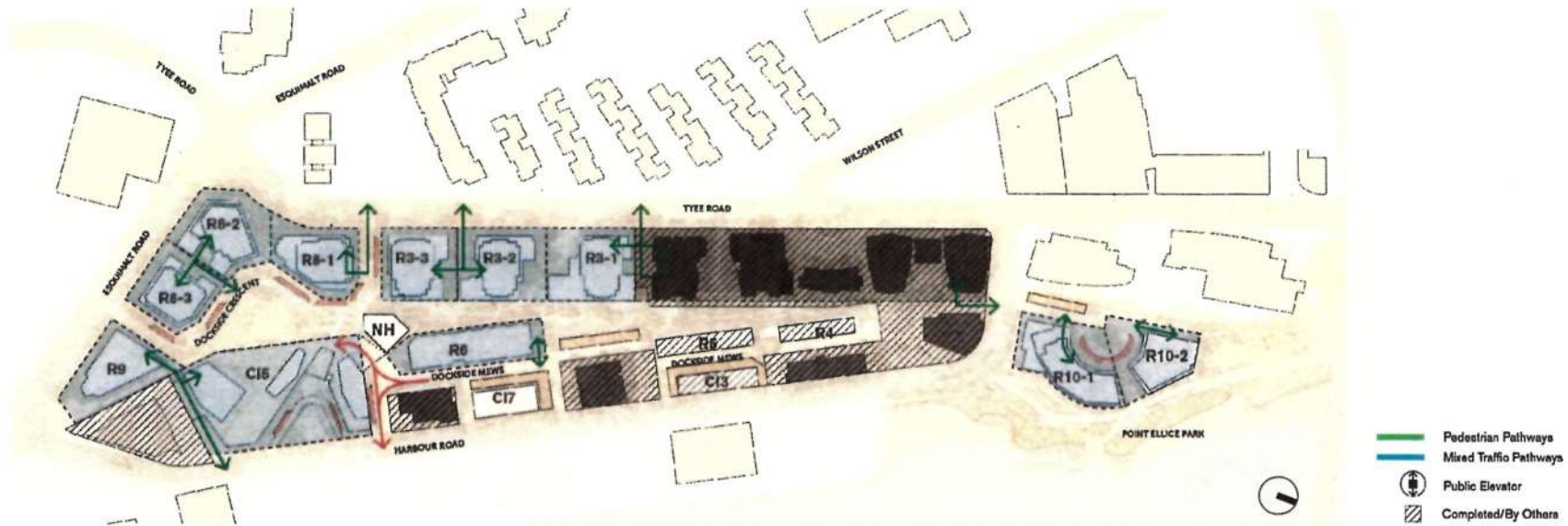
2005 Neighbourhood Plan - Total Publicly Accessible Open Space





## 4.9 PARKING + LOADING

### Parking + Loading



### PARKING

The majority of required parking will be located underneath buildings, especially in higher density use areas. In the lower density area along Harbour Road, parking may be provided on the surface; however, to help create a more pedestrian-friendly streetscape, surface parking will be located behind or beside buildings.

Accesses to parking have been consolidated in some locations to minimize potential impacts to traffic flow and the pedestrian environment. Parcels sharing access points will have access easements registered on title.

Surface parking and public driveways are considered pedestrian areas, with the design and detailing of such areas intended to promote a pedestrian-friendly experience. Bollards are the

preferred means of vehicle control, traffic separation and tree protection. Opportunities exist for driving, parking, pedestrian and cyclist areas to be distinguished by changes in colour, pattern and material of the paving.

Some on-street parking may be provided for businesses that require short-term parking. Parking lots are divided into several smaller lots, with extensive tree planting, lighting and screening devices, such as hedges, trellises and walls used to minimize the visual impact of parking and other service areas.

Design and the hard and soft landscaping needs to limit the amount of stormwater run-off entering storm sewers. Consideration is given to permeable pavers and bio-swales where feasible.

### LOADING

Loading for residential buildings will be handled in conjunction with parking access for those buildings. Some short-term loading may be provided from lay-bys along Tye Road and along Dockside Crescent.

Some short-term loading is anticipated within a shared zone of Dockside Landing to provide proximate loading opportunities for the shops facing the town square. Loading for trucks servicing the retail uses which line the town square at Dockside Landing will be accessed from Dockside Mews.

Dockside Landing has been designed to mitigate potential conflicts with pedestrians and surrounding uses, including the impact of activities such as deliveries, materials handling and storage and refuse collection. To provide pedestrian/cyclist

accessibility along Harbour Road, consideration is given to the design and operation of vehicle entries, works yard entrances, loading docks, etc.

Areas used for storage of materials, waste and recycling are screened from open public spaces and the street by a visual barrier that is at least 75% solid and 1.8 metres tall. Maintaining the cleanliness of these areas is important to avoid offending neighbouring public areas, businesses and residences.



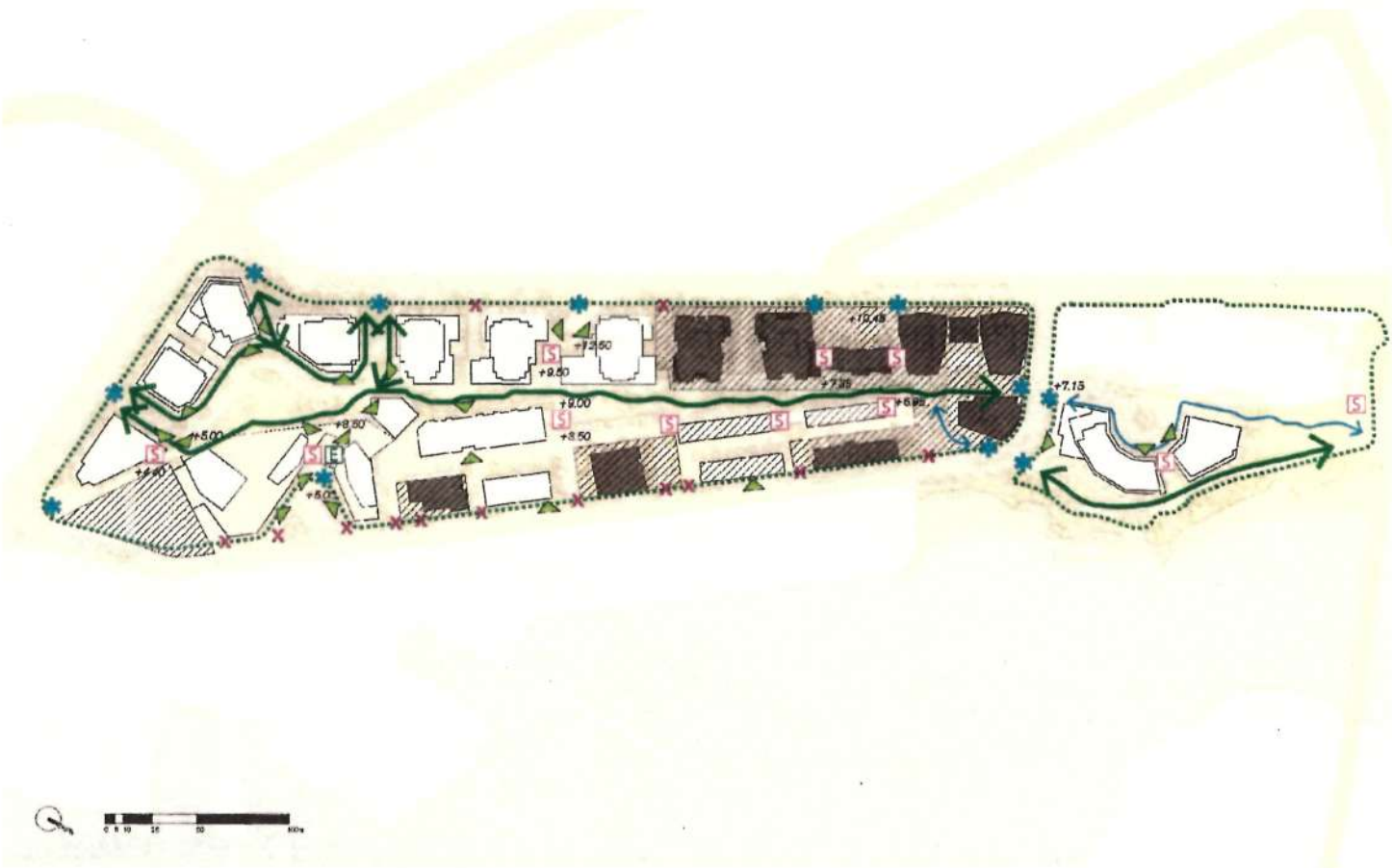
## 4.10 UNIVERSAL ACCESSIBILITY + CIRCULATION

Dockside Green is universally accessible from its north end to its south end. From the west to the east—from Tyee to Harbour Roads—the narrow site accommodates nearly 10m of grade change, making a lateral accommodation of ramping a prohibitive task. To address this change in grade, all key building entries are situated either along the greenway or off primary plazas. Additionally, a publically accessible elevator has been provided for at Dockside Landing to help physically challenged individuals travel with ease from either side of the heart of the neighbourhood.

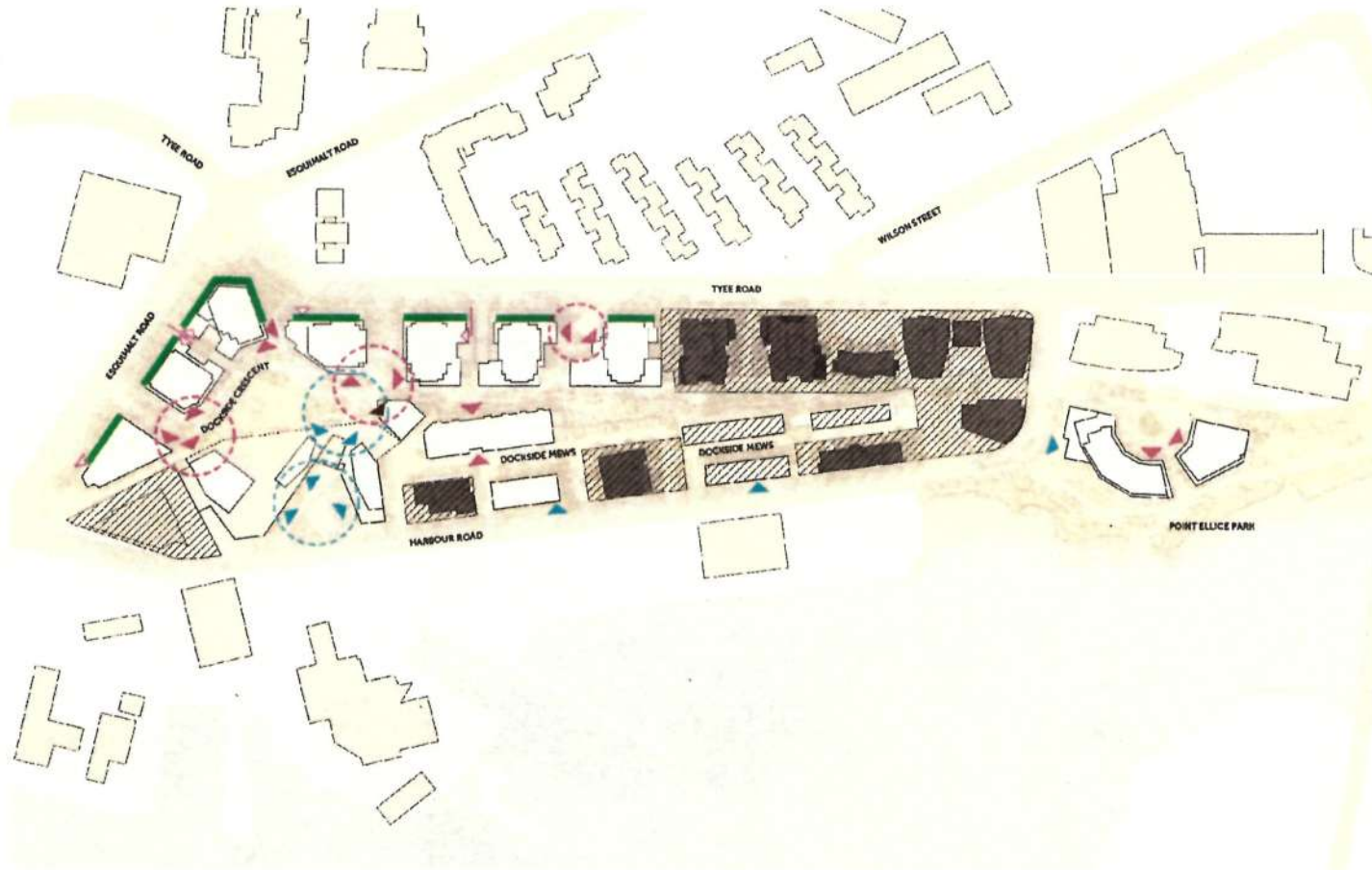
The primary site access has been designed to follow the greenway through the north-south spine of the site and oriented towards key access nodes. Secondary site access has also been provided where ramping and auxiliary pedestrian pathways are possible. Additionally, universal access can be achieved along the entire perimeter of the site and is augmented by the diverse public transit strategy for the neighbourhood.

Universal Accessibility + Circulation

- PRIMARY UNIVERSALLY ACCESSIBLE ROUTE
- SECONDARY UNIVERSALLY ACCESSIBLE ROUTE
- UNIVERSAL ACCESS AT SITE PERIMETER
- KEY BUILDING ENTRY
- KEY ACCESS NODE
- ELEVATOR
- STAIR
- VEHICULAR CROSSING
- KEY SITE GRADE



Building Entrances



## 4.11 BUILDING ENTRANCES

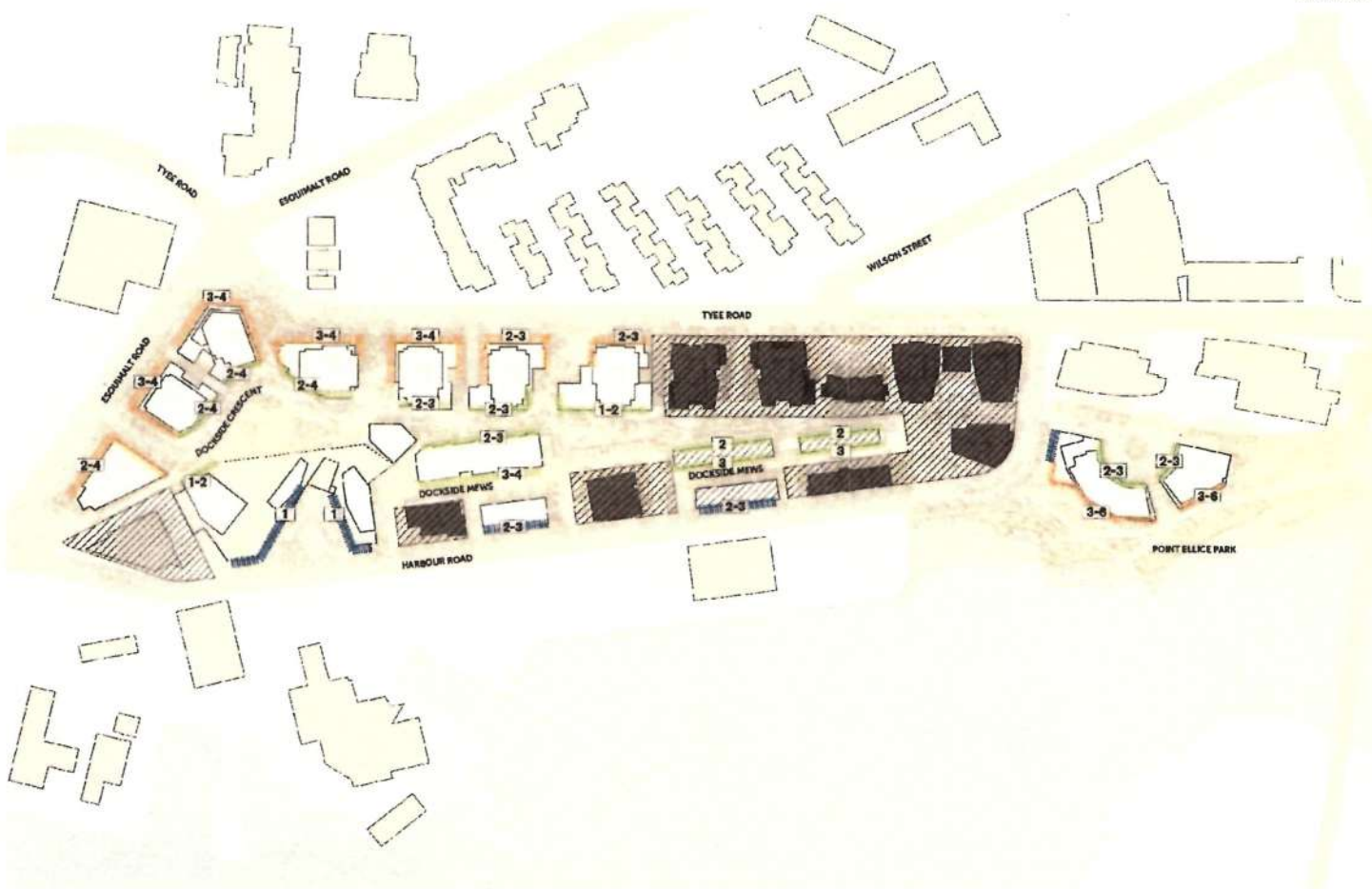
As threshold elements between the public and private realms, building entrances and lobbies help to bring activity, animation and definition to parks, plazas and streetscapes.

Entrances and lobbies could be grouped together to help bring prominence to building common spaces and to focus activity at key nodes. Opportunities also exist to locate lobbies to take advantage of axial relationships and deflected views.

The new Neighbourhood Plan recognizes the importance of creating human-scaled and animated frontages where towers meet street level. Ground-oriented units along Tyee and Esquimalt are intended to provide direct access to units from the street, increasing the sense of vitality at the street front while maintaining a pedestrian-friendly scale.

Urban design guidelines will encourage the utilization of egress routes as secondary access points to Tyee and Esquimalt Roads through the use of landscaped pathways, material finishes and external expression to the street.

Street Walls



## 412 STREET WALLS

Open spaces and streetscapes are bounded and given definition by the ways in which the buildings which frame them touch the ground. Street walls help to mediate the transition from the horizontality of landscape to the verticality of architecture, and to provide coherency and consistency across different land parcels and precincts.

While shorter buildings themselves are of a small-enough scale to create a consistent street wall, tower forms utilize massing elements to define the street wall and articulate clearly-expressed building bases.

Street walls can be defined as being externally-oriented (i.e. fronting onto Tye, Esquimalt, Harbour or Docks Landing) or internally-oriented (fronting the Greenway, Docks Crescent or other internal space) in nature.



## NEIGHBOURHOOD DESIGN DETAIL

5



## 51 INTRODUCTION

### INTRODUCTION

The renewed Neighbourhood Plan for Dockside Green offered an opportunity to reflect upon how the new plan could fulfill the values commitments that emerged out of the public outreach process: sustainability, respect for local character and economies, inclusivity, and creative and cultural vitality.

The ongoing success of Dockside Green to meet this ambitious vision will be built on the basis of sound urban design and public realm principles that seek to achieve a vibrant and memorable places and spaces within a complete and inclusive community.

To more specifically guide future development at Dockside Green, Urban Design Guidelines will be developed based on the principles noted in this document.

## 511 URBAN DESIGN PRINCIPLES

The following are the key urban design principles that have informed the updated Neighbourhood plan:

### NEIGHBOURHOOD CONNECTIVITY

The new Neighbourhood Plan fosters and promotes walking, cycling and transit use. Through urban form and public realm components, design efforts have been made to recognize and enhance existing connections to the surrounding Victoria West neighbourhood, such as the Galloping Goose Trail, and to do so by celebrating major gateways to the Dockside Green site. Finer-grained street and pedestrian pathway networks provide permeability of the site - offering many opportunities for pedestrian access to and linkages through the site.

### WHERE USES MEET

Dockside Green is planned as a comprehensive community with an integrated mix of residential, including affordable housing, neighbourhood shopping, retail and service uses, together with a community-based Neighbourhood House, public plaza, a park, and other usable green spaces such as a children's play area. All these uses have been located to both integrate with the existing community, establish an appropriate mix of land uses that create a vibrant mixed-use heart in Dockside Green, while continuing to promote the evolution of a complete community.

### ECONOMIC VITALITY AND VIABILITY

Dockside Green's new Neighbourhood Plan envisions a new retail "heart" at the centre of the community. Dockside Landing is to include a neighbourhood grocery store, retail shops, restaurants, cafes and other small business opportunities. In keeping with Dockside Green's sustainability initiative the supporting of green business practices is to be encouraged at Dockside Landing. The continuation of the existing network of green infrastructure will increase its economic and environmental performance.

### PLACES FOR ALL AGES

As a complete, sustainable community, Dockside Green will provide a wide range of diverse housing opportunities, as well as accessible public realm and open space experiences, including a vibrant children's play area, which will support residents of all ages and abilities and promote "aging in place".

### COMMUNITY GATHERING

Communal gathering spaces of various sizes that are suitable for community gathering are fundamental components of the Dockside Green New Neighbourhood plan. Continuing to enhance the pedestrian and village-like character, new usable open space areas are incorporated and integrated with the existing Greenway as it meanders south, culminating in a new

public park, and linking down to the Dockside Landing urban plaza. Dockside Green's Neighbourhood House, located near the heart of the community, at the convergence of the Greenway, Dockside Commons, The Park and Dockside Landing will be an indoor home for social and community gathering, amenities and multi-purpose functions.

### COMPLEMENTARY & COHESIVE CHARACTER

The urban design and architectural strategies at Dockside Green are intended to reflect, support and enhance its neighbourhood context and connections, and to be complementary and responsive to its industrial, residential, office and retail land-use adjacencies. Architectural massing and expression will be respectful of the existing as-built development on site, helping to retain a cohesive character and look of the whole, while also providing a refresh to reflect the current times. As such, diverse architectural expressions are to be encouraged that will reflect the site's waterfront proximity, its sustainability strategies and onsite greenway/watercourse nature, and a west coast contemporary approach that enhances the sense of place.

### MULTI-MODAL CIRCULATION

The updated neighbourhood plan of Dockside Green continues to encourage multi-modal circulation and transit use to and from the site. Additionally, it encourages opportunities for accessible pedestrian-scale movement throughout the site via walking along its network of interior pathways and via cycling from its nodes and along its edges. Each of these modes increases the health and well being of individuals while lessening carbon footprints and air and water pollution.

The majority of parking for personal vehicles is moved out of site and placed underground, thus increasing the safety within the site and marking a prioritization of space to pedestrians. Where cycling and walking is not an option, BC Transit shelters exist along Esquimalt and Tyee Roads, and where there is a need for occasional driving, designated locations for shared vehicles are intended to also be placed on the site. Each of these methods of transit is linked to the established networks of the greater Capital Regional District to support their use and effectiveness.

### UNIVERSAL DESIGN

Universal design refers to the design of products and environments as promoting usability by all people, to the greatest extent possible, without the need for adaptation.

An accessible and inclusive community design is at the heart of the concept of universal design, which seeks to ensure that

products, buildings, and exterior spaces are usable by people of all ages and abilities. With the rapid increase in population of seniors, there is a growing need for universal design. It has demonstrated its multiple benefits including a reduction in stress and health care costs, provision of opportunities for dignified aging in place, and an accommodation for safer environments and diverse lifestyles.

### NATURE IN THE CITY

Dockside Green has a focus to integrate the natural environment throughout the development for purposes of creating a restorative setting for people that simultaneously helps to manage stormwater and support biodiversity. The completion of the Greenway and incorporation of new and varied public open spaces and parks provide opportunities for finding respite within nature on site and for extending the character of Victoria as a "garden city."

In particular, Dockside Green's neighbourhood park, known as "Dockside Commons," as well as the Greenway are primary contributors to the outdoor common spaces and public realm. Dockside Commons, including its portion of green roof atop the neighbourhood grocery store, sets the character for landscape elements and forms, such as plazas and urban agriculture assets, for the collection of passive and active open spaces of the site. The Greenway and its connected green infrastructure, beginning with the green roofs above that catch the initial rainfall, is intended to not only manage stormwater, but to provide common outdoor open space for building residents to use for active, passive, restorative, and aesthetic interest. Throughout each example of nature in the city is a planting palette that supports the reestablishment of local ecosystems and a strengthening of biodiversity.

### ECOLOGICAL WATER MANAGEMENT

Central to global climate change and central to the regional landscape of and around Dockside Green is the element: water. Stormwater management systems—green roofs, cisterns, constructed wetlands, raingardens, etc.—are primary components to sustainable development. These green infrastructure systems treat water at the surface; they purify it, store it, and recharge it, rather than delivering it in its most polluted state to the Upper Harbour.

While the focus of stormwater management is largely ecological, it has the ability to support restorative and cultural values as well. Celebrating water as resource and making it visible in its various stages within the public realm provides the narrative necessary for supporting conservation and best practices, while offering a mentally restorative setting for humans and habitat assets for our fellow creatures.



## 521 TYEE-GREENWAY PRECINCT THE GREENWAY



### THE GREENWAY

By definition, greenways are strips of land that are left undeveloped for conservation and enjoyment of visitors and nearby inhabitants. The Greenway of Dockside Green embraces this definition, and as well adds a layer of functionality to the landscape with its incorporation of the constructed wetland component of green infrastructure for the neighbourhood.

Continuing the typology found in first phase of Dockside Green, the Greenway is composed of publicly accessible pathways bounded by native and adaptive planting and the stormwater wetland. The Greenway acts as a pedestrian collector byway with its various egress points to access adjacent plazas and public spaces like Tyee Plaza and The Playroom & Lookout. It begins at the edge of Harbour Road and continues south to The Source, where the stormwater collection begins and the Greenway transitions into Dockside Commons.

The experience of traveling by foot along the Greenway is one of juxtaposition. Naturalized planting edge the pathway that is itself composed by a contemporary paving pattern and collection of seating and lighting elements. It is meant to be a place to stroll and a naturalized setting to enjoy as one travels between residences, gateways, and adjacent public spaces.

*Perspective View of The Greenway Looking North*





#### KEY FEATURES

1. Pedestrian thoroughfare
2. Edges characterized by constructed wetland
3. Overlap with key public places
4. Connects the site from north to south
5. Provides universal access
6. Naturalized planting to offer verdant setting and buffer between public and private realms
7. Extension of sustainable development site identity

#### PROGRAMMING OPPORTUNITIES

- » Key pedestrian travel route
- » Passive enjoyment
- » Sustainability icon & education opportunities
- » Private/public interaction
- » Habitat opportunities



Illustrative Landscape Plan of The Greenway



## 522 TYEE-GREENWAY PRECINCT TYEE PLAZA



### TYEE PLAZA

Tyee Plaza offers mid-block permeability into the site. This break in the architecture is intended to provide space for a key pedestrian drop-off zone, including a lay-by, a bus stop, and shared-car parking.

The character and function of this plaza is defined by its disposition as an intersection of movement, uses, and typologies. It is the intent of the design to define this as a point for establishing site character and for orienteering. Tyee Plaza is spacious and framed by water and plants present in the greenway below; the design welcomes visitors and residents with elements necessary for mental and physical restoration.

The diagonal geometry of the plaza and patterning in its ground plane is borrowed from Wilson Street to the west. This orientation serves as a pattern connection to the larger Victoria West Community and sets the tone for the physical identity of the site. Throughout Dockside Green, there is not one dominant angle. Rather, pathways are designed to respect desire lines and view corridors. The resulting effect provides recognizable character with each corridor, without any two being identical.

*Perspective View of Tyee Plaza Looking West*





#### KEY FEATURES

1. Zone along Tyee Road remaining visually open and orient people towards and into the plaza
2. Private patios and entry lobbies flanking & framing the plaza
3. Raingardens providing a functional and restorative landscape
4. Plaza embodying an openness that is welcoming and offers views into the site and beyond
5. Strategically placed water features bringing attention and character to building lobbies and descending stair
6. Building entry lobbies oriented towards each other, unifying the plaza space
7. Nearby incorporation of bus shelter making location an important public transportation node

#### PROGRAMMING OPPORTUNITIES

- » Interacting residential & public edges
- » Ground-oriented passive enjoyment
- » Provision of elements needed for restoration
- » Key orienteering node
- » Potential multi-modal transportation node
- » Visual branding opportunity for Dockside Green



Illustrative Landscape Plan of Tyee Plaza



## 5.2.3 TYEE-GREENWAY PRECINCT THE SOURCE



### THE SOURCE

The Source, where the flows of the neighbourhood's constructed wetland begin, is situated at the most important crossroads of the site. Its form is determined by the pedestrian, vehicular, and habitat uses that overlap here; its character and function are defined by its disposition as a threshold and a node.

Its location is framed by water on three sides to bring energy to this crossroads plaza and to provide atmosphere, site identity, and mental and physical restoration. The adjacent Neighbourhood House site offers an extension of Dockside Commons below by creating an interior commons above for functions of civic gathering and social interaction.

The proposed Neighbourhood House, the café above the grocer, and Dockside Commons complement the greenway as framing elements and contribute to the activation of this node. Its overlap of uses and of adjacent zones provides both prescribed and passive functionality with such things as its moveable seating, café spillout, event assembly, and as a place to sit and take in all the activity.

*Perspective View of The Source Looking Northwest*





## KEY FEATURES

1. Source of the water flows of the greenway's constructed wetland
2. Stairwell leading down to Dockside Landing as well as framing views outward to harbour
3. Strategically placed street trees to provide shading and framing of view corridors
4. Paving pattern to augment and celebrate the confluence of adjacencies, pathways, and uses
5. Transition from Crescent Road delineated only with bollards to ease pedestrian circulation
6. Transition from Dockside Commons offering the allure of a verdant landscape
7. Seating elements and landforms strategically placed to provide additional amenity and character to the site

## PROGRAMMING OPPORTUNITIES

- » Primary crossroads and threshold
- » Key orientation node
- » Sustainability education opportunities
- » Storytelling feature
- » Site landmark
- » People watching (see and be seen)
- » Spillover space for various structures/amenities
- » Retail- and civic-activated edges



Illustrative Landscape Plan of The Source



## 531 DOCKSIDE COMMONS PRECINCT DOCKSIDE COMMONS



### DOCKSIDE COMMONS

Dockside Commons is appropriately named, as its area is both the communal front and backyard "park" of all of Dockside Green. This park is primarily composed of a publicly-accessible lawn that provides several multiuse opportunities. Included is terraced amphitheatre-style seating as well as space and elements to evoke passive functions, active play, and assembly. The intersection of public & private location and use reinforces the 'commons' reference while providing dynamic opportunities for use and interaction. Along its accessible perimeter lies Crescent Road—a mews that achieves the function of a threshold rather than a hardened boundary between Dockside Commons and the buildings that border it.

Dockside Commons offers a verdant restorative setting with primarily softscape and minimal hardscape intervention, while its sloping landform offers a diverse set of experiences. From the lawn below, one can experience the park and its planting above as it slopes upwards; from the deck above, one can look back to the park, down to Dockside Landing, or out to the City beyond.

*Perspective View of Dockside Commons Looking South*



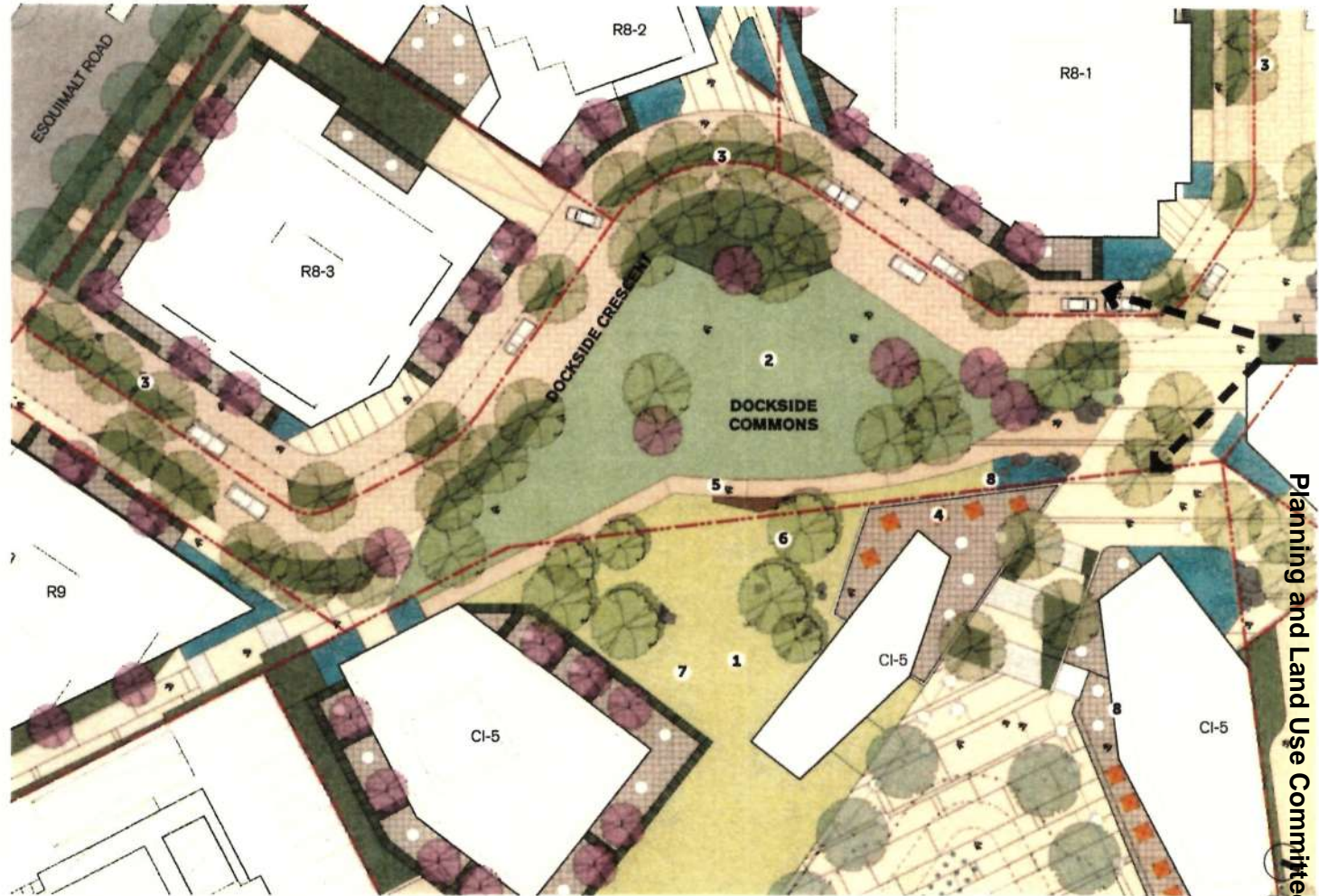


#### KEY FEATURES

1. Primary park space for Dockside Green
2. Great lawn area for passive assembly and activity
3. Edges of Crescent Road characterized by raingardens and seamless transitions into the great lawn area
4. Adjacent café with patio space incorporated within the park
5. Informal path connects the NW and SE edges of the park along its change in grade
6. Steep slope provides amphitheatre-style seating
7. Buffer planting to offer verdant setting and bridge the public realm of the park and private realm of the adjacent residences
8. Upper deck to provide a publically-accessible amenity and views into Dockside Green and out towards the City
9. Extension of sustainable development site identity

#### PROGRAMMING OPPORTUNITIES

- » Great lawn space
- » Key pedestrian destination
- » Active and passive functionality
- » District landmark
- » Amphitheatre event programming
- » Private/public/retail interaction
- » Viewing of inner harbour and Downtown Victoria



Illustrative Landscape Plan of Dockside Commons



## 532 DOCKSIDE COMMONS PRECINCT TYEE GATEWAY



### TYEE GATEWAY

Whether heading towards downtown Victoria or towards neighbourhoods to the north, The Tyee gateway balances the character and function of the Victoria West Gateway. Where that plaza offers more of an urban and industrial flare, this plaza transitions Dockside Green from nearby residential typologies.

This gateway plaza is framed by two residential towers and is designed to provide passage from the hardscape of Tyee Road to the softscape of the lushly planted courtyard that offers opportunities of seating and respite. Framing from water, shade trees, and rain garden planting offer microclimate conditions, pedestrian scale, and escape from the vehicular traffic of the adjacent roadway.

As one travels towards Dockside Commons through the Tyee Gateway, views of ground-oriented apartments and building lobbies open up to the great lawn. Upon arrival here, views open up to follow the length of the greenway and height of each residential tower, thus enabling any visitor to quickly orient themselves within the neighbourhood.

*Perspective View of Tyee Commons Looking East*





#### KEY FEATURES

1. Private patios and entry lobbies framing the plaza
2. Raingardens providing a functional and restorative landscape
3. Strategic seat walls in close proximity to entrances
4. Strategically placed water features bringing attention and character to building lobbies
5. The corner as a potential location for public art
6. Building entry lobbies oriented towards each other delivering a sense of arrival and unity to the plaza space
7. The edge transitioning smoothly into Dockside Crescent to ease pedestrian egress

#### PROGRAMMING OPPORTUNITIES

- » Ground-oriented passive enjoyment
- » Provision of planting to provide restoration
- » Key entry plaza
- » Key orienteering node
- » Potential public art or signage location
- » Visual branding opportunity for Dockside Green



Illustrative Landscape Plan of Tyee Plaza



## 541 DOCKSIDE LANDING PRECINCT

### DOCKSIDE LANDING



#### DOCKSIDE LANDING

Dockside Landing is the primary plaza for the site. Its daily function is as a town square for vibrant pedestrian experience as it is framed by a unique mix of retail units.

The plaza is to periodically function as a place for assembly for markets, concerts, bazaars, and other needs with a desire to close the street to vehicular traffic. Daily vehicular circulation is to be one-way and relegated to such purposes for loading, food trucks, and fire access.

Street trees, and character seating are each strategically placed to frame view corridors and support accessible use and circulation.

*Perspective View of Dockside Landing Looking West*



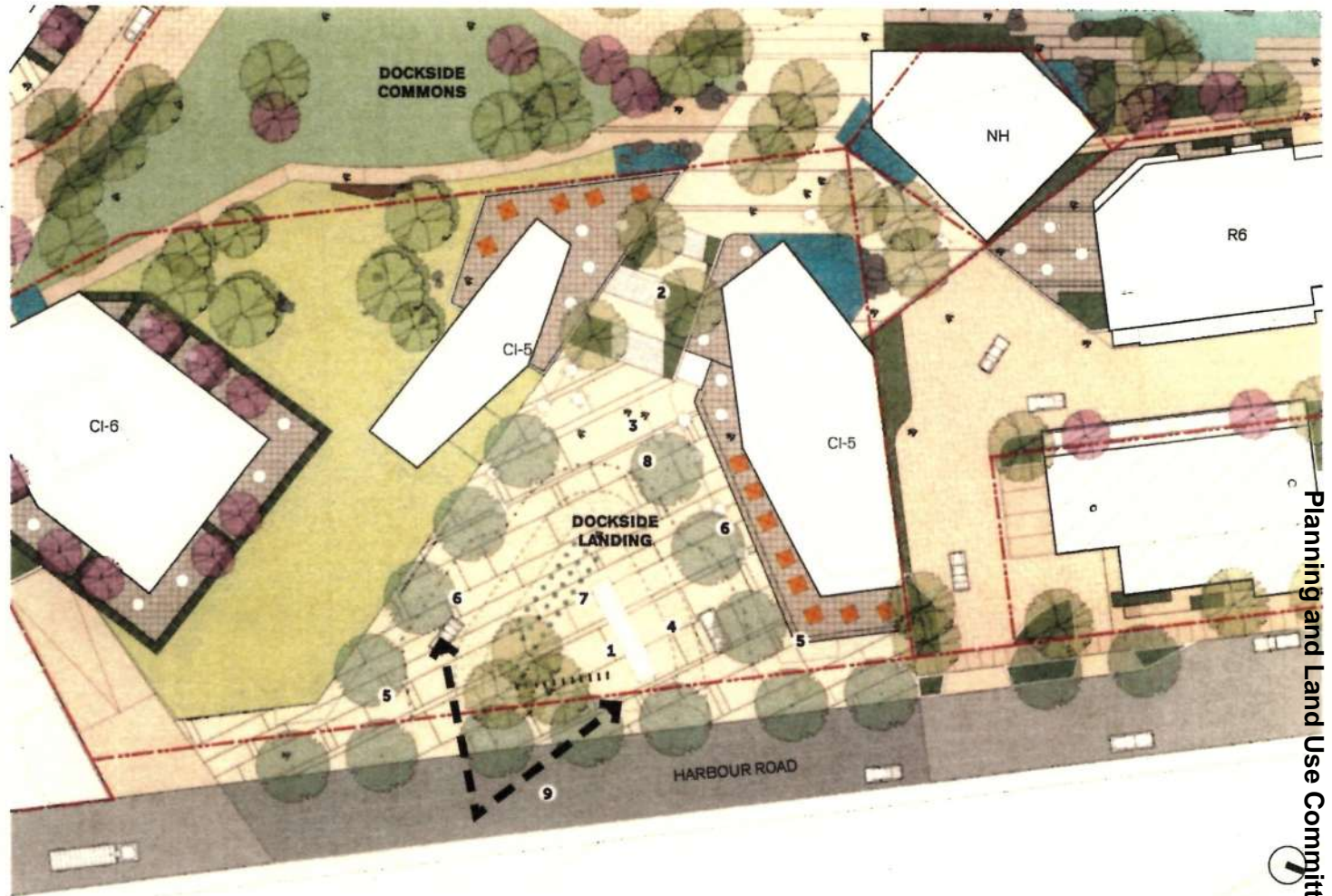
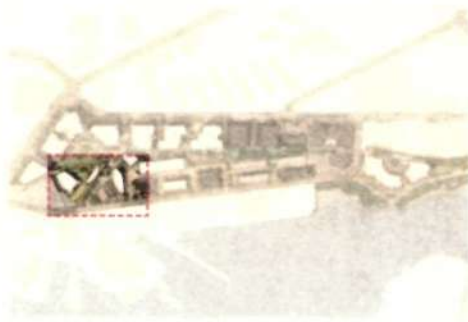


#### KEY FEATURES

1. Primary entry plaza for Dockside Green
2. Stairwell leading into the heart of the site as well as framing views outward to harbour
3. Shared ground plane to ease pedestrian circulation and provide freedom with programmability
4. Potential site for permanent art or food kiosk
5. Generous public sidewalk contributing to storefront activation
6. Strategically placed street trees to provide shading and framing of view corridors
7. Possible water feature to animate plaza and provide elements of play
8. Textured paving and bollards to provide vehicle access without disrupting pedestrian experience

#### PROGRAMMING OPPORTUNITIES

- » Entry plaza & gateway
- » Key pedestrian node
- » Food truck parking
- » Site landmark
- » Seasonal event programming
- » Retail-activated edges
- » Interface with industrial character



Illustrative Landscape Plan of Dockside Landing



## 5.4.2 DOCKSIDE LANDING PRECINCT VICTORIA WEST GATEWAY



### VICTORIA WEST GATEWAY

As a prominent gateway into the Dockside Green site, the character and function of Victoria West Gateway is defined by its threshold condition. This corner of the site is the first thing one sees as they cross over the Johnson Street Bridge from Downtown Victoria. The gateway therefore sets the visual tone for both Dockside and Victoria West, juxtaposing its industrial residential typologies.

The form and location of the plaza creates a potential for the location of a public art feature. Vertical elements in the landscape, taking on the form of anything from a lighting installation to a kinetic sculpture, would draw additional attention to this corner.

Just beyond the plaza lies a water feature to buffer the public and private realms. A break in the street tree pattern provides a view corridor of the pedestrian experience beyond and guides visitors up past a water feature and towards Dockside Commons.

*Perspective View of Victoria West Gateway Looking Northwest*





#### KEY FEATURES

1. Entry plaza a passive pass-through space
2. Corridor leading to Dockside Commons
3. Key opportunity for public art location
4. Private unit patios flanking the pedestrian corridor
5. Strategic green screening of neighbouring parkade entrance
6. Nearby incorporation of bus shelter along Esquimalt Road making the location an important public transportation node

#### PROGRAMMING OPPORTUNITIES

- » Key entry plaza
- » Key orienteering node
- » Important public transportation node
- » Potential public art location
- » Visual branding opportunity for Victoria West and Dockside Green



Illustrative Landscape Plan of Victoria West Gateway



## 551 GREENWAY-MEWS PRECINCT THE PLAYROOM + LOOKOUT



### THE PLAYROOM & LOOKOUT

Secondary only to Dockside Commons, this location offers views of the upper harbour and downtown Victoria from within the public realm. Its landform offers strong opportunity for augmented play in the form of slides, climbing slopes, and meandering pathways—each working directly with the grade changes. Additionally, the solar exposure of the location provides an opportunity for inclusion of a public sun deck and a space for guardians to keep an eye on their children at play.

The location of this important amenity is central within Dockside Green, thus providing equal and universal access for residents from either the northern or southern ends of the larger community. Located above parking below along Dockside Mews and in front of the Greenway, the location of The Playroom & Lookout is situated to inspire activation and to be a primary destination for the site.

*Perspective View of The Playroom & Outlook Looking Northwest*





#### KEY FEATURES

1. Primary playground space for Dockside Green
2. Opportunities for naturalized play
3. Passive enjoyment—sunning and lounging—for adults
4. Secondary key overlook deck amenity for neighbourhood
5. Integrated opportunities for play with grade changes and natural elements that characterize the site

#### PROGRAMMING OPPORTUNITIES

- » Place for prescribed and unstructured child play
- » Sun deck amenity
- » Active and passive functionality
- » District landmark
- » Viewing of inner harbour and Downtown Victoria



Illustrative Landscape Plan of The Playroom & Outlook



## 6.1 DOCKSIDE WATERFRONT PRECINCT

### DOCKSIDE WATERFRONT



#### DOCKSIDE WATERFRONT

Situated on the northern end of Dockside Green is the waterfront neighbourhood property. Framed upland by residential and mixed-use developments and along the foreshore by the Point Ellice Dock, this park bookends the neighbourhood and acts as a gateway from and to the neighbourhoods to the north.

The Galloping Goose Trail, the primary cycling route along the water and through Dockside Green, bisects the park. This condition offers continuous pedestrian activation and opportunities to carry through the pedestrian-driven typologies from the parks and open spaces to the south. The dock provides a public boat launch for canoes and kayaks and a regional water taxi stop. To the north lies the Mutt Strut, the primary dog park for Dockside Green.

Where other locations within the neighbourhood evoke urban and industrial flare, this gateway is characterized in part by native shoreline ecologies. The area is slated to be a part of the regional Greenshores program and will be regenerated with native planting.

*Perspective View of Dockside Waterfront Looking Northwest*



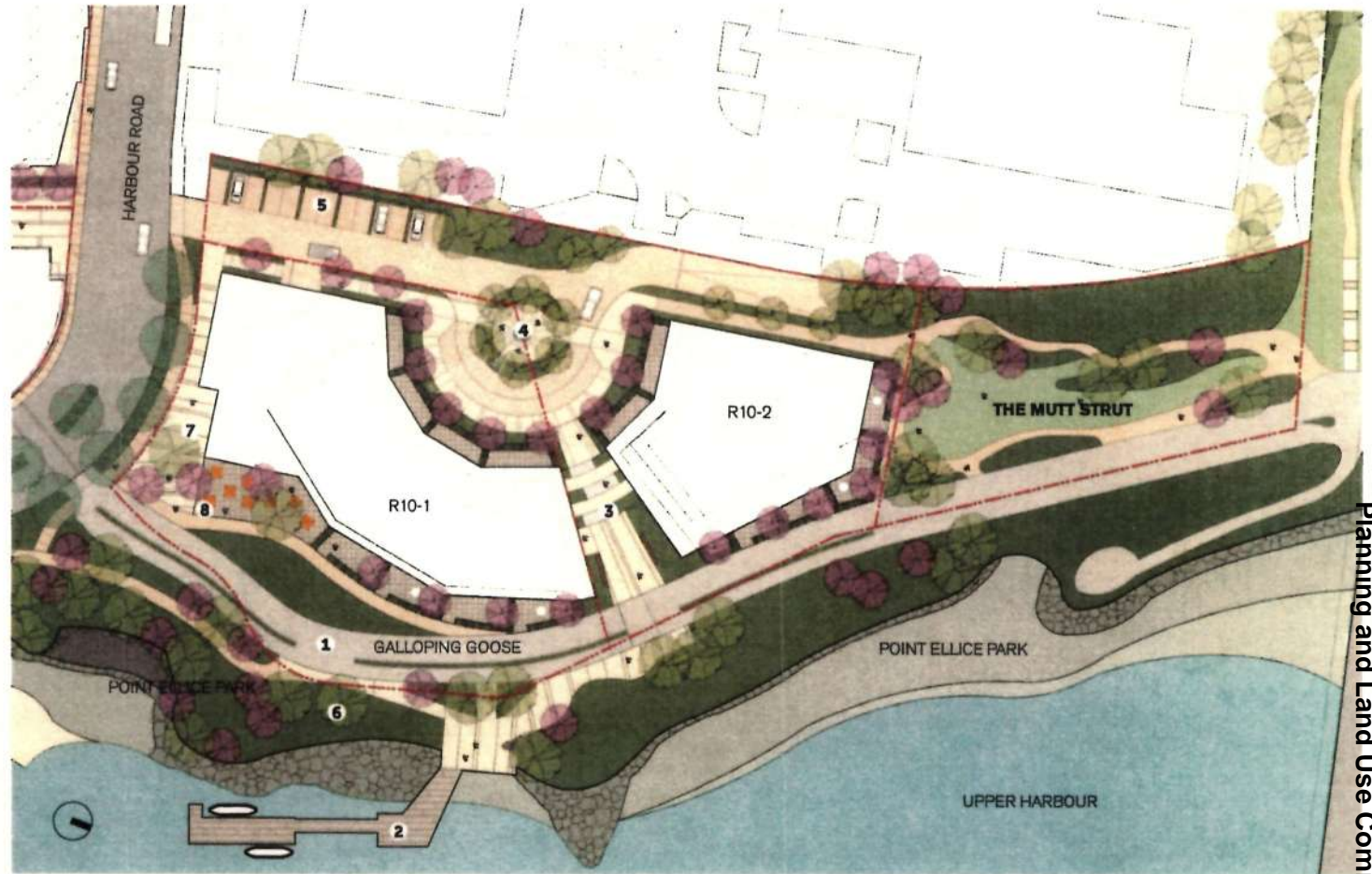


#### KEY FEATURES

1. Incorporation of Galloping Goose Trail
2. Water & dock access
3. Stairwell connection between inner courtyard and the waterfront
4. Inner courtyard serving as a plaza & roundabout
5. Provision of surface parking
6. Lush native shoreline planting
7. Waterfront retail to attract visitors and activate the edges of the park
8. Grade changes that provide multiple views of inner harbour and Downtown Victoria

#### PROGRAMMING OPPORTUNITIES

- » Waterfront activity
- » Biking and walking along Galloping Goose Trail
- » Kayak & canoe launch
- » People watching (see and be seen)
- » Viewing of inner harbour and Downtown Victoria
- » Dog park
- » Key orientation node
- » Public Art



Illustrative Landscape Plan of Dockside Waterfront



## 6.2 DOCKSIDE WATERFRONT PRECINCT THE MUTT STRUT



### THE MUTT STRUT

Located at the northern end of Dockside Green is a park designated to the use of dogs, known as the Mutt Strut. Framed to the south by a market housing and to the north by the Bay Street Bridge, this park responds the needs of the Dockside Community and of adjacent neighbourhoods to have a dedicated dog park.

The Mutt Strut utilizes the typology of a passive lawn with strategic placements of deciduous trees to provide shade and visual interest. The lawn is separated into two portions, the upper having a designation for use by small dogs and the lower being set aside for larger dogs. Accommodating the grade change between the two sections is an accessible ramp. Perimeter fencing is to be used to enclose the site, mark its boundaries, and provide safe containment for the canines and their owners. It is the intent to also incorporate elements such as proper regulatory signage, waste bags, and dog-friendly water fountains to encourage proper use of this amenity.

*Perspective View of The Mutt Strut Looking Northwest*





#### KEY FEATURES

1. Adjacency to the Galloping Goose Trail
2. Pathway connection to adjacent residences
3. Vertical connection to Bay Street Bridge
4. Primary dog park for Dockside Green & adjacent neighbourhoods

#### PROGRAMMING OPPORTUNITIES

- » Dog socializing
- » Dog training
- » Dog exercise
- » Neighbour socializing
- » Entertainment



Illustrative Landscape Plan of The Mutt Strut



## 57 THE NEIGHBOURHOOD HOUSE



View of Neighbourhood House from North

### NEIGHBOURHOOD HOUSE

A prime public amenity and focal point for community activities, the Neighbourhood House is intended to have a strong presence in the urban fabric and anchor the meeting point of several landscape precincts: the Greenway, the Source, Dockside Commons and Dockside Landing. This location places the Neighbourhood House at the centre of Dockside Green and in a highly prominent location which takes advantage of key views and axial relationships through the site.

The Neighbourhood house is an important building and is designed to reflect its civic stature. The design of the building is intended to reflect the ecological and social priorities of community programming and the dynamic nature of a recreational facility. The design of the centre will be informed through consultation that the needs and aspirations of Dockside Green residents are met in the design of the building.

### ARCHITECTURAL CHARACTER

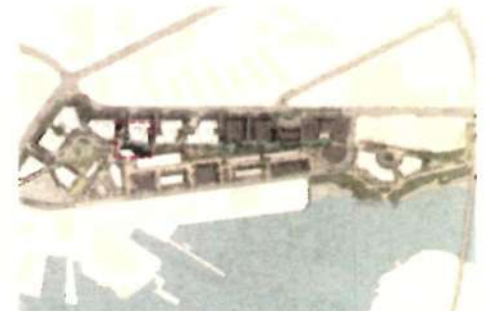
- As a neighbourhood amenity intended to be a key gathering space for the community, the Neighbourhood House is distinct in character from the commercial and residential buildings which surround it.
- The form and architectural character of the building is open and inviting, with generously-glazed façades emphasizing connections to adjacent public realm areas and providing views out toward the Upper Harbour.

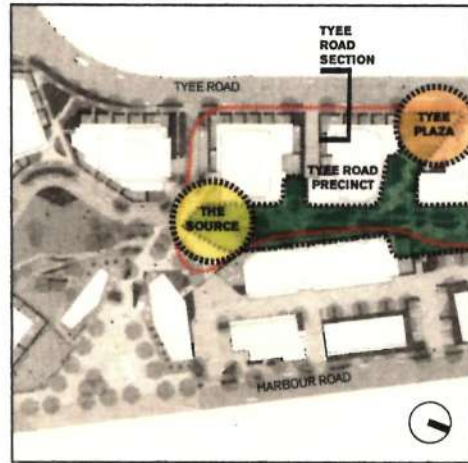
### TRANSPARENCY

- The building is intended to be highly transparent to facilitate visibility of inside activity, good light exposure for events, and a high degree of connectivity between interior and exterior spaces.

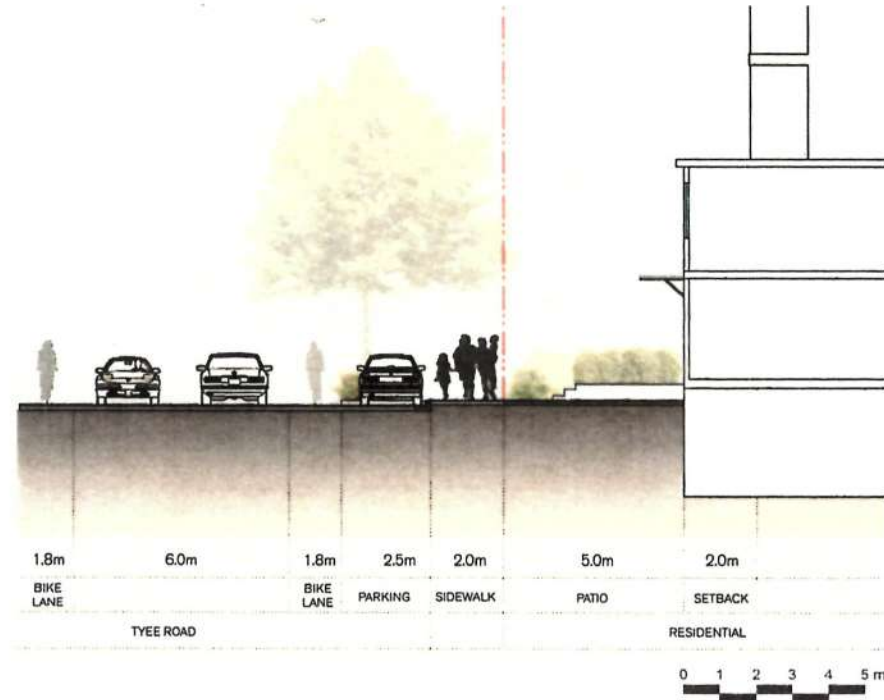
### HEIGHT + MASSING

- The building provides a double-height volume to make it a beacon within the urban ensemble. The primary frontage is towards Dockside Crescent, emphasizing the entry into the building and creating a relationship with lobby spaces at Parcels R3-3 and R8-1.
- Maximum building height is 26.5m above geodetic datum.





Key Plan



581

## STREETS TYEE ROAD

### TYEE ROAD

Running north to south and along the western boundary of Dockside Green is Tyee Road. The road plays the role of connecting the traffic flows from the Bay Street and Esquimalt Street Bridges. Its frontages are exclusively multi-family residential and carry this general character with the new development phases for Dockside Green.

#### Proposed Street Composition:

Characterized as a collector street, this road accommodates two vehicular traffic lanes, two bicycle lanes, on-street parking, and sidewalks along both edges. The sidewalk adjacent to the development site maintains a 2-metre width with periodic breaks for bump-outs and street tree planting. The breaks are strategically placed for parkade entrances, a mid-block plaza and transit stop, car share parking, and an entrance into Dockside Crescent. For the ground level apartment frontages, a continuous 5-metre setback is maintained from the curb to offer adequate space for a private yard and entry buffer.

The pedestrian experience is one that evokes the sense one is travelling along the edge of a neighbourhood. Tyee Road is lined with residential low-rises topped with towers. The highrise residential buildings create a pattern of breaks that allow entry into Dockside or views of Victoria beyond. Low rise residential maintain heights of two stories until one nears the intersection with Esquimalt Road, where the ground-oriented units rise from three, then to four stories.

The scale of the low-rise residential structures, in combination with their richly planted front yards, has been carefully considered to minimize the experience of adjacent street traffic. At the intersection with Esquimalt Road, the boulevard treatment pulls away from the residences to create the Tyee Gateway plaza characterized by rain gardens, shade trees, and opportunities for seating and rest.



## 582 STREETS ESQUIMALT ROAD

### ESQUIMALT ROAD

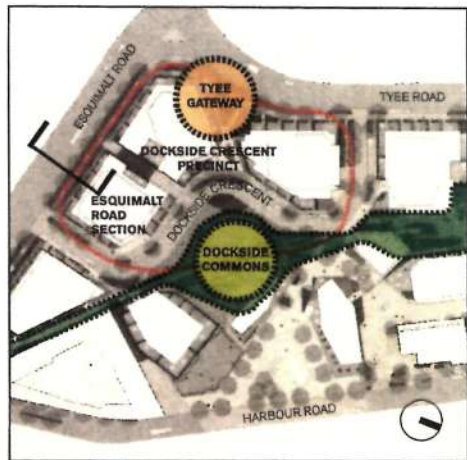
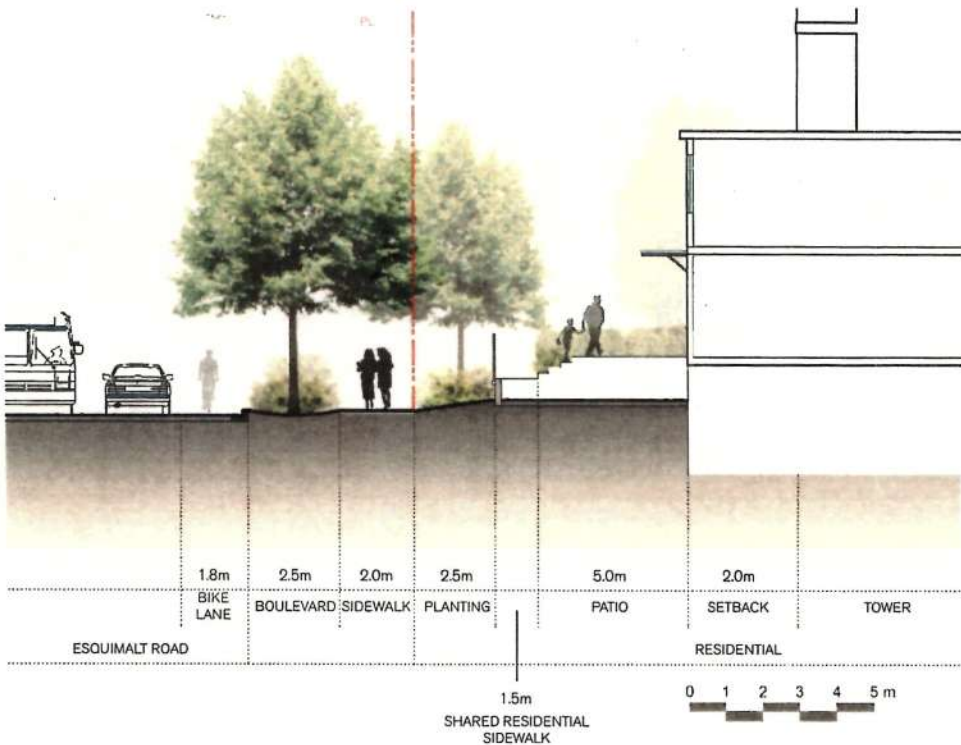
Running east to west, and bounding the Dockside Green along its short southern edge is Esquimalt Road. This road meanders throughout the entire Victoria West neighbourhood from the Johnson Street Bridge and terminating at the Canadian Forces Base in Esquimalt. Its steep grade, broad width, and varying frontages lend character to Dockside Green's two prominent gateway corners.

#### Proposed Street Composition:

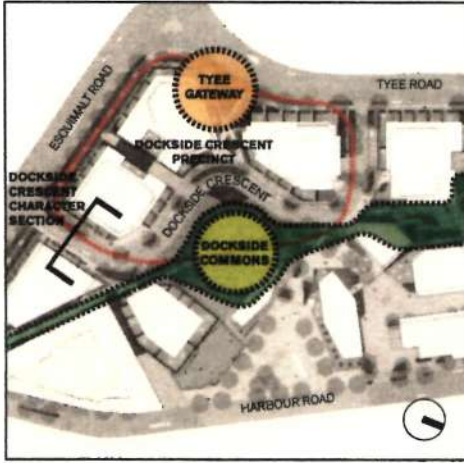
Characterized as an arterial road, this section of Esquimalt Road accommodates three vehicular traffic lanes (and one turning lane), a bicycle lane on its north side, and sidewalks along both edges. The 2-metre wide sidewalk adjacent to the development site will have a boulevard character with flanking rows of street trees. The singular break in street frontage is to accommodate the second entrance into Dockside Crescent.

The first glimpse of the neighbourhood is of Victoria West Gateway, visible as one travels westward over the Johnson Street Bridge. After accounting for a BC Transit stop, the street continues along until the far western end of the street that borders the site is reached. Here it wraps the corner and becomes the Tyee Gateway. For the ground level apartment frontages, a continuous 5-metre setback to the sidewalk, with another 6 metres to the curb edge, is maintained from the curb to offer generous space for a private yard and entry buffer.

Esquimalt Road is the busiest street bordering Dockside Green. The pedestrian experience is one that addresses this through an incorporation of a double row of street trees that compose the boulevard. The entrances for the ground-oriented units address the steep grade with an elevated semi-private path runs parallel to the public sidewalk. Generous front yard planting supplements privacy while increasing a restorative experience for passing pedestrians.

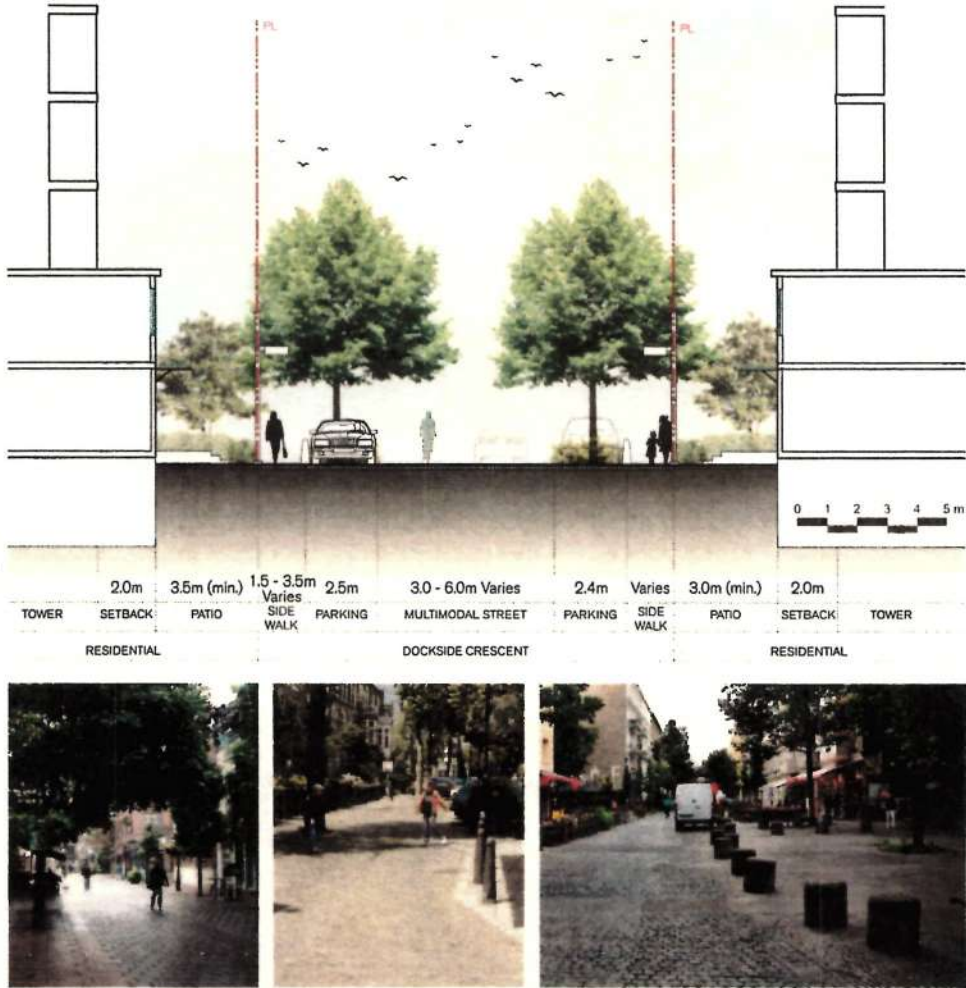


Key Plan



Key Plan

Docksider Crescent Character Section



## STREETS DOCKSIDER CRESCENT

### DOCKSIDER CRESCENT

As one of the site's interior roads, Docksider Crescent is designed to accommodate ease of use and egress by pedestrians. This local interior street essentially acts as a woonerf, where an on-grade paving treatment is delineated only through bollards and pattern changes. Woonerfs, like Docksider Crescent, are streets that prioritize the safety and use of pedestrians. This woonerf is particularly designed for vehicles to drive on to enter and exit underground parkades, for bicycles to take a leisurely detour, and for pedestrians to safely cross along desire lines, to and from Docksider Commons.

#### Proposed Street Composition:

The width of Docksider Crescent varies as the sidewalk increases in width from 1.6m at the entry off Tyee to 3.5m along the interior of the street. This change is to provide for a welcoming pedestrian experience as one enters into the neighbourhood. Parking and cartway widths are maintained throughout to account for segments of space for on-street parking and pockets of rain gardens. These areas of planting incorporate street trees as well to help frame desire lines for perpendicular movement and site lines for exposing important view corridors. Sidewalk flanks one edge of the meandering shared street and Docksider Commons the other, each separated only by bollards and a change in paving pattern.

Two parkade entries, five residential lobbies, and three plazas exist along Docksider Crescent. The creation of this street is, in part, accounted for by the need to reduce the number of parkade entrances needed along the roads of Tyee and Esquimalt. The parkade entrances are tucked away, where breaks in the planting and space configuration bring attention to the public and private pedestrian entries. Because of the on-grade paving treatment, the meandering orientation, and the mix of uses, traffic is designed to slow down as it travels along Docksider Crescent.

The experience of this road by residents is as one leaving and returning to their private drive, parkade, and/or yard. Its design, layout, and materiality are meant to complement the collection of public spaces that Docksider Green has to offer. Where streets can act as barriers, Docksider Crescent instead takes on the character of a safe and accessible threshold between plazas and parks.



## 584 STREETS DOCKSIDE MEWS

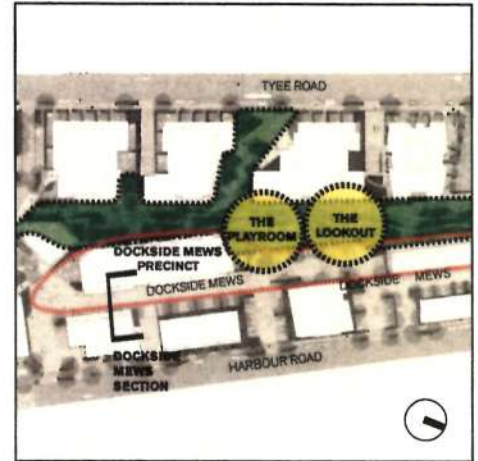
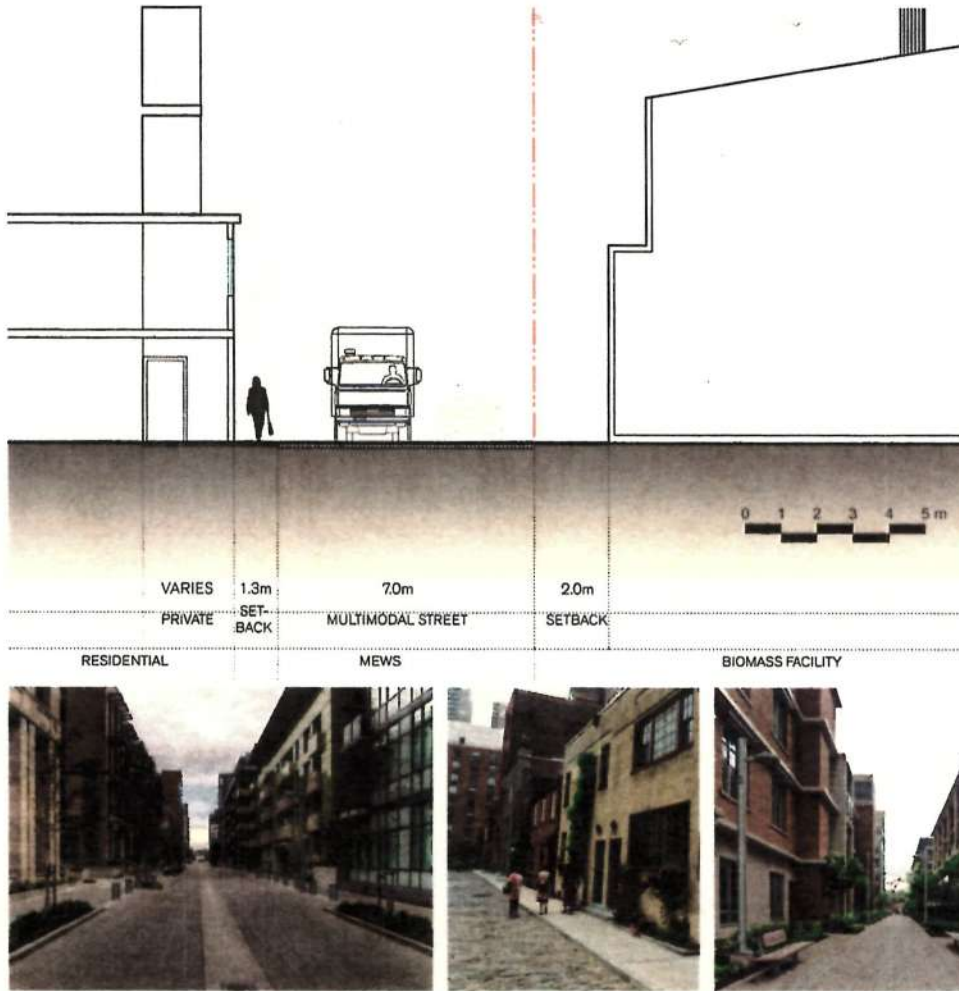
### DOCKSIDE MEWS

As the second of the site's interior roads, Dockside Mews is a minor street that gets its uniqueness from its edge conditions. This local interior street is primarily a vehicular street that accommodates parking and loading for a range of vehicle sizes. It passes in front of the low-rise residences within Dockside Green and behind its collection of office and industrial buildings that front Harbour Road. Immediately to its west, abrupt grade changes rise 4 to 5 metres and create stair conditions for pedestrians to move further into the site.

#### Proposed Street Composition:

Dockside Mews lacks a predominant gateway and has an eclectic mix of frontages. In addition, vehicular parking and back-of-house uses flank much of this street. These conditions provide the character that is complementary to the industrial uses found across Harbour Road. Elements including special unit paving treatments, bollards, and pockets of intensive rain gardens are meant to embellish its character and provide it with the durability and functionality it requires.

The pedestrian experience is one that is punctuated by features that pull visitors and residents up into the site. The Playroom & Lookout sit above the street and provide access points at either end that erode the grade and create access into the site. Further north, a wider stair provides egress into the first phase of the Dockside Green development, while even further, accessibility into the interior of the site is accommodated by a pedestrian pathway. Street trees are placed where there is room within and around parking. However, it is the urban hardscape of this mews that complements its uses and gives it its character.



Key Plan

## HARBOUR ROAD

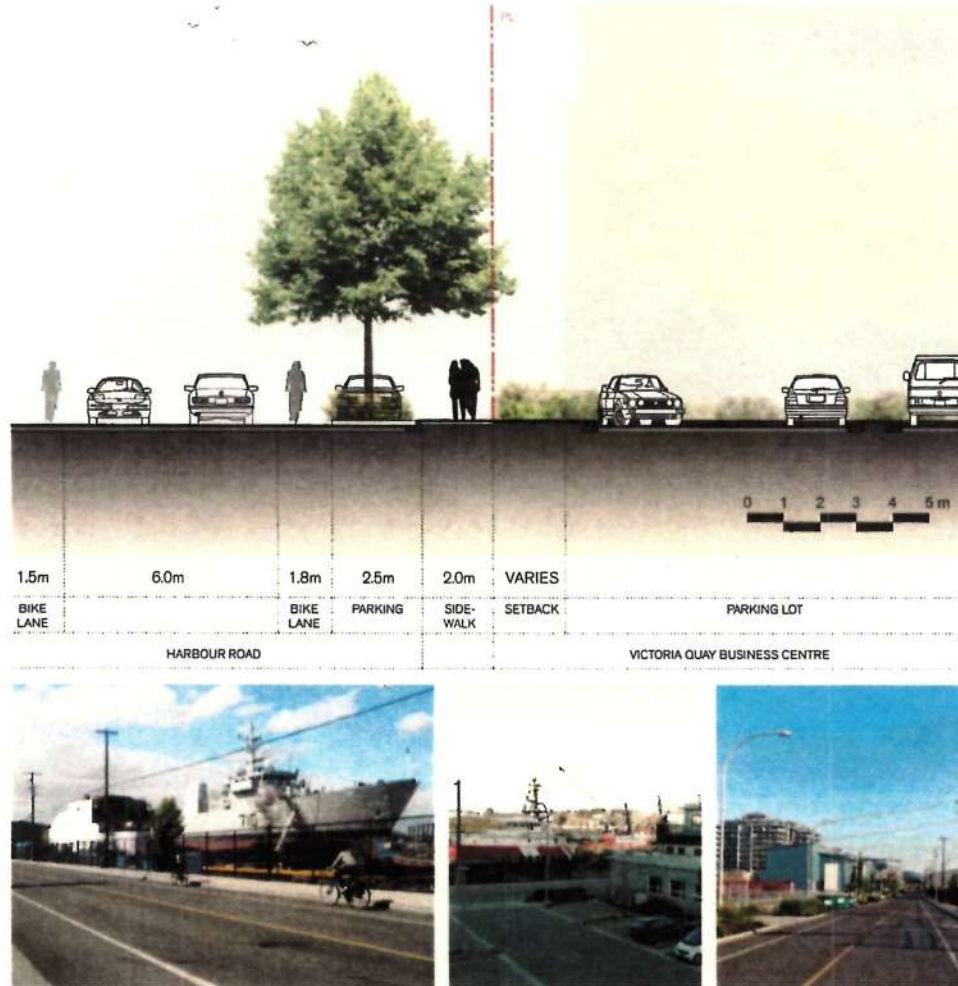
Running south to north, Harbour Road is the eastern boundary of the Dockside Green site. The entire length of this road borders the site and plays the role of incorporating an extension of the Galloping Goose Trail to and from downtown Victoria. The eastern edge frontages are of the Point Hope Maritime and are exclusively industrial. The character of these uses cross the street into Dockside, where buildings such as biomass energy plant are mixed in with commercial, office, and residential frontage to deliver a unique local street experience.

### Proposed Street Composition:

Harbour Road accommodates two vehicular traffic lanes, two bicycle lanes, parallel parking on the west side of the street, and sidewalks along both edges. The sidewalk adjacent to the development site maintains a 2-metre width with periodic breaks for bump-outs and street tree planting.

Harbour Road provides the majority of vehicular access—retail, residential, and office traffic—into the site. The breaks along the road are frequent to provide several points of egress into lots and parkades for vehicular parking at Dockside Green.

The pedestrian experience along this road is one designed as a street shared between bicycles and motorized vehicles. Traveling by bicycle can be done with ease: the street's low volumes of vehicular traffic, level grade, and straight orientation make for easy egress to and from the Galloping Goose Trail. The experience of walking along Harbour Road is one supported by the visual interest of the shipbuilding. The primary crossing to view this and the City beyond takes place at Dockside Landing, where character of Dockside Green mixes with the character of its neighbouring districts.



585

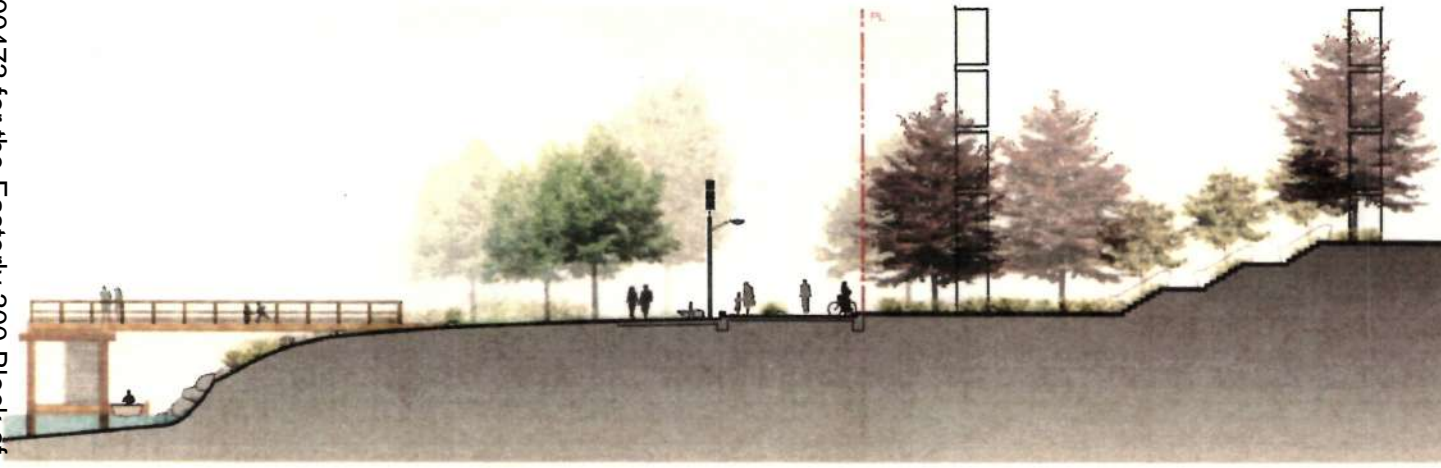
STREETS  
HARBOUR ROAD



Key Plan



## 586 GALLOPING GOOSE TRAIL

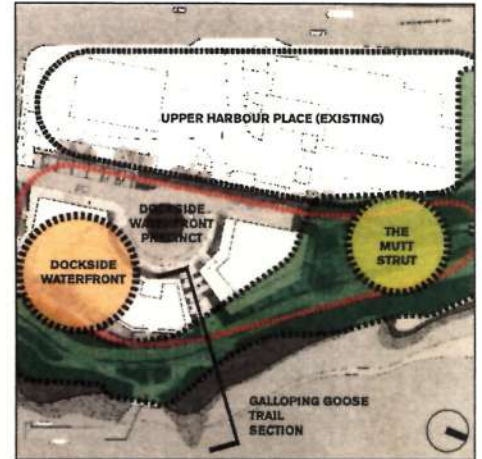


POINT ELLICE DOCK

POINT ELLICE PARK

SHARED PATHWAY  
GALLOPING GOOSE  
TRAIL

DOCKSIDE WATERFRONT



Key Plan

### GALLOPING GOOSE TRAIL

This regional bicycle trail travels 60 kilometers through 7 municipalities and through urban, rural, and semi-wilderness landscapes. Its starting point is at the north end of the Esquimalt Street Bridge in Victoria West and runs along Harbour Road. It is an important bicycle and pedestrian route and contributes to the sustainable transit modalities promoted by the neighbourhood.

#### Proposed Street Composition:

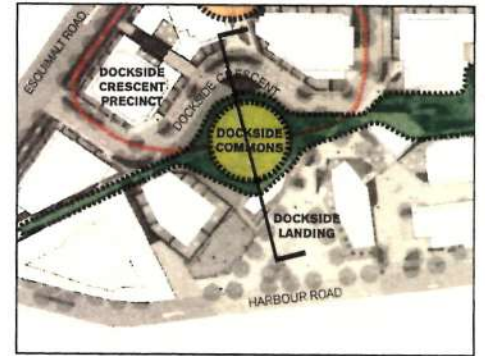
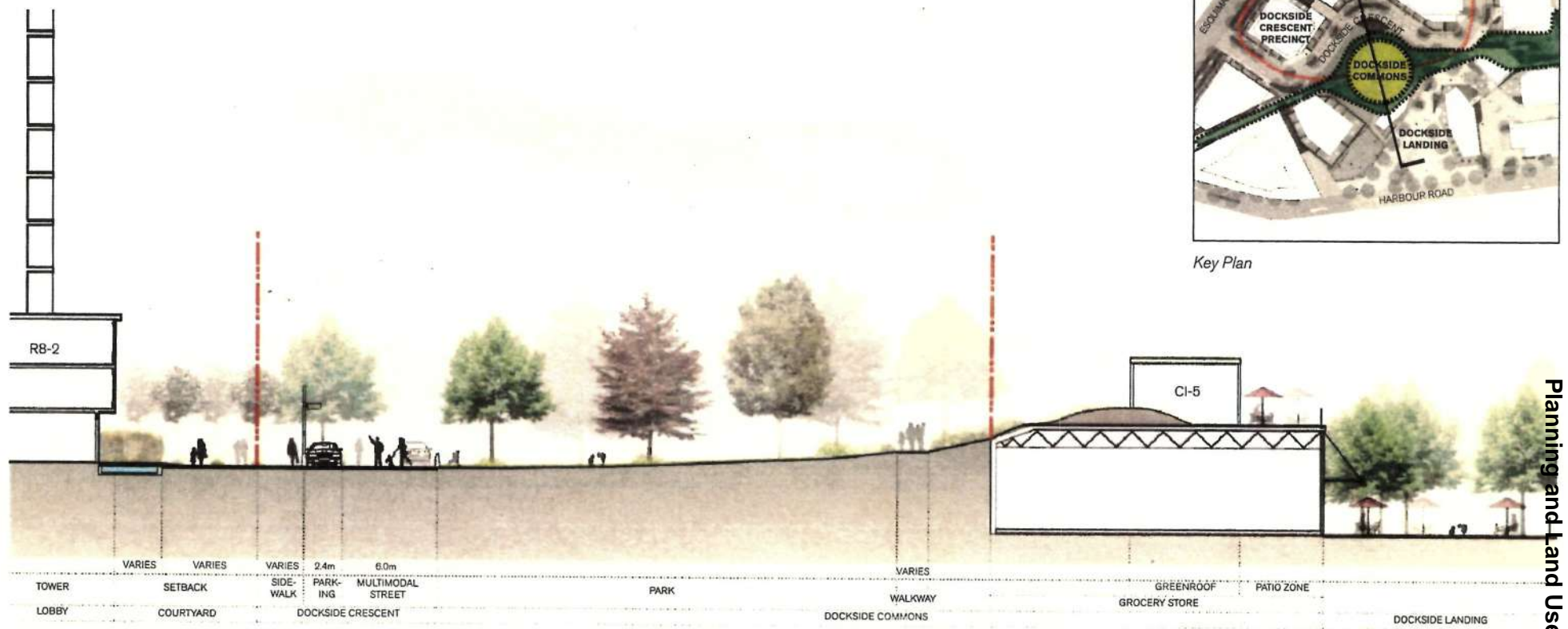
The Galloping Goose Trail embodies two conditions as it passes through the site. From south to north, its modalities are first separated along Harbour road. Pedestrians follow traditional sidewalks, while cyclists share the road with vehicles along bike lanes. When the trail meets the turn and slope of Harbour Road to the north at Point Ellice Park, it becomes a 4-metre wide accessible shared pathway.



59

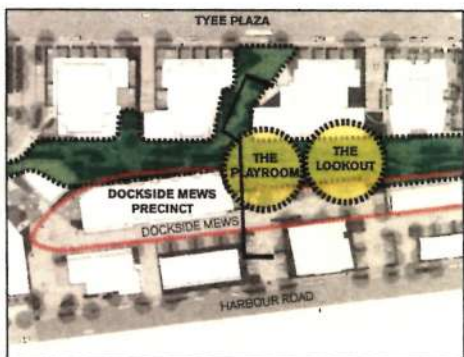
# SITE SECTIONS

## DOCKSIDE CRESCENT TO DOCKSIDE LANDING



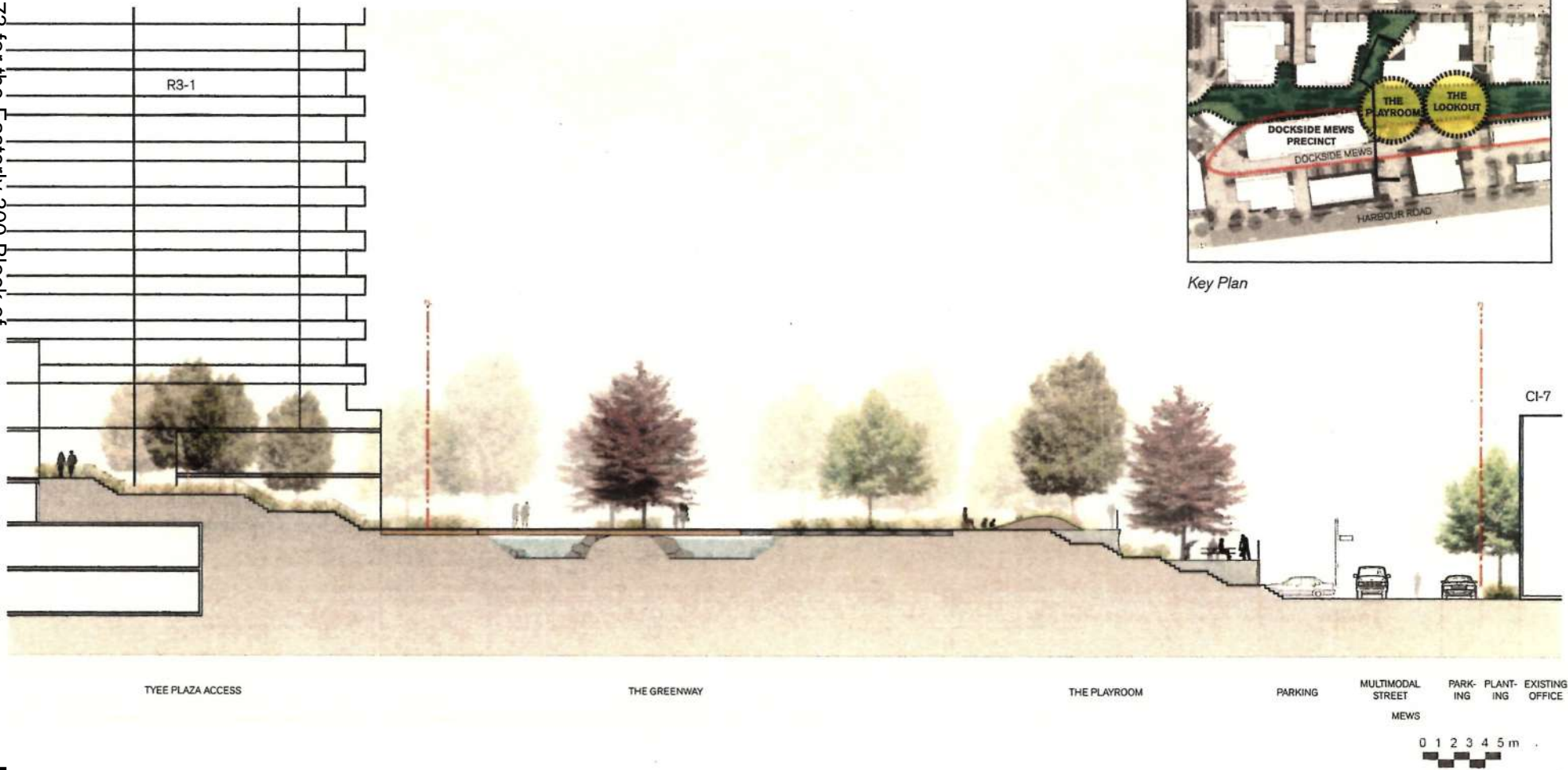
Key Plan





Key Plan

TYEE PLAZA ACCESS TO DOCKSIDE MEWS



TYEE PLAZA ACCESS

THE GREENWAY

THE PLAYROOM

PARKING

MULTIMODAL  
STREET  
MEWS

PARK-  
ING  
PLANT-  
ING  
EXISTING  
OFFICE

0 1 2 3 4 5 m

**BETA at DOCKSIDE GREEN**

6



## 6.1 BETA AT DOCKSIDE GREEN

Through our conversation with community in 2014, the notion of interim uses at Dockside Green began to be discussed. Building on this energy, the concept of BETA at Dockside Green was developed.

BETA has a vision to become a staging ground for localism, food security, and culture building while embracing the industrial character of the working harbour. BETA will reclaim a portion of the undeveloped land in the Dockside Green neighbourhood, and use shipping containers as building blocks to cultivate a culturally vital environment where Victoria artisans, community leaders, makers, growers and entrepreneurs can collaborate, exchange ideas, and showcase their work.

BETA at Dockside Green will be located on Harbour Road between the Dockside Green Biomass District Energy Plant and the Farmer Construction office building. The location provides the opportunity to build on the human energy of Harbour Road and the adjacent Point Hope Shipyards. The adjacent buildings will help to provide urban edges and foster a sense of enclosure. The other advantage of this location is that much of the Dockside Green project can develop without disturbing BETA, and without BETA interfering with the development of future phases.

BETA at Dockside Green strongly supports the creativity of thinkers and doers in Victoria. It will be a place to build on what is already happening in Victoria, providing a location for some of this creative energy to coalesce and grow. BETA will be a curated tenant mix with food, brewery, boutique retail, office and art/culture components. The focus will be on businesses and organizations that demonstrate and showcase creative, sustainable, local goods and services. We see the mix of tenants as vital to create a community of likeminded values. The office mix may include social enterprises which are both run by and support the work of non-profit organizations. In addition to permanent tenants, there may be opportunities for short period tenancies in rotating kiosks.

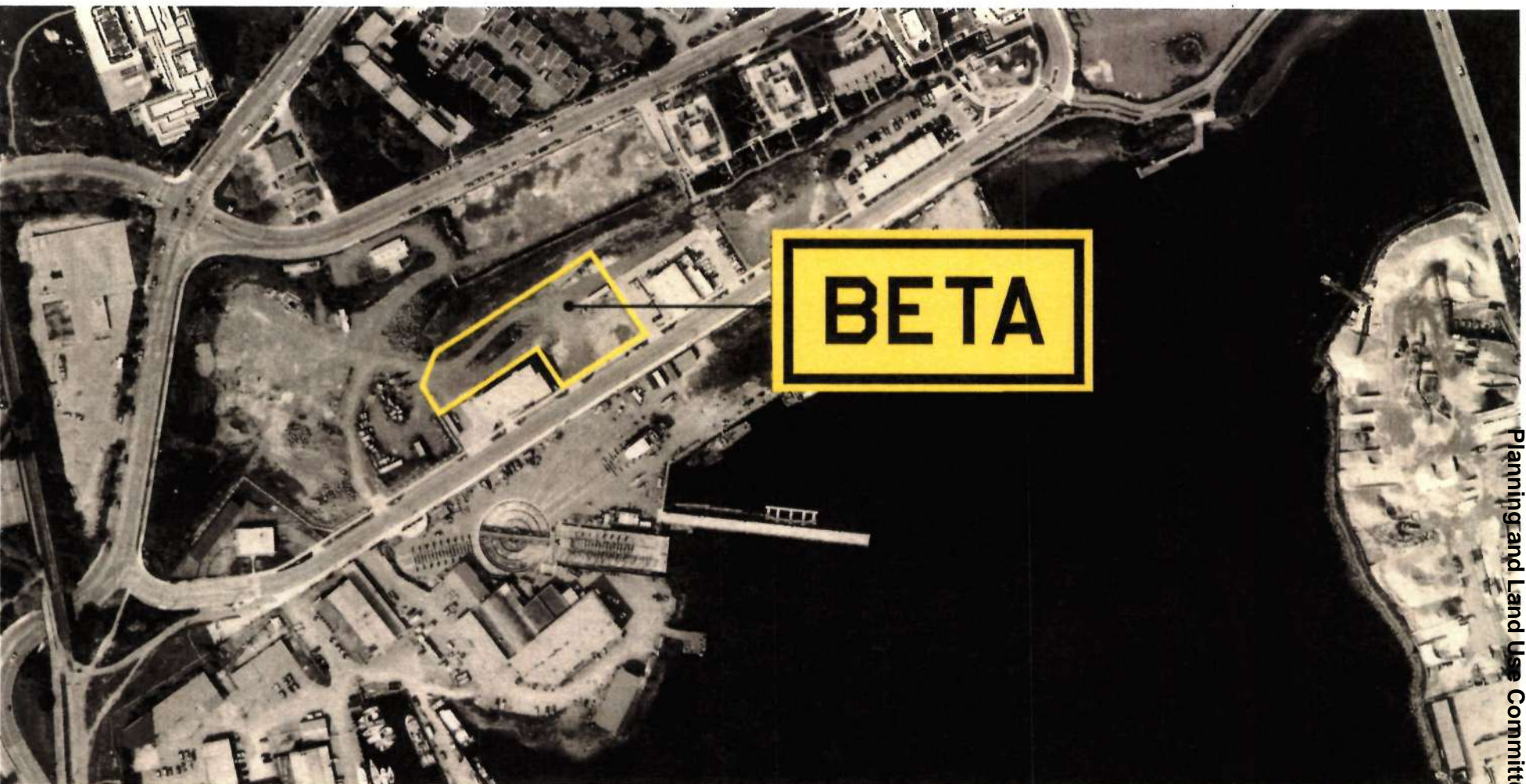
### USES

Envisioned uses include: brewery, distillery, cafe or roaster, social impact businesses, urban agriculture, art gallery/studio space, boutique retail, small workshops, food trucks, bike maintenance, and education.

### AMENITIES

Amenities are available to the public and to tenants in the form of shared washroom facilities, drinking fountains, garbage, recycling and compost services. In plazas and other common areas, lighting, shading, and seating are provided. Utility connections are available to tenants depending on individual needs, with both waste water and storm water drains tied to the Dockside Green on-site systems.





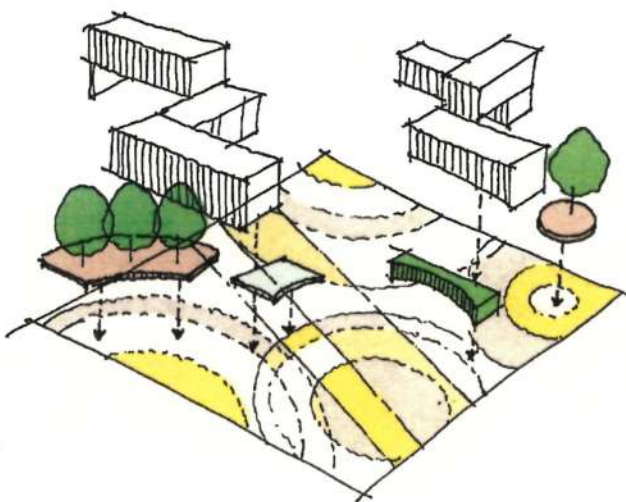


## 6.2 SITE CONFIGURATION

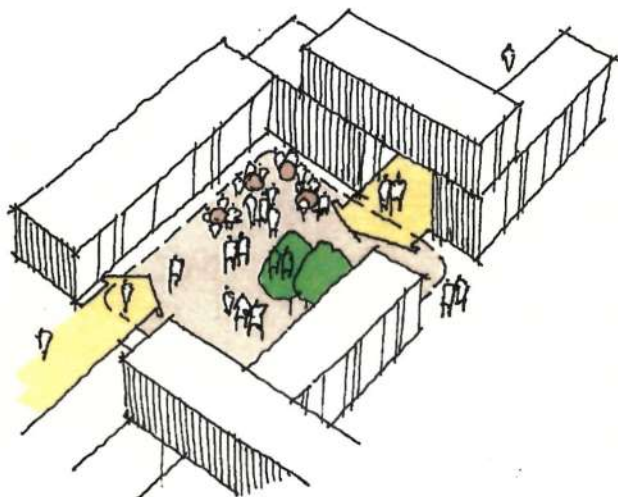
The curated relationships across BETA are informed by the public realm, configuration of individual container units, and how various planned elements address site conditions. Dockside BETA is a place that is intended to mix demographics and ideas to help realize a vibrant, creative, and connected community. The spaces between, atop, and around the re-purposed container structures are essential to encouraging this mixing of people and ideas.

Key considerations include:

- *Interaction and Gathering:* site configurations that create multiple opportunities for plazas and courtyards.
- *Widths between Containers:* will be pedestrian-oriented with widths primarily in range of 3 to 6 metres.
- *Plazas:* their sizing is intended to be proportionate to site uses as well as to the count and frequency of visitors. A central plaza size ranging from 12 to 14 metres in diameter will support a critical mass of people and activity, while maintaining balance with the space required by the containers and remaining uses of the site.
- *Site Entry and Shifts in Ground Plane:* due to required treatment of underlying unstable soil, the BETA site will be raised approximately 1 ft above the Harbour Road street level. There will necessarily be a transition from road and sidewalk to the BETA site level. There are opportunities to use this required transition to define the edges of BETA, for informal seating or to highlight entry into the site.
- *Site-wide Accessibility:* will be designed for comfortable circulation and allow equal access for all visitors.
- *"Street" Edges:* there will be no vehicle circulation at Dockside BETA, but there will still be pedestrian streets. These street edges will primarily be framed by the placement of containers, with a consistent rhythm, but also variations in container design and height.
- *Safety and Security:* container configuration will provide a sense of security via visibility and transparency without a need for enclosure.
- *Service Connections:* will be designed for efficient distribution of services and amenities to tenants and the public, while remaining as unnoticed as possible.

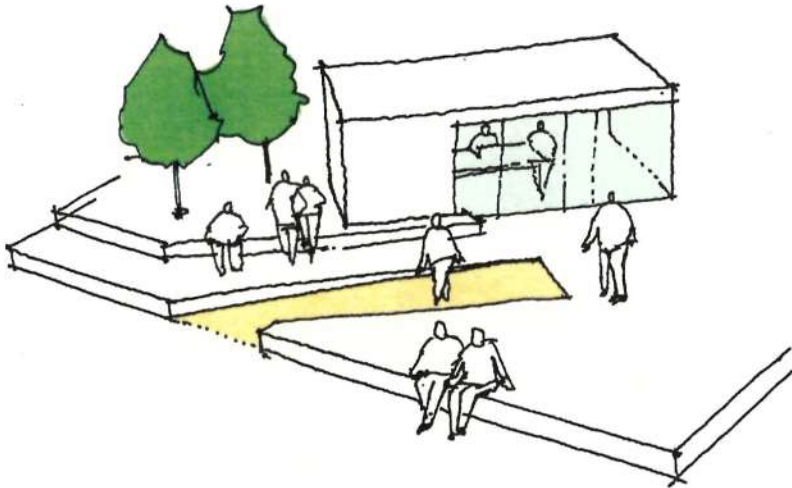


Container placement, surface treatment, planting, and seating come together to define the public spaces of BETA.

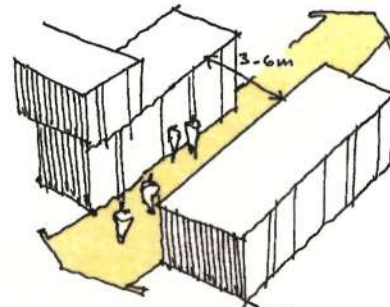
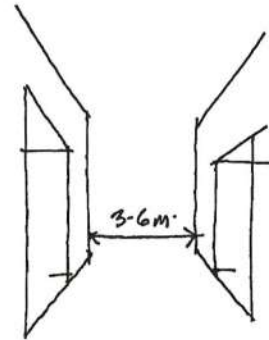


The success of courtyards and plazas is dependent on careful design that addresses scale, visibility, security, and wayfinding.

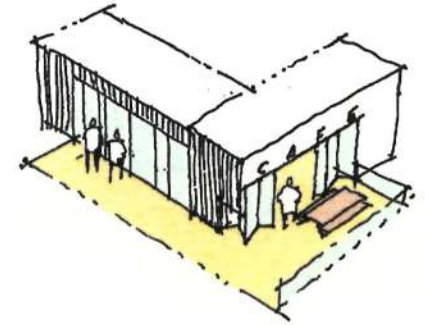




Along Harbour Road and the entry into the site, shifts in the ground plane encourage interesting moments of interaction.



Pathways are proportional to the human scale and to container sizes, offering a sense of comfort to visitors.



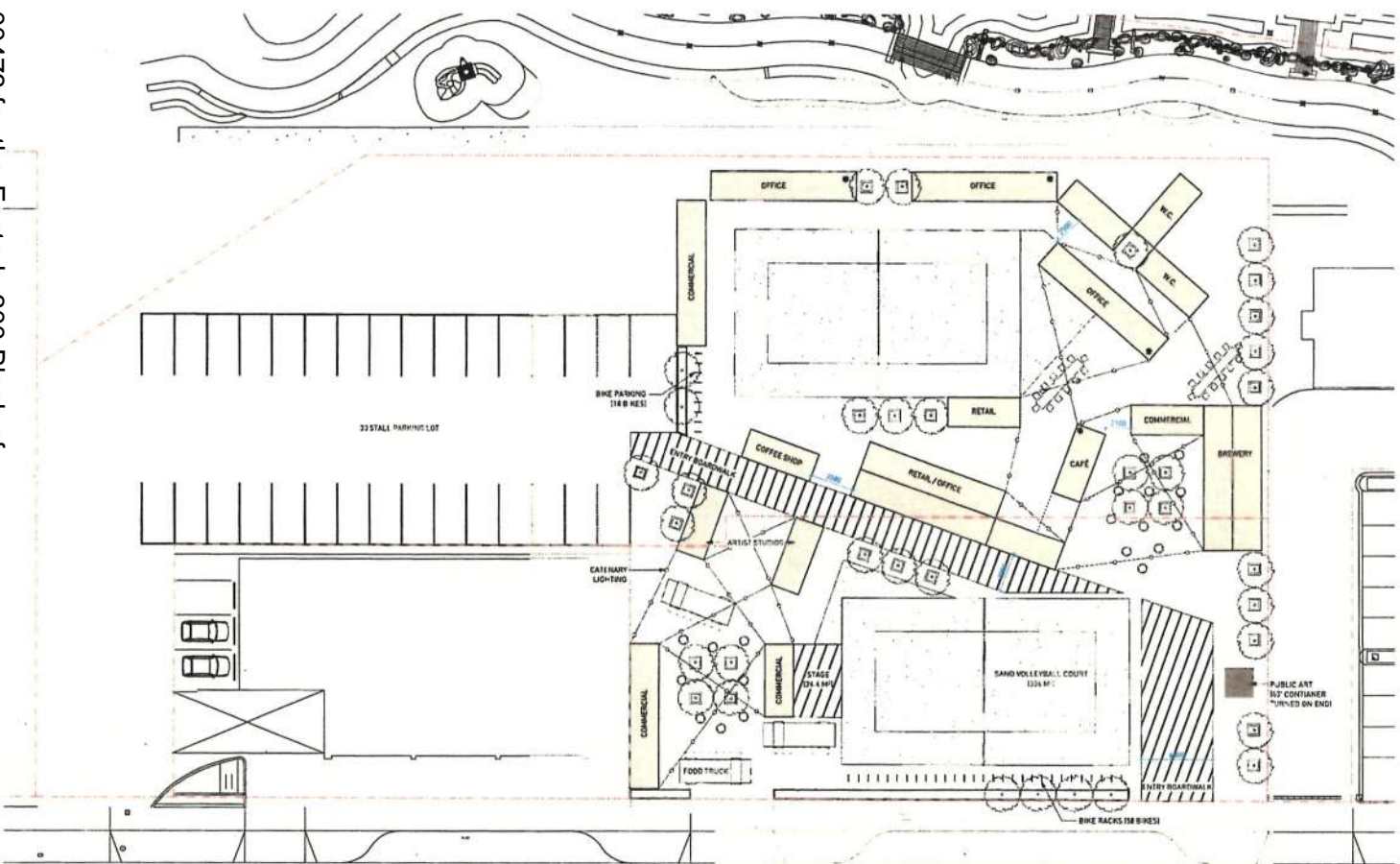
The careful placement of openings and glazing can maximize daylight and views as well as shape the relationships between tenants, visitors, and the larger community.



Variety in outdoor spaces that include a mix of courtyards, 2nd storey terraces, and overhanging containers add interest and vibrancy to BET.

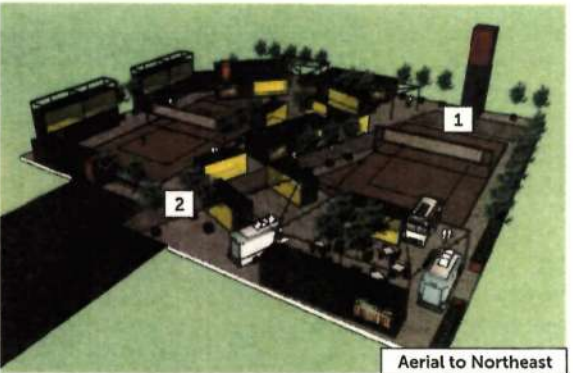


## CONCEPTUAL SITE PLAN

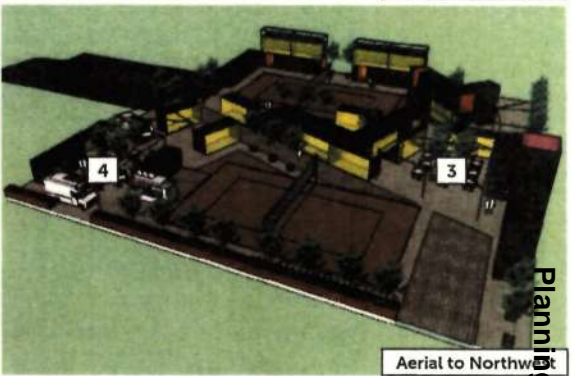


BETA Details	
Conceptual Total Floor Area	5,920 sq ft
Maximum Buildout Height	40 ft
Bike Parking Spot Count	76
Car Parking Count	30
Shipping Container Count	9 - 8'x40' (+4 potential additions)
	11 - 8'x20' (including Washrooms)

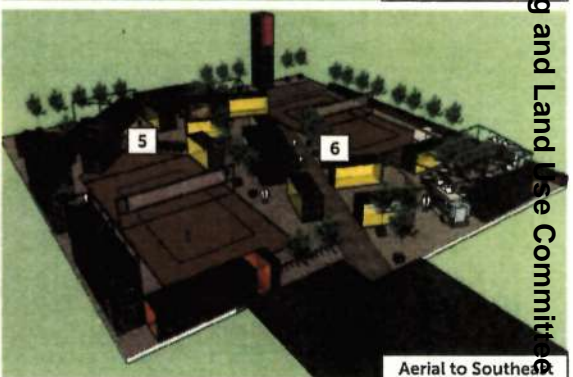
\* = STACKED CONTAINERS  
2 x HEIGHT



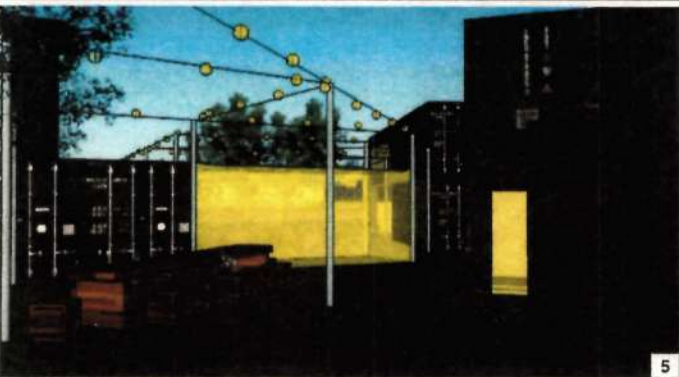
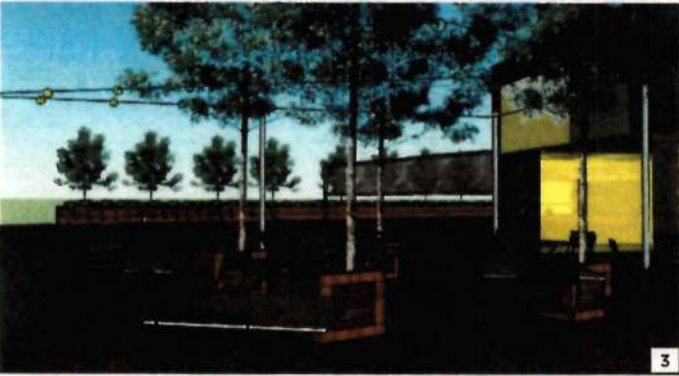
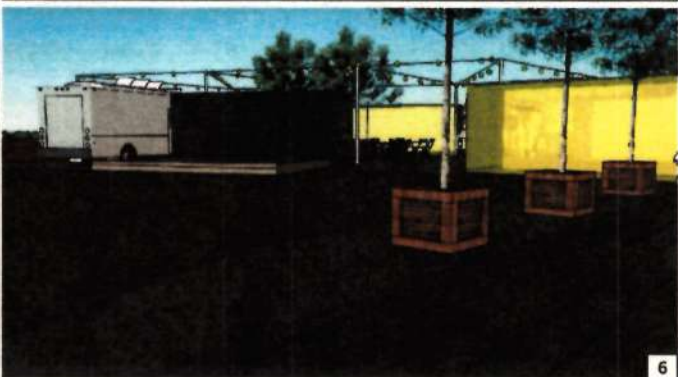
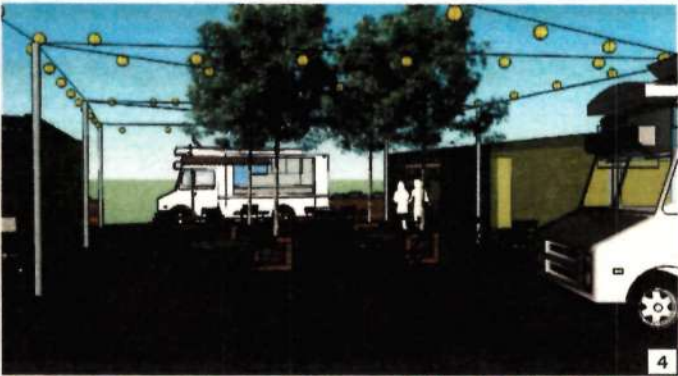
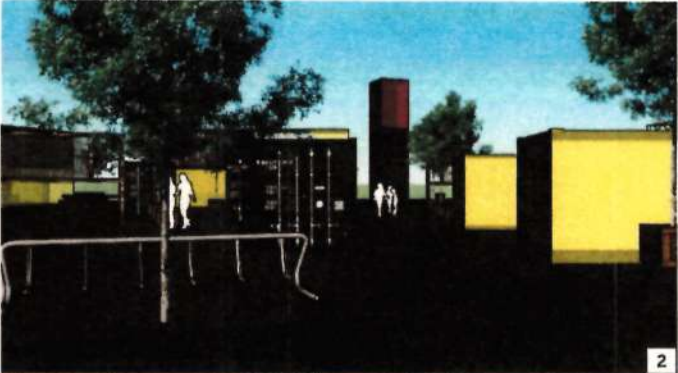
Aerial to Northeast



Aerial to Northwest



Aerial to Southeast





## 6.4 OPERATION

### 6.4.1 SUSTAINABILITY

At BETA, sustainability is measured not in metrics but in collective resolve. Beyond meeting energy-performance requirements, BETA will incorporate several best practices for sustainability. For instance, the vendors at BETA will own their own containers, modular, and durable. They will take them away at lease end and reuse or recycle the elements. Each unit will be connected to the Dockside Green onsite infrastructure for both storm water and wastewater. There will also be public displays of sustainability throughout BETA's duration, including photovoltaic-array demonstration for on-site power generation and green roof top encouraged.

Beyond environmental diligence, BETA will also emphasize the social sustainability and provide a new model for urban development by temporarily transforming underused, but high-value, areas into thriving cultural experiences. BETA will create those social connections and will welcome all ages, genders and cultures to experience, and learn about the process and the people behind each product/service offered at BETA and how each adds to the economic fabric of Victoria.

### 6.4.2 PHASING AND LIFE SPAN

As a reflection on the evolving nature of neighbourhoods and cities, the BETA project is envisioned to have an organic growth from its first founding phase till its completion. Our approach is to start the BETA project with a few founding users and if successful grow to include more users and tenants. Learning from similar concepts in San Francisco and Brooklyn, each has shown the dynamic nature of the concept and energy that is possible through its growth. While the BETA project will grow over its life span, Dockside Green has committed to providing the site for the project for a minimum of 10 years. Following year ten of the project there maybe a possibility of the project continuing however at this time it is difficult to forecast the future success of Dockside BETA or the market demands for the C1-7 and R6 sites on which BETA will reside upon. Our hope is that however long BETA is in existence for that it positively adds to the social, economic and environmental fabric of Victoria.

### 6.4.3 BETA DESIGN GUIDELINES

It is our proposal that the contents of the 'Design' section form the basis of new Dockside BETA Design Guidelines and be included as a unique sub-set of the proposed new Dockside Green Neighbourhood Design Guidelines. These Design Guidelines will address the character and design of the BETA site layout, landscaping and individual container buildings at Dockside BETA.

### 6.4.4 DP APPROVAL PROCESS WITH STAFF DELEGATION

Dockside BETA is envisioned as a space that will foster creativity and innovation, allowing new ideas to grow and flourish. In this spirit of innovation, we believe Dockside BETA is excellent place for the City of Victoria to delegate staff approval of certain Dockside BETA Development Permits. Just as we envision Dockside BETA as a proving ground for businesses and initiatives that will move onto more permanent locations at Dockside Green or other locales throughout the City, we believe Dockside BETA is an ideal opportunity to test aspects of staff delegation of Development Permit approvals.

Our proposal is low risk. Dockside BETA sits across the road from the Point Hope Shipyard, which includes a significant number of shipping containers of different colours, sizes and conditions. Staff approval of Dockside BETA container buildings, which will be guided by the proposed set of Design Guidelines, will involve a significant amount of design review by the project proponents, Dockside Green Ltd., project design team, and City staff. Moreover, Dockside BETA is not a permanent development and the design will not have decades-long repercussions. Staff delegation will create efficiencies in the Dockside BETA tenant installation process, allowing Dockside BETA to more effectively function as incubator space for new entrepreneurs and getting ideas off the ground and part of the social and economic fabric of the City of Victoria.

We propose staff delegation for Development Permits at Dockside BETA for the following:

- Buildings, kiosks and food trucks with a floor area no larger than 90 m<sup>2</sup> (would allow up to (3) 8' x 40' containers in a building)
- Buildings and kiosks with heights no taller than 7m (would not include any three container stacks or a 40' container on end)
- Site layout, and hard and soft landscaping changes where a site layout Development Permit for Dockside BETA already exists.

### 6.4.5 PARKING RATIO

BETA at Dockside Green is envisioned to be a cyclist- and pedestrian-primary development. Given its location on the Galloping Goose trail, BETA is envisioned to create a nexus of cycling and focus on incorporating significant bike parking.

Typical ratios for bicycling parking and vehicle parking are based on square feet of development. However, given the unique offering that the BETA project is envisioned to be, we feel that a more appropriate approach is to insure that a core amount of common parking is provided at the BETA project. The Dockside Green BETA Parking Study completed by Boulevard Transportation establishes recommended bicycle parking and vehicle parking numbers based on 625 m<sup>2</sup> (6,700 sq ft) of floor area

- A minimum of 25 shared bicycle parking spaces and one bike rack per container
- A parking rate of 1 stall per 20.9 m<sup>2</sup> of floor area or 30 stalls

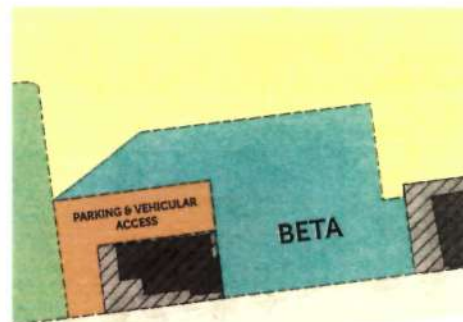
The size of BETA will be limited by amount of vehicle parking. Expansion of Dockside BETA beyond 625 m<sup>2</sup> (6,700 sq ft) of floor area will be dependent on a review of how well bike, vehicle and other transportation options are working and whether increased provision of any of these is required to justify increased floor area at Dockside BETA.

The approach to transportation management will allow great flexibility in accommodating the transition of uses to occur on site and allow the vibrancy and entrepreneurship within the spaces of the BETA project to evolve. Given the unique characteristics of the BETA project, the review by Boulevard Transportation reaffirms the approach and outlines the opportunity to manage bike and car needs in balance with BETA's ambitions.

### 6.4.6 CAR-SHARE ON HARBOUR ROAD

Accessibility and visibility are key drivers for success for any car-share program. BETA covers both of these aspects and as such the project will include the introduction of the third Car Share Co-op vehicle at Dockside Green as part of our overall TDM strategy. The introduction of the vehicle in it of it self is not new or ground-breaking, however with this application for BETA we are seeking the establishment of this vehicle to be located on-street at Harbour Road adjacent to BETA.

Building on the test ground nature of the project, Dockside BETA is proposing to locate a Victoria Car Share Co-op vehicle on Harbour Road to complement the multimodal options of users and businesses of the BETA project. The Victoria Car Share Co-op is supportive of the approach and we see the implementation of a vehicle at Dockside BETA as an opportunity to grow the user base of this great organization and concept.



## PROPOSED AMENDMENTS

7



## INTRODUCTION

### 7.1 INTRODUCTION

The development of the Dockside Green neighbourhood is regulated by three linked and complementary tools:

- CD-9 Zone, Dockside District
- Design Guidelines for the Dockside Area (Part of the Official Community Plan)
- Master Development Agreement (MDA)

A number of amendments are necessary to accommodate the scale and long term build out of the updated Dockside Green Neighbourhood Plan. For further clarity the amendments being sought are only to apply to the 2015 Rezoning Area identified in Section 1 of this booklet. The remaining portion of the Dockside Green neighbourhood not included within this application will maintain the current entitlements set out under the CD-9 Zone, Design Guidelines and MDA.

As amendments will be required to all three tools for the application lands, the following section will discuss each tool in detail and outline the amendments being sought. The amendments as described build on the work outlined in the preceding sections which involved Dockside Residents, VicWest Community members and other stakeholders over the course of 2014 and 2015.

## 7.2 CD-9 ZONE, DOCKSIDE DISTRICT

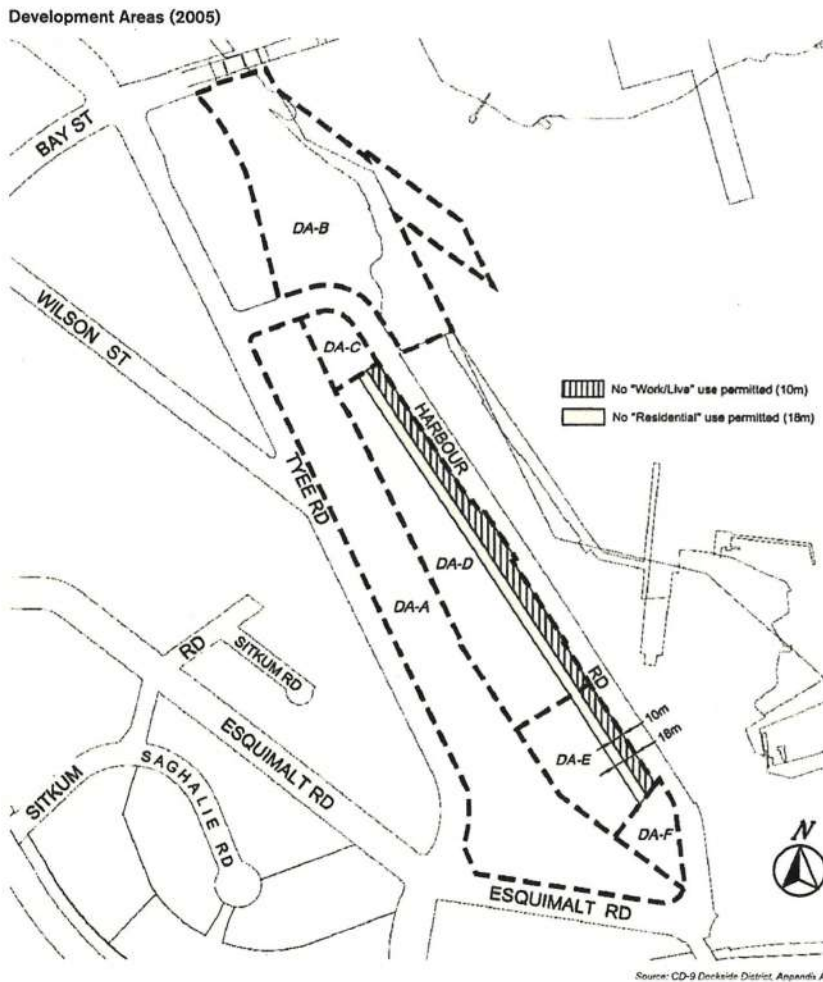
### 7.2.1 CURRENT CD-9 ZONE STRUCTURE

Dockside Green is governed by the CD-9 Zone, Dockside District, which was established in 2005 as part of the original approval of the project. The CD-9 Zone as currently structured regulates use, height and density by larger Development Areas (DAs). The Dockside District is comprised of six DAs, which are denoted in the adjacent figure indicating DAs A through F. The basis for the DA structure was such that it created a framework for distribution of land uses and density through the site and would allow both the City and Dockside Green the structure within which to develop a neighbourhood plan.

With respect to density, the CD-9 Zone establishes a total site wide maximum for the Dockside District of 2.084 FSR (translates to 129,975m<sup>2</sup> of allowable density). This maximum is further distributed through each DA with a maximum floor area indicated for DAs A through F. The zone also includes the ability for a limited amount (up to 10% of a DAs permitted floor area) of density to be transferred from one DA to another DA within three broad classes of uses: office/retail/commercial, residential/live-work, industrial/work-live. This is an important element as it allows the zone to accommodate the complexities of the long term build out and design of a neighbourhood. Lastly the current CD-9 Zone established further special site wide maximums for commercial, retail and DA centric residential components, these aid in establishing a use mix within the overall Dockside District and specific DAs.

### 7.2.2 MAINTAINING EXISTING DA BOUNDARIES + TRANSFER OF DENSITY ALLOWANCES

The CD-9 Zone demonstrates the components of a zone designed for a large-scale neighbourhood development and how they are different than that of a stand alone, single building. The City of Victoria is not alone in operating and administering zones such as the CD-9 Zone for neighbourhood scale projects. City of Vancouver for example, within the redevelopment areas of the Yaletown and False Creek utilize Comprehensive Development zones which cover multiple development sites, with lot-specific density not fully determined until the issuance of a Development Permit for individual buildings. Examples also exist of zoning with transfer of density provisions very similar to the CD-9 Zone; the Bayshore and East Fraser Lands developments in the City of Vancouver and the very recently approved Harbourside development in the City of North Vancouver illustrate Municipalities recognizing the unique needs of those large scale developments. Dockside Green feels that the current structure of the CD-9 Zone including the transfer of density are critical to the long-term development of the Dockside Green Neighbourhood. As such, Dockside Green is not seeking a change to the large DAs and nor eliminate the transfer of density provisions.





## AMENDMENTS TO CD-9, DOCKSIDE DISTRICT

In general terms we note that the new plan fits well within both density and land use elements of the current zone. The proposed 2015 Dockside Green Neighbourhood Plan utilizes the transfer elements within the zone, but maintains the structure for each specific DA in while keeping to the overall site density and specific site wide commercial and retail maximums as currently established within the zone. As such, Dockside Green is seeking the following amendments to the CD-9 Zone to accommodate our updated neighbourhood plan:

### 7.3.1 INCREASE IN PERMITTED RESIDENTIAL DENSITY IN DA-D + DA-E

The 2015 Dockside Green Neighbourhood Plan includes updates to both the CI-5 site and R6 site which are both located within DA-D and DA-E respectively. While the updates of these two sites along with the proposed affordable housing development on sites R4 and R5 (not included in this application) do not exceed the overall maximum floor area of either DA-D or DA-E, the overall composition of retail, commercial and residential is proposed to change. The revised composition includes more residential density, with less retail and office density within the combined DA-D and DA-E areas. The proposed change reflects the current weakening office and retail demand in VicWest. Given the present outlook and long-term variations of the market, Dockside Green is seeking to increase the permitted amount of residential development planned for the combined DA-D and DA-E from 6,200 m<sup>2</sup> to 9,867 m<sup>2</sup>. This update will allow residential development to occur within both DAs as described in the section 3 and 4 of this booklet. Taking the long view, Dockside Green is seeking to maintain the current site wide maximums for both retail and office as currently permitted in the CD-9 Zone in the event that the retail and office market in VicWest does recover over the next number of years.

Dockside Green is not seeking to change the maximum floor areas in either DA-D or DA-E. The increase in residential reflects current market conditions, however, over the long term, office or commercial uses could become more economic viable. If this were the case, office or commercial square footage could be increased to reflect market conditions and residential uses reduced. Under this scenario at no time would the square footage of combined uses be greater than the over-all permitted density of DA-D and DA-E. Further, the increase in residential density being sought in the combined DA-D and DA-E area does not compromise the overall mixed-use development concept of Dockside Green.

### 7.3.2 MODIFIED BUILDING BUFFERING AND GROUND FLOOR RESIDENTIAL CLAUSES IN DA-D + DA-E

Currently in DA-D and DA-E the permitted use definitions for attached residential, multiple dwellings, live/work and work/live require that these uses to be:

1. Only on the second floor and up
2. Not within 18 m of the Harbour Road, and
3. No part of any unit can face the Harbour Road unless there is a buffer of another building of equal or greater height between it and the easterly property line.

The elements noted above relate to the acoustic mitigation strategies with respect to possible conflicts between the industrial uses at the Point Hope Shipyard and residential uses at Dockside Green. Protecting and encourage a vibrant local economy is an important value of Dockside Green and our updated Neighbourhood plan drew much of its influence from celebrating and connecting to the working upper harbour and interface between Point Hope Shipyard and our Harbour Road edge. Our updated Neighbourhood plan does propose two buildings (R6 and CI-5) that maintain an 18m residential buffer; however, these buildings do not meet one of the two other requirements.

The first building instance of proposed amended is our CI-5 building which envisioned to be the core mix-used development of the updated Dockside Green neighbourhood and hosts the Dockside Landing public plaza. The site is planned to include residential units above the ground floor commercial space. These residential units will be set back greater than 18m from Harbour Road but however given the building design will not have any buffer building located in front of it.

The second building instance of the proposed amendment is the R6 site. The site is located in the Greenway Mews Precinct and is envisioned to include ground floor residential units to add to the vibrancy and viability of the site.

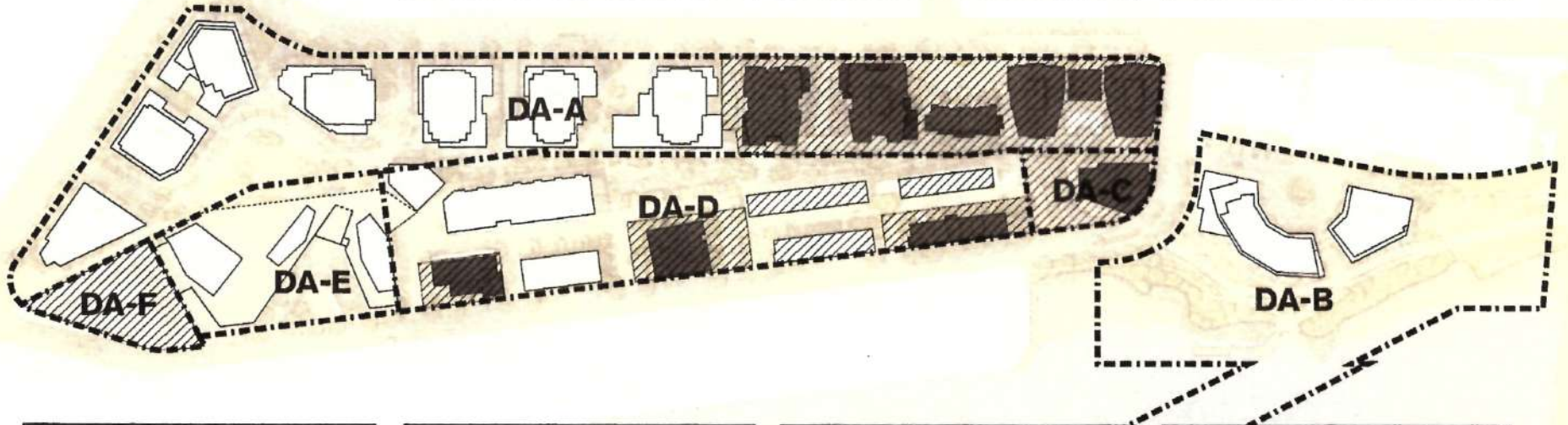
City staff have advised that it would be most appropriate to not delete these regulations entirely from the CD-9 zone, but move them to a new siting section. Through more detailed design and demonstration of internal noise performance levels (as per the terms of the MDA), we believe our partner developer will be able to provide sufficient assurances that the proposed variances meet the intention of the conflict mitigation elements.

2015 DENSITY SUMMARY

DA-A			
	PERMITTED*	2005 PLAN	PROPOSED
RESIDENTIAL	-	83,843	91,762
COMMERCIAL	-	2,851	327
OFFICE	-	0	0
OTHER	-	0	0
<b>TOTAL</b>	<b>94,441</b>	<b>86,494</b>	<b>92,089</b>

DA-C			
	PERMITTED*	2005 PLAN	PROPOSED
RESIDENTIAL	-	0	0
COMMERCIAL	-	605	605
OFFICE	-	1,204	1,204
OTHER	-	0	0
<b>TOTAL</b>	<b>1,810</b>	<b>1,809</b>	<b>1,809</b>

DA-B			
	PERMITTED*	2005 PLAN	PROPOSED
RESIDENTIAL	-	21,606	14,982
COMMERCIAL	-	800	610
OFFICE	-	0	0
OTHER	-	0	0
<b>TOTAL</b>	<b>19,536</b>	<b>22,406</b>	<b>15,592</b>



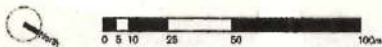
DA-F			
	PERMITTED*	2005 PLAN	PROPOSED
RESIDENTIAL	-	0	0
COMMERCIAL	-	0	0
OFFICE	-	0	0
OTHER	-	4,366	4,366
<b>TOTAL</b>	<b>4,770</b>	<b>4,366</b>	<b>4,366</b>

DA-E			
	PERMITTED*	2005 PLAN	PROPOSED
RESIDENTIAL	-	0	3,036
COMMERCIAL	-	2,346	4,310
OFFICE	-	5,800	0
OTHER	-	0	0
<b>TOTAL</b>	<b>8,560</b>	<b>8,146</b>	<b>7,346</b>

DA-D			
	PERMITTED*	2005 PLAN	PROPOSED
RESIDENTIAL	-	6,836	6,832
COMMERCIAL	-	0	474
OFFICE	-	3,499	4,363
OTHER	-	1,284	788
<b>TOTAL</b>	<b>18,227</b>	<b>10,518</b>	<b>12,477</b>

ALL DEVELOPMENT AREAS			
	PERMITTED*	2005 PLAN	PROPOSED
DA-D/DA-E RESIDENTIAL	6,200	5,836	9,867**
OTHER RESIDENTIAL	-	105,448	100,744
COMMERCIAL	7,100	8,401	6,326
OFFICE	11,800	10,503	5,587
OTHER	-	5,650	5,124
<b>TOTAL</b>	<b>134,341</b>	<b>133,837</b>	<b>133,648</b>

\* Permitted Development Area totals include the plus 10% density transfer amount  
 \*\* Rezoning Required



Development Area  
 Completed/By Others

\* All figures in m<sup>2</sup>



### 3.3 ADDITIONAL PERMITTED USES

As part of the 2014 Dockside Green Neighbourhood Plan review we have analyzed the CD-9 Zone for consistency with our vision for the neighbourhood and uniformity with uses permitted in similar zones in other neighbourhoods of the City. As the CD-9 Zone was established in 2005 the City has since created a number of new land use definitions that we feel are important to include. In addition, given the proposed BETA project, we envision a number of new uses within that space that needed to fully realize the vibrant public place BETA is meant to be. Dockside Green is seeking to add to the CD-9 zone, the following new land uses with the corresponding parking ratios per the adjacent table.

Additional Permitted Uses			
PERMITTED USE	DEVELOPMENT AREAS	PARKING RATIO	RATIONALE
child care	A,B,D,E	1 space per 5 registered children	A use that is appropriate for areas that already permit commercial and retail. Day cares are important in higher density mixed-use neighbourhoods as a way to attract families and foster transportation choices other than personal vehicles. Design guidelines will address appropriate siting of outdoor play areas.
cultural facility, including museums, theatres, and art galleries	D,E	1 space per 40 m <sup>2</sup>	Similar to existing permitted uses of public buildings, tourist facilities, recreational facilities, and educational institutions. This use category adds clarity that cultural facilities are part of the Dockside Green sustainability vision.
distillery	D,E	1 space per 45m <sup>2</sup>	Similar to existing permitted use of limited light industry, warehouses or wholesale. Allows for possible citing of craft distillery. Include in a siting section, only 1 permitted in CD-9 Zone and manufacturing component of distillery to not exceed 400 m <sup>2</sup> .
brewery	D,E	1 space per 90 m <sup>2</sup>	Similar to existing permitted use of limited light industry, warehouses or wholesale. Allows for possible citing of small brewery, particularly at BETA. Include in a siting section, only 1 permitted in CD-9 Zone and manufacturing component of distillery to not exceed 400 m <sup>2</sup> .
liquor retail store as an accessory to a brewery or distillery	D,E	1 space per 45 m <sup>2</sup>	A use that complements local craft beer or distilling operation.
seniors' housing - assisted living	A,B,D,E	0.3 space per unit	Similar to existing permitted multiple dwelling use, but explicitly allows for the supporting servicing associated with assisted living.
seniors' housing – independent living.	A,B,D,E	0.5 space per unit	Similar to existing permitted multiple dwelling use, but explicitly allows for the supporting servicing associated with independent living.
parks and their accessory uses	A,D,E	n/a	Being added for consistency with zoning in DA-B and to accommodate the Green Ribbon and Dockside Landing.
public markets	D,E	n/a	An appropriate use for BETA or Dockside Landing.
festivals and associated structures	D,E	n/a	An appropriate use for the public space at Dockside BETA and Dockside Landing. Noise bylaw and associated permitting process for noise exemptions and special event permits (liquor licensing) would still apply when applicable.
urban agriculture	A,D,E	1 space per 20 m <sup>2</sup> for retail floor space only	Similar to existing permitted use of limited light industry, manufacturing, but would occur in raised beds or greenhouses. Would allow for the growing and sale of agricultural products as a temporary use of unused Dockside Green lands. Unless a roof-based green roof installation, will not be competitive with other permanent uses at Dockside Green.

Not all the proposed uses include definitions within Schedule A – Definitions of the Zoning Bylaw. As requested by staff the following definitions are proposed for these uses:

*"Child care" means supervision of and care for children in a licensed facility.*

*"Distillery" means the manufacturing, storage and distribution of distilled alcohols in a licensed facility.*

*"Brewery" means the manufacturing, storage and distribution of beer in a licensed facility.*

*"Seniors' housing – assisted living" means a facility where regular care or supervision is given by a health care professional as well as assistance with the performance of the personal functions and activities necessary for daily living for persons such as the aged or chronically ill who are unable to perform them efficiently for themselves;*

*"Seniors' housing – independent living" means a residential building containing in any combination, two or more dwelling units, housekeeping units, or sleeping units for the accommodation of elderly persons, including the ancillary common areas and accessory personal service and convenience uses, for the exclusive use of residents*

*"Public Market" means the temporary retail sale of food, agricultural products, crafts or other manufactured products.*

*"Festivals and Associated Structures" means the temporary use of the land for special event gatherings related to food, beverages, music, arts, theatre, education or other community purposes and includes the use of temporary structures for shelter, display or performance.*

*"Urban agriculture" means the practice of cultivating, processing, and distributing food and can include retail sale of agriculture products, but does not include the production of livestock, poultry, dairy or eggs.*

Maximum Building Heights

PRECINCT	DEVELOPMENT AREA	PROPOSED MAXIMUM HEIGHT (GEODETIC)	EXISTING MAXIMUM HEIGHT (GEODETIC)
Dockside Commons	DA-A	66.0 m	66.0 m
Tyee-Greenway	DA-A	60.5 m	45.13 m
Dockside Landing	DA-A	30.5 m	45.13 m
Dockside Landing	DA-E	26.51 m	26.51 m
Greenway Mews	DA-D	26.51 m	26.51 m
Harbour Road	DA-D	26.51 m	26.51 m
Dockside Waterfront	DA-B	47.00 m	45.65 m

#### 7.3.4 MODIFIED MAXIMUM BUILDING HEIGHTS

A key objective of the 2015 Dockside Green Neighbourhood Plan was to reallocate residential building density such that any one building does not include too many units. The 2015 Neighbourhood Plan achieves that while also not increasing the height of the tallest building originally planned for the site.

The 2015 Neighbourhood Plan has been created around the principals of precincts which reflect the specific character, and response to the particular site and land use requirements within each area of the neighbourhood. Factors such as adjacent uses, grade changes, vehicular access, skyline, views, shadows and relationship to the public realm in development are all important drivers for each precinct. As such, Dockside Green is proposing updates to the proposed maximum heights established under the zone to be amended to reflect this approach (see section 4.3 and 4.4 for more details). Development Area Sub Areas would be mapped in the CD-9 Zone as per the adjacent table. The tallest building at Dockside Green would still be located at the corner of Esquimalt and Tyee and would be 66m geodetic. The new Dockside Green Urban Design Guidelines would articulate the appropriate skyline profile as articulated in section 4.4. The skyline has its highest point at the corner of Tyee and Esquimalt and steps down towards the corner of Esquimalt and Harbour Road, and steps down travelling from south to north along Tyee Road. It then steps back up again north of Harbour Road where this a tower adjacent to the Bay Street Bridge.

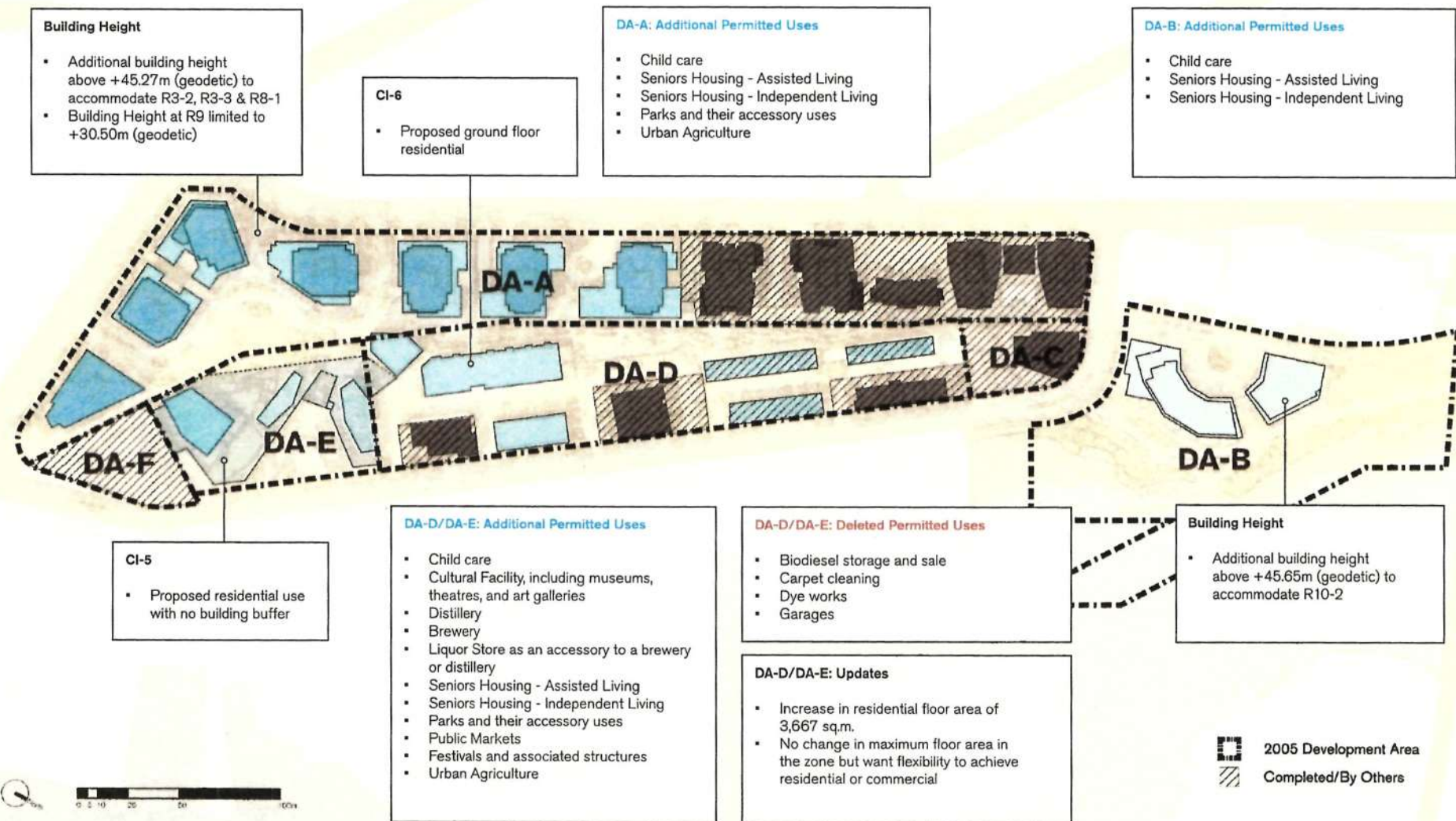
A small, 1.35m, height increase is proposed for DA-B, the Dockside Waterfront Precinct. The planned tower remains the same number of storeys as previously proposed, but more detailed investigations on soil conditions have revealed the underground parking will need to be at a higher grade than previously expected. The modified building height is required to accommodate the underground parking structure and number of storeys above.



### 7.3.5 SUMMARY OF AMENDMENTS TO CD-9 ZONE, DOCKSIDE DISTRICT

1. Increase in total permitted residential density in DA-D / DA-E from 6,200 m<sup>2</sup> to 9,867 m<sup>2</sup>
2. For DA-D and DA-E, deleting from the residential uses definitions the restriction on ground floor residential and the requirement for building buffer along Harbour Road and including these requirements in a new residential use siting section.
3. Adding additional permitted use categories to DA-A, DA-B, DA-D and DA-E based on updated vision for Dockside Green, including uses proposed for BETA.
4. Vehicle parking ratios for proposed new uses and combined BETA vehicle parking ratio.
5. Modified permitted heights to follow the Neighbourhood Precinct approach outlined in the plan (but no increase in height of the tallest tower)

# CD-9 ZONING AMENDMENTS





## OFFICIAL COMMUNITY PLAN AMENDMENTS

### 3.5 NEW DOCKSIDE GREEN URBAN DESIGN GUIDELINES

Development Permit Area (DPA) 13: Core Songhees includes the Design Guidelines for the Dockside Area (DGDA), which is the principle set of guidelines for Dockside Green based on the original 2005 Neighbourhood Plan. By way of our application, Dockside Green is seeking to update the Dockside Green Urban Design Guidelines (DGUDG) to reflect our updated Neighbourhood plan.

The DGUDG will carry forward many of the guidelines established in the original DGDA, but will be modified to reflect the 2015 Neighbourhood Plan and updated public realm and form of development design criteria as established in the previous sections of this booklet.

The table below highlights the key changes that are proposed between the existing DGDA and the DGUDG.

EXISTING GUIDELINES	UPDATED DGUDG STRATEGY
Building Height: Individual building footprints can be different shapes but must stay within the areas indicated.	Will be modified to focus on skyline criteria and "bridge to bridge" concept without specifying specific building heights.
Ambient air quality standards with respect to noise in industrial, commercial and residential areas shall be in accordance with City Noise Bylaw.	Will be removed as it is covered by existing bylaws
DA-A: Will allow for higher density mixed use, predominantly attached market and seniors residential, live/work, boutique hotel, offices, commercial, retail and fitness. (not a guideline)	Will be removed as this is not a design guideline.
DA-A: The residential uses, exclusively attached dwelling on this site, will vary in scale, size and cost to provide some market affordable housing.	Will be removed as this are not a design guideline
DA-A: Twin, "landmark" buildings will be located at the Esquimalt and Tyee Road Intersection with a pedestrian plaza located between them.	Will be amended to reflect new neighbourhood plan. Concept of the "twin" towers has been revised as per neighbourhood plan, with architectural expression encouraged to be within a related architectural language of precincts.
DA-B: Will also be allowance for restaurants, clubs, pubs recreational and tourist facilities (not a guideline)	Will be removed as is not a guideline.
DA-D: Residential uses will be oriented toward the internal greenway, and non-living uses acting as a buffer along Harbour Road.	Will be maintained, but "will" will be changed to "should generally" to allow for possible variance of zoning.
DA-B, DA-D and DA-E Any purchasers of units in these buildings must be made aware of what is expected and what may have to be tolerated (with regard to industrial activities on adjacent properties)	Will be removed as is not a guideline and is covered by MDA.
DA-B, DA-D and DA-E: Buildings must be design to address noise issues	Will be removed as is addressed by the MDA.

Further to the changes noted above to the exiting guidelines, additional elements will be added to the DGUDG to capture the variety of elements that comprise the updated Dockside Green Neighbourhood Plan. The elements are as follows:

#### Dockside Green Urban Design Guidelines:

- Will provide direction as to the expected finishing materials, plantings, furniture, and size of all public realm spaces.
- Will be organized to clarify precinct-by-precinct requirements and to include guidelines to develop cohesiveness of designs at the precinct level.
- Will include recommended minimum 22m separation between tower faces and 20m between balconies to address both massing and privacy issues.
- Will establish massing and design of tower podiums, with a goal of establishing more substantial tower podiums that foster a pedestrian scale at the street level.
- Will include guidelines specifying how secondary entrances are to be treated when facing public streets so that buildings oriented internally (e.g. towards Dockside Crescent) do not turn their back and include secondary entrances with a positive street relationship.
- Will establish pedestrian orientation of Dockside Landing, even if some vehicle circulation or parking is included
- Will establish terminating vista guidelines for buildings on R8-2 and R10-2 sites.
- Will include a separate set of guidelines to address design of Dockside BETA.
- Will include guidelines to address siting and buffering of child care outdoor play areas.

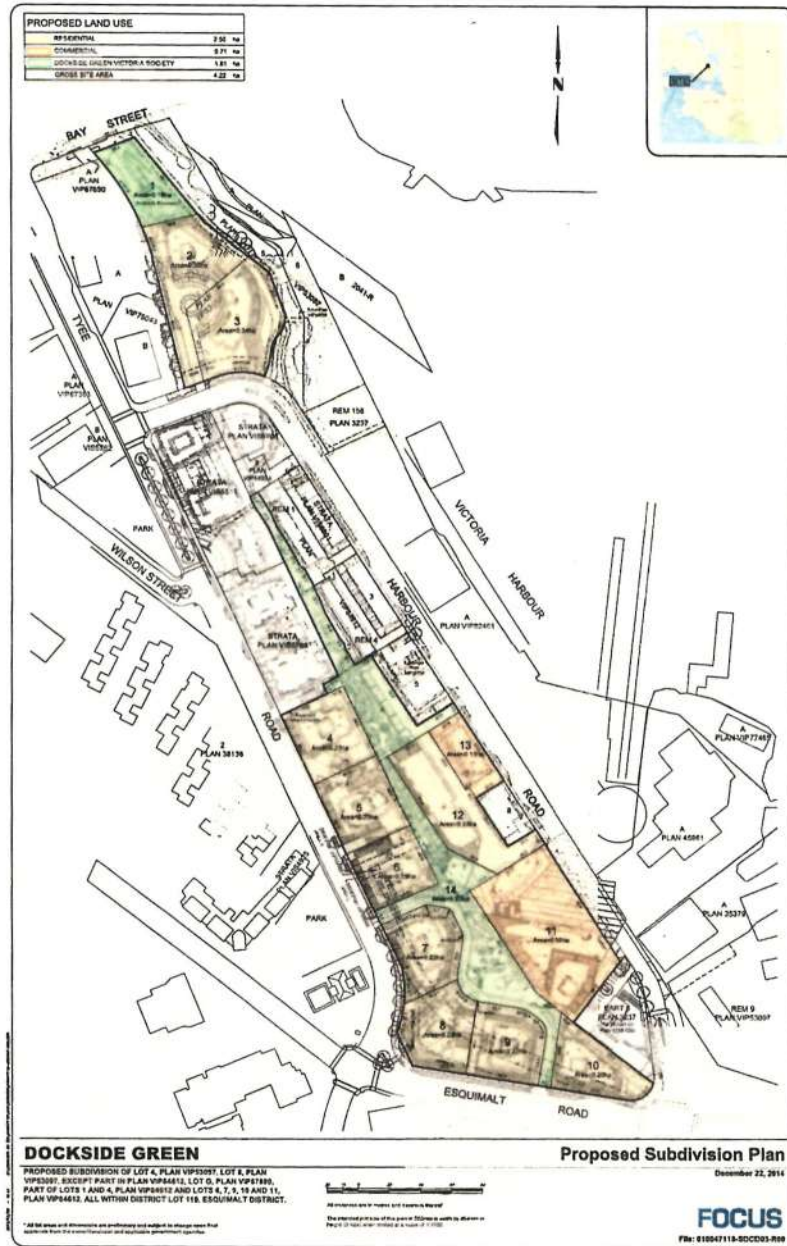
### 7.4.2 DEVELOPMENT PERMIT EXEMPTION FOR 2015 SUBDIVISION PARCELS

As articulated in section 7.5.1, Dockside Green is seeking MDA amendments that would allow subdivision approval for lots consistent with the proposed 2015 Subdivision Plan. Concurrent OCP amendments are required to facilitate that proposed change and the rationale for the proposal is found in section 7.5.1.

### 7.4.3 DOCKSIDE BETA STAFF DELEGATED DEVELOPMENT PERMIT APPROVAL AUTHORITY

As articulated in section 6.4.4, Dockside Green is proposing that staff receive authority to approve certain development permits for BETA (our interim use proposal). This amendment to the Land Use Procedures Bylaw and/or OCP will create efficiency for the City, Dockside Green and proponents. The amendment will further support the goal of allowing BETA to be a place where ideas are able to be realized adding to the social and economic fabric of the City of Victoria.





## 75 MASTER DEVELOPMENT AGREEMENT AMENDMENTS

Originally signed in 2005 between the Developer and the City of Victoria, the Master Development Agreement (MDA) outlined a number of the components related to the Development of the 2005 Dockside Green Neighbourhood Plan. Through our application Dockside Green is seeking to create a new MDA that will replace the current MDA in place on those lands that are identified within our application. Key Updates within the new MDA will include following elements:

1. Subdivision
2. Transportation
3. LEED® Commitments
4. Sustainability Centre
5. Amenity Composition and Timing

### 75.1 SUBDIVISION OF LOTS CONSISTENT WITH UPDATED NEIGHBOURHOOD PLAN

In its current version, the existing MDA requires a Development Permit prior to any subdivision within the Dockside Green neighbourhood. With the development of our updated Neighbourhood Plan, Dockside Green is seeking an amendment to the MDA that would allow for subdivision of sites that are consistent with those development parcels without the need for a further Development Permit for subdivision.

The building plans for each of the development parcels that form part of this application (see 2015 Development Parcel Summary) demonstrate that the proposed lots can be adequately accessed, serviced, and have other built form elements, such as setbacks and building heights, that correctly accommodate the proposed building density. Requiring a Development Permit for subdivision will provide no more information than has already been submitted with this application. Further, the MDA will specify what amenities are required to be completed concurrently with each lot. Subdivision of these lots will still require Approving Officer approval, where detailed site servicing plans can be reviewed and approved and security obtained for the installation of required services. Exempting subdivisions consistent with the Neighbourhood Plan does in no way affect the requirement for Development Permits prior to the development of buildings on individual building lots.

This proposed MDA amendment will allow Dockside Green, as a neighbourhood builder, to move forward with partner developers based on the plans included within this application. The partner developers will then develop more detailed building and landscaping plans and submit for Development Permit approval. Requiring a separate Development Permit for subdivision adds an unnecessary administrative step in advance of additional building design details being available.

Presented below is the proposed subdivision plan based on the 2014 Dockside Green Neighbourhood Plan. The proposed subdivision plan as provided illustrates how legal parcels will be created for each individual building sites. Further, the proposed subdivision plan illustrates Dockside Green's approach in creating legal titles that establishes a clear separation between individual building sites and central public amenity components shared amongst all development sites within Dockside Green. This approach has been utilized for our Waste Water Treatment Plant, and is an example of how common components within Dockside Green can work in concert with various buildings within the neighbourhood.



## 7.5.2 TRANSPORTATION DEMAND MANAGEMENT

### 7.5.2.1 INTRODUCTION

As indicated in item 7 of the current MDA, Dockside Green entered into a commitment to provide a number of components as part of our Transportation Demand Management (TDM) Strategy, in accordance with the guidelines and requirements stated in Schedule F of the Agreement. The requirements included a mini-transit program, car share co-op, facilitates for bicycle storage, education and collaborative efforts with BC Transit. To date, Dockside Green has already invested in a number of components in our TDM strategy - the progress on the 2005 TDM commitments is summarized in Table below:

### 7.5.2.2 TDM AMENDMENTS

With regards to the TDM, Dockside Green continues to view this as a key element of our overall Neighbourhood Design Strategy. To date a number of components have been implemented, however with only 266 units developed to date, Dockside Green has faced challenges in the establishing the long term viability and relevancy of many of the original TDM 2005 components.

Looking forward to 2015, our goal is to reconsider the TDM commitments from the 2005 MDA to maximize its effectiveness for the remaining elements to be implemented. The underlying approach of our revised 2015 TDM strategy is to concentrate travel options and TDM investments into "mobility hubs," located adjacent to high density land uses or at key access points to the site, recognizing the surrounding neighbourhood context and existing transportation infrastructure. Concentrating travel options around hubs is expected to increase awareness of travel options, strengthen connections between modes to facilitate multi-modal trips, and provide desirable alternatives to single-occupant vehicle travel. Each hub will be different, however they may include bike parking, bicycle repair stations car share vehicles, bus stops, harbour ferry access, and signage/information.

The following section will discuss each of the current elements of the 2005 TDM program and will outline the updates being proposed to move the TDM strategy forward in 2015.

PROGRAM	STATUS
Mini-Transit	A mini-transit/shuttle has not been established and is not being pursued
Carshare	<ol style="list-style-type: none"> <li>Two vehicles were purchased for carsharing (SmartCar, Honda Insight), one of which has been moved to a different location</li> <li>270 Victoria Carshare memberships were purchased for residents (\$100 each)</li> <li>Two parking spaces have been allocated to carshare vehicles (off Tyee Road)</li> </ol>
Bicycle Storage	<ol style="list-style-type: none"> <li>Customized bike racks created and installed at Synergy, Balance and commercial buildings</li> <li>Bicycle lockers are provided at underground parking for resident bicycles</li> <li>Shower/change areas available for retail employees in Synergy building</li> </ol>

### 7.5.2.3 CAR-SHARE

As noted in the previous section, to date Dockside Green has provided a number of components related to the implementation of car-share at Dockside Green. The MDA currently sets out a requirement for 10 cars to be provided by Dockside Green. To date two car-share vehicles have been purchased and contributed to the Victoria Car Share Cooperative (VCSC), two dedicated car-share parking spaces have been provided, along with the purchase of 278 VCSC memberships available to any resident or business owner at Dockside Green. Over the course of the last few years one of the Dockside Green supplied vehicles has been periodically relocated elsewhere by VCSC, but remains part of the VCSC fleet.

Of the 278 VCSC memberships available to Dockside Green residents or business owners, 15% are currently activated (41 memberships). Given the usage data gathered to date, VCSC has confirmed, by their estimation, a total of eight vehicles is an appropriate allocation at full build-out for Dockside Green. Dockside Green is committed to working with VCSC to purchase an additional six vehicles for the site with the remaining funds available within our TDM strategy. Additionally Dockside Green has further incorporated the location of both the new and existing car-share vehicles at Dockside Green within the mobility hub framework in our updated Neighbourhood Plan. The location of these vehicles, including both on-street and off street locations, creates the opportunity for higher visibility and easier access to car-share vehicles. It also further integrates these vehicles with other modal options both in and around Dockside Green, adding to the viability and overall success of the Mobility Hub strategy.

Status of TDM Programs

### 7.5.2.5 BICYCLE TRAFFIC + STORAGE

Over the course of development, Dockside Green has implemented improvements to the Galloping Goose Regional Trail and Harbour Road to enhance this important regional multi-use corridor. Given the focus on bicycle traffic in the project, the 2005 MDA includes a commitment of an additional 150 surface bike racks to be phased in accordance with Schedule D of the MDA.

In consideration of the updated Neighbourhood Plan, Dockside Green remains committed to providing class leading bike infrastructure within the project. We are committed to continue to provide bike racks at all residential and commercial building entrances, as well as the provision of additional racks as indicated within our mobility hub strategy.

### 7.5.2.6 EDUCATION

As set out in the current version of the MDA, an important component of the overall TDM strategy for Dockside Green is working with interest groups such as bicycle associations, BC transit, etc., to explore innovative approaches that Dockside Green can support, or test on-site in regards to TDM in Victoria. Moving forward, we see an opportunity via BETA to provide an ideal physical platform to test and showcase new concepts, and provide a central point of learning and understanding of the systems that make up Dockside Green's TDM strategy. As noted in Section 9 of this document a number of new approaches to TDM are proposed for BETA as we see the project as a testing ground of new ideas and approaches. Further to this end, Dockside Green looks to establish an annual grant (which would run for 10 years) focused on promotional or education events related to cycling, transit and pedestrian modes of traffic. The intent would be that by providing this grant, new ideas, discussion and concepts will evolve to support continued growth of travel modes in the City of Victoria.

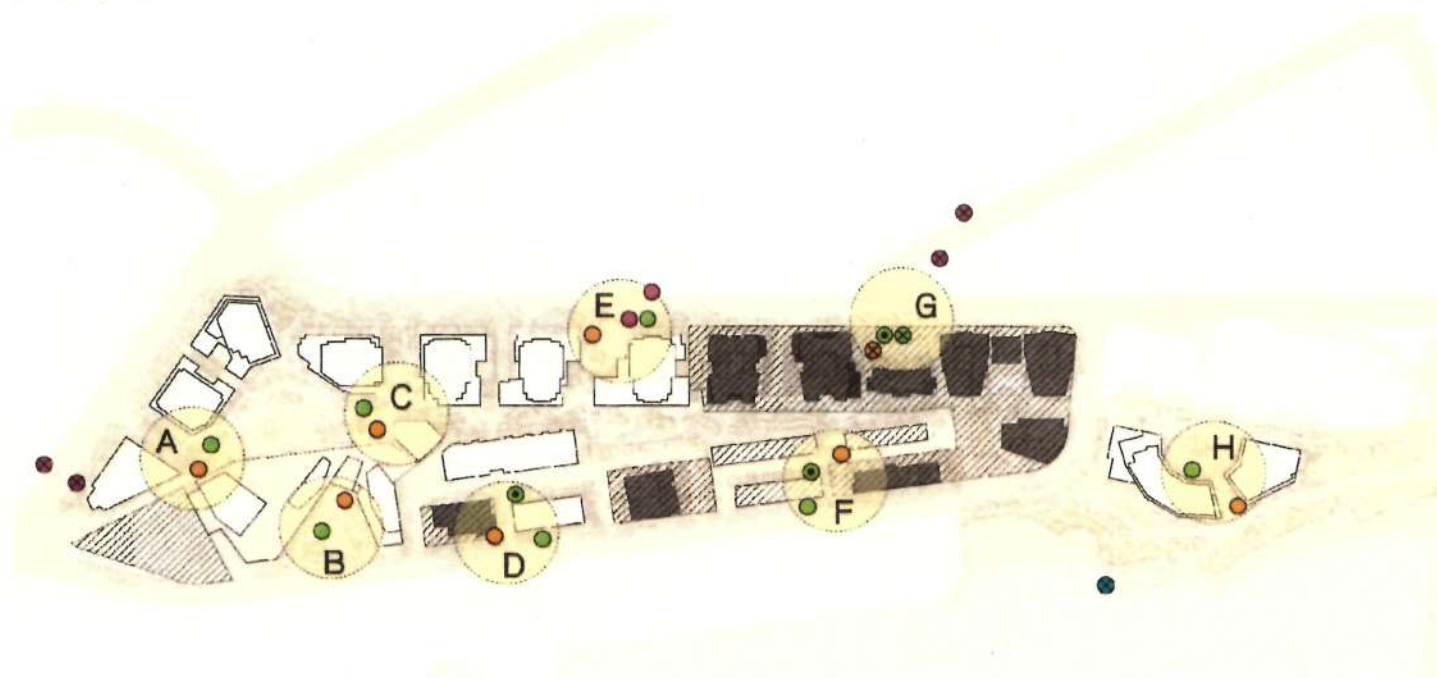
### 7.5.2.4 MINI TRANSIT/BC TRANSIT

As indicated in Schedule F, Section 3 of the MDA, Dockside Green was committed to establishing a mini-shuttle service between the site and downtown Victoria. The intent of the mini-transit system was such that an alternative transportation option would be available to residents of Dockside Green for trips to and from Downtown Victoria. To date the mini-transit system has not been implemented due to its long-term financial sustainability, and redundancy with the current BC Transit service in the area.

In 2015, Dockside Green undertook discussions with BC Transit to find solutions to improve the access of transit service at Dockside Green. Based on these discussions, and along with works being completed by BC Transit as part of the updated Johnson Street Bridge project, BC Transit has indicated that the no.14 is expected to be re-routed along Tyee Road in 2017. Service frequency of this route will be approximately one bus every three minutes (each direction) during peak periods. Once implemented, Route 14 will provide service between Dockside Green and Downtown Victoria, replicating the original objective of the mini-transit system.

Given the updated routing of no.14 bus, Dockside Green has refined our commitment to Transit within our 2015 TDM package to provide further funds toward the creation of a bus shelter as part of our Mobility Hub at Tyee Plaza (mid-block on Tyee Road) to encourage the use of BC Transit by all demographics and allow for better integration of bus, bike and carshare in one hub to promote and encourage alternative transportation options within the Neighbourhood.

TDM Mobility Hub Plan



SUMMARY OF TDM PROVISIONS, BY MOBILITY HUB

	Car Share	Bus Stops	Bike Parking	Ferry Dock	Signs, Info
A	x	x	x		x
B	x		x		x
C	x		x		x
D	x		x		x
E	x	x	x		x
F	x		x		x
G	x		x		x
H	x		x	x	x

2015 TDM Summary

PROGRAM	DESCRIPTION	BUDGET
Car Share	Purchase six additional Car Share vehicles (approx. \$25,000 each)	\$148,000
Bike Racks	Bike racks to be installed on-site in excess of Zoning-required bicycle parking	\$56,000
Bus Stops	Contribute \$41,240 to provide bus shelters and related amenities for new bus stops on Tyee Road, which is the approximate cost of two "Class 3" bus shelters	\$41,240
Education	\$2,000 annual grant related to TDM education, with a commitment over ten years	\$20,000
Signage	\$25,000 budget assigned to provide signage at eight kiosks and planning/design of kiosk content	\$25,000
<b>Total</b>		<b>\$290,240</b>



## 753 LEED® COMMITMENTS

### 753.1 INTRODUCTION

In 2005, Dockside Green set a goal of achieving the highest levels of certification under the LEED® New (Building) Construction (NC) program and the LEED® Neighbourhood Development (ND). While the Master Development Agreement (MDA) focused solely on LEED® Canada-NC v 1.0 Platinum certification as Dockside Green's standard, Dockside Green sought to achieve Platinum level certification for both LEED® NC and LEED® ND standards. To date seven buildings built on site have achieved Platinum certification under the NC standard. Additionally Dockside Green has achieved LEED® ND Platinum for the entire Dockside Green neighbourhood. The Dockside Green neighbourhood carries the legacy of being the first LEED® ND Platinum Project in North America.

### 753.2 AMENDMENTS

Both LEED® NC and LEED® ND have evolved from 2005, and the most recent version of both standards is currently version 4 (v.4) which was released in late 2014. While both standards (NC and ND) were utilized by the project, the original Dockside Green MDA tied the development to LEED® NC v.1. The MDA did however contemplate that with issuance of a LEED® ND standard, the required LEED® commitment could be transitioned with City approval to LEED® ND (MDA section 11.3). A subsequent 2009 amendment to the Dockside Green MDA solidified this option. As such, based on the current standing of the MDA, Dockside Green is seeking City of Victoria approval to update the LEED® standard applicable within the MDA for Dockside Green from LEED® NC Platinum V1 to LEED® ND Platinum version V4 (the most recent version).

### 753.3 LEED® ND

LEED® ND is a system established to aid in the creation of comprehensive, sustainable neighbourhoods. Both LEED® ND and LEED® NC, are systems that are measured against a 110 point scale that seek to achieve the same LEED® goals:

- To reverse contribution to global climate change
- To enhance individual human health and well-being
- To protect and restore water resources
- To protect, enhance, and restore biodiversity and ecosystem services
- To promote sustainable and regenerative material resources cycles
- To build a greener economy
- To enhance social equity, environmental justice, community health, and quality of life

These goals are the basis for LEED®'s prerequisites and credits in LEED® ND and LEED® NC and are developed through a collaborative process involving green building, and sustainable development experts who identify appropriate credit categories and performance standards. Each credit in the rating system is allocated points based on the relative importance of its contribution to the LEED® goals. Platinum Certification under LEED® ND and LEED® NC means similar progress towards achieving the LEED® goals, though operating at different scale of urban development.

The LEED® ND system, however, considers components of both neighbourhood and building components in determining the sustainability of the entire project. Categories covered by LEED® ND include:

- **Smart Location and Linkage:** encourages communities to consider location, transportation alternatives, and preservation of sensitive lands while also discouraging sprawl.
- **Neighborhood Pattern and Design:** emphasizes vibrant, equitable communities that are healthy, walkable and mixed-use.
- **Green Infrastructure and Buildings:** promotes the design and construction of buildings and infrastructure that reduce energy and water use, while promoting more sustainable use of materials, reuse of existing and historic structures, and other sustainable best practices.
- **Innovation and Design Process:** recognizes exemplary and innovative performance reaching beyond the existing credits in the rating system, as well as the value of including an accredited professional on the design team.
- **Regional Priority:** encourages projects to focus on earning credits of significance to the project's local environment

As a neighbourhood builder, Dockside Green is focused on the development of a complete sustainable neighbourhood within the Victoria West community. As a globally recognized neighbourhood scale rating system, the LEED® ND system is a comprehensive system that insures multi-year, multi-phased neighbourhood scale projects such as Dockside Green are measured against universal standards of sustainability. Where LEED® NC only concentrates on stand alone building levels, the LEED® ND system is the only system that truly insures the sustainability elements for both new buildings and new neighbourhoods are measured and assessed as a single project.

## 754 SUSTAINABILITY CENTRE

### 754.1 INTRODUCTION

As indicated within Section G, item 18 of the current MDA, the Sustainability Centre is a noted amenity as part of the Dockside Green project. The MDA requires that Dockside Green provide a \$400,000 dollar contribution to partially fund a 21,500 sq.ft Sustainability Centre. With a projected development cost of between 5 and 8 million dollars, the Sustainability Centre was generally defined as "a cooperative or non-profit that promotes a model of creative design that promotes vibrant and healthy green communities."

The challenge, however, is that even with Dockside Green's contribution been available for the last nine years, the Sustainability Centre still requires a non-profit or cooperative capable of taking on a multimillion dollar initiative and to develop and manage ongoing operations. To be successful and allow for affordable lease rates, a sizeable amount of equity would need to be fundraised. Early on in the project there was a group of non-profit organizations working together with an interest in this initiative. However even when a significant amount of funds (approximately \$100,000) and management time provided by Dockside Green, the group never developed into an organization capable of fundraising and overcoming the organizational challenges for the centre.

There are a number of factors that suggest achieving a Sustainability Centre at Dockside Green (as defined in the MDA) may be unachievable:

- The long term nature of the development causes significant timing issues to bring on a centre with an organization ready to do so.
- No non-profit organization with the required equity or mandate exists in Victoria.
- Successful centres in North America usually have larger population centres, start small and grow incrementally over a number of years.
- Most other similar centres buy and renovate existing building finding it more cost effective than constructing a new building built to the highest sustainable building standards.
- Similar initiatives may establish in other locations in Victoria or the region

To date, Dockside Green has invested over \$100,000 facilitating development of the centre with no result. The experience underlines the structural issues with the concept of this amenity, and as described showcases the issue as dependent almost entirely on factors largely beyond Dockside Green's control.

While not directly connected to the goals and aspirations of the Sustainability Centre it is important to note that through the development of our Dockside BETA concept, as established in Section 9 of this document, we see an opportunity to achieve many of the same objectives of the original Centre concept. We are hopeful through the successful creation of Dockside BETA that the energy and creativity once linked to the idea of the Sustainability Centre be will be realized within the project. While Dockside BETA is not a public amenity in which we are seeking to reallocate funds toward, the project may in the end fulfill some of the ambitions of the Sustainability Centre with a "made in Victoria" approach.

### 754.2 SHOWCASING SUSTAINABILITY AT DOCKSIDE GREEN

Sustainability is engrained in the DNA of Dockside Green. The Neighbourhood Plan will include a number of opportunities to promote the creative design of vibrant, healthy green communities. Dockside Green will further emphasize its efforts to promote sustainable communities through a number of elements through the site, which will include the following:

- On-site educational, historical signage (such as exists at the District Energy Plant and Wastewater Treatment System) and TDM multi-modal node signage,
- Incorporating sustainability elements / features into the wayfinding signage program including LEED ND components,
- Incorporating sustainability themes into the Public Art program,
- Signage associated with public recycling and garbage cans and bicycle parking, and
- Dockside Green communication materials, including the website.

### 754.3 PROPOSED AMENDMENTS TO MDA TERMS

Given the history of efforts on the Sustainability Centre amenity and structural issues to the concept, Dockside Green is seeking City of Victoria approval to re-allocate the funds associated with the Sustainability Centre into new public amenities within the updated Dockside Green Neighbourhood Plan. As the current MDA provides an option to the City to receive a cash in-lieu payment for the Sustainability Centre amenity, Dockside Green sees this option as a path forward; allocating the funds for use of construction of amenities, as agreed to by the City and Dockside Green, which would benefit the Dockside Lands, Victoria West, and the City of Victoria.



## 7.5.5 AMENITY DELIVERY + PHASING

### 7.5.5.1 INTRODUCTION

Schedule D of the current Master Development Agreement (MDA), outlines the value and Amenity Schedule that Docksider Green was to deliver through the development of the 2005 Neighbourhood Plan. Docksider Green provided financial securities to the City to cover 100% of these values to insure their delivery as per the Amenity Schedule. The amenities and their values and delivery dates were based on an outlook of continual development of the Docksider Green project with completion of the entire project set for September 2015.

Based on the Amenity Schedule, Docksider Green to date has completed over 75% of all its amenity obligations, with only 22% of the project completed. This has created a substantial financial burden for the project. The current MDA structure provides an unworkable scenario whereby remaining amenities such as public plazas and parks are to be delivered with no connection to the buildings that neighbour it. This notion, along with the extended build-out required to complete Docksider Green, has resulted in a difficult position from which to move forward.

### 7.5.5.2 PROPOSED AMENDMENTS TO MDA TERMS

Docksider Green remains committed to the delivery of amenities, however a revised approach is needed to address both the current date based delivery framework and the relevancy of specific items. Docksider Green is seeking to amend the MDA to phase the public amenities in a conventional way - by linking amenities to a particular development parcel based on physical proximity, and development phasing constraints. Furthermore, we are looking at updating the public amenities to reflect our focus on public spaces within the updated Neighbourhood Plan which provides the context of the needs of the project and surrounding areas in 2015. Our intent in this amendment is to maintain our public amenity commitments, while establishing a clear framework as to when and what amenities will be delivered through the long-term build out of the neighbourhood project.

### 7.5.5.3 2005/2015 PUBLIC AMENITIES REVIEW

The 2005 public amenity package for Docksider Green is valued at \$17,415,844.38 (in 2015 dollars). Of that amount what remains is \$4,719,901.81 (in 2015 dollars) of amenities that have yet to be developed at Docksider Green. Our 2015 Docksider Green Neighbourhood plan will provide an restructured public amenity package which incorporates a

number of updates to revised amenities as part of the overall Neighbourhood Plan. \$6,725,740 of public amenities will be provided as part of the 2015 Docksider Green Neighbourhood resulting in an overall increase in public amenity contribution to the City of Victoria by Docksider Green of \$2,005,838.19.

The table below and additional plans provided provides further information related to its status the current amenity package and additional details related to the updated 2015 Amenity Package.

Public Amenity Schedule

2005 AMENITY	% COMPLETE	COMMENT	PROPOSED UPDATE
Subsidization to Biomass	100%	Complete	n/a
Sewage Treatment	100%	Complete	n/a
Improvements to Esquimalt Rd	100%	Complete	n/a
Pedestrian Access over Lot 4	100%	Complete	n/a
Triangle Park Pathway	100%	Complete	n/a
Extensive Tree Planting	100%	Complete	n/a
Foreshore restoration + linear park	100%	Complete	n/a
Waterfront Dock + Small Boat Launch	100%	Complete	n/a
Greenway	82%	The remaining portion of the Greenway yet to be completed relates to the undeveloped portions of the site and has been included in the updated Neighbourhood plan.	Remaining funds to be utilized for completion of the Greenway as part of future phases
Galloping Goose Trail (between Johnson and Bay St Bridge)	70%	Galloping Goose Trail has been completed though painting of bike lanes remains.	Remaining funds to be utilized for completion of the bike lane painting as originally planned.
Access at Esquimalt + Harbour Rd	63%	Was part of the original 2005 Docksider Green plan and its link to the Johnson Street Bridge. It is no longer needed with new bridge design and revised roadway alignment.	Remaining funds to be allocated to parks and plaza amenities within the updated plan.
Public Art	60%	Docksider Green has completed two public art installations as part of the project. The remaining funds relate to a third public art installation to be completed in the undeveloped lands.	Remaining funds to be utilized for public art in the remaining portions of the site.
Historical First Nations / Environmental Signage	50%	Docksider Green has completed a number of signage installations and incorporated First Nations elements into our infrastructure components. The remaining funds relate to items yet to be completed as part of the undeveloped lands.	Remaining funds to be utilized for Historical First Nations/Environmental Signage in the remaining portions of the site.
Green Technologies	55%	The existing phases of Docksider Green have implemented a number of environmental products. Remaining portion of this amenity relates to further integration into unbuilt portions of the project.	Given the building centric nature of this amenity and lack of public benefit, Docksider Green is seeking remaining funds to be allocated to parks and plaza amenities within the updated plan.
Internal Road / Pedestrian Access	33%	This amenity related to the roadways and pedestrian access via harbour road through the 2005 Neighbourhood plan. To date those elements have been completed within the developed portions of the project with the remaining funds to be utilized on future phases.	Remaining funds to be utilized for Internal Road/Pedestrian Access in the remaining portions of the site.
Bike racks (on grade)	26%	This item formed part of the original TDM strategy and has been implemented in within the first two phases of Docksider Green. Remaining funds relate to the implementation of further bicycle racks within the undeveloped portion of the site.	Remaining funds to be utilized for bike racks on grade in the remaining portions of the site. It continues to be a component of our 2015 TDM strategy within the updated Docksider Green Neighbourhood Plan.

## Public Amenity Schedule, Continued

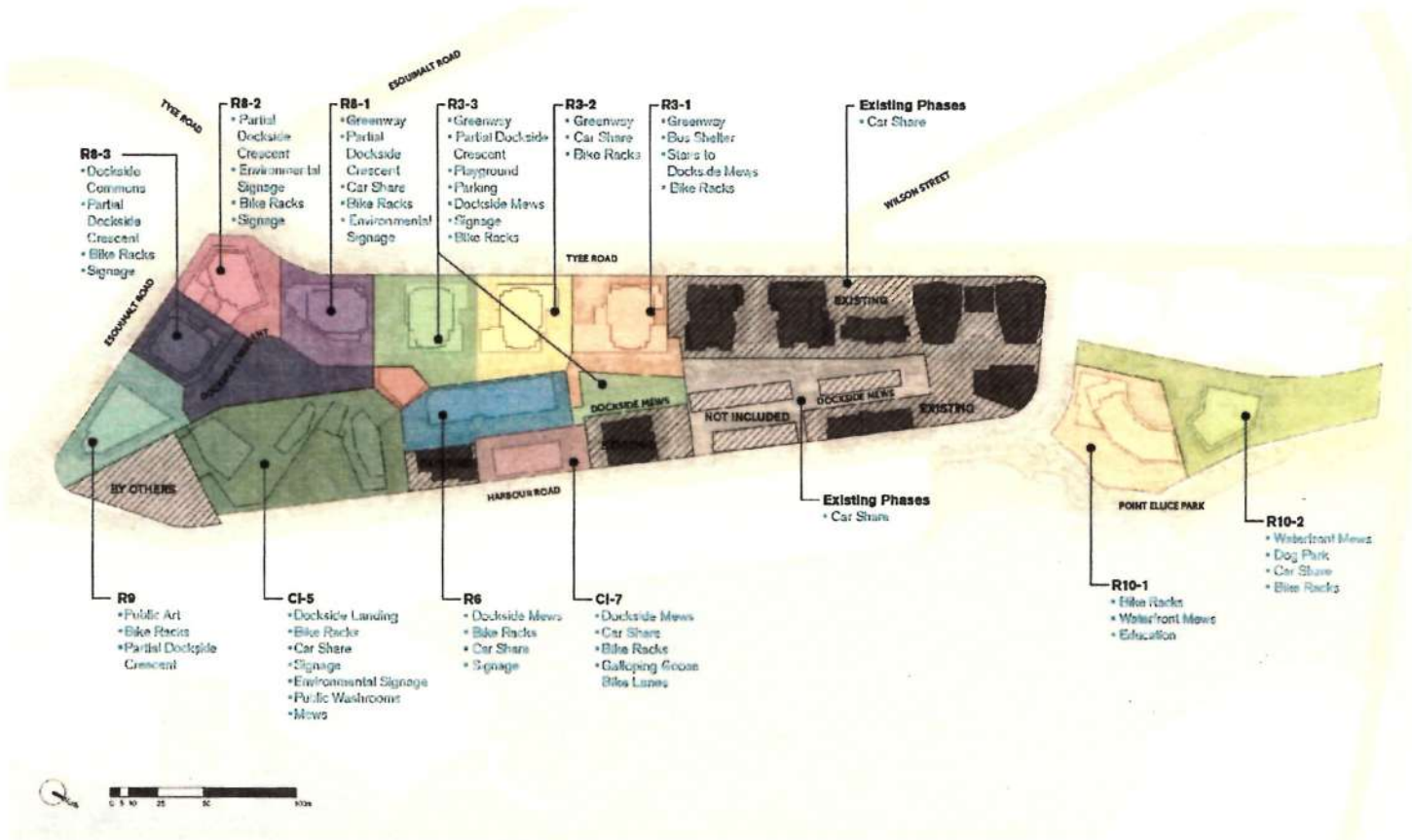
2005 AMENITY	% COMPLETE	COMMENT	PROPOSED AMENDMENT
Car-share / mini-transit	22%	This item formed part of the original TDM strategy and has been implemented in within the first two phases of Dockside Green. Remaining funds relate to the implementation of further 8 car share vehicles and contribution toward a mini-transit service within the undeveloped portion of the site.	Remaining funds to be utilized for Dockside Greens 2015 TDM strategy within the updated Dockside Green Neighbourhood Plan.
Vista Park Pathway	0%	Was part of the original 2005 Dockside Green plan which introduced a pathway from the middle of Dockside Green to Vista Park on Tyee Road. This pathway is located in the undeveloped portion of the Dockside Green Neighbourhood.	As this pathway has been updated via the new Neighbourhood plan we are seeking that funds related to this item be allocated to parks and plaza amenities within the updated plan.
Main Plaza Area	0%	Was part of the original 2005 Dockside Green plan which introduced a central plaza within the centre of Dockside Green. This plaza is located in the undeveloped portion of the Dockside Green Neighbourhood.	As the main plaza has been updated via the new Neighbourhood plan to now connect better with the overall community, we are seeking that funds related to this item remain dedicated to the creation of the updated Main Plaza area at Dockside Landing.
Play Area	0%	Was part of the original 2005 Dockside Green plan which introduced a kid's play area at Dockside Green. This play area is located in the undeveloped portion of the Dockside Green Neighbourhood.	As the play area has been updated via the new Neighbourhood plan to now connect better with residents and visitors to Dockside Green, we are seeking that funds related to this item remain dedicated to the creation of the updated Play Area.
Public Washrooms	0%	Was part of the original 2005 Dockside Green plan which introduced a public washroom at Dockside Green. The public washroom is located in the main plaza which is located in the undeveloped portion of the Dockside Green Neighbourhood.	Given the updates to the Main Plaza Area, Dockside Green is seeking funds related to this item remain dedicated to the creation of a public washroom at Dockside Landing.
Sustainability Centre	0%	Was part of the original 2005 Dockside Green plan and is described in detail in Section 10.4	Remaining funds to be allocated to parks and plaza amenities within the updated plan.
Concrete Stair from Johnson Bridge	0%	Was part of the original 2005 Dockside Green plan and its link to the Johnson Street Bridge. It is no longer needed with new bridge design and revised roadway alignment.	Remaining funds to be allocated to parks and plaza amenities within the updated plan.
NEW AMENITIES	% COMPLETE	COMMENT	PROPOSED AMENDMENT
Mutt Strut (Dog Park)	n/a	A new public amenity as part of the 2015 Dockside Green Neighbourhood Plan. The dog park established adjacent to the R10.2 site allows for better social connections between Dockside Green and Railyards and adds a much need amenity to VicWest and City of Victoria	The Mutt Strutt is to be provided by Dockside Green as a new amenity and will be transferred over to the City of Victoria Parks Department once complete.
Dockside Commons	n/a	A new public amenity as part of the 2015 Dockside Green Neighbourhood Plan. Dockside Commons is the main park space within the update plan that adds a unique and central green space amenity to both VicWest and City of Victoria	Dockside Commons will be a new public amenity provided by Dockside Green.

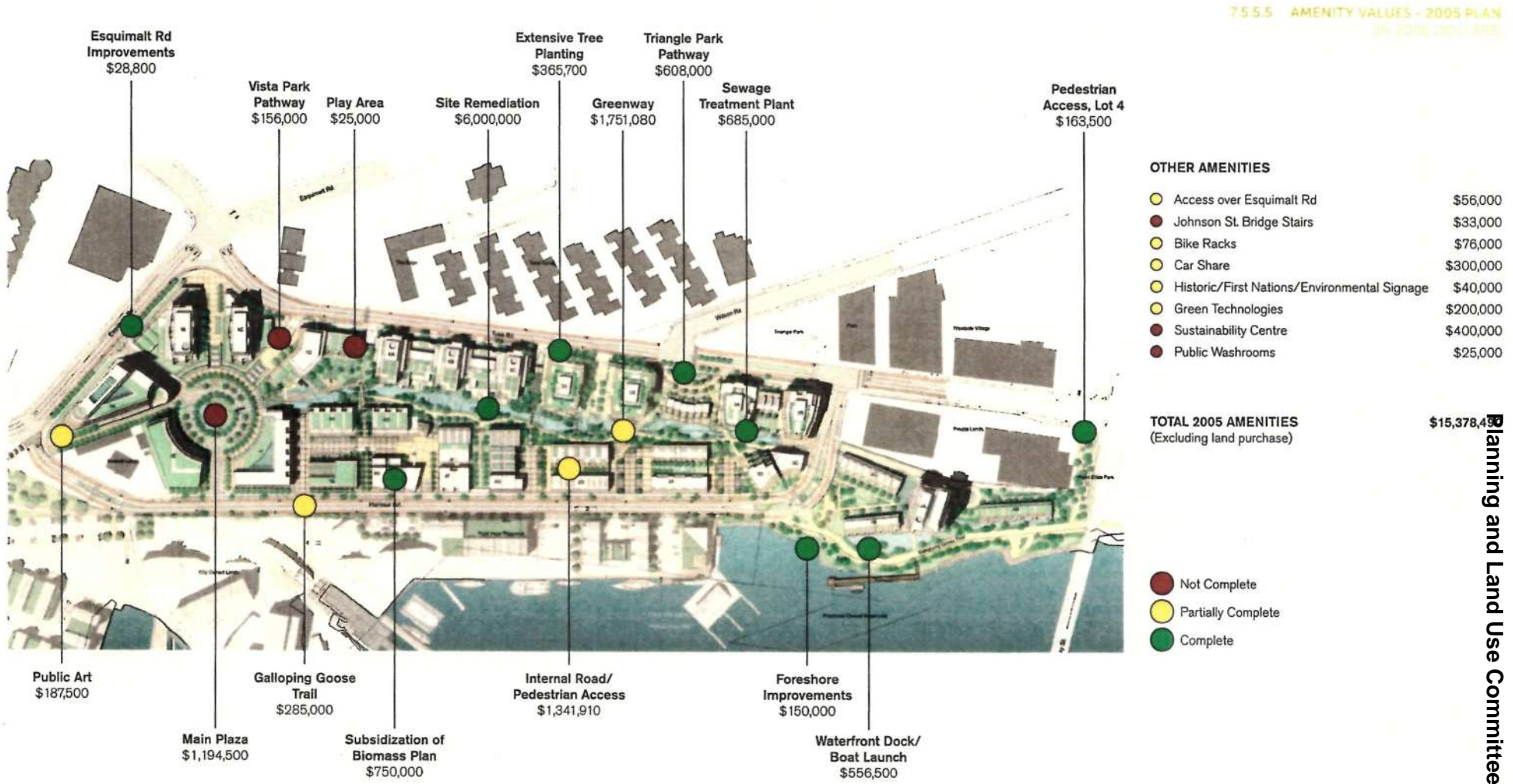


TS 5.4 AMENITY DELIVERY PLAN

The graphic below, illustrates the proposed linkages between parcel development and the remaining updated public amenities. As indicated in the graphic, for each parcel to be developed at Dockside Green, corresponding amenities will be delivered. Dockside Green is seeking an amenity delivery framework where by amenities are secured via a performance guarantee which will be provided at the time of development for each individual development. This approach will allow for a greater accuracy in design and cost of each amenity. While phasing of the project will involve one or more parcels being developed at any one time, the noted amenities will be delivered as indicated below.

Phasing of the Dockside Green project will be a function of both market and constructability considerations. A core quality of the updated plan is its consideration of the long term build out prospect of the neighbourhood given its scale. Conversely, the updated plan does include a number of sites which are able to be developed at any time, conversely there are other portions of the plan that do depend on a neighbouring site to be developed first before being able to be developed. Dockside Green has noted that sites CI-5, CI-7, R6, R3-1, R10-1 and R10-2 are able to be developed at any time without a proceeding site needing to be developed. However, R3-2, R3-3, R8-1, R8-2, R8-3 and R9 all currently require a proceeding site be developed in order for that site to be developable. As the neighbourhood builder, Dockside Green will oversee the long term development of the neighbourhood and will work with each development partner to ensure successful delivery of both buildings and public amenities for the project in a manner that reflects and respects any related dependencies that will arise in the development of individual sites.







7.5.5.6 AMENITY VALUES -  
2005 PLAN IN 2015 DOLLARS  
(ROUNDED TO NEAREST THOUSANDS)

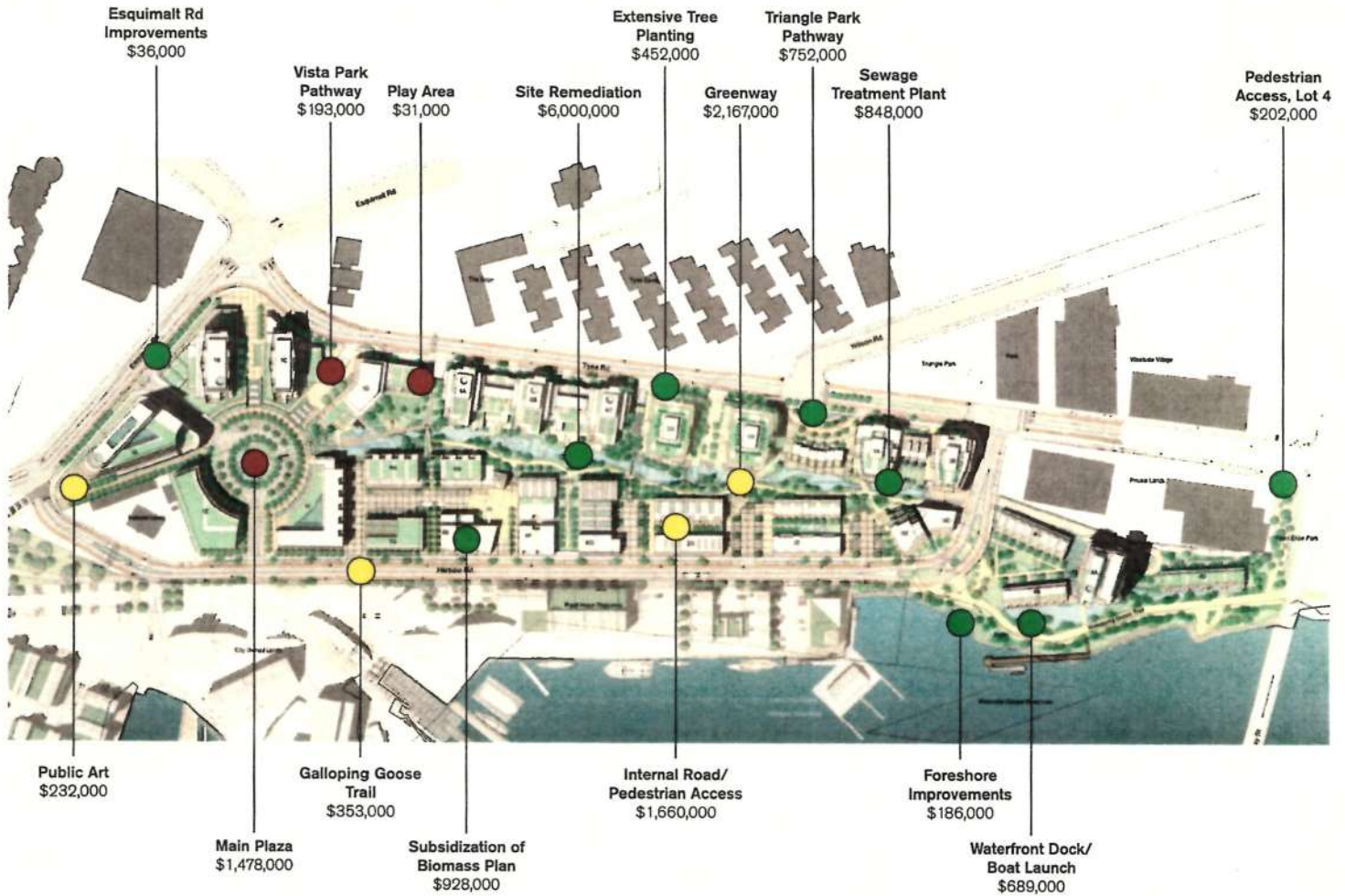
OTHER AMENITIES

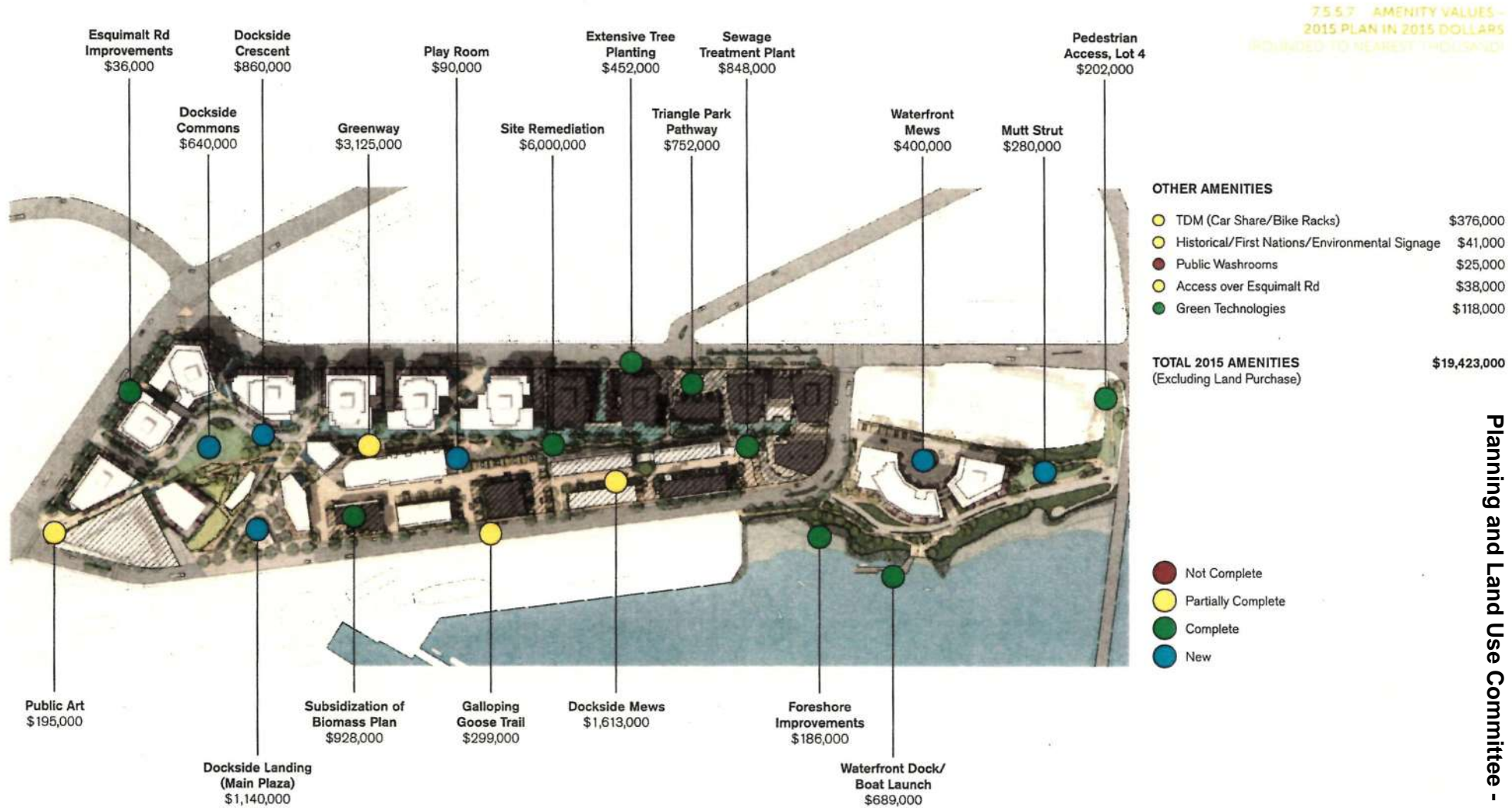
Access over Esquimalt Rd	\$69,000
Johnson St. Bridge Stairs	\$37,000
Bike Racks	\$76,000
Car Share	\$300,000
Historic/First Nations/Environmental Signage	\$49,000
Green Technologies	\$247,000
Sustainability Centre	\$400,000
Public Washrooms	\$31,000

TOTAL 2005 AMENITIES  
(Excluding land purchase)

\$17,416,000

Not Complete (Red circle)  
Partially Complete (Yellow circle)  
Complete (Green circle)







## 756 KEY MASTER DEVELOPMENT AGREEMENT UPDATE SUMMARY

### Key Master Development Agreement Amendments

1. Revised public amenity schedule with estimated value increasing by \$2 million, including:
2. New / revised amenities: Dockside Commons, Dockside Landing, The Mutt Strut, The Playroom, revised internal roads and pathways, Transportation Demand Management (TDM) program
  - a. Retained amenities: Greenway, Public Washroom, Galloping Goose Trail Improvements, Public Art, Historic First Nations / Environmental signage
  - b. Deleted amenities: Johnson Street Bridge stairs, remaining Environmental Technologies, remaining Esquimalt Road / Harbour Road crossings, Sustainability Centre,
  - c. Plan for phasing delivery of amenities that is linked to construction of specific lots.
3. Amenity performance guarantee provided when particular phase developed.
4. Updated Sustainability Standard from LEED NC v.1 to LEED ND v.4
5. Modified Transportation Demand Management (TDM) program.
6. Permitting subdivisions consistent with 2015 Neighbourhood Plan without need for Council approval,

Supplemental materials are presented as separate appendices to this document.

1. 2015 Dockside Green Plan Set
2. 2015 Development Parcels
3. Sun-Shade Study
4. Dockside Green Parking Study 2015
5. Dockside Green Traffic Demand Management Study 2015
6. Dockside Green Traffic Impact Assessment Study 2015
7. BETA at Dockside Green Parking Study 2015
8. Dockside Green's OCP Placemaking Review
9. Certificate of Compliance from the Ministry of Environment  
for Dockside Green

## SUPPLEMENTAL MATERIALS

---



THIS PAGE LEFT INTENTIONALLY BLANK

## ACKNOWLEDGMENTS

### Client

Dockside Green Limited

### Architecture/Urban Design

HCMA Architecture + Design

### Landscape Architecture/Urban Design

PWL Partnership Landscape Architects

### Urban Planning

Ian Scott Planning Services

### Public Engagement

Public Assembly

### Sustainability

Healthy Green Building Consultants Ltd

### Code Consultant

LMDG Building Code Consultants Ltd

### Transportation Planning

Boulevard Transportation

### Civil Engineering

Kerr Wood Leidal

### Geotechnical Engineering

Ryzuk Geotechnic

### Surveying

Focus Engineering

### Market Analysis

Coriolis Consulting





DOCKSIDE **GREEN**

[www.docksidegreen.com](http://www.docksidegreen.com)



# DOCKSIDE GREEN

2005-2015  
Victoria Sustainability  
Centre 1001 1001  
1001 1001 1001 1001



Mike Wilson  
Senior Urban Design Planner  
City of Victoria

May 19<sup>th</sup>, 2015

## **RE: Alternative Use for \$400,000 Sustainability Centre Contribution**

In response to the City's request, Dockside Green has prepared this letter to provide additional details regarding the efforts expended by Dockside Green over the last eight years on the Sustainability Centre concept and further, why the City and Dockside Green should agree to allocate the equivalent contribution elsewhere to the benefit of both the larger Vic West and the Dockside Green neighbourhoods.

As indicated in section 10.5.4 of Dockside Green's Application Submission Book, Dockside Green has proposed that the \$400,000 contribution to the construction of the 2000 m<sup>2</sup> Sustainability Centre be allocated to the provision at Dockside Green. Staff have indicated in the Application Review Summary that Application Submission Book was not sufficiently detailed and this letter provides the additional information and rationale requested.

### ***Sustainability Centre Concept History***

Dockside Green's original 2005 proposal to contribute to and include a Sustainability Centre within the Dockside Green neighbourhood sought to facilitate existing efforts to develop a shared non-profit office centre in Victoria. At the time a number of Victoria non-profit organisations had been exploring their organisational sustainability by co-locating in shared-office space. Their vision was that this would allow for predictable, long-term office costs and open up opportunities for collaboration between organisations. The vision included the following goals:

- Non-profits would have a stable place to call "home";
- Operating costs could be reduced by sharing administration services and achieving discounts through group buying;
- Part of the centre could be rented to market tenants, to subsidize the costs to the non-profits;
- By co-locating there would be opportunities for collaboration and new-relationships, allowing mission driven organisations to achieve more than when working separately; and
- Building ownership would provide greater long-term financial sustainability.

This effort was being supported by Vancity who convened two community forums in 2003 / 2004 and when the vision for the sustainable neighbourhood of Dockside Green emerged in 2005, the shared, non-profit office centre initiative focused on locating at Dockside Green.

In 2005 / 2006 significant efforts were undertaken by both Windmill Developments and Vancity Entreprises (the Dockside Green partners) to facilitate the development of the Sustainability Centre. A Victoria Sustainability Centre Steering Committee was formed that consisted of a group of



1234 5678  
 9012 3456 7890  
 1234 5678  
 www.docksidegreen.com



approximately a dozen non-profit organisations. The Steering Committee worked on developing an organisational model and the appropriate legal entity for the Sustainability Centre. Examples of non-profit centres were examined in larger North American cities (e.g. The Centre for Social Innovation in Toronto and the Natural Capital Center in Portland), UVic business school students reviewed different aspects of the Sustainability Centre and the beginnings of a business plan were developed. The Steering Committee also worked with Dockside Green on building design concepts and a development pro forma. Throughout, the initiative was supported financially by Dockside Green staff or consultants. Over \$100,000 was spent by the Dockside Green partnership on consultant and staff time supporting the Steering Committee, researching non-profit centre organisations and legal frameworks, writing Victoria Sustainability Centre Society Bylaws and drafting a Business Plan. Information related to the financial costs incurred by Dockside Green to the Sustainability Centre were provided to the City in our 2007 Annual Report to further illustrate the effort and challenge expended in working with organisations toward the concept.

### ***A Retrospective Analysis***

Dockside Green Ltd. has completed a retrospective analysis of the Sustainability Centre initiative. This analysis has included review of all the Sustainability Centre documentation and meeting minutes, consultation with eight individuals involved in the original initiative, consultation with a variety of people and organisations involved in current “hub” discussions in Victoria, a review of the literature on non-profit shared-office centres and consultation with Vancity staff who have supported the launch of a non-profit office hub in Vancouver and who continue to support non-profit organisations in Victoria who are considering co-location.

No feasibility analysis was done prior to the Sustainability Centre being put forward as an amenity of Dockside Green. The working assumption for everyone involved in mid-2005 was it was a good idea and they assumed they had the outline of workable model. Efforts to make the Sustainability Centre a reality were a significant focus in the early years of the Dockside Green, however, by the end of 2006 these efforts had dissolved as further work and analysis produced illustrated the challenges to the initiative. Our analysis uncovered a number of items that highlighted why the Sustainability Centre at Dockside Green was never a truly viable concept.

### **Real Estate Investment vs Shared-Office**

There is a large difference between non-profit groups collaborating and co-locating in leased space and collaborating, co-locating and *investing* in shared real estate. These two concepts were conflated in the case of the Sustainability Centre. While there are successful examples in larger cities of non-profit organisations collaborating to invest in shared office space, these organisations either had capital or the Centres had a patron who front-ended the costs. Most of the Victoria organisations involved in the Sustainability Centre were participating because they understood the outcome would be access to affordable office space. Only one of the non-profits at the table in 2005/2006 had money to invest in real-estate and this was not sufficient to build the Sustainability Centre. When the Sustainability Centre Steering Committee dissolved this organisation bought space in an existing building, but due to ongoing financial challenges, has since sold it.



### Investing in a New Build vs An Existing Building

A confidential independent analysis by a Victoria non-profit indicated that if they were to invest in real-estate as a long-term, sustainable organisational strategy, that investing in a new building at Dockside Green was not the preferred option. This was, in part, because a new-build is a more costly approach. In our review of non-profit office centres around North America we have not found one example of a non-profit office centre being purpose-built by a non-profit organisation. Instead, where an equity position is taken by non-profits or cooperatives it is in renovated space in less costly real estate locations. This emphasises that *if* a shared non-profit office centre was to be established in Victoria, building a new LEED building at Dockside Green would not be the most cost-efficient way to do so.

### Creating Organisational Sustainability

Part of the concept of the Sustainability Centre was to facilitate the long-term financial stability and sustainability of the organisations involved. However, early business planning demonstrated that the organisations involved could not afford to *increase* their monthly costs above the Class C / Class D rents they were paying. Thus to achieve the goal of organisational stability the only option would be a significant capital fundraising campaign. At the time, it was estimated that to build the Sustainability Centre would be an \$8-10 million endeavour. Even with favourable financing this would have meant raising approximately \$3-5 million in a capital campaign. Given these organisations struggles to maintain consistent year over year funding, it was not clear how this was going to be achieved. Moreover, this capital fundraising challenge is underscored by the fact that there are other high-profile organisations in Victoria (such as the Victoria Art Gallery) who have been faced with this predicament for years without finding a solution.

### Organisational Capacity

A capital campaign to raise funds for the Sustainability Centre is only one part of the challenge. The other challenge is having the organisational capacity to manage and operate a building. This includes the ability to manage the risk of lease vacancies and to attract and retain tenants – both non-profit and for-profit organisations and companies. No one stepped up to take on the leadership of the initiative and this was not and is not Dockside Green's role.

In 2005/2006 efforts were made to reach out to other established non-profit organisations to find a possible willing owner/operator for the Sustainability Centre. No willing partners were found. Similarly, in 2014 Dockside Green explored the concept once again and spoke to a number of different organisations and institutions looking for interest and capacity in developing the Sustainability Centre at Dockside Green. The exploration yielded no willing parties to take on development of the Sustainability Centre.

Outside of the Dockside Green project, Vancity has made repeated efforts to support organisations who have had an interest in co-locating. None of these efforts has lead to a concrete initiative that would be able to take on the costs of a Sustainability Centre at Dockside Green.



2015-10-15  
 Planning and Land Use Committee  
 Agenda Item 10  
 Rezoning Application No. 00473 for the Easterly 300 Block of...



### Steps Forward

Given the retrospective analysis, it is clear to Dockside Green that at this time there is no organisation or group of organisations in Victoria with the interest or organisational mandate to develop a 2,000 m<sup>2</sup> (21,500 ft<sup>2</sup>) non-profit / cooperative office centre. Moreover, if and when such an organisation or group of organisations did emerge, it is unlikely that building a new LEED building at Dockside Green would be the right choice for such an initiative.

The MDA indicates that the Developer "will work with environmental groups to assist in the raising of capital" and "will seek low interest rate financing for the Sustainability Center from Vancity." This work can only occur if there are groups who are ready to manage all aspects of developing, fundraising for, financing, managing and operating the Sustainability Centre. In 2005 / 2006 Dockside Green Ltd. invested considerable time and resources to the process of setting up and developing an organisation that would be positioned to do so. This is well beyond what was required by the MDA and in the end was not successful.

As established by schedule G and by reference, section 8.9 and 8.18 of the MDA, "The developer's obligation with respect to the Sustainability Centre shall terminate upon construction of the Sustainability Centre and the transfer of the title thereto to a cooperative or other non-profit organization or upon the payment of \$400,000 in lieu thereof pursuant to section 8.9 of this Agreement". This cash-in-lieu payment can be used by the City to enter upon Dockside Lands to complete construction of the Sustainability Centre. Alternatively, as detailed by section 8.18, the cash-in-lieu money can be used "for the provision of an alternative Amenity that benefits the Dockside Lands, as agreed to by the City and the Developer".

Dockside Green believes now, with the 2015 update to the Neighbourhood Plan and MDA that it is the appropriate time to reallocate the Sustainability Centre amenity dollars. Waiting will put the City in the equally untenable position of building an amenity which requires either the City or a non-profit organisations to fundraise for, build and operate. The updated Neighbourhood Plan includes a number of new or expanded public amenities, which would benefit from the reallocation of the \$400,000 contribution.

### Conclusion

We trust the above summary helps clarify the history and challenge of realization the Sustainability Centre concept as outlined in the current MDA. With Dockside Green's refocus on social sustainability in our current application we feel that the updated and increase public amenity plan will yield significant benefits to the public and we look forward to working with staff on advancement of our application.

Cordially,

Ally Dewji, P.Eng  
 Dockside Green Limited



## DOCKSIDE GREEN

APPLICATION FOR REZONING  
RESUBMISSION - 30 JUNE 2015

### 2015 PLAN SET



**CLIENT**  
DOCKSIDE GREEN LIMITED

**ARCHITECTURE/URBAN DESIGN**  
HCMA ARCHITECTURE+ DESIGN

**LANDSCAPE ARCHITECTURE/  
URBAN DESIGN**  
PWL PARTNERSHIP LANDSCAPE ARCHITECTS

**URBAN PLANNING**  
IAN SCOTT PLANNING SERVICES

**PUBLIC ENGAGEMENT**  
PUBLIC ASSEMBLY

**SUSTAINABILITY**  
HEALTHY GREEN BUILDING  
CONSULTANTS LTD.

**CODE CONSULTANT**  
LMDG BUILDING CODE CONSULTANTS LTD.

**TRANSPORTATION PLANNING**  
BOULEVARD TRANSPORTATION

**CIVIL ENGINEERING**  
KERR WOOD LEIDAL

**GEOTECHNICAL ENGINEERING**  
RYZUK GEOTECHNIC

**SURVEYING**  
FOCUS ENGINEERING

HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada

T 604.732.6620  
W hcma.ca

#### SHEET LIST

COVER	AZ-0.0
CHANGES SINCE CALUC MEETING	AZ-0.1
2015 REZONING APPLICATION AREA	AZ-1.1
2005 DOCKSIDE GREEN PLAN	AZ-1.2
PROPOSED NEIGHBOURHOOD PLAN	AZ-1.3
DEVELOPMENT AREAS	AZ-1.4
PROJECT DATA: PARCELS AND PRECINCTS	AZ-1.5
PROJECT DATA CHART	AZ-1.6
MASSING: AERIAL VIEW FROM EAST	AZ-1.7
MASSING: AERIAL VIEW FROM SOUTHEAST	AZ-1.8
SITE SECTION	AZ-1.9
SITE SECTION	AZ-1.10
SITE SECTION	AZ-1.11
LAND USES	AZ-1.12
BUILDING HEIGHTS	AZ-1.13
SKYLINE	AZ-1.14
COMPOSITE VIEWS	AZ-1.15
COMPOSITE VIEWS	AZ-1.16
VIES + VIEW CORRIDORS	AZ-1.17
SOLAR ACCESS	AZ-1.18
OPEN SPACE COMPARISON	AZ-1.19
PARKING + LOADING/UNIVERSAL ACCESSIBILITY + CIRCULATION	AZ-1.20
BUILDING ENTRANCES/STREET WALLS	AZ-1.21
BETA AT DOCKSIDE GREEN: CONCEPTUAL SITE PLAN	AZ-1.22
MULTI-MODAL + TDM PLAN	AZ-1.23
FOCUS ENGINEERING: PROPOSED SUBDIVISION PLAN	



DOCKSIDE GREEN  
REZONING

COVER PAGE

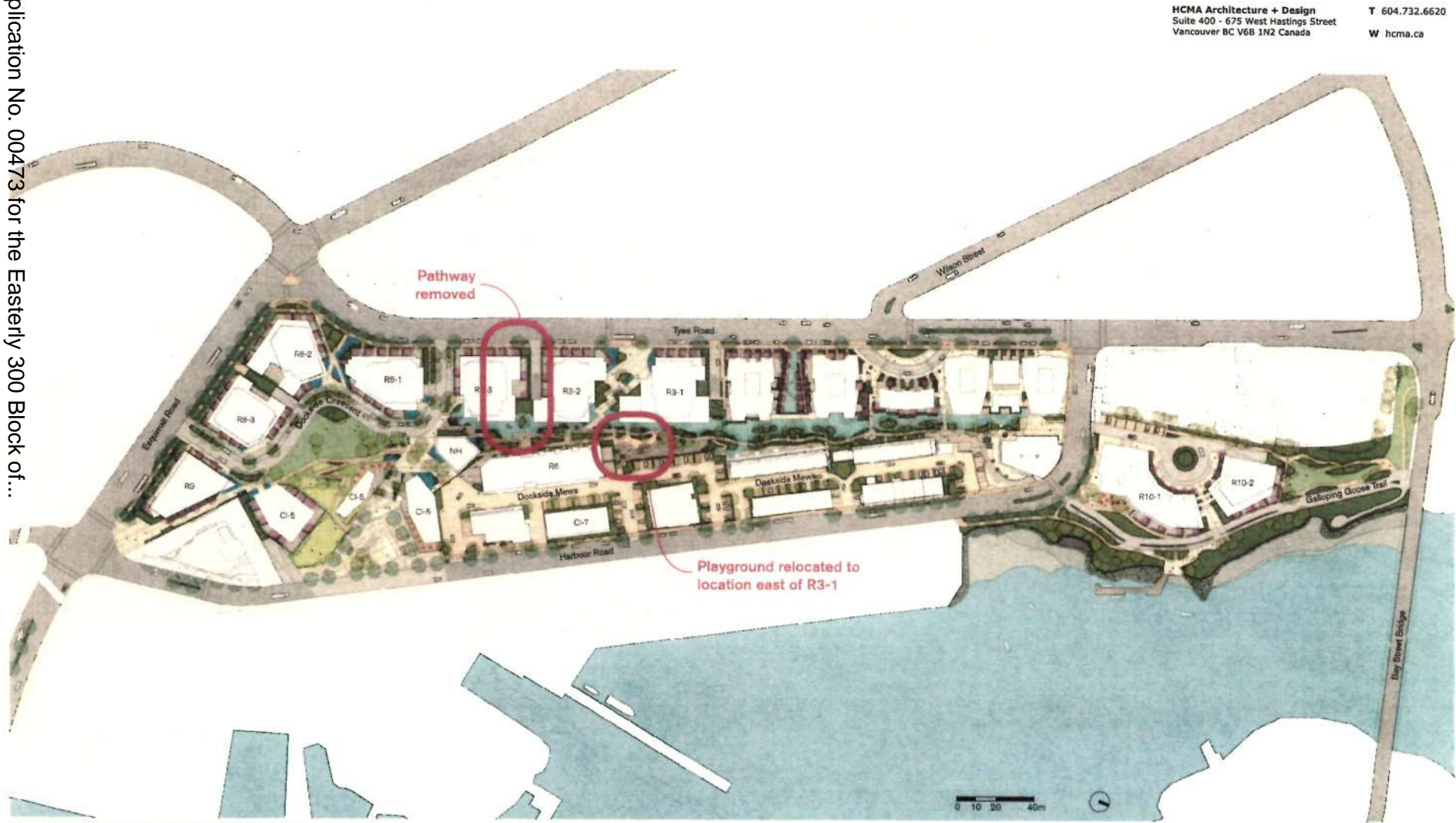
SHEET TITLE

Drawn  
Checked  
Job No.

Date 30 JUN 2015  
Scale N.T.S.  
Ref.

AZ-0.0





HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada

T 604.732.6620  
W hcma.ca

VMCH



1 CHANGES SINCE CALUC MEETING

DOCKSIDE GREEN  
REZONING

CHANGES SINCE CALUC MEETING

SHEET TITLE

Drawn  
Checked  
Job No.

Date 30 JUN 2015  
Scale REFER TO DWG  
Ref.

AZ-0.1

T 604.732.6620  
 W hcma.ca

HCMA Architecture + Design  
 Suite 400 - 675 West Hastings Street  
 Vancouver BC V6B 1N2 Canada



**1 2015 REZONING APPLICATION AREA**  
 SCALE N.T.S.

**AZ-1.1**

Date 30 JUN 2015  
 Scale REFER TO DWG  
 Ref.

Drawn  
 Checked  
 Job No.

**2015 REZONING APPLICATION AREA**

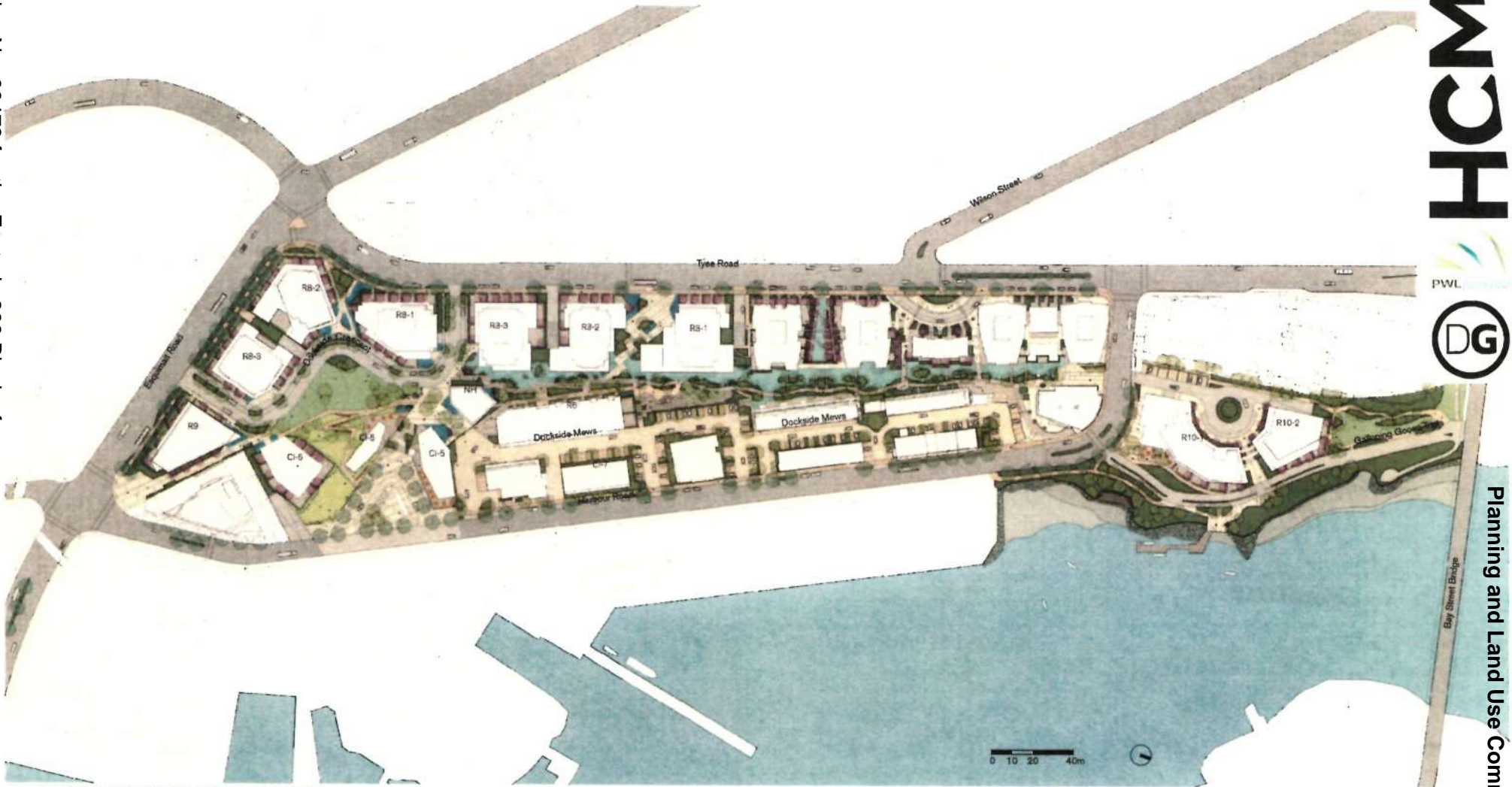
**DOCKSIDE GREEN  
 REZONING**

SHEET TITLE



HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada

T 604.732.6620  
W hcma.ca



## 1 PROPOSED NEIGHBOURHOOD PLAN

SCALE 1:2500

DOCKSIDE GREEN  
REZONING

PROPOSED NEIGHBOURHOOD PLAN

SHEET TITLE

Drawn  
Checked  
Job No.

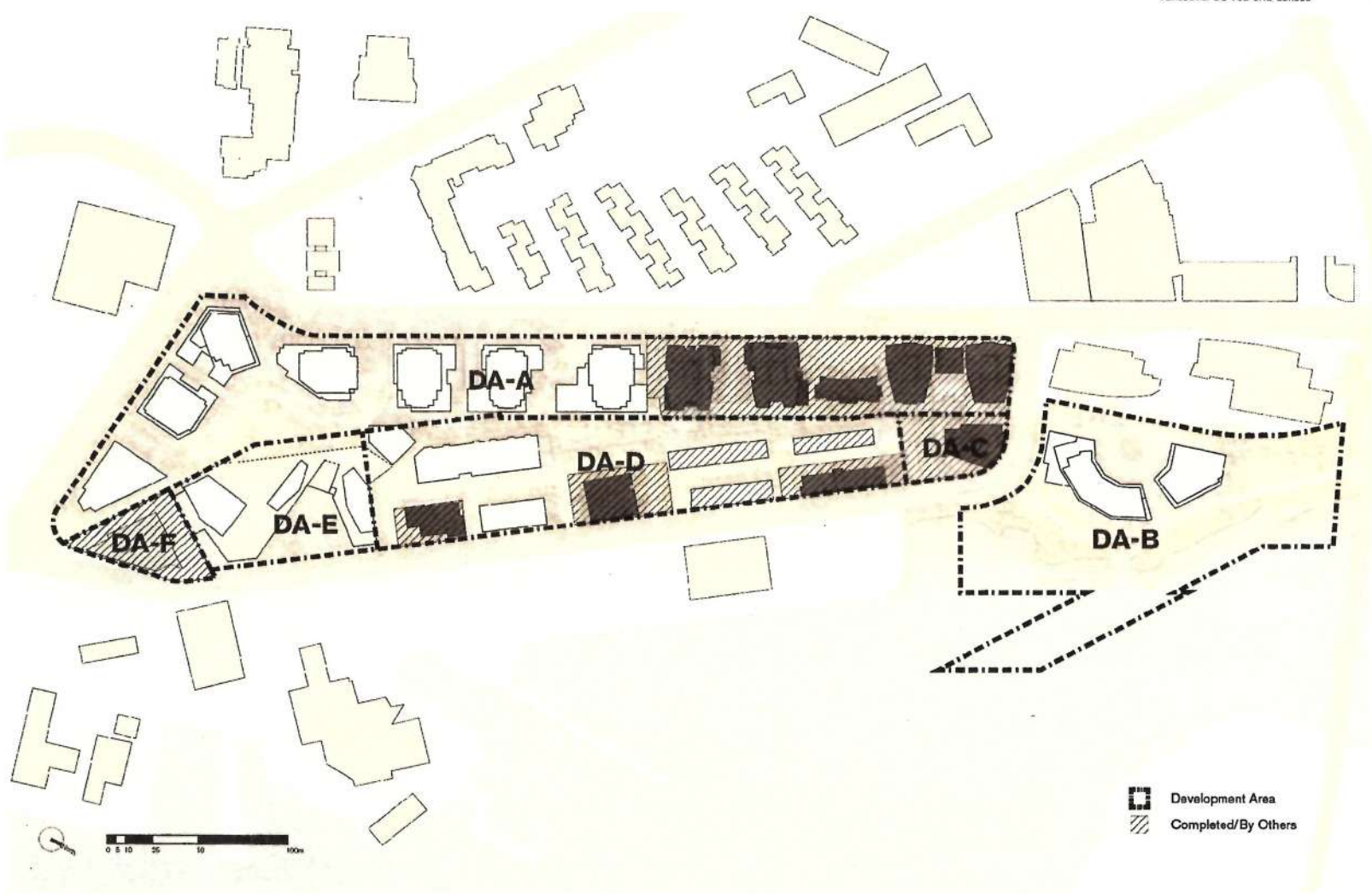
Date 30 JUN 2015  
Scale REFER TO DWG  
Ref.

AZ-1.3

Planning and Land Use Committee - 15 Oct 2015

HCMA Architecture + Design  
 Suite 400 - 675 West Hastings Street  
 Vancouver BC V6B 1N2 Canada

T 604.732.6620  
 W hcma.ca



Development Area  
 Completed/By Others

**1 DEVELOPMENT AREAS**  
 SCALE N.T.S.

Drawn  
 Checked  
 Job No.

Date 30 JUN 2015  
 Scale REFER TO DWG  
 Ref.

**AZ-1.4**



### R8-1 DOCKSIDE COMMONS PRECINCT

DA-A  
 10 Storeys (±62.4m above datum)  
 Parcel Size: 0.22 ha.

Residential:	11,685 m <sup>2</sup>
Retail:	0 m <sup>2</sup>
Office:	0 m <sup>2</sup>
Other:	0 m <sup>2</sup>
<b>Total Floor Area:</b>	<b>11,685 m<sup>2</sup></b>

### R8-2 DOCKSIDE COMMONS PRECINCT

DA-A  
 24 Storeys (±65.8m above datum)  
 Parcel Size: 0.22 ha.

Residential:	12,590 m <sup>2</sup>
Retail:	0 m <sup>2</sup>
Office:	0 m <sup>2</sup>
Other:	0 m <sup>2</sup>
<b>Total Floor Area:</b>	<b>12,590 m<sup>2</sup></b>

### R8-3 DOCKSIDE COMMONS PRECINCT

DA-A  
 13 Storeys (±42.7m above datum)  
 Parcel Size: 0.22 ha.

Residential:	8,305 m <sup>2</sup>
Retail:	0 m <sup>2</sup>
Office:	0 m <sup>2</sup>
Other:	0 m <sup>2</sup>
<b>Total Floor Area:</b>	<b>8,305 m<sup>2</sup></b>

### R9 DOCKSIDE LANDING PRECINCT

DA-A  
 8 Storeys (±27.2m above datum)  
 Parcel Size: 0.20 ha.

Residential:	6,615 m <sup>2</sup>
Retail:	0 m <sup>2</sup>
Office:	0 m <sup>2</sup>
Other:	0 m <sup>2</sup>
<b>Total Floor Area:</b>	<b>6,615 m<sup>2</sup></b>

### DOCKSIDE GREEN REZONING

### R3-3 TYEE-GREENWAY PRECINCT

DA-A  
 16 Storeys (±57.1m above datum)  
 Parcel Size: 0.19 ha.

Residential:	11,145 m <sup>2</sup>
Retail:	0 m <sup>2</sup>
Office:	0 m <sup>2</sup>
Other:	0 m <sup>2</sup>
<b>Total Floor Area:</b>	<b>11,145 m<sup>2</sup></b>

### R3-2 TYEE-GREENWAY PRECINCT

DA-A  
 14 Storeys (±50.8m above datum)  
 Parcel Size: 0.23 ha.

Residential:	9,385 m <sup>2</sup>
Retail:	0 m <sup>2</sup>
Office:	0 m <sup>2</sup>
Other:	0 m <sup>2</sup>
<b>Total Floor Area:</b>	<b>9,385 m<sup>2</sup></b>

### R3-1 TYEE-GREENWAY PRECINCT

DA-A  
 12 Storeys (±44.5m above datum)  
 Parcel Size: 0.23 ha.

Residential:	8,660 m <sup>2</sup>
Retail:	0 m <sup>2</sup>
Office:	0 m <sup>2</sup>
Other:	0 m <sup>2</sup>
<b>Total Floor Area:</b>	<b>8,660 m<sup>2</sup></b>

### R10-1 DOCKSIDE WATERFRONT PRECINCT

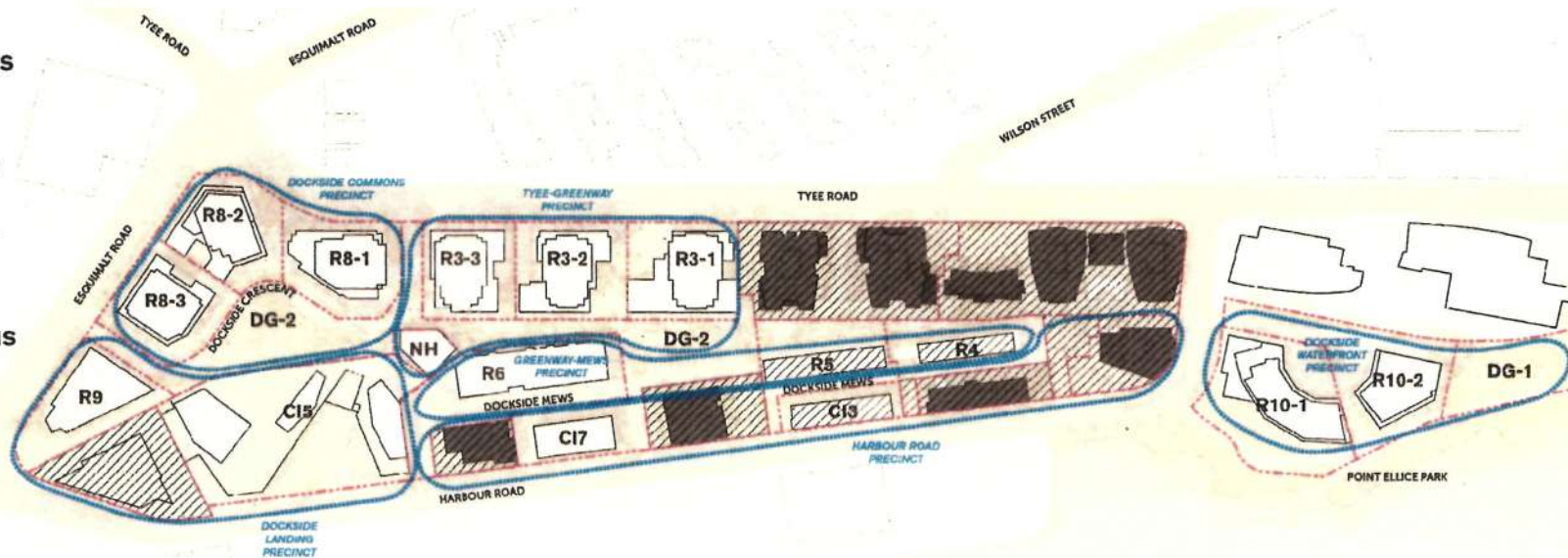
DA-B  
 7 Storeys (±26.5m above datum)  
 Parcel Size: 0.34 ha.

Residential:	6,103 m <sup>2</sup>
Retail:	610 m <sup>2</sup>
Office:	0 m <sup>2</sup>
Other:	0 m <sup>2</sup>
<b>Total Floor Area:</b>	<b>6,713 m<sup>2</sup></b>

### R10-2 DOCKSIDE WATERFRONT PRECINCT

DA-B  
 14 Storeys (±44.0m above datum)  
 Parcel Size: 0.32 ha.

Residential:	8,978 m <sup>2</sup>
Retail:	0 m <sup>2</sup>
Office:	0 m <sup>2</sup>
Other:	0 m <sup>2</sup>
<b>Total Floor Area:</b>	<b>8,978 m<sup>2</sup></b>



### CI-5 DOCKSIDE LANDING PRECINCT

DA-E  
 7 Storeys (±26.5m above datum)  
 Parcel Size: 0.58 ha.

Residential:	3,035 m <sup>2</sup>
Retail:	4,310 m <sup>2</sup>
Office:	0 m <sup>2</sup>
Other:	0 m <sup>2</sup>
<b>Total Floor Area:</b>	<b>7,345 m<sup>2</sup></b>

### NH TYEE-GREENWAY PRECINCT

DA-A  
 1 Storey (±13.5m above datum)  
 Parcel Size: N/A

Residential:	0 m <sup>2</sup>
Retail:	0 m <sup>2</sup>
Office:	0 m <sup>2</sup>
Other:	343 m <sup>2</sup>
<b>Total Floor Area:</b>	<b>343 m<sup>2</sup></b>

### R6 GREENWAY-MEWS PRECINCT

DA-D  
 4 Storeys (±15.7m above datum)  
 Parcel Size: 0.33 ha.

Residential:	4,136 m <sup>2</sup>
Retail:	0 m <sup>2</sup>
Office:	0 m <sup>2</sup>
Other:	0 m <sup>2</sup>
<b>Total Floor Area:</b>	<b>4,136 m<sup>2</sup></b>

### CI-7 HARBOUR ROAD PRECINCT

DA-D  
 3 Storeys (±16.5m above datum)  
 Parcel Size: 0.13 ha.

Residential:	1,280 m <sup>2</sup>
Retail:	0 m <sup>2</sup>
Office:	0 m <sup>2</sup>
Other:	0 m <sup>2</sup>
<b>Total Floor Area:</b>	<b>1,280 m<sup>2</sup></b>

Building height assumptions:  
 2.79m residential F-F  
 4.00m commercial F-F  
 6.00m food store F-F  
 Building heights measured against  
 adjacent grade

**1 PARCELS + PRECINCTS**  
 SCALE NTS

Drawn  
 Checked  
 Job No.

Date 30 JUN 2015  
 Scale REFER TO DWG  
 Ref.

**AZ-1.5**

HCMA Architecture + Design  
 Suite 400 - 675 West Hastings Street  
 Vancouver BC V6B 1N2 Canada

T 604.732.6620  
 W hcma.ca

**VMCH**

PWL



- Rezoning Proposed
- Total Floor Area by Development Area includes the plus 10% Density Transfer allowed by CD-9 Zone
- Proposed Maximum Height on a Precinct Basis

SCALE	N/A
-------	-----

Drawn	Date	30 JUN 2015
Checked	Scale	REFER TO DWG
Job No.	Ref.	

**PVL**

# HCMA





HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada

T 604.732.6620  
W hcma.ca



**1 MASSING: AERIAL VIEW FROM EAST**

SCALE N.T.S.

SHEET TITLE





HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada

T 604.732.6620  
W hcma.ca



**1 MASSING: AERIAL VIEW FROM SOUTHEAST**  
SCALE N.T.S.

**DOCKSIDE GREEN  
REZONING**

**MASSING: AERIAL VIEW FROM SOUTHEAST**

SHEET TITLE

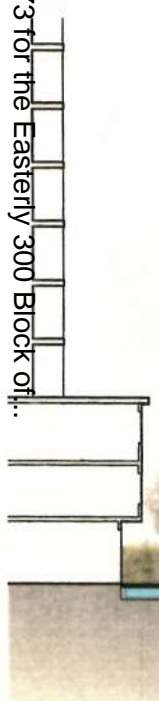
Drawn  
Checked  
Job No.

Date 30 JUN 2015  
Scale REFER TO DWG  
Ref.

**AZ-1.8**



R8-2



TOWER	VARIES	VARIES	VARIES	2.4m	6.0m		VARIES				
LOBBY	SETBACK	COURTYARD	SIDE-WALK	PARK-ING	MULTIMODAL STREET	DOCKSIDE CRESCENT	PARK	WALKWAY	DOCKSIDE COMMONS	GREENROOF GROCERY STORE	PATIO ZONE DOCKSIDE LANDING

# 1 SITE SECTION: DOCKSIDE CRESCENT TO DOCKSIDE LANDING

SCALE 1:250

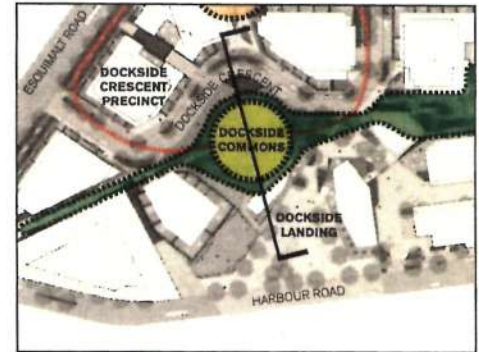
DOCKSIDE GREEN  
REZONING

SHEET TITLE

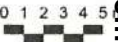
SITE SECTION: DOCKSIDE CRESCENT TO DOCKSIDE LANDING

HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada

T 604.732.6620  
W hcma.ca



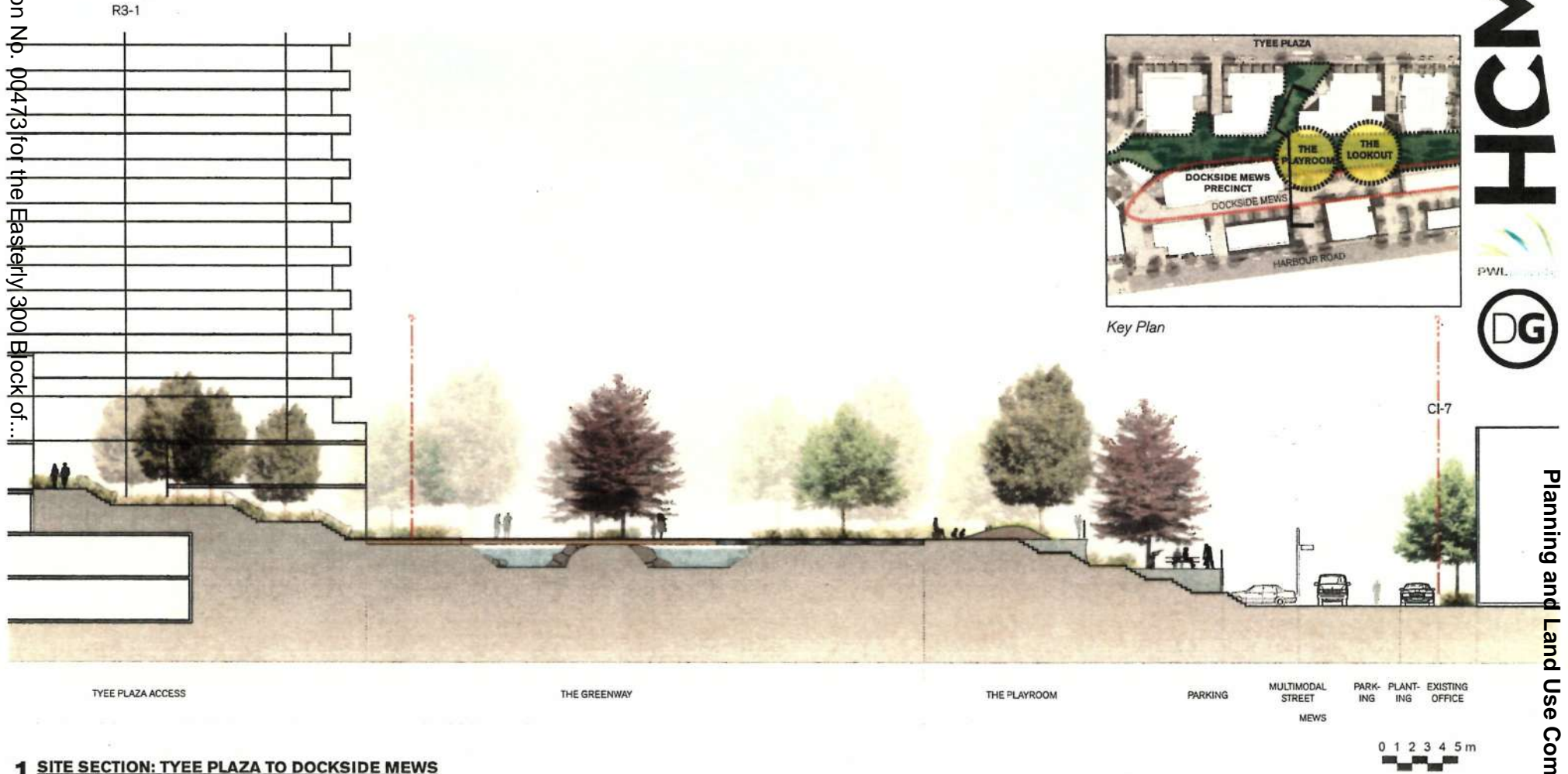
Key Plan



Drawn  
Checked  
Job No.

Date 30 JUN 2015  
Scale REFER TO DWG  
Ref.

AZ-1.9



**1 SITE SECTION: TYEE PLAZA TO DOCKSIDE MEWS**

SCALE 1:250

DOCKSIDE GREEN  
REZONING

SITE SECTION: TYEE PLAZA TO DOCKSIDE MEWS

SHEET TITLE

Drawn  
Checked  
Job No.

Date 30 JUN 2015  
Scale REFER TO DWG  
Ref.

AZ-1.10

HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada

T 604.732.6620  
W hcma.ca





HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada

T 604.732.6620  
W hcma.ca



POINT ELLICE DOCK                      POINT ELLICE PARK                      SHARED PATHWAY  
GALLOPING GOOSE TRAIL                      DOCKSIDE WATERFRONT

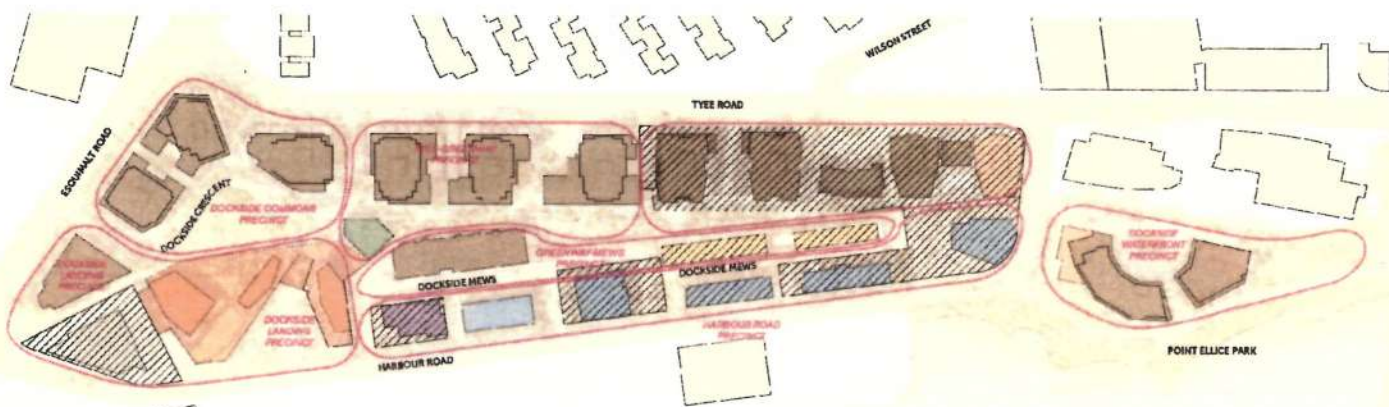
**1 SITE SECTION: POINT ELLICE PARK TO DOCKSIDE WATERFRONT**  
SCALE 1:250

HCMA Architecture + Design  
 Suite 400 - 675 West Hastings Street  
 Vancouver BC V6B 1N2 Canada

T 604.732.6620  
 W hcma.ca

	2005 Density (m <sup>2</sup> )	2015 Density (m <sup>2</sup> )
Residential	111,283	116,607
Non-Residential	18,188	12,701
<b>TOTAL</b>	<b>129,471</b>	<b>129,308</b>

- Completed/By Others
- Residential
- Mixed Use
- Commercial/Retail
- Industrial
- Amenity
- Affordable Housing
- Seniors Housing



**1 2015 NEIGHBOURHOOD PLAN: LAND USES**  
 SCALE N.T.S.



**2 2005 NEIGHBOURHOOD PLAN: LAND USES**  
 SCALE N.T.S.

DOCKSIDE GREEN  
 REZONING

LAND USES

SHEET TITLE

Drawn  
 Checked  
 Job No.

Date 30 JUN 2015  
 Scale REFER TO DWG  
 Ref.

AZ-1.12





HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada

T 604.732.6620  
W hcma.ca



- 3+ Storeys
- 1-2 Storeys
- 3-5 Storeys
- 6-8 Storeys
- 9-13 Storeys
- 14-17 Storeys
- 18+ Storeys
- Completed/By Others
- \* Storeys above are/ago grade
- \*\* Heights noted above geodetic datum

DOCKSIDE GREEN  
REZONING

BUILDING HEIGHTS

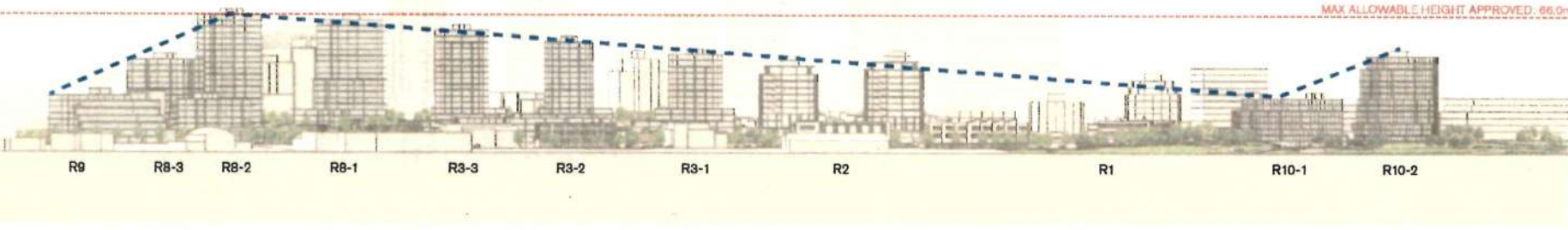
Drawn  
Checked  
Job No.

Date 30 JUN 2015  
Scale REFER TO DWG  
Ref.

AZ-1.13

HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada

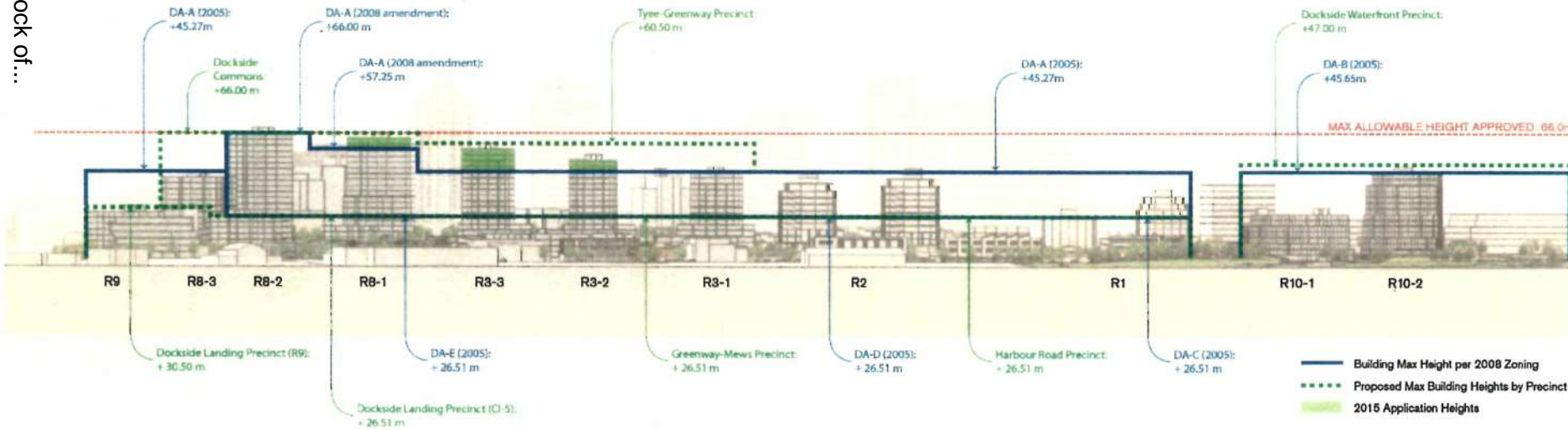
T 604.732.6620  
W hcma.ca



**2015 NEIGHBOURHOOD PLAN: SKYLINE CONCEPT**

SCALE N.T.S.

--- SKYLINE CONCEPT:  
Building heights gradually increase towards the corner of Esquimalt + Tyee, with additional height at the north end of the site to reinforce the "bridge-to-bridge" concept



**2 2008 vs. 2015 SKYLINE COMPARISON**

SCALE N.T.S.





**3 COMPOSITE VIEW KEY MAP**  
SCALE N.T.S.

\* 2008 and 2015 versions are shown for comparison purposes. Note that the 2008 views may not be from the exact same position as the 2015 views.



**1 VIEW 1: FROM FORT AND WHARF STREETS**  
SCALE N.T.S.



1 (2015)



**2 VIEW 2: FROM THE BASE OF SWIFT STREET**  
SCALE N.T.S.



2 (2015)

HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada

T 604.732.6620  
W hcma.ca



HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada

T 604.732.6620  
W hcma.ca



**3 COMPOSITE VIEW KEY MAP**  
SCALE N.T.S.



**1 VIEW 3: FROM BAYVIEW DEVELOPMENT AT ESQUIMALT ROAD**  
SCALE N.T.S.



**2 VIEW 4: FROM PANDORA AND WHARF STREETS**  
SCALE N.T.S.

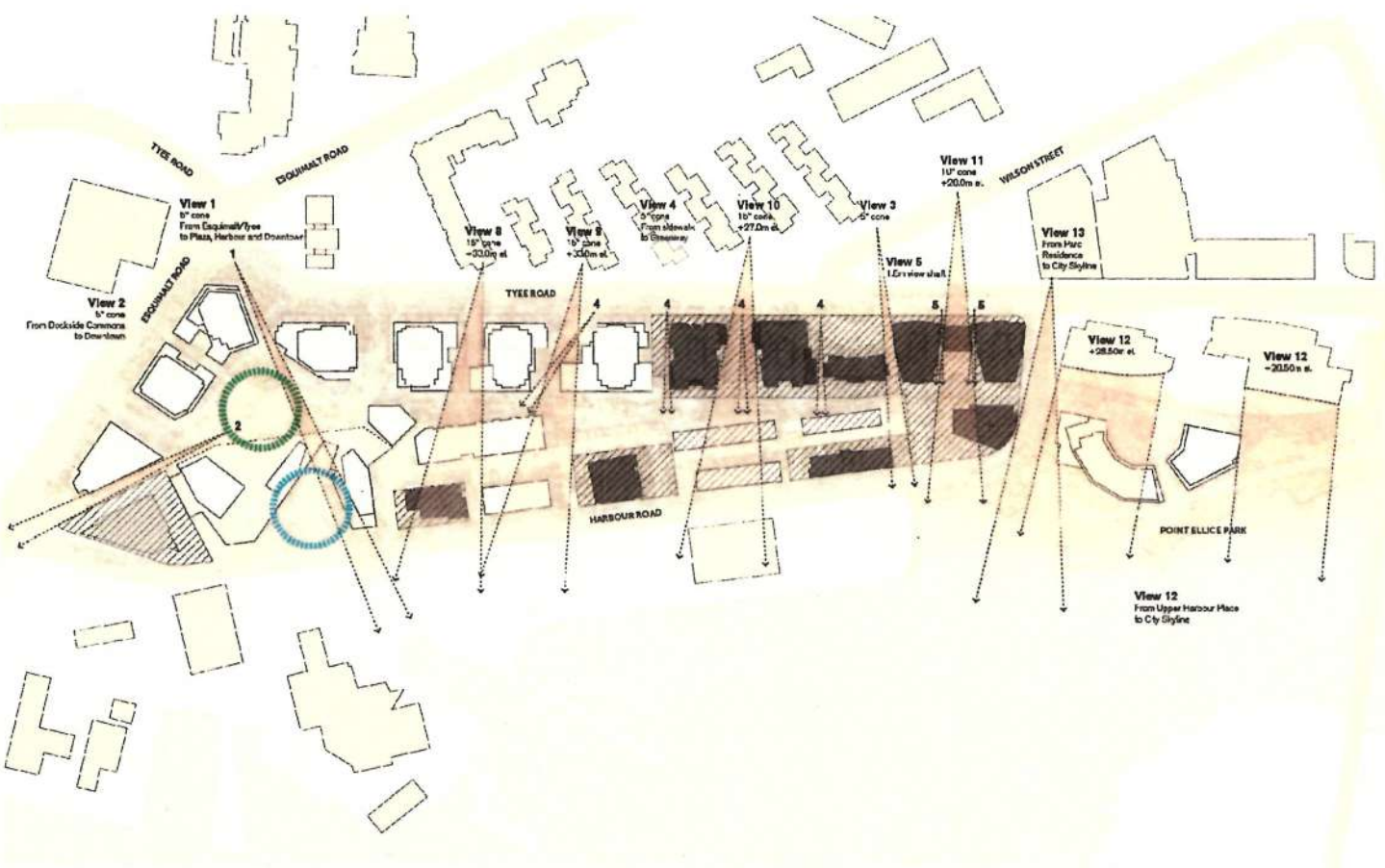


\* 2008 and 2015 versions are shown for comparison purposes. Note that the 2008 views may not be from the exact same position as the 2015 views.



HCMA Architecture + Design  
 Suite 400 - 675 West Hastings Street  
 Vancouver BC V6B 1N2 Canada

T 604.732.6620  
 W hcma.ca



- View Corridor
- Dockside Landing
- Dockside Commons
- Completed/By Others

**1 VIEWS + VIEW CORRIDORS**  
 SCALE N.T.S.

Drawn  
 Checked  
 Job No.

Date 30 JUN 2015  
 Scale REFER TO DWG  
 Ref.

**AZ-1.17**

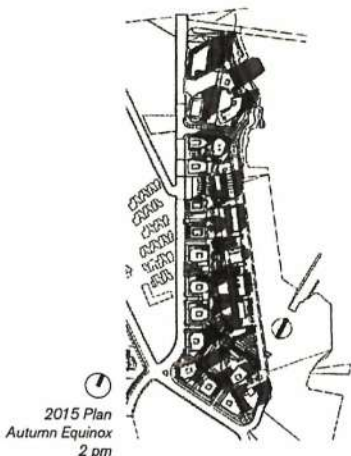
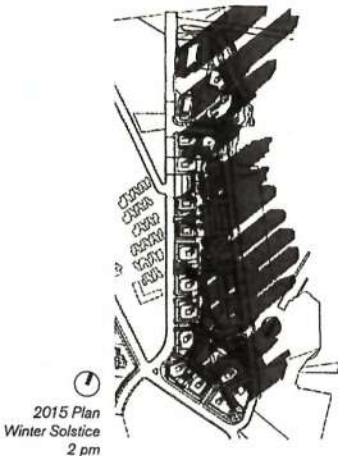
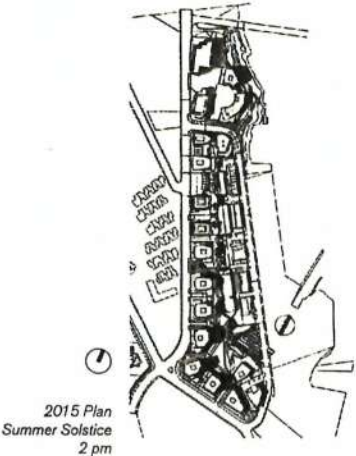
**VIEWS + VIEW CORRIDORS**

**DOCKSIDE GREEN  
 REZONING**

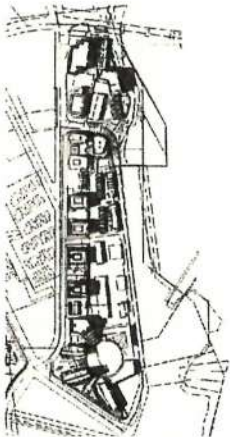
SHEET TITLE

HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada

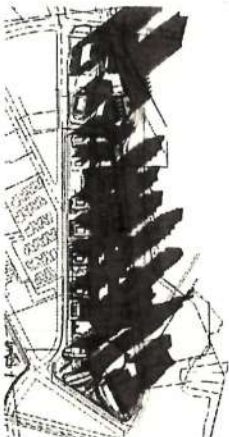
T 604.732.6620  
W hcma.ca



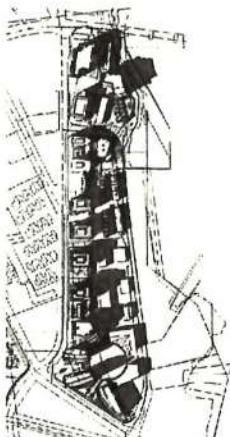
**1 2015 NEIGHBOURHOOD PLAN: SHADOW STUDY**



2008 Plan  
Summer Solstice  
2 pm



2008 Plan  
Winter Solstice  
2 pm



2008 Plan  
Autumn Equinox  
2 pm

**2 2008 NEIGHBOURHOOD PLAN: SHADOW STUDY (WITH 2008 HEIGHT AMENDMENTS)**



HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada

T 604.732.6620  
W hcma.ca



**1 2015 NEIGHBOURHOOD PLAN: TOTAL PUBLICLY ACCESSIBLE OPEN SPACE**  
SCALE N.T.S.



**2 2005 NEIGHBOURHOOD PLAN: TOTAL PUBLICLY ACCESSIBLE OPEN SPACE**  
SCALE N.T.S.

DOCKSIDE GREEN  
REZONING

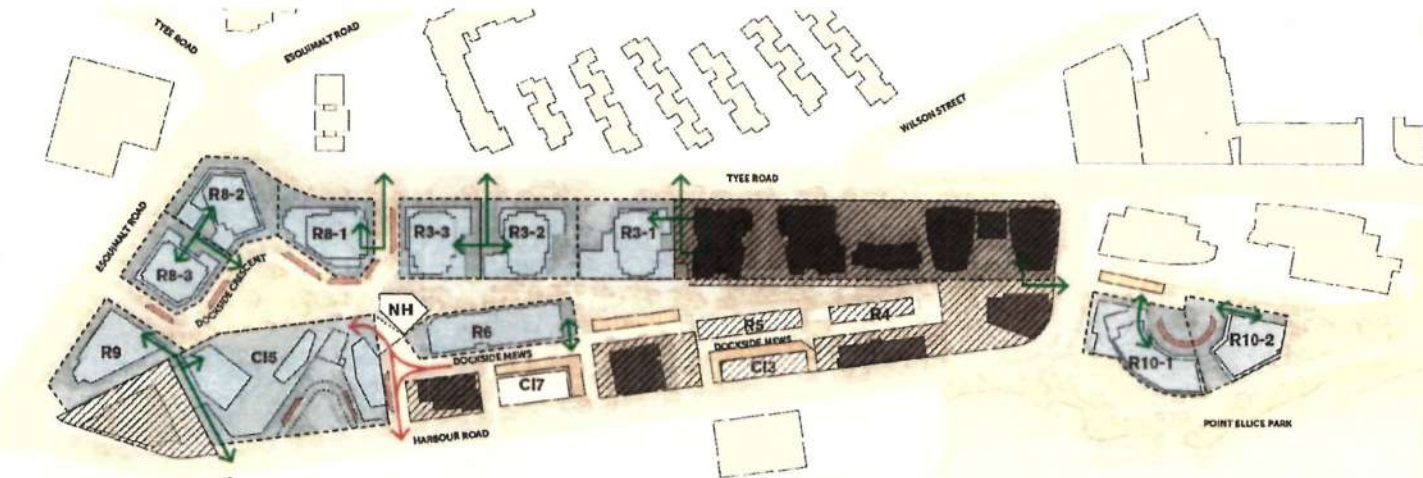
OPEN SPACE COMPARISON : 2015 vs. 2005

SHEET TITLE

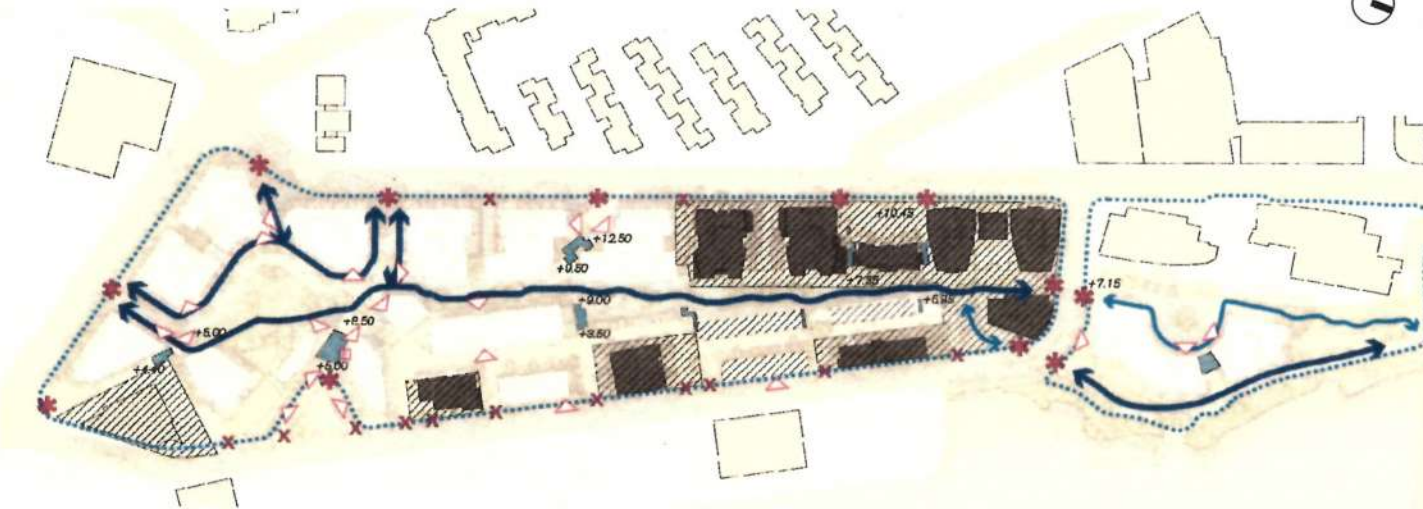
Drawn  
Checked  
Job No.

Date 30 JUN 2015  
Scale REFER TO DWG  
Ref.

AZ-1.19



**1 2015 NEIGHBOURHOOD PLAN: PARKING + LOADING**  
SCALE: N.T.S.



**2 2015 NEIGHBOURHOOD PLAN: UNIVERSAL ACCESSIBILITY + CIRCULATION**  
SCALE: N.T.S.

**DOCKSIDE GREEN  
REZONING**

**PARKING + LOADING  
UNIVERSAL ACCESSIBILITY + CIRCULATION**

SHEET TITLE

HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada

T 604.732.6620  
W hcma.ca

- Pedestrian Pathways
- Mixed Traffic Pathways
- Public Elevator
- Completed/By Others

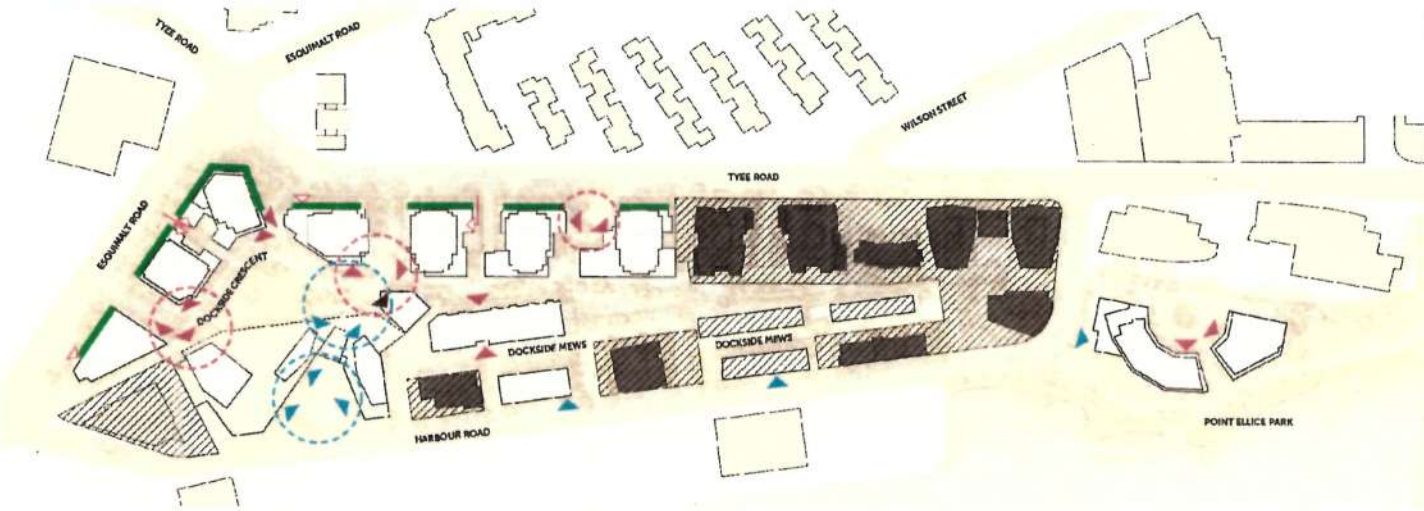
- ELEVATION
- STAIR
- KEY ACCESS NODE
- VEHICULAR CROSSING
- KEY BUILDING ENTRY
- KEY SITE GRADE
- PERIMETER SITE ACCESS
- PRIMARY SITE ACCESS
- SECONDARY SITE ACCESS

Drawn  
Checked  
Job No.

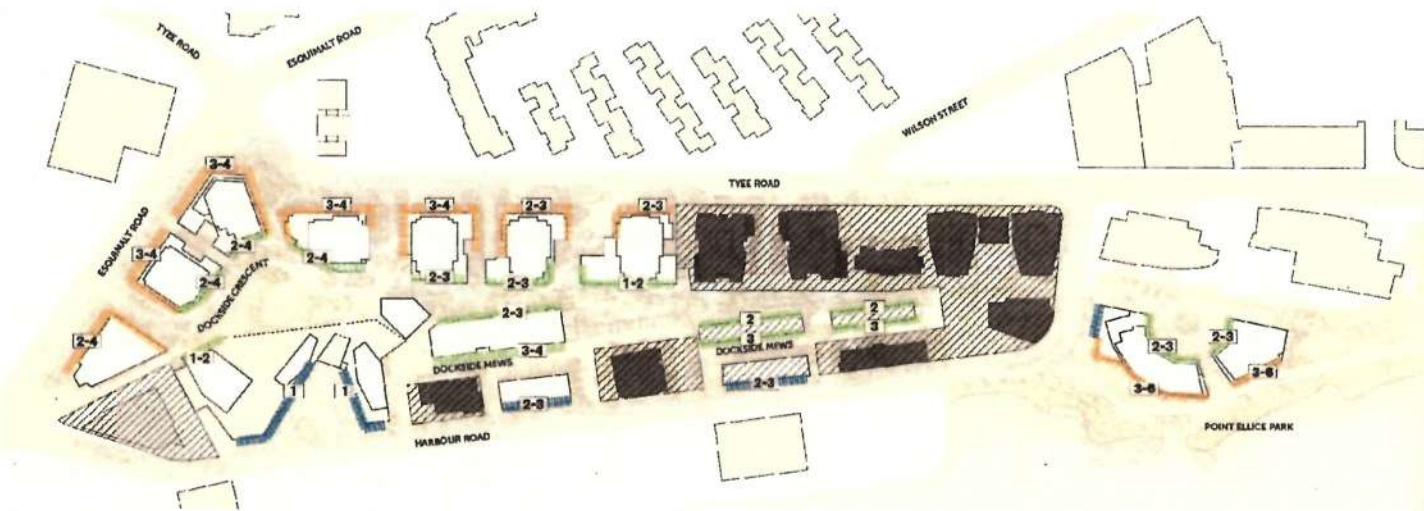
Date: 30 JUN 2015  
Scale: REFER TO DWG  
Ref.

**AZ-1.20**





**1 2015 NEIGHBOURHOOD PLAN: BUILDING ENTRANCES**  
SCALE N.T.S.



**2 2015 NEIGHBOURHOOD PLAN: STREET WALLS**  
SCALE N.T.S.

HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada

T 604.732.6620  
W hcma.ca

- Ground-Oriented Units facing Tyee + Esquimalt Roads
- ▲ Residential Lobby
- ▲ Office/Retail Entrance
- ▲ Amenity Lobby
- ▲ Parkade Entrance
- Potential Secondary Entrance
- Grouped Lobbies/Entrances
- ▨ Completed/By Others

- [2-3] Street Wall Height Range
- External Street Wall
- Internal Street Wall
- Commercial Street Wall

Drawn  
Checked  
Job No.

Date 30 JUN 2015  
Scale REFER TO DWG  
Ref.

**AZ-1.21**

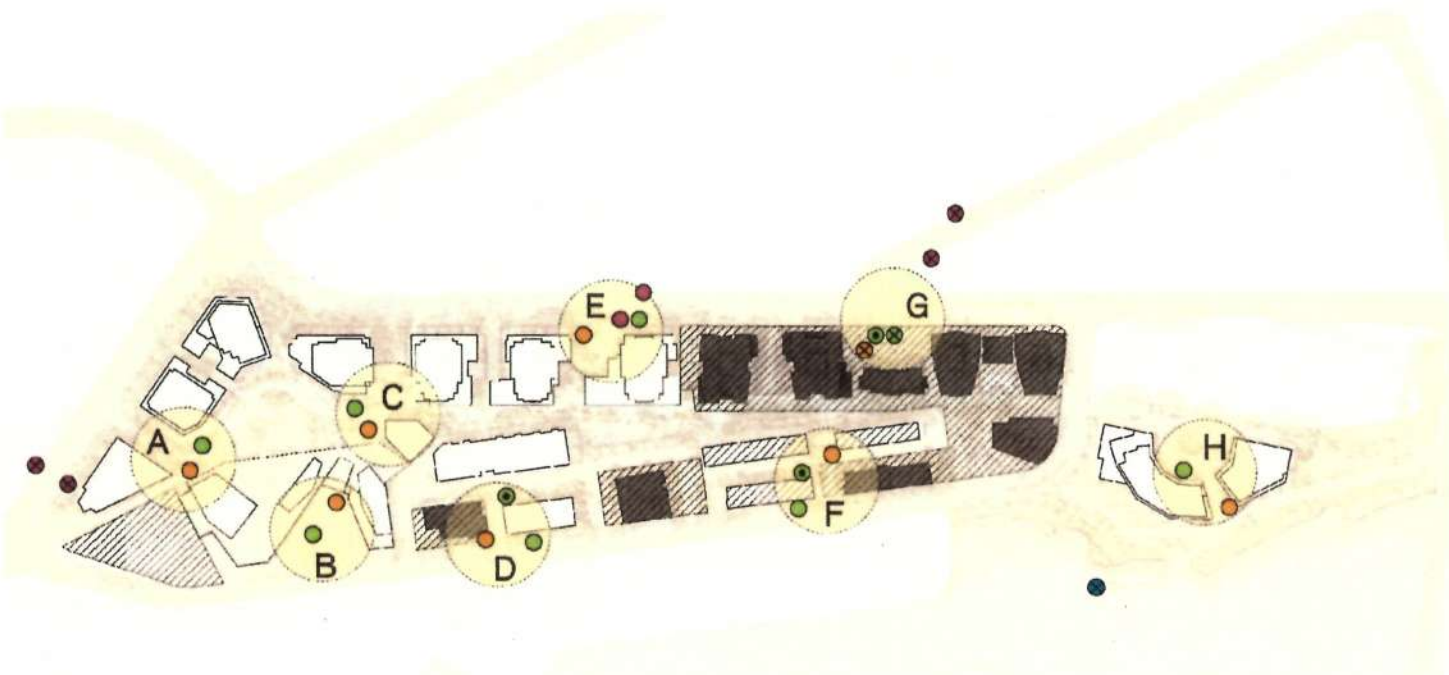
T 604.732.6620  
 W hcma.ca

HCMA Architecture + Design  
 Suite 400 - 675 West Hastings Street  
 Vancouver BC V6B 1N2 Canada

- Mobility Hub
- ⊗ Completed
- Proposed
- Car Share Vehicle
- Secondary Car Share Space
- Bike Rack
- Bus Stop
- Harbour Ferry Stop
- ▨ Phase Completed/By Others

SUMMARY OF TDM PROVISIONS, BY MOBILITY HUB

	Car Share	Bus Stops	Bike Parking	Ferry Dock	Signs, Info
A	x	x	x		x
B	x		x		x
C	x		x		x
D	x		x		x
E	x	x	x		x
F	x		x		x
G	x		x		x
H	x		x	x	x



**1 2015 NEIGHBOURHOOD PLAN: TDM MOBILITY HUBS**  
 SCALE N.T.S.

Drawn  
 Checked  
 Job No.

Date 30 JUN 2015  
 Scale REFER TO DWG  
 Ref.

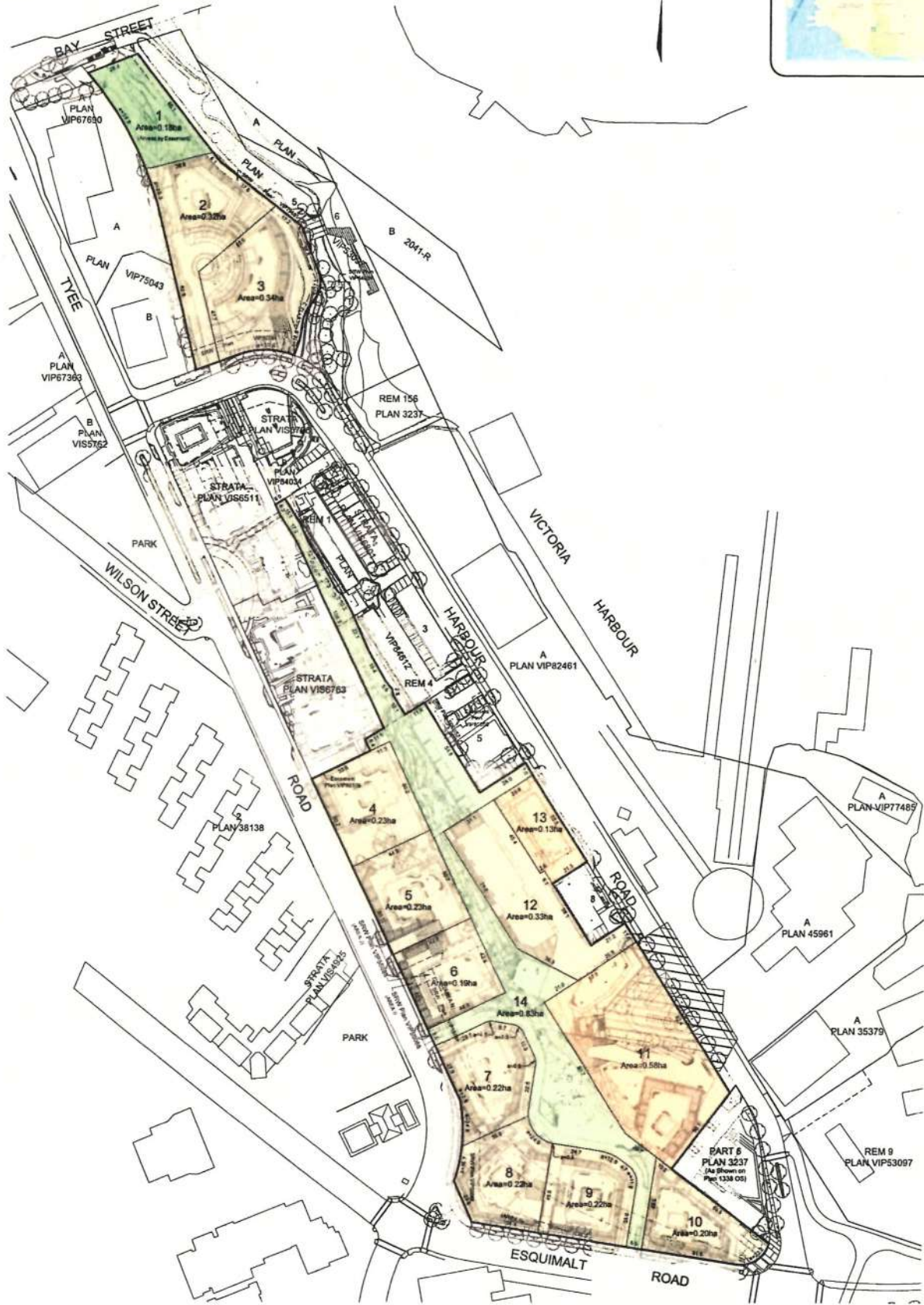
**AZ-1.23**

**MULTI-MODAL + TDM PLAN**

**DOCKSIDE GREEN  
 REZONING**



PROPOSED LAND USE	
RESIDENTIAL	2.50 ha
COMMERCIAL	0.71 ha
DOCKSIDE GREEN VICTORIA SOCIETY	1.01 ha
GROSS SITE AREA	4.22 ha



## DOCKSIDE GREEN

PROPOSED SUBDIVISION OF LOT 4, PLAN VIP53097, LOT 8, PLAN VIP53097, EXCEPT PART IN PLAN VIP4612, LOT G, PLAN VIP67690, PART OF LOTS 1 AND 4, PLAN VIP4612 AND LOTS 6, 7, 9, 10 AND 11, PLAN VIP4612, ALL WITHIN DISTRICT LOT 119, ESQUIMALT DISTRICT.

## Proposed Subdivision Plan

December 22, 2014

All distances are in metres and decimals thereof.

The intended plot size of this plan is 560mm in width by 864mm in height (D size) when plotted at a scale of 1:1000

\* All lot areas and dimensions are preliminary and subject to change upon final

**FOCUS**

File: 010047118-SDC



# DOCKSIDE GREEN

APPLICATION FOR REZONING  
RESUBMISSION - 30 JUNE 2015

## SUN-SHADE STUDIES



**CLIENT**  
DOCKSIDE GREEN LIMITED

**ARCHITECTURE/URBAN DESIGN**  
HCMA ARCHITECTURE+ DESIGN

**LANDSCAPE ARCHITECTURE/  
URBAN DESIGN**  
PWL PARTNERSHIP LANDSCAPE ARCHITECTS

**URBAN PLANNING**  
IAN SCOTT PLANNING SERVICES

**PUBLIC ENGAGEMENT**  
PUBLIC ASSEMBLY

**SUSTAINABILITY**  
HEALTHY GREEN BUILDING  
CONSULTANTS LTD.

**CODE CONSULTANT**  
LMDG BUILDING CODE CONSULTANTS LTD.

**TRANSPORTATION PLANNING**  
BOULEVARD TRANSPORTATION

**CIVIL ENGINEERING**  
KERR WOOD LEIDAL

**GEOTECHNICAL ENGINEERING**  
RYZUK GEOTECHNIC

**SURVEYING**  
FOCUS ENGINEERING

HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada

T 604.732.6620  
W hcma.ca

### SHEET LIST

	COVER	AZ-2.0
2008 NEIGHBOURHOOD PLAN: SUMMER SOLSTICE SUN/SHADE STUDY		AZ-2.1A
2008 NEIGHBOURHOOD PLAN: WINTER SOLSTICE SUN/SHADE STUDY		AZ-2.1B
2008 NEIGHBOURHOOD PLAN: EQUINOX SUN/SHADE STUDY		AZ-2.1C
2015 NEIGHBOURHOOD PLAN: SUMMER SOLSTICE SUN/SHADE STUDY		AZ-2.2A
2015 NEIGHBOURHOOD PLAN: WINTER SOLSTICE SUN/SHADE STUDY		AZ-2.2B
2015 NEIGHBOURHOOD PLAN: EQUINOX SUN/SHADE STUDY		AZ-2.2C



DOCKSIDE GREEN  
REZONING

COVER PAGE

SHEET TITLE

Drawn  
Checked  
Job No.

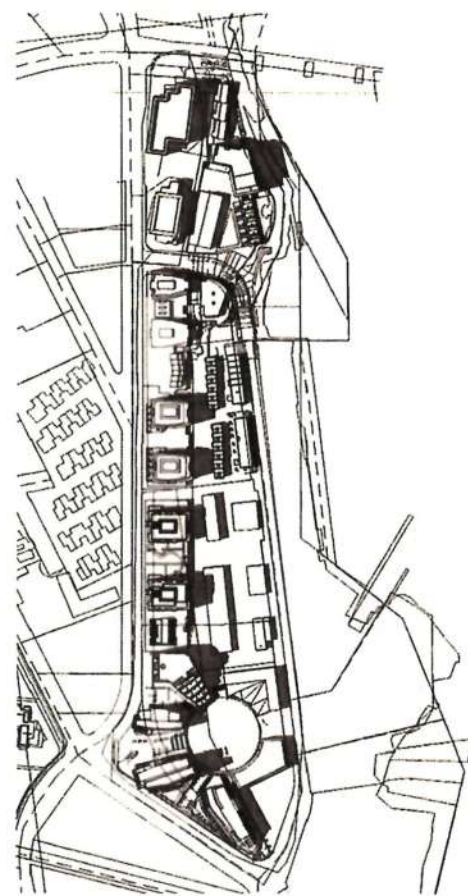
Date 30 JUN 2015  
Scale N.T.S.  
Ref.

AZ-2.0

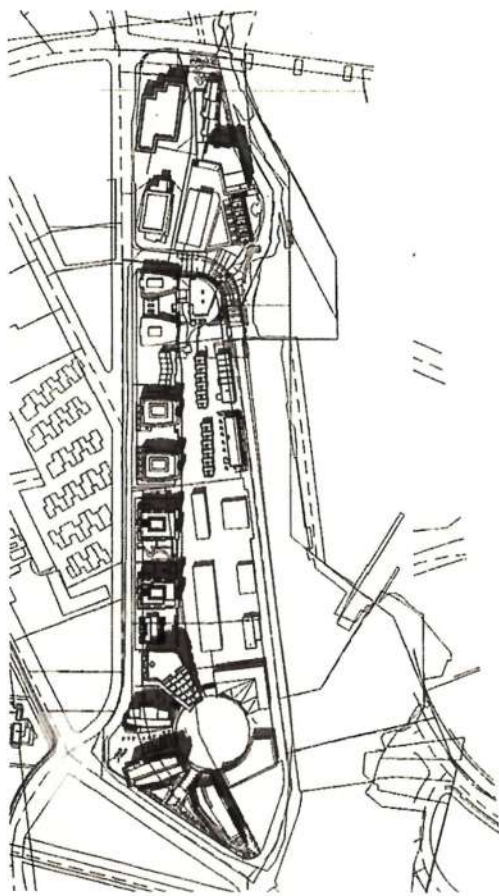


T 604.732.6620  
 W hcma.ca

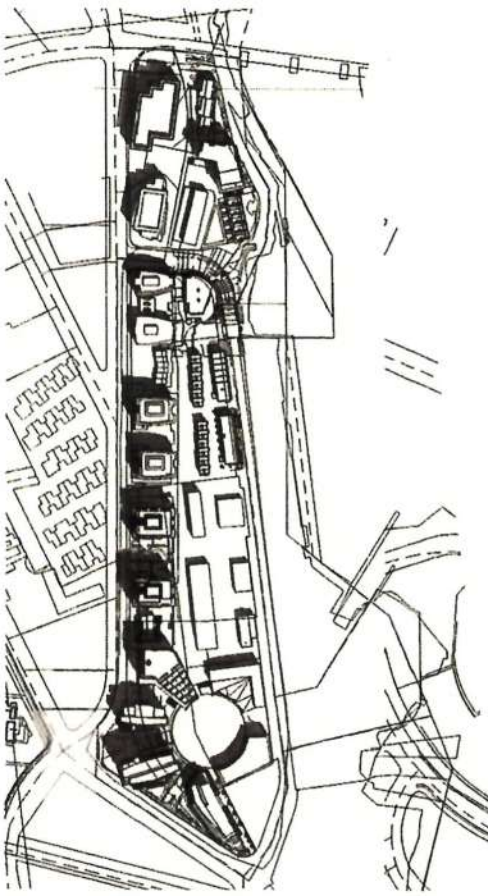
HCMA Architecture + Design  
 Suite 400 - 675 West Hastings Street  
 Vancouver BC V6B 1N2 Canada



**3 SUMMER SOLSTICE (2008): 2 PM**  
 SCALE N.T.S.



**2 SUMMER SOLSTICE (2008): 12 PM**  
 SCALE N.T.S.



**1 SUMMER SOLSTICE (2008): 10 AM**  
 SCALE N.T.S.

**AZ-2.1A**

Date 30 JUN 2015  
 Scale N.T.S.  
 Ref.

Drawn  
 Checked  
 Job No.



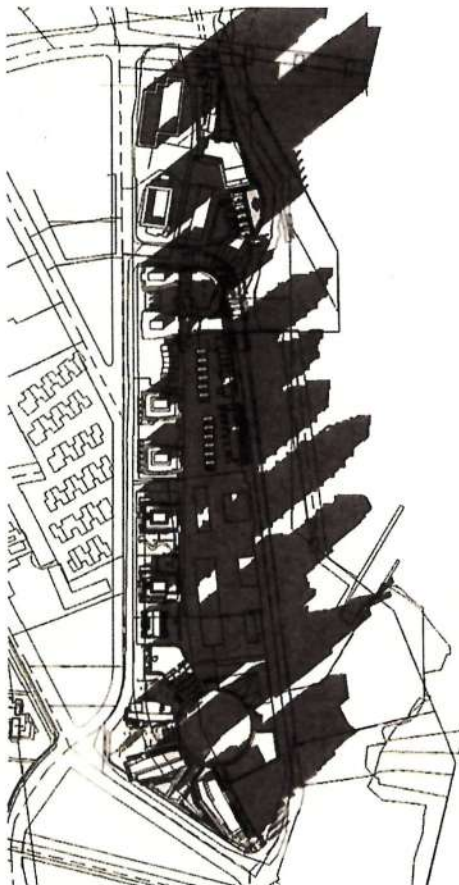
2008 NEIGHBOURHOOD PLAN (WITH 2008 HEIGHT AMENDMENTS)  
 SUMMER SOLSTICE SUN/SHADE STUDY

SHEET TITLE

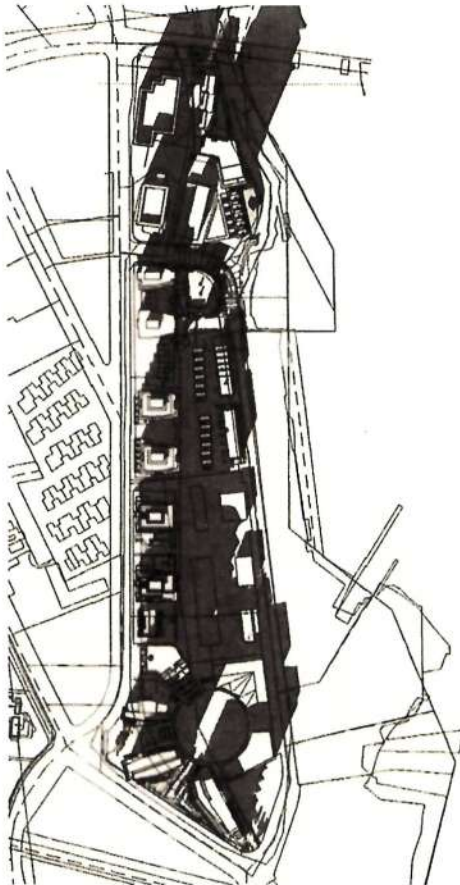
DOCKSIDE GREEN  
 REZONING

T 604.732.6620  
 W hcma.ca

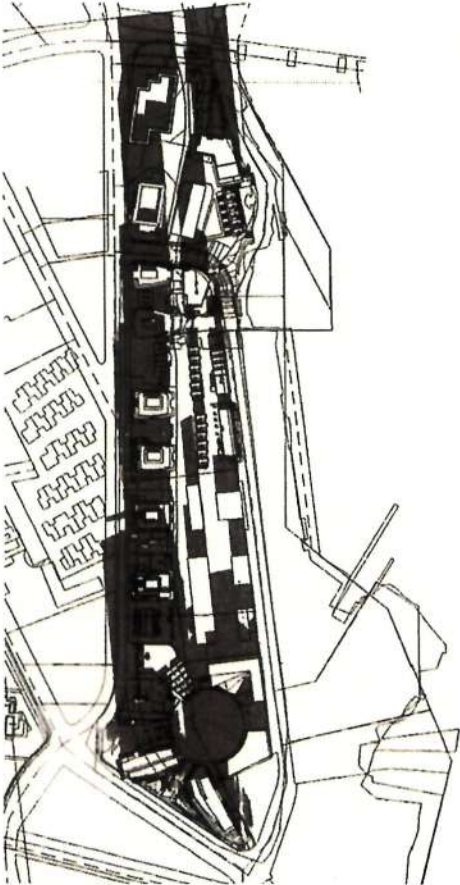
HCMA Architecture + Design  
 Suite 400 - 675 West Hastings Street  
 Vancouver BC V6B 1N2 Canada



**3 WINTER SOLSTICE (2008): 2 PM**  
 SCALE N.T.S.



**2 WINTER SOLSTICE (2008): 12 PM**  
 SCALE N.T.S.



**1 WINTER SOLSTICE (2008): 10 AM**  
 SCALE N.T.S.

**AZ-2.1**

Date 30 JUN 2015  
 Scale N.T.S.  
 Ref.

Drawn  
 Checked  
 Job No.



2008 NEIGHBOURHOOD PLAN (WITH 2008 HEIGHT AMENDMENTS)  
 WINTER SOLSTICE SUN/SHADE STUDY

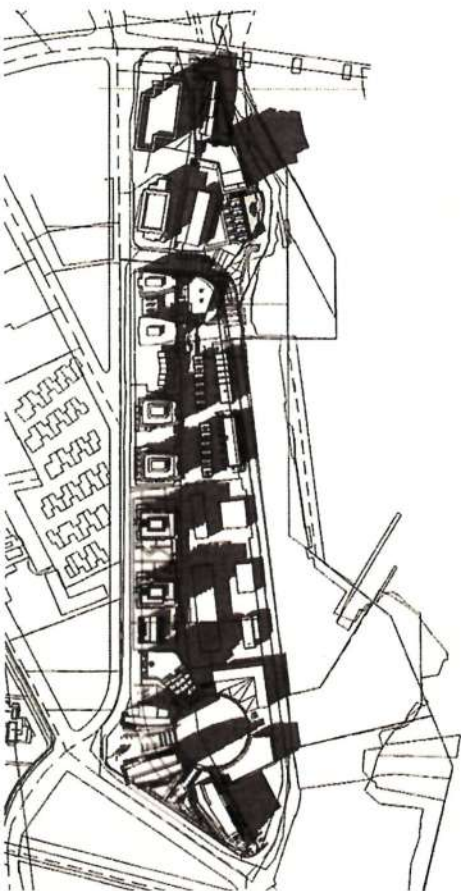
DOCKSIDE GREEN  
 REZONING

SHEET TITLE

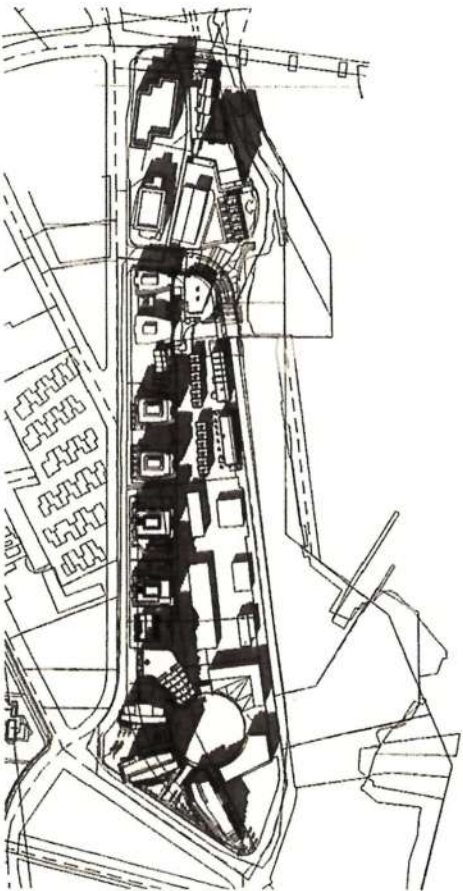


T 604.732.6620  
W hcma.ca

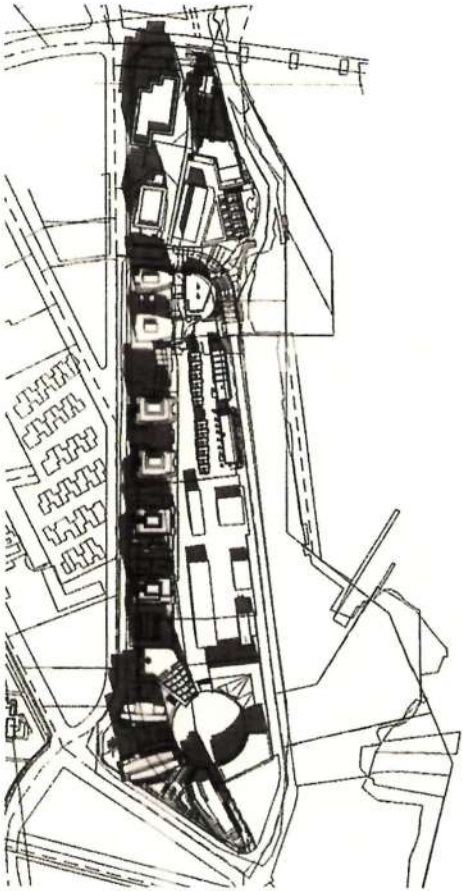
HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada



**3 EQUINOX (2008): 2 PM**  
SCALE NTS.



**2 EQUINOX (2008): 12 PM**  
SCALE NTS.



**1 EQUINOX (2008): 10 AM**  
SCALE NTS.



Drawn  
Checked  
Job No.

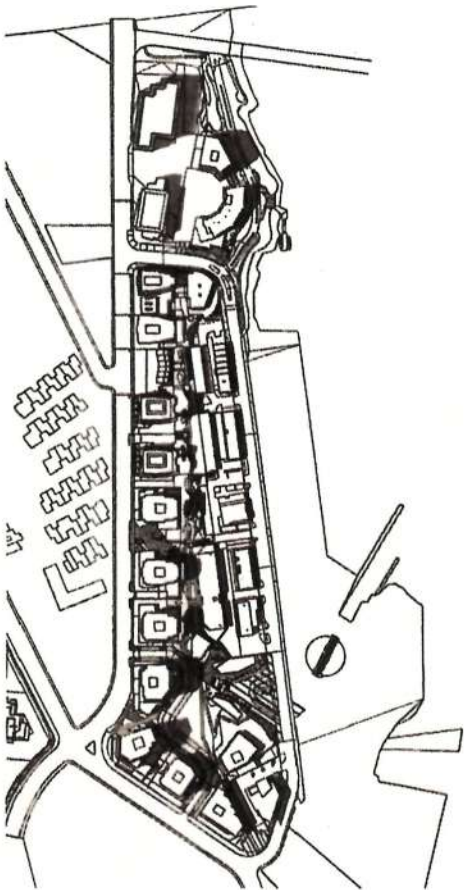
Date 30 JUN 2015  
Scale NTS.  
Ref.

**AZ-2.10**

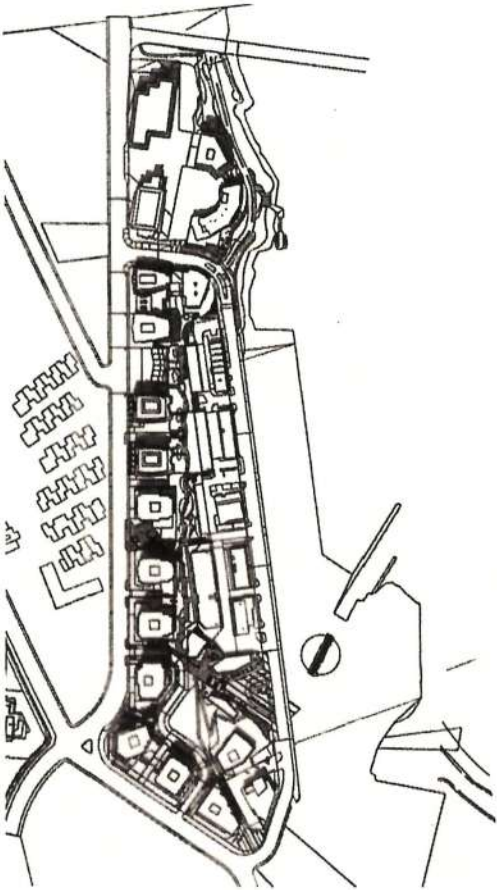
2008 NEIGHBOURHOOD PLAN (WITH 2008 HEIGHT AMENDMENTS)  
EQUINOX SUN/SHADE STUDY

DOCKSIDE GREEN  
REZONING

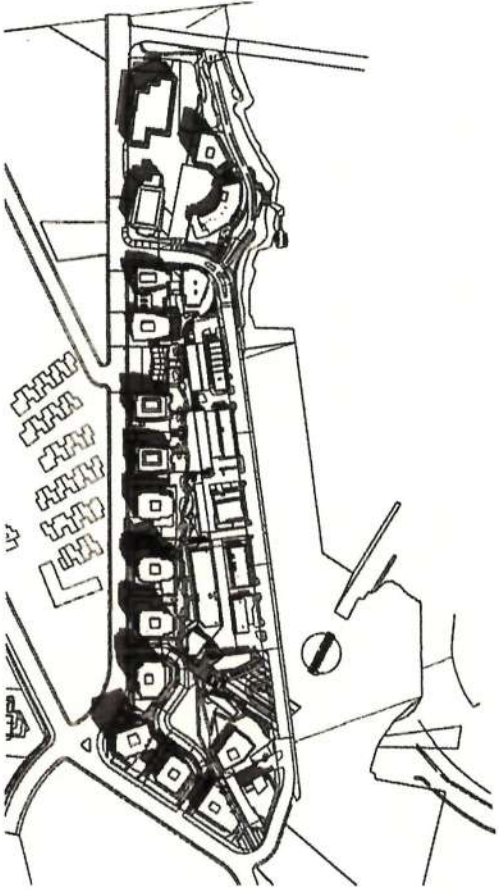
SHEET TITLE



**3 SUMMER SOLSTICE (2015): 2 PM**  
 SCALE N.T.S.



**2 SUMMER SOLSTICE (2015): 12 PM**  
 SCALE N.T.S.



**1 SUMMER SOLSTICE (2015): 10 AM**  
 SCALE N.T.S.

**AZ-2.2A**

Date 30 JUN 2015  
 Scale N.T.S.  
 Ref.

Drawn  
 Checked  
 Job No.



2015 NEIGHBOURHOOD PLAN  
 SUMMER SOLSTICE SHADOW STUDY

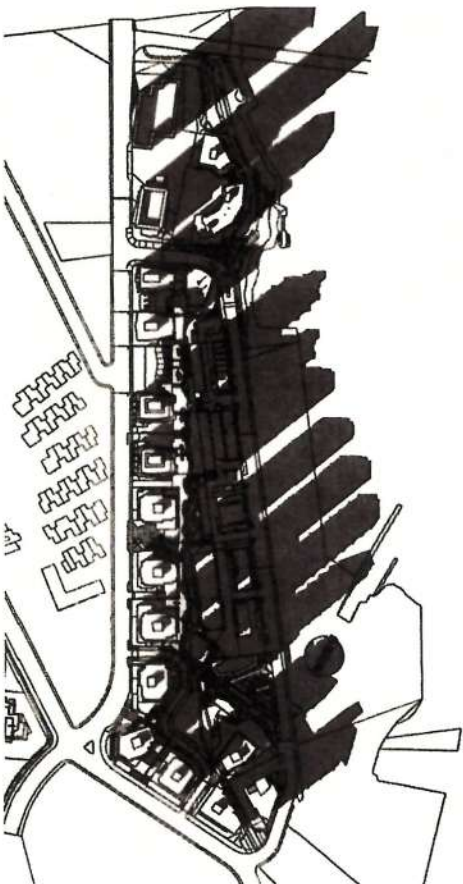
SHEET TITLE

DOCKSIDE GREEN  
 REZONING

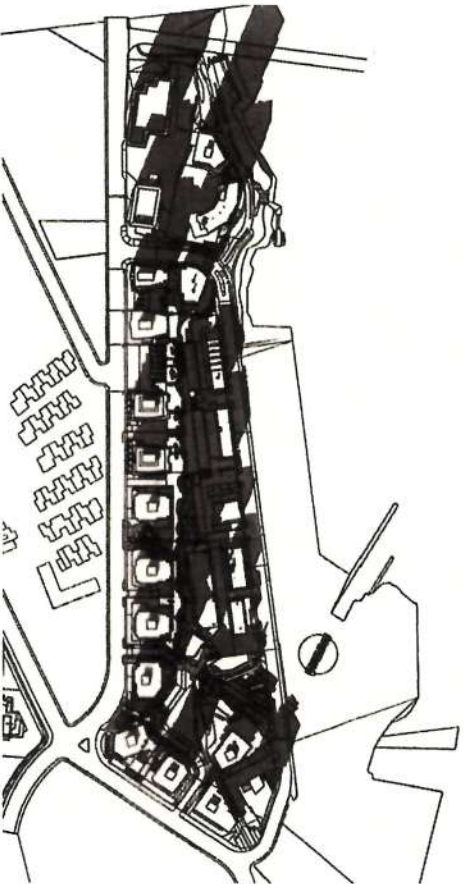


T 604.732.6620  
 W hcma.ca

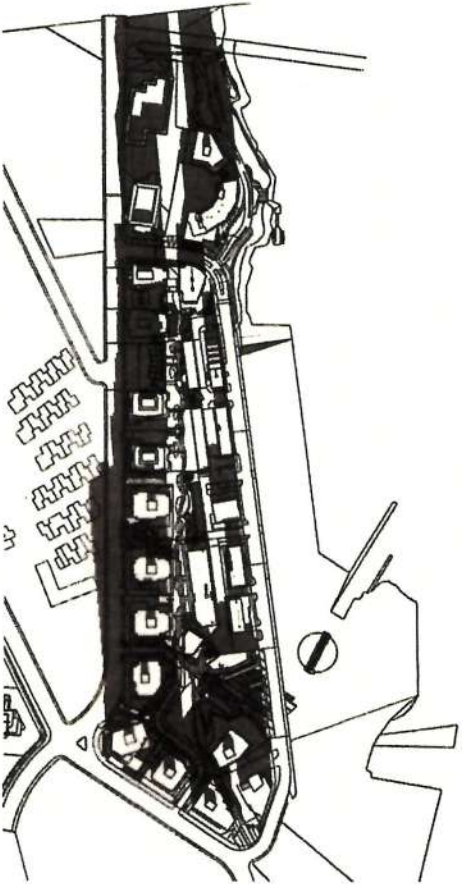
HCMA Architecture + Design  
 Suite 400 - 675 West Hastings Street  
 Vancouver BC V6B 1N2 Canada



**3 WINTER SOLSTICE (2015): 2 PM**  
 SCALE N.T.S.



**2 WINTER SOLSTICE (2015): 12 PM**  
 SCALE N.T.S.



**1 WINTER SOLSTICE (2015): 10 AM**  
 SCALE N.T.S.

**AZ-2.2B**

Date 30 JUN 2015  
 Scale N.T.S.  
 Ref.

Drawn  
 Checked  
 Job No.



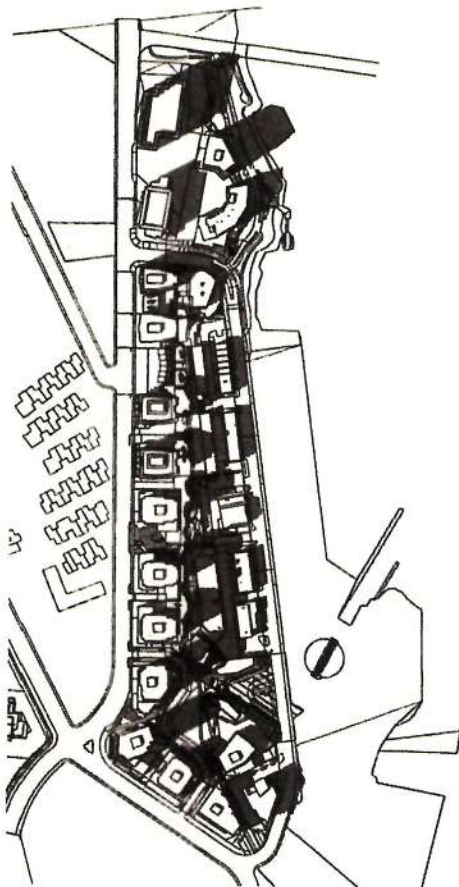
2015 NEIGHBOURHOOD PLAN  
 WINTER SOLSTICE SUN/SHADE STUDY

SHEET TITLE

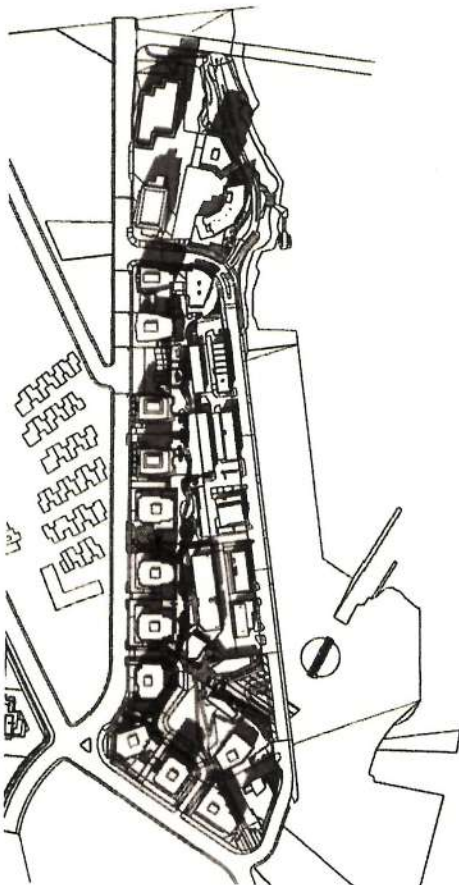
DOCKSIDE GREEN  
 REZONING

T 604.732.6620  
W hcma.ca

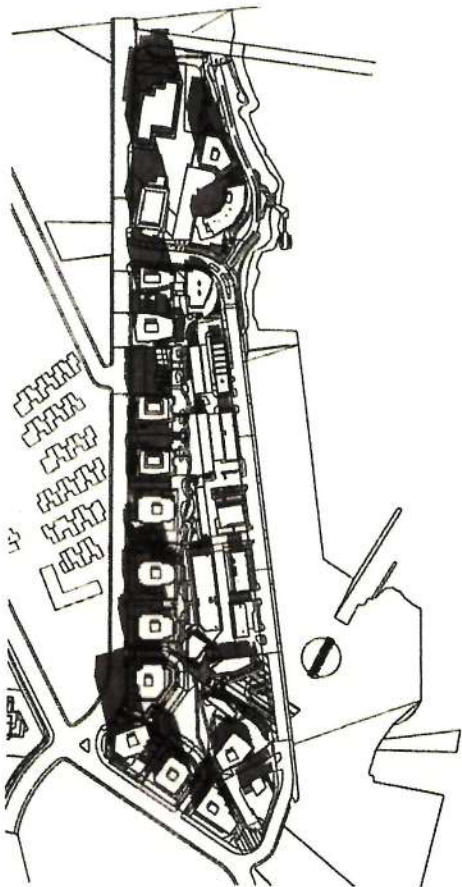
HCMA Architecture + Design  
Suite 400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada



**3 EQUINOX (2015): 2 PM**  
SCALE N.T.S.



**2 EQUINOX (2015): 12 PM**  
SCALE N.T.S.



**1 EQUINOX (2015): 10 AM**  
SCALE N.T.S.

**AZ-2.2G**

Date 30 JUN 2015  
Scale N.T.S.  
Ref.

Drawn  
Checked  
Job No.



2015 NEIGHBOURHOOD PLAN  
EQUINOX SUN/SHADE STUDY

SHEET TITLE

DOCKSIDE GREEN  
REZONING





## DOCKSIDE GREEN TRANSPORTATION REVIEW

### Parking Study

Prepared for: **Dockside Green**

Prepared by: **Boulevard Transportation, a division of Watt Consulting Group**

Our File: **1738**

Date: **June 18, 2015**

*GREAT!*

## CONTENTS

<b>1.0</b>	<b>Introduction .....</b>	<b>1</b>
1.1	Proposed Development.....	1
<b>2.0</b>	<b>Parking Requirement .....</b>	<b>1</b>
<b>3.0</b>	<b>Expected Parking Demand .....</b>	<b>3</b>
3.1	Multi-Family Residential (Condominium) .....	3
3.1.1	Vehicle Ownership at Existing Dockside Green Buildings .....	3
3.1.2	Vehicle Ownership at Representative Sites .....	3
3.1.3	Vehicle Ownership from Other Studies .....	4
3.1.4	Vehicle Ownership, by Unit Type.....	4
3.1.5	Visitors .....	5
3.1.6	Summary.....	5
3.2	General Commercial .....	5
3.2.1	Representative Commercial Observations .....	6
3.2.2	Variation Among Commercial Uses .....	6
3.2.3	Summary.....	7
3.3	Office .....	7
3.4	Other.....	7
<b>4.0</b>	<b>On-Street Parking .....</b>	<b>10</b>
4.1	Supply.....	11
4.2	Conditions.....	11
4.3	Summary .....	12
<b>5.0</b>	<b>Summary .....</b>	<b>12</b>
5.1	Recommendations .....	13
<b>Appendix A</b>	<b>Summary of Study Sites.....</b>	<b>14</b>
<b>Appendix B</b>	<b>Summary of On-street Parking Observations.....</b>	<b>15</b>



## 1.0 Introduction

Boulevard Transportation, a division of Watt Consulting Group, was retained by Dockside Green to review the transportation impacts of the 2014 Dockside Green Neighbourhood Plan. The review consists of four studies each under separate cover, as follows:

1. Traffic Impact Assessment;
2. Parking Study (site wide);
3. Dockside Beta Parking Study; and
4. Transportation Demand Management (TDM) Strategy.

The following is the Dockside Green site-wide Parking Study. The purpose of this study is to review the existing parking requirements for the site contained in the City's CD-9, Dockside District zoning to determine if the rates are appropriate or change is required. The study considers parking demand among existing Dockside Green buildings, representative multi-family residential and commercial sites, and relevant research in determining parking demand rates, as well as considers parking management options for the site and on-street parking conditions adjacent the site.

### 1.1 Proposed Development

The site is currently zoned "CD-9, Dockside District". The proposed development includes a total of 13 buildings with 1,253 multi-family residential units, 37,448 sq.ft. of commercial space and 17,715 sq.ft. office space. Parking is proposed per the CD-9 zoning rates specific to the Dockside Green site. Further information on the proposed development and land use is provided in the introductory letter.

## 2.0 Parking Requirement

The site's parking requirement is based on supply rates for the "CD-9, Dockside District zone. See *Table 1*. Parking supply rates in the CD-9 zone were developed during planning for the initial phase of development to reflect the site's expected parking demand based on land use, location, expected travel behavior, and transportation demand management (TDM) provisions. CD-9 rates are typically lower than general rates in the Zoning Bylaw. This study reviews parking rates for key land uses in the CD-9 zone to confirm they are appropriate for the site.

TABLE 1. SUMMARY OF PARKING REQUIREMENTS (CD-9 + ZONING BYLAW)

Classification	CD-9, Dockside Green	Zoning Bylaw
Multiple Residential (greater or equal to 70m <sup>2</sup> )	1.0 space / unit	
Multiple Residential (40 - 70 m <sup>2</sup> )	0.75 spaces / unit	1.3 spaces / unit
Studio Residential (less than 40m <sup>2</sup> )	0.5 spaces / unit	
Office	1 space / 65m <sup>2</sup>	1 space / 65m <sup>2</sup>
Retail	-	1 space / 37.5m <sup>2</sup>
Affordable Housing	0 spaces / unit	1.4 spaces / unit
Docks	0 spaces	-
Hotels	0.4 spaces / hotel room	1.0 space / unit
Live/Work Units	1.5 spaces / unit	-
Manufacturing	1 space / 140m <sup>2</sup>	1 space / 140m <sup>2</sup>
Restaurants / Pubs / Lounges	1 space / 7.5 seats	1 space / 5 seats (eating/drinking), 1 space / 3 seats (pub)
Parks	0 spaces	-
Seniors Housing	0.25 spaces / unit	0.35 spaces / unit
Wholesale/Warehouse	1 space / 140m <sup>2</sup>	1 space / 93m <sup>2</sup>
Wise Energy Systems	1 space / 140m <sup>2</sup>	-
Work/Live	2 spaces / unit	-

The 2005 Master Development Agreement (MDA), Schedule F specifies that the site will provide bike racks to the LEED-ND or City Zoning standard, whichever is greater. The City's Zoning Bylaw results in a higher bicycle parking supply than LEED standards and will be met at Dockside Green. See *Table 2*.

TABLE 2. BICYCLE PARKING REQUIREMENTS

Bylaw Classification	Required Supply Rate
Multiple Dwellings	1 per unit plus a 6-space rack at each entrance of an apartment
Office, Retail Sales & Services, Restaurants, Research Establishments, & Laboratories	1 / 205m <sup>2</sup> of GFA for the first 5,000m <sup>2</sup> , plus 1 per 500m <sup>2</sup> of additional GFA



## 3.0 Expected Parking Demand

Expected parking demand is assessed for the site's key land uses to determine whether the CD-9 supply rates are still appropriate for the site. The assessment focuses on the site's proposed multi-family residential, general commercial, and office land uses.

### 3.1 Multi-Family Residential (Condominium)

A total of 1,253 condominium units are proposed, distributed among 11 different buildings. See *Appendix A*. Appropriate parking rates have been considered for the site's multi-family residential (condominium) land uses below.

#### 3.1.1 Vehicle Ownership at Existing Dockside Green Buildings

Vehicle ownership data was obtained from ICBC for existing "Synergy" and "Balance" multi-family residential buildings at Dockside Green, representing a total of 259 units at four addresses (373 Tyee Rd, 379 Tyee Rd, 391 Tyee Rd, 399 Tyee Rd). See *Table 3*. Average vehicle ownership among existing buildings is 0.82 vehicles per unit and ranges from 0.76 to 0.87 vehicles per unit.

TABLE 3. VEHICLE OWNERSHIP AT EXISTING DOCKSIDE GREEN BUILDINGS

Site	No. Units	Owned Vehicles	Ownership Rate (vehicles/unit)
373 Tyee Road	86	75	0.87
379 Tyee Road	86	65	0.76
391 Tyee Road	41	34	0.83
399 Tyee Road	46	38	0.83
	259	212	0.82

#### 3.1.2 Vehicle Ownership at Representative Sites

Vehicle ownership data was obtained from ICBC for thirteen representative sites. See *Table 4*. Sites were chosen that are representative of the subject site based on location, type and size of units, proximity to transportation and services, and expected tenant type. See *Appendix A* for more detail on representative sites. Average vehicle ownership among representative sites is 0.88 vehicles per unit and ranges from 0.54 to 1.33 vehicles per unit. The rate at representative sites is approximately 8% higher than the subject site, but generally confirms that vehicle ownership rates in existing Dockside Green buildings is consistent with rates elsewhere.

**TABLE 4. VEHICLE OWNERSHIP AT REPRESENTATIVE SITES**

Site	No. Units	Owned Vehicles	Ownership Rate (vehicles/unit)
689 Bay Street*	100	54	0.54
873 Esquimalt Road*	24	32	1.33
924 Esquimalt Road*	58	34	0.59
1020 Esquimalt Road*	30	30	1.00
932 Johnson Street**	40	25	0.63
325 Maitland Street*	59	63	1.07
327 Maitland Street*	59	59	1.00
90 Regatta Landing**	78	59	0.76
455 Sitkum Road**	51	53	1.04
787 Tyee Road**	47	26	0.55
797 Tyee Road**	62	59	0.95
365 Waterfront Crescent**	23	20	0.87
160 Wilson Street**	123	130	1.06
Average			0.88

\*Vehicle ownership as of July 31, 2014

\*\* Vehicle ownership as of April 30, 2014

### 3.1.3 Vehicle Ownership from Other Studies

Vehicle ownership information was obtained for condominium strata sites for similar studies in Victoria and Saanich. Average vehicle ownership rates from these studies was as follows:

- 0.80 vehicles / unit from a site in Victoria West
- 0.76 vehicles / unit from a site in Fairfield / Cook Street Village
- 0.92 vehicles / unit from a site near Douglas St (near Victoria / Saanich border)

### 3.1.4 Vehicle Ownership, by Unit Type

Average vehicle ownership among existing Dockside Green units is 0.82 vehicles per unit. The average vehicle ownership rate was considered relative to the known number of bachelor (13 units, 5%) one-bedroom (130, 50%), and two-bedroom+ (116, 45%) units in existing buildings to estimate ownership rates relative to unit type/size.



The Metro Vancouver study<sup>1</sup> found that bachelor units have a 24% lower vehicle ownership rate than one-bedroom units and one-bedroom units have a 22% lower rate than two-bedroom units. Considering the average vehicle ownership rate for existing units (0.82 per unit) among the Metro Vancouver ratios suggests that ownership rates are 0.55 vehicles per bachelor unit, 0.73 vehicles per one-bedroom unit, and 0.94 vehicles per 2-bedroom+ unit. See *Table 5*. These rates generally support the CD-9 rates.

**TABLE 5. VEHICLE OWNERSHIP AT EXISTING BUILDINGS, BY UNIT TYPE**

Unit Type	No. Units	Owned Vehicles (assumed)	Ownership Rate (vehicles/unit)	CD-9 Requirement
Studio	13	7	0.55	0.50
1 bedroom	130	96	0.73	0.75
2 bedroom +	116	109	0.94	1.00

### 3.1.5 Visitors

Vehicle ownership data represents resident vehicles but does not account for visitor parking. The Metro Vancouver study observed visitor parking demand rates of no more than 0.06 vehicles per unit and recommends a visitor parking supply rate of 0.1 spaces per unit for locations close to the downtown core with access to transportation options.

### 3.1.6 Summary

The CD-9 multi-family residential parking rates are representative of parking demand based on vehicle ownership rates in existing units and at representative sites. No changes to the CD-9 multi-family parking rates are required.

## 3.2 General Commercial

A total of 3,952m<sup>2</sup> (42,539 sqft) of mixed commercial floor space is proposed, distributed among five buildings. Exact land uses are unknown but could include a variety of retail, office, grocery and restaurant uses. Rather than identify rates for each commercial land use type, a general commercial parking rate is considered that allows for flexibility in future commercial tenants and reduces the need for parking variances with future changes in commercial occupants.

<sup>1</sup> Metro Vancouver, Metro Vancouver Apartment Parking Study, 2012. Available at: [www.metrovancouver.org/planning/development/strategy/RGSDocs/Apartment\\_Parking\\_Study\\_TechnicalReport.pdf](http://www.metrovancouver.org/planning/development/strategy/RGSDocs/Apartment_Parking_Study_TechnicalReport.pdf)

### 3.2.1 Representative Commercial Observations

Observations were conducted at seven representative mixed commercial sites during weekday mid-day (Wed, August 06 at 1:00pm) and weekend mid-day (Sat, August 09 at noon).

Observation periods were chosen to represent the peak period for commercial-retail land uses. Peak demand occurred during the weekday mid-day observation period. Average demand was approximately one vehicle per 45m<sup>2</sup> of commercial floor space. See *Table 6*. Detailed results are included in *Appendix A*. This rate accounts for a range of possible commercial land uses and is appropriate as a generalized parking supply rate for site planning purposes, rather than the "Retail" requirement of one space per 37.5m<sup>2</sup> in the City's zoning.

**TABLE 6. SUMMARY OF COMMERCIAL OBSERVATIONS (WEEKDAY MID-DAY)**

Site	Parking Supply	Estimated Floor Area (m <sup>2</sup> )	Observed Vehicles	Demand Rate (per m <sup>2</sup> )
"Westside Village" Bay St / Tyee Rd	274	6,500	168	1 / 39
"Esquimalt Plaza" Esquimalt Rd, Esquimalt Town Centre	171	4,800	106	1 / 45
"Head Street Plaza (Shoppers)" Head St / Esquimalt Rd	101	4,000	65	1 / 62
"Quadra Plaza (Fairways)" Quadra St / Kings Rd	111	5,000	90	1 / 56
"Harris Green" Yates St, London Drugs area only	107	3,500	102	1 / 34
"James Bay Square (Thrifty's)" Menzies St / Toronto St	138	3,600	105	1 / 34
"Cloverdale Plaza (Thrifty's)" Quadra St / Cloverdale Ave	110	3,100	67	1 / 46
			<b>Average</b>	<b>1 / 45</b>

### 3.2.2 Variation Among Commercial Uses

Observations suggest that mixed commercial parking demand is one vehicle per 45m<sup>2</sup>. This rate accounts for a range of possible commercial land uses and is appropriate as a generalized parking supply rate for site planning purposes.

There is considerable variation in parking demand among commercial land uses. Restaurant is the highest parking generating land use, with peak demand rates in the range of one vehicle per 7m<sup>2</sup>.<sup>2</sup> Office and other low intensity commercial land uses generate parking in the range of one vehicle per 65m<sup>2</sup> or less. Attention should be given as the site's commercial land uses are

<sup>2</sup> Based on ITE Parking Generation handbook, 4<sup>th</sup> Ed., "932: High-Turnover (Sit-Down) Restaurant" classification, pg 321



refined to ensure that a balanced application of high and low parking generation uses occupy the spaces allocated to general commercial land uses.

Shared parking should be encouraged among commercial land uses to minimize the impact of higher generation commercial uses and distribute demand over a larger parking supply. Commercial parking supplies may also be made available to residents outside peak commercial periods, with limitations clearly articulated to ensure residents are aware and do not park on-site during commercial peak periods.

### 3.2.3 Summary

Results suggest that commercial parking demand will be one vehicle per 45m<sup>2</sup>, which is less than the "retail" requirement of one space per 37.5m<sup>2</sup> in the Zoning Bylaw. Accordingly, a "general commercial" land use designation should be added to the CD-9 zone with a parking supply requirement of one space per 45m<sup>2</sup>. The reduction from the overall Zoning requirement is consistent with reductions in the multi-family, hotel, restaurant and other rates in the CD-9 zone.

## 3.3 Office

Office land uses were not considered in detail as part of this study. Rather, the City's Zoning Bylaw will be used which specifies that office land uses must provide parking at a rate of one parking space per 65m<sup>2</sup>.

Parking associated with office land uses is typically utilized between 8:00am and 6:00pm. Consideration should be given to opportunities to share office parking supplies with adjacent residential or restaurant land uses that experience parking demand after 6:00pm and on weekends.

## 3.4 Other

Other, specific land uses are proposed to be included in the CD-9 Zone. *Table 7* indicates the parking requirement for CD-9 Zone and the general Zoning Bylaw requirements for each specific land use. Note that the classifications shown are the closest to each land use, but may not be the best representation of the specific elements of each land use.

TABLE 7. PARKING REQUIREMENTS FOR OTHER LAND USES

Land Use <sup>3</sup>	CD-9, Dockside Green		Zoning Bylaw	
Day Care		N/A	Kindergarten and Elementary Schools	1 space per employee plus 2
Cultural Facilities, including Museums, Theatres, Galleries, and Buildings used for Exhibits		N/A	In zones other than Commercial Exhibit Zones	1 space per 232m <sup>2</sup> of lot area
Craft or Artisan Trades		N/A	In zones other than Commercial Exhibit Zones	1 space per 232m <sup>2</sup> of lot area
Public Markets			In zones other than Commercial Exhibit Zones	1 space per 232m <sup>2</sup> of lot area
Distilleries		1 / 140m <sup>2</sup>		1 space / 140m <sup>2</sup> of GFA or 1 space / 3 employees, whichever is greater
Breweries			Buildings for manufacturing use	
Liquor Retail Store as an Accessory to a Brewery or Distillery			Retail stores, banks personal services establishments or similar users	1 space / 37.5m <sup>2</sup> GFA
Seniors ' Housing – Assisted Living	Seniors housing	0.25 / unit	Buildings containing senior citizens housing	0.35 spaces / unit
Seniors' Housing – Independent Living				
Parks and their Accessory Uses	Parks	0 stalls		N/A
Festivals and Associated Structures		N/A	Commercial Amusement Park	1 space / 9m <sup>2</sup> of site area used for commercial amusement park and any retail establishments plus 1 space per 8 patrons
Urban Agriculture	Manufacturing	1 space / 140m <sup>2</sup>	Buildings for manufacturing use	1 space / 140m <sup>2</sup> of GFA or 1 space / 3 employees, whichever is greater

Recommended parking supply rates have been identified based on available research and review of Zoning Bylaw rates in other communities. See *Table 8*.

<sup>3</sup> Land uses definition based on proposed CD-9 zone definitions, as provided by Dockside Green October 28, 2014



TABLE 8. RECOMMENDED PARKING SUPPLY RATES FOR OTHER LAND USES

Land Use <sup>4</sup>	Recommended Supply Rate	Source
Day Care	1 space per 5 registered children	Consistent with zoning rates in comparable municipalities
Cultural Facilities, including Museums, Theatres, Galleries, and Buildings used for Exhibits	1 space per 40 m <sup>2</sup>	Consistent with zoning rates in comparable municipalities
Craft or Artisan Trades	1 space per 90 m <sup>2</sup>	Consistent with zoning rates in comparable municipalities
Public Markets	1 space per 45m <sup>2</sup>	Consistent with recommended CD-9 "general commercial" rate
Distilleries	1 space per 90 m <sup>2</sup>	Consistent with zoning rates in comparable municipalities
Breweries	1 space per 45 m <sup>2</sup>	Consistent with recommended CD-9 "general commercial" rate
Liquor Retail Store as an Accessory to a Brewery or Distillery	0.25 spaces per unit <sup>5</sup>	Consistent with existing CD-9 and CD-12 (Roundhouse District) rate
Seniors ' Housing – Assisted Living		
Seniors' Housing – Independent Living		
Parks and their Accessory Uses		n/a
Festivals and Associated Structures	1 space per 4 person capacity	Consistent with zoning rates in comparable municipalities
Urban Agriculture	1 space per 20 m <sup>2</sup> for retail floor space only	Consistent with zoning rates in comparable municipalities

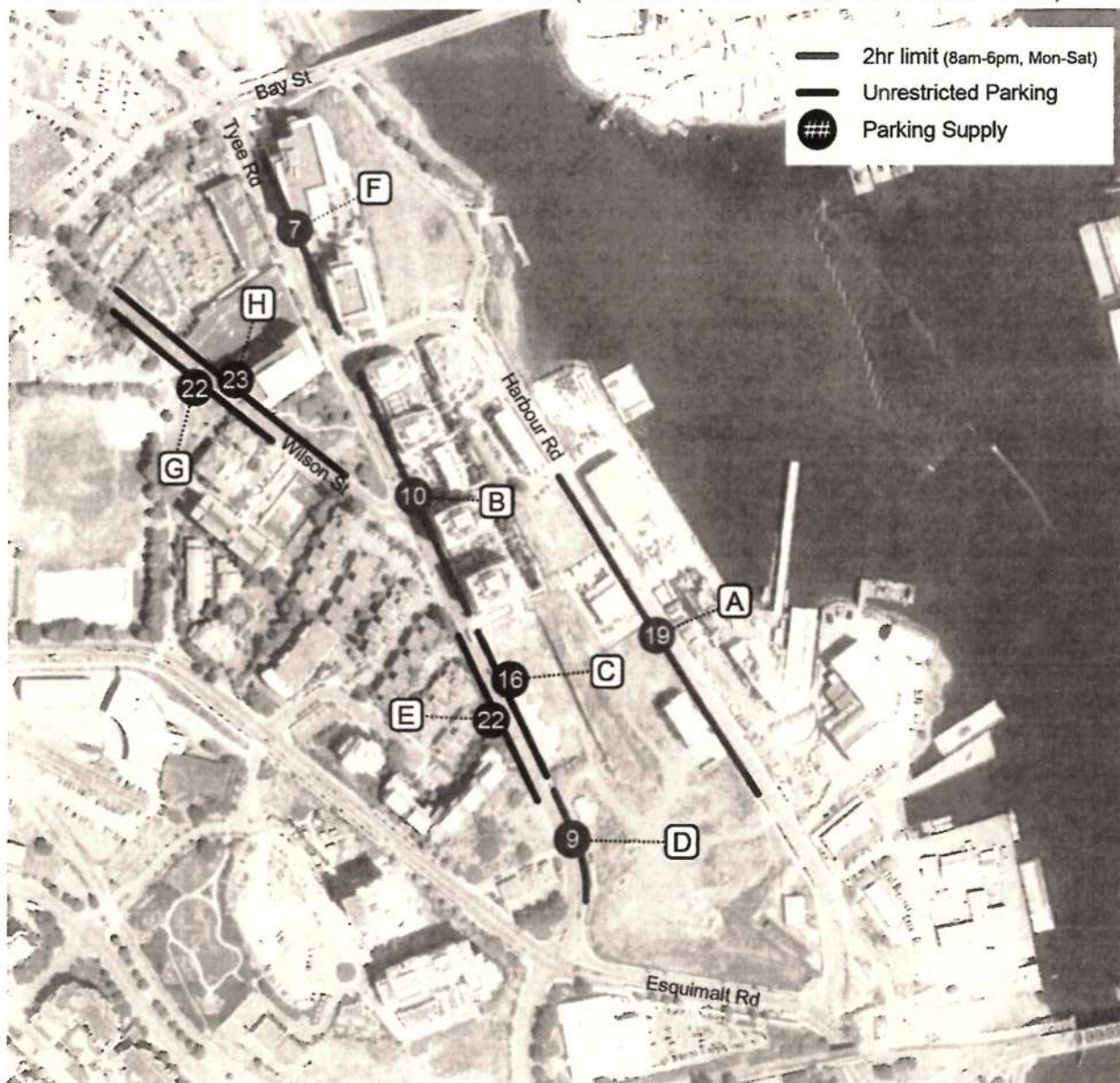
<sup>4</sup> Land uses definition based on proposed CD-9 zone definitions, as provided by Docksides Green October 28, 2014

<sup>5</sup> Independent living units generally have a higher rate of resident vehicle ownership and lower care worker parking demand as compared to assisted living

## 4.0 On-Street Parking

Observations of on-street parking conditions were conducted on Tuesday, July 29 2014 at 7:00am, 9:30am, noon, 3:30pm and 6:00pm. Observations were conducted in the vicinity of the site on Harbour Road, Tye Road and Wilson Street. See Map 1.

MAP 1. ON-STREET PARKING STUDY AREA (WITH SUPPLY + TIME RESTRICTIONS)





## 4.1 Supply

On-street parking is available on Tyee Road (35 spaces) and Harbour Road (19 spaces) immediately adjacent the site, as well as nearby on Tyee Road and Wilson Street. Parking adjacent the site on Harbour Road and portions of Tyee Road is restricted to two hours (8am to 6pm). Parking on a portion of Tyee Road adjacent the site, on the west side of Tyee Road (across from the site), and Wilson Street is unrestricted.

## 4.2 Conditions

Overall occupancy rates among all observed streets remain consistent throughout the day, ranging from 69% to 77% overall. Peak occupancy was observed at 9:30am. The largest increase in occupancy occurs between 7:00am and 9:30am, suggesting an influx in parked vehicles associated with employees in the area. Overall occupancy is 69% at 7:00am, which is relatively high for this time of day and suggests a number of area residents park on-street.

The Dockside Green properties fronting Harbour Road are largely undeveloped, which results in low occupancy rates on Harbour Road (Map 1, Area A). Peak occupancy was experienced at noon when 32% of available parking was occupied (6 of 19 spaces).

A two hour time restriction is in-place on parking on much of the east side of Tyee Road (D,B,F). Occupancy rates average 58% in these areas, generally remain between 40% and 80% throughout the day, and the two hour limit is generally adhered to resulting in a consistent turnover of vehicles.

Occupancy rates are highest where parking is unrestricted on Wilson Street (G,H) and the south end of Tyee Road (C,E), with rates consistently exceeding 85-90% occupancy over much of the day. Occupancy rates were high during the 7:00am observation before the majority of employees would arrive and a number of vehicles were observed parked all day, suggesting that residents utilize these on-street parking areas. Average duration is high, particularly on Tyee Road, a result of the lack of restrictions allowing vehicles to park for long periods of time. Over one-third of the unrestricted parking spaces on Tyee Road (C,E) were observed with the same vehicles parked all day (i.e. 7:00am to 6:00pm). The unrestricted portion of Tyee Road (C) is occupied at over 90% for much of the day and has a long average duration. Consideration should be given to applying a two hour limit to this area as Dockside Green develops to ensure vehicle turnover.

A detailed summary of on-street parking conditions is included in *Appendix B*.

### 4.3 Summary

On-street parking on the south end of Tyee Road, east side (C) should be restricted to two hours as the Dockside Green site is developed (Buildings R3-1, R3-2, R3-3, R8-1). This will ensure on-street parking is available to visitors of adjacent buildings (+/- 500 units) and create consistency with other new buildings that front Tyee Road. Vehicles that currently utilize this parking in excess of two hours will be displaced and seek parking elsewhere in the area.

Further, the City may consider a more comprehensive parking management strategy for the area. Observations demonstrate that unrestricted on-street parking areas experience high occupancy rates and vehicles park for long periods of time, suggesting on-street parking is used by area residents and employees. Consideration may be given to time restricting these areas to increase parking availability for customers and visitors and pay parking may be considered as a long-term strategy to address high parking occupancy. Such a strategy should also consider parking availability and management practices of adjacent commercial and residential properties to determine sites where a lack of parking supply or poor parking management is resulting in vehicles seeking on-street parking. Ultimately the comprehensive strategy is beyond the scope of the Dockside Green review and something the City may consider pursuing to address neighbourhood parking concerns.

## 5.0 Summary

Required parking supply rates were developed specific for Dockside Green and included in the site specific CD-9 zone. This study reviews the CD-9 parking rates to determine they are still appropriate or change is required to address expected parking demand.

CD-9 multi-family residential rates are 0.5 spaces per unit (less than 40m<sup>2</sup>), 0.75 per unit (40–70m<sup>2</sup>), and 1.0 per unit (more than 70m<sup>2</sup>). Vehicle ownership among existing Dockside Green residents was found to be 0.82 vehicles per unit, and is supported by similar ownership rates at nearby sites. When considered by size / number of bedrooms, assumed ownership rates are 0.55 vehicles per bachelor unit, 0.73 vehicles per one-bedroom, and 0.96 per two-bedroom. Up to an additional 0.1 spaces per unit is required to meet visitor parking demand. Results suggest that the CD-9 parking supply rates are representative of vehicles ownership rates and no changes to the CD-9 multi-family rates are required.

The CD-9 zone does not contain a parking supply rate for general commercial or retail land uses, instead reverting to the retail requirement of one space per 37.5m<sup>2</sup> in the Zoning Bylaw, Schedule C. Average parking demand among seven mixed commercial-retail sites was determined to be one vehicle per 45m<sup>2</sup>, suggesting that the zoning rate exceeds parking



demand. It was also noted that commercial land uses experience varying parking demand rates and an altered parking supply may be required if land uses with particularly high or low parking demand occupy the commercial floor space.

Commercial parking supplies should be shared between businesses and sites as possible to minimize the impact of higher generation commercial uses (i.e. restaurants) and distribute demand over a larger parking supply.

On-street parking functions well where restricted to two hours (Tyee Rd west side, Harbour Rd). A two hour time limit should be applied to parking on the east side of Tyee Road south of Wilson Street as Dockside Green buildings are constructed. On-street parking surrounding the site experiences high occupancy and long average duration where parking is unrestricted (Wilson St, Tyee Rd west side south of Wilson St). A broader neighbourhood parking management approach is needed before conditions will change.

## 5.1 Recommendations

1. A "general commercial" or "retail" designation should be added to the CD-9 zone with a parking supply requirement of one space per 45m<sup>2</sup>;
2. Parking supply rates for specific land uses should be included in the CD-9 at rates specified in *Table 7*;
3. A two hour time limit should be applied to on-street parking adjacent future buildings on Tyee Road (east side, 373 Tyee Rd to Esquimalt Rd); and
4. The City should consider reviewing neighbourhood parking needs and on-street parking regulations in the area (Tyee Rd, Wilson St, Harbour Rd).

## Appendix A Summary of Study Sites



# MAP OF STUDY SITES



## Condominium Sites

- |                   |                     |
|-------------------|---------------------|
| ① 373 Tyee Rd     | ⑥ 327 Maitland St   |
| ② 379 Tyee Rd     | ⑦ 873 Esquimalt Rd  |
| ③ 391 Tyee Rd     | ⑧ 924 Esquimalt Rd  |
| ④ 399 Tyee Rd     | ⑨ 1020 Esquimalt Rd |
| ⑤ 325 Maitland St | ⑩ 689 Bay St        |

## Commercial Sites

- |                     |                    |
|---------------------|--------------------|
| ① Westside Village  | ⑥ James Bay Square |
| ② Esquimalt Plaza   | ⑦ Cloverdale Plaza |
| ③ Head Street Plaza |                    |
| ④ Quadra Plaza      |                    |
| ⑤ Harris Green      |                    |

## Dockside Green Transportation Review

## Summary of Study Sites, Condominiums

Location	Type	Context	Unit Types*				Total Units	Comments
			Studio	1 bedroom	2 bedroom	3 bedroom +		
1020 Esquimalt Rd	Strata	Urban		✓	✓		30	"Westport", completed in 1975
160 Wilson Street	Strata	Urban		✓	✓		123	"Parc Residences", completed in 2005
325 Maitland St	Strata	Urban		✓	✓		59	"Sea West Quay", completed in 1982
327 Maitland St	Strata	Urban		✓	✓		59	"Sea West Quay", completed in 1982
365 Waterfront Crescent	Strata	Urban		✓	✓		84	Selkirk Development, units are slightly larger, completed in 2009
373 Tyee Rd	Strata	Urban		✓	✓		86	"Balance", Dockside Green, completed in 2009
379 Tyee Rd	Strata	Urban		✓	✓		86	"Balance", Dockside Green, completed in 2009
391 Tyee Rd	Strata	Urban		✓	✓		41	"Synergy", Dockside Green, completed in 2007
399 Tyee Rd	Strata	Urban		✓	✓		46	"Synergy", Dockside Green, completed in 2007
455 Sitkum Road	Strata	Urban		✓	✓		51	Completed in 1999
689 Bay St	Strata	Urban		✓	✓		100	"Lexington Park", completed in 1994
787 Tyee Road	Strata	Urban	✓	✓	✓		47	"The Railyards", Phase 1 was completed in 2010, Phase 2 was completed in 2013
797 Tyee Road	Strata	Urban	✓	✓	✓		62	"The Railyards", completed in 2007
873 Esquimalt Rd	Strata	Urban		✓	✓		24	"Westpoint View", completed in 1994
90 Regatta Landing	Strata	Urban	✓	✓	✓		78	"The Railyards", completed in 2004
924 Esquimalt Rd	Strata	Urban		✓	✓		58	"The Skyline Condos", completed in 2012
932 Johnson Street	Strata	Downtown	✓	✓	✓		40	"The Urban", completed in 2004, commercial on first floor-Café

\*Note: exact unit configuration is unknown



## Dockside Green Transportation Review

## PARKING OBSERVATIONS, Commercial Land Uses

## Shopping Plazas (mixed commercial)

Observations at Representative Sites	Parking Supply	Est. Floor Area (m <sup>2</sup> )	Weekday mid-day <sup>1</sup>			Weekend mid-day <sup>2</sup>		
			Observed Vehicles	Demand Rate (per m <sup>2</sup> )	Occupancy Rate	Observed Vehicles	Demand Rate (per m <sup>2</sup> )	Occupancy Rate
A "Westside Village" Bay St / Tyee Rd	274	6,500	168	1/39	61%	110	1/59	40%
B "Esquimalt Plaza" Esquimalt Rd, Esquimalt Town Centre	171	4,800	106	1/45	62%	84	1/57	49%
C "Head Street Plaza (Shoppers)" Head St / Esquimalt Rd	101	4,000	65	1/62	64%	50	1/80	50%
D "Quadra Plaza (Fairways)" Quadra St / Kings Rd	111	5,000	90	1/56	81%	73	1/68	66%
E "Harris Green" Yates St, London Drugs area only	107	3,500	102	1/34	95%	81	1/43	76%
F "James Bay Square (Thrifty's)" Menzies St / Simcoe St	138	3,600	105	1/34	76%	55	1/65	40%
G "Cloverdale Plaza (Thrifty's)" Quadra St / Cloverdale Ave	110	3,100	67	1/46	61%	56	1/55	51%
			Average:	1/45	72%		1/59	53%

Recommended Rate: 1 parking space / 45m<sup>2</sup><sup>1</sup>Weekday Mid-day = Wednesday August 6th, 1:00pm<sup>2</sup>Weekend mid-day = Saturday August 9th, noon

## Appendix B

### Summary of On-Street Parking Observations





Outside Green Transportation Review  
ON-STREET PARKING SUPPLY

2hr Limit (8am-6pm, Mon-Sat)

Unrestricted Parking

Parking Supply

## Dockside Green Transportation Review

## ON-STREET PARKING CONDITIONS

Section	Side	Restrictions	No. Stalls	Occupancy					
				7:00am	9:30am	Noon	3:30pm	6:00pm	Average Occupancy
A Harbour Road Esquimalt Rd to Tyee Rd	West	2 Hour, 8am-6pm, Mon-Sat	19	0	3	6	5	3	3.4
				0%	16%	32%	26%	16%	18%
B Tyee Road Harbour Rd to 373 Tyee Rd	East	2 Hour, 8am-6pm, Mon-Sat	10	6	7	6	7	8	7
				60%	70%	60%	70%	80%	68%
C Tyee Road 373 Tyee Rd to 359 Tyee Rd	East	Unrestricted	16	15	15	15	15	13	14.6
				94%	94%	94%	94%	81%	91%
D Tyee Road 359 Tyee Rd to Esquimalt Rd	East	2 Hour, 8am-6pm, Mon-Sat	9	3	4	5	5	2	4
				33%	44%	56%	56%	22%	42%
E Tyee Road Esquimalt Rd to Wilson Rd	West	Unrestricted	22	21	22	20	18	21	20.4
				95%	100%	91%	82%	95%	93%
F Tyee Road Harbour Rd to Bay St	East	2 Hour, 8am-6pm, Mon-Sat	7	5	4	2	5	6	4.4
				71%	57%	29%	71%	86%	63%
G Wilson Street Tyee Rd to Bay St	West	Unrestricted	22	18	21	20	20	21	20
				82%	95%	91%	91%	95%	91%
H Wilson Street Bay St to Tyee Rd	East	Unrestricted	23	20	23	23	22	22	22
				87%	100%	100%	96%	96%	96%

On-street parking conditions based on observations from Tuesday, July, 29, 2014



## Dockside Green Transportation Review

## ON-STREET PARKING CONDITIONS

Section	Side	Restrictions	No. Stalls	Duration					Total Vehicles	Total Hours	Average Duration (hours)
				1 count < 2.5 hrs	2 counts 2.5-5 hrs	3 counts 5-8.5 hrs	4 counts 8.5-11 hrs	5 counts 11 hrs+			
A <b>Harbour Road</b> Esquimalt Rd to Tyee Rd	West	2 Hour, 8am-6pm, Mon-Sat	19	11	3	0	0	0	14	25.0	1.79
B <b>Tyee Road</b> Harbour Rd to 373 Tyee Rd	East	2 Hour, 8am-6pm, Mon-Sat	10	27	2	1	0	0	30	48.0	1.60
C <b>Tyee Road</b> 373 Tyee Rd to 359 Tyee Rd	East	Unrestricted	16	13	2	4	6	4	29	153.3	5.28
D <b>Tyee Road</b> 359 Tyee Rd to Esquimalt Rd	East	2 Hour, 8am-6pm, Mon-Sat	9	7	1	2	1	0	11	35.8	3.25
E <b>Tyee Road</b> Esquimalt Rd to Wilson Rd	West	Unrestricted	22	13	4	6	2	11	36	212.3	5.90
F <b>Tyee Road</b> Harbour Rd to Bay St	East	2 Hour, 8am-6pm, Mon-Sat	7	13	2	0	0	1	16	34.8	2.17
G <b>Wilson Street</b> Tyee Rd to Bay St	West	Unrestricted	22	20	8	12	3	3	46	198.3	4.31
H <b>Wilson Street</b> Bay St to Tyee Rd	East	Unrestricted	23	19	6	4	8	6	43	217.3	5.05

On-street parking conditions based on observations from Tuesday, July, 29, 2014



## DOCKSIDE GREEN TRANSPORTATION REVIEW

### Dockside BETA Parking Study

Prepared for: **Dockside Green**

Prepared by: **Boulevard Transportation, a division of Watt Consulting Group**

Our File: **1738**

Date: **May 1, 2015**



## CONTENTS

<b>1.0</b>	<b>Introduction .....</b>	<b>1</b>
1.1	Proposed Development.....	1
<b>2.0</b>	<b>Expected Parking Demand .....</b>	<b>2</b>
2.1	Parking Demand Rates .....	2
2.1.1	Office .....	2
2.1.2	Retail.....	2
2.1.3	Restaurant/Brewery.....	3
2.1.4	Public Facilities .....	3
2.1.5	Summary.....	3
2.2	Adjustment Factors.....	3
2.2.1	Neighbourhood Residents .....	3
2.2.2	High Rate of Cycling.....	3
2.2.3	Shared Parking .....	4
2.3	Summary of Parking Demand .....	4
2.3.1	Demand Rate .....	4
2.3.2	Parking Supply / Land Use .....	4
2.3.3	Contingency .....	5
<b>3.0</b>	<b>Demand Management .....</b>	<b>5</b>
3.1	Bicycle Provisions .....	5
3.1.1	Bike Parking .....	5
3.2	Carshare.....	6
3.3	Public Transit .....	6
<b>4.0</b>	<b>Summary .....</b>	<b>6</b>
4.1	Recommendations .....	7

### Appendix A

#### Parking Demand Analysis, by Time of Day

## 1.0 Introduction

Boulevard Transportation, a division of Watt Consulting Group, was retained by Dockside Green to review the transportation impacts of 2014 Dockside Green Neighbourhood Plan. The review consists of four studies each under separate cover, as follows:

1. Traffic Impact Assessment;
2. Parking Study;
3. Dockside BETA Parking Study; and
4. Transportation Demand Management (TDM) Strategy.

The following is the Dockside BETA Parking Study. The purpose of the study is to identify an appropriate parking supply to accompany the proposed "Dockside BETA" interim land uses.

### 1.1 Proposed Development

Dockside BETA is proposed as a demonstration project using shipping containers as an interim land use for the VIP84612 (CI-7) property fronting Harbour Road, immediately south of the existing Farmer Construction building. See *Figure 1*.

**FIGURE 1. DOCKSIDE BETA SITE**





Dockside BETA will use shipping containers in a flexible arrangement to accommodate a range of potential tenants, with the type and quantity of land uses dependent on the tenants that are attracted to the site. While unsure of exact land uses, the site is being planned to appeal to restaurant, brewery, boutique retail, office, and art/cultural tenants, and will include shared supporting amenities such as washrooms, garbage/recycling, and bicycle parking<sup>1</sup>.

Vehicular parking will be provided in an adjacent surface lot with capacity for approximately 30 parking spaces. A shared bike parking supply will be provided.

## 2.0 Expected Parking Demand

### 2.1 Parking Demand Rates

Expected parking demand rates have been generated for the generalized land uses anticipated for the site – Office, Retail, Restaurant / Brewery.

#### 2.1.1 Office

The City's Zoning Bylaw has a requirement of one parking space per 65m<sup>2</sup> GFA for office land uses. This rate is lower than other municipalities in the Capital Region, but considered a good representation of parking demand associated with office land uses in an urban context.

#### 2.1.2 Retail

Retail land use is assumed to be similar to the office land uses, but with fewer employees and a larger number of customers. Retailers are likely to be "boutique" style businesses offering specialty items, rather than larger-scale businesses.

The City's Zoning Bylaw requirement is one parking space per 37.5m<sup>2</sup> GFA for retail land uses. Parking demand among similar land uses in the ITE manual ranges from 1.5 to 4.0 vehicles per 1,000 sqft, suggesting that the City's bylaw rate is an appropriate representation of expected parking demand.

Small kiosk-style retail vendors were contacted to better understand parking demand among similar businesses. Based on our conversations, we understand that peak parking demand is commonly one employee vehicle and two customer vehicles per business. Many of these businesses are in downtown or urban locations where customers frequently park in a centralized location to access numerous businesses.

<sup>1</sup> Assumed land uses based on description in the *Dockside BETA Application Book*

### 2.1.3 Restaurant/Brewery

The City's Zoning Bylaw requirement is one parking space per five seats for Restaurant / Brewery land uses. This results in an assumed requirement of one parking space per 7m<sup>2</sup> based on common restaurant space allocation of one seat per 15 sqft. The ITE manual<sup>2</sup> suggests a rate of one vehicle per 6.5m<sup>2</sup>, which is consistent with the City's required rate.

It should be noted that a strictly brewery operation (i.e. without restaurant) would be considered an industrial land use and have a significantly lower parking requirement. Thus, the rate generated above is considered a "worst case".

### 2.1.4 Public Facilities

Public facilities consist of bicycle parking, washrooms and garbage/recycling collection. No parking demand has been generated for these uses.

### 2.1.5 Summary

The average parking demand rate among Office, Retail, and Restaurant / Brewery land uses is one vehicle per 16.2 m<sup>2</sup>. This rate is the application of "typical" parking demand rates by land use and does not factor site-specific characteristics.

## 2.2 Adjustment Factors

Adjustment factors are applied to the expected parking demand to account for site specific conditions of the site - proximity to Dockside Green residential population, an anticipated high rate of cycling, and shared parking among BETA uses.

### 2.2.1 Neighbourhood Residents

A portion of the expected BETA parking demand is due to Dockside Green and Victoria West residents who will walk to the site and not require parking. An assumed parking demand reduction factor of 10% has been applied to account for Dockside Green and Victoria West residents walking to the BETA site.

### 2.2.2 High Rate of Cycling

A high rate of cycling is expected due to the provision of bike parking/ (see *Section 3*) and the site's proximity to Harbour Road (part of the Galloping Goose), which experiences bicycle volumes that are three times higher than vehicle volumes. An assumed parking demand reduction factor of 10% has been applied to account for the anticipated high rate of cycling. Observations at the existing café at the Harbour Road / Galloping Goose crossing support this assumption (cyclists represented 30% of customers during observations).

<sup>2</sup> Based on ITE manual "Coffee/Donut Shop without Drive-Through Window (936)" land use



### 2.2.3 Shared Parking

Parking demand was assessed by time of day (weekday and weekend) to determine the period of peak parking demand for the site as a whole. Land use is assumed to be equally split (33% each) between Office, Retail, and Restaurant / Brewery. Time of day factors are based on the Urban Land Institute (ULI) *Shared Parking*, 2<sup>nd</sup> ed. and adjusted to reflect local experience.

Results suggest that the peak parking demand experienced by the site will be approximately 6.5% less than the combined peak demand of the three land uses. This assumes that the BETA parking supply is unassigned and available to all site employees and customers. The complete analysis is included in *Appendix A*.

## 2.3 Summary of Parking Demand

### 2.3.1 Demand Rate

The adjusted parking demand rate is an average of one vehicle per 20.9 m<sup>2</sup>. See *Table 1*. This accounts for average expected parking demand assuming an even allocation of floor space between Office, Retail, and Restaurant / Brewery land uses. This represents an approximately 25% reduction from the baseline demand rate.

TABLE 1. SUMMARY OF PARKING DEMAND + ADJUSTMENT FACTORS

Land Use	Baseline Parking Demand Rate (per Section 2.1)	Adjusted Parking Demand Rate (per Section 2.2)
Office	1 / 65.0 m <sup>2</sup>	1 / 83.8 m <sup>2</sup>
Retail	1 / 37.5 m <sup>2</sup>	1 / 48.4 m <sup>2</sup>
Restaurant / Brewery	1 / 7.0 m <sup>2</sup>	1 / 9.1 m <sup>2</sup>
<b>Average</b>	<b>1 / 16.2 m<sup>2</sup></b>	<b>1 / 20.9 m<sup>2</sup></b>

### 2.3.2 Parking Supply / Land Use

As noted, the proposal includes a gravel parking area with capacity for approximately 30 parking spaces (+/-). The exact parking supply is still to be determined. Applying the expected parking demand rate to the site and assuming a parking supply of 30 spaces, it is recommended that the site contain a total floor area of approximately 625m<sup>2</sup> (6,700 sqft). This is estimated to be approximately 20 full-size containers (8' x 40'). The total floor area may increase if the site contains a large proportion of Office or Retail floor area and decrease if a large proportion of Restaurant / Brewery floor area.

It is also recommended that further data collection and study is undertaken once the site reaches 450m<sup>2</sup> floor area (approximately 75% of the recommended total) to determine if the site's parking supply is appropriate or if the supply rate should be altered by varying site floor area and/or parking supply.

### 2.3.3 Contingency

Harbour Road on-street parking conditions were reviewed as part of the site-wide *Dockside Green Parking Study* and found that the 19 parking spaces on Harbour Road are no more than one-third occupied with at least 13 spaces available at all times. Parking spaces at the northern end of Harbour Road are more heavily used than spaces on the south end adjacent the Dockside BETA site. There are approximately five on-street spaces directly adjacent the site (all 25m or less) that are currently without adjacent parking generating land uses and under-utilized that will likely be used by Dockside BETA customers / guests. This increases the site's functional parking supply by approximately 15%.

## 3.0 Demand Management

Transportation demand management (TDM) provisions are proposed for Dockside BETA, coordinated with the broader site-wide *Transportation Demand Management (TDM) Strategy*. TDM initiatives will broaden travel options to the site and encourage reduced parking demand beyond reduction factors applied for shared parking, high density residential nearby, and anticipated high rate of cyclists (see *Section 2.2*).

### 3.1 Bicycle Provisions

The Dockside BETA site is located on Harbour Road, which forms part of the Galloping Goose Regional Trail and is an important regional cycling route. Harbour Road cyclist volumes are approximately 440 cyclists in the PM peak hour and exceed vehicle volumes by approximately three times. The site should include appropriate facilities to accommodate the expected high proportion of cycling trips.

#### 3.1.1 Bike Parking

Bike parking would be supplied at an approximate rate of one space per 200 m<sup>2</sup> using a conventional approach<sup>3</sup>, resulting in three or four total spaces. This provision is inadequate given the site's unique land uses and proximity to a major regional cycling corridor. A shared bike parking supply is recommended that may be accessed by site employees and visitors / customers. The developer's desire to locate bike parking in containers is supported,

<sup>3</sup> The City's requirement for "office, retail sales and services, restaurants..." is one space per 205m<sup>2</sup> for the first 5,000m<sup>2</sup> and one space per 500m<sup>2</sup> for additional floor area



assuming it is centrally located and altered to permit constant surveillance. A shared bike parking supply of 25 spaces is considered appropriate for the site. This will result in at least one space per container / tenant and a supply rate of approximately one space per  $25\text{m}^2$ , which far exceeds any conventional supply requirements. Additionally, each container should be accompanied by a Class 2 bike rack located adjacent the container entrance that is visible, well lit and weather-protected when possible. The combination of a large shared bike parking supply and small individual racks at each container is expected to meet site demand for bike parking.

### 3.2 Carshare

One carshare vehicle operated by the Victoria Carshare Cooperative (VCSC) is proposed to be stationed on Harbour Road adjacent the Dockside BETA site. This is one of eight vehicles proposed for the broader Dockside Green development and should remain in this location as long as Dockside BETA is operational. The on-street parking space should be identified as a dedicated carshare parking space. Close proximity of the carshare vehicle to the bicycle parking will help facilitate multi-modal trips.

### 3.3 Public Transit

Bus stops are located approximately 300m from the Dockside BETA site on Esquimalt Road at Harbour Road. These stops are served by frequent transit via the no. 15, 24, and 25 routes, with potential rerouting of the no.14 in the future to also travel via Esquimalt Road.

Transit does not operate on Harbour Road adjacent the site.

## 4.0 Summary

The Dockside BETA proposal is a unique concept that requires a distinct approach in developing appropriate parking ratios. Major factors of the project that will impact parking demand include its proximity to the Galloping Goose trail and to residential and office units in Victoria West and Downtown. Results suggest average parking demand will be one vehicle per  $20.9\text{m}^2$  floor area. This assumes an even allocation of Office, Retail, and Restaurant / Brewery land uses, and significant variation in floor area allocation would vary parking demand.

The Dockside BETA proposal includes a parking area with capacity for approximately 30 vehicles. Applying the expected parking demand rate to the site and assuming a parking supply of 30 spaces, a total floor area of approximately  $625\text{m}^2$  (6,700 sqft) is considered appropriate. This includes only parking generating land uses (office, retail, restaurant / brewery), and not shared amenities such as bike parking, washrooms, and utilities. The total floor area may

increase if the site contains a large proportion of Office or Retail floor area and decrease if a large proportion of Restaurant / Brewery floor area. Further data collection and study should be undertaken once the site reaches 450m<sup>2</sup> floor area (approximately 75% of the recommended total) to determine if the site's parking supply is appropriate.

Demand management measures are being proposed, consistent with the site-wide Dockside Green TDM strategy. A shared bike parking supply of 25 spaces will be provided and a small bike rack with each container. The provision of TDM will support increases in alternative travel modes.

The Dockside BETA proposal includes a bicycle hub (bike parking) and carshare vehicle, both of which are consistent with the site-wide approach to transportation demand management (TDM) and reflect the increase rate of cycling expected at the site.

#### 4.1 Recommendations

1. Total floor area should be approximately 625m<sup>2</sup> (6,700 sqft) accompanied by 30 parking spaces;
2. Parking conditions should be studied at 75% build-out (approximately 450 m<sup>2</sup>) and supply rates adjusted, if required.
3. Placement of TDM measures be as accessible as possible to encourage and promote alternative transportation options.



**Appendix A**  
**PARKING DEMAND ANALYSIS,**  
**BY TIME OF DAY**

Dockside Green Transportation Review, Dockside BETA

Parking Demand, by Time of Day

Parking Demand Rates

Land Use	Demand Rate*
Office	1 vehicle per 78.7m <sup>2</sup>
Retail	1 vehicle per 45.4 m <sup>2</sup>
Restaurant / Brewery	1 vehicle per 8.5m <sup>2</sup>

\* After adjustments for adjacency to Dockside Green and high rate of cycling

Parking Demand, by Time-of-Day

Time	Weekday							Weekend						
	Office		Retail		Restaurant / Brewery		Overall Rate	Office		Retail		Restaurant / Brewery		Overall Rate
	Factor	Rate	Factor	Rate	Factor	Rate		Factor	Rate	Factor	Rate	Factor	Rate	
6:00 AM	0%	0.0000	0%	0.0000	0%	0.0000	0.0000	0%	0.0000	0%	0.0000	0%	0.0000	0.0000
7:00 AM	25%	0.0032	25%	0.0055	25%	0.0294	0.0127	0%	0.0000	0%	0.0000	25%	0.0294	0.0098
8:00 AM	50%	0.0063	25%	0.0055	25%	0.0294	0.0138	0%	0.0000	25%	0.0055	25%	0.0294	0.0116
9:00 AM	75%	0.0095	25%	0.0055	50%	0.0588	0.0246	25%	0.0032	25%	0.0055	50%	0.0588	0.0225
10:00 AM	100%	0.0127	50%	0.0110	50%	0.0588	0.0275	50%	0.0063	50%	0.0110	50%	0.0588	0.0254
11:00 AM	100%	0.0127	50%	0.0110	75%	0.0882	0.0373	50%	0.0063	50%	0.0110	75%	0.0882	0.0352
12:00 PM	100%	0.0127	100%	0.0220	75%	0.0882	0.0410	50%	0.0063	100%	0.0220	75%	0.0882	0.0389
1:00 PM	100%	0.0127	100%	0.0220	75%	0.0882	0.0410	50%	0.0063	100%	0.0220	75%	0.0882	0.0389
2:00 PM	100%	0.0127	100%	0.0220	75%	0.0882	0.0410	50%	0.0063	100%	0.0220	75%	0.0882	0.0389
3:00 PM	100%	0.0127	100%	0.0220	75%	0.0882	0.0410	50%	0.0063	100%	0.0220	75%	0.0882	0.0389
4:00 PM	100%	0.0127	75%	0.0165	75%	0.0882	0.0392	25%	0.0032	75%	0.0165	75%	0.0882	0.0360
5:00 PM	75%	0.0095	75%	0.0165	100%	0.1176	0.0479	25%	0.0032	75%	0.0165	100%	0.1176	0.0458
6:00 PM	50%	0.0063	50%	0.0110	100%	0.1176	0.0450	25%	0.0032	50%	0.0110	100%	0.1176	0.0439
7:00 PM	25%	0.0032	50%	0.0110	75%	0.0882	0.0341	0%	0.0000	50%	0.0110	100%	0.1176	0.0429
8:00 PM	0%	0.0000	25%	0.0055	75%	0.0882	0.0312	0%	0.0000	25%	0.0055	100%	0.1176	0.0411
9:00 PM	0%	0.0000	25%	0.0055	50%	0.0588	0.0214	0%	0.0000	25%	0.0055	75%	0.0882	0.0312
10:00 PM	0%	0.0000	0%	0.0000	25%	0.0294	0.0098	0%	0.0000	0%	0.0000	50%	0.0588	0.0196
11:00 PM	0%	0.0000	0%	0.0000	25%	0.0294	0.0098	0%	0.0000	0%	0.0000	50%	0.0588	0.0196
12:00 PM	0%	0.0000	0%	0.0000	25%	0.0294	0.0098	0%	0.0000	0%	0.0000	25%	0.0294	0.0294

Note: Time-of-day factors based on Urban Land Institute's (ULI) "Shared Parking" and adjusted to reflect location experience.

Summary

Rate: One vehicle per 20.9 m<sup>2</sup> (0.0479), experienced Weekday 5:00pm

Differential: Approximately 6.5% reduction (0.0512 to 0.0479)





## DOCKSIDE GREEN TRANSPORTATION REVIEW

# Transportation Demand Management (TDM) Strategy

Prepared for: **Dockside Green**  
Prepared by: **Boulevard Transportation, a division of Watt Consulting Group**  
Our File: **1738**  
Date: **July 31, 2015**

*GREAT!*

## CONTENTS

<b>1.0</b>	<b>Introduction .....</b>	<b>1</b>
1.1	What is Transportation Demand Management (TDM)? .....	1
<b>2.0</b>	<b>TDM Commitment (2005 MDA) + Progress .....</b>	<b>2</b>
2.1	Financial Commitment .....	2
2.2	Progress .....	3
<b>3.0</b>	<b>Updated TDM Strategy .....</b>	<b>5</b>
3.1	Carshare Program .....	6
3.2	Bike Parking .....	7
3.3	Public Transit / Mini Transit .....	8
3.4	Education / Signage .....	13
3.5	Summary of Updated TDM Strategy .....	14
3.6	Comparison of 2005 + 2015 TDM Strategy .....	15
<b>4.0</b>	<b>Summary .....</b>	<b>17</b>

### Appendix A

#### Master Development Agreement (2005), Schedule F

### Appendix B

#### "Mobility Hub" Concept



## 1.0 Introduction

Boulevard Transportation, a division of Watt Consulting Group, was retained by Dockside Green to review the transportation impacts of Dockside Green, Phase II. The review consists of four studies each under separate cover, as follows:

1. Traffic Impact Assessment;
2. Parking Study (site wide);
3. Dockside BETA Parking Study; and
4. Transportation Demand Management (TDM) Strategy.

The following is the Transportation Demand Management (TDM) Strategy. The purpose of the TDM Strategy is to review commitments in the 2005 Master Development Agreement (MDA), gauge the effectiveness of current TDM programs, and identify an updated TDM strategy that makes best use of available resources.

### 1.1 What is Transportation Demand Management (TDM)?

Transportation demand management refers to policies, programs, and services that influence whether, why, when, where, and how people travel<sup>1</sup>. Applied to Dockside, TDM will be used to expand travel options, encourage walking, cycling, public transit, and other alternative options, and minimize parking demand and vehicle trips generated by the site.

<sup>1</sup> Definition based on Transport Canada, TDM for Canadian Communities, March 2011

## 2.0 TDM Commitment (2005 MDA) + Progress

The Master Development Agreement (MDA) was established in 2005 between Dockside Green and the City of Victoria to clarify the terms and conditions under which Dockside Green will be developed. The MDA, Schedule F specifies that the following TDM provisions will be provided:

- **Carshare:** Ten (10) carshare vehicles will be provided and operated by Victoria Carshare.
- **BC Transit:** Dockside Green will work with BC Transit to improve service during peak hours, encourage smaller buses, and explore strategies to promote ridership (i.e. subsidized passes).
- **Mini-Transit:** A shuttle vehicle will be purchased and operate between Dockside Green and downtown, and can be administered through Victoria Carshare or other alternative company. The main target is for seniors as it will give residents with mobility challenges a drop off service to key locations within the City.
- **Bicycle Storage:** Bike racks will be provided to the LEED or City standard, whichever is greater. A total of 150 bike racks will be provided at-grade.
- **Education:** Travel options information will be posted on the Dockside Green website and distributed to residents and employees, including route maps (cycling, transit), cycling user information, and carpool and carshare information. Information has been recently updated, and will be continually updated in future.  
For more information, visit: <http://www.docksidegreen.com/development/places/>

The MDA, Schedule F is included in *Appendix A* for reference.

### 2.1 Financial Commitment

A total of \$376,000 was committed specifically to TDM in the 2005 MDA. See *Table 1*.



TABLE 1. SUMMARY OF FINANCIAL COMMITMENTS TO TDM (2005 MDA)<sup>2</sup>

Program	Budget
Mini-Transit	\$60,000
Carshare	\$240,000
Bicycle Storage	\$76,000
<b>Total</b>	<b>\$376,000</b>

## 2.2 Progress

Progress on the 2005 TDM commitments is summarized in *Table 2*<sup>3</sup> and includes provision of two carshare vehicles, 280 carshare memberships for residents, 4 carshare memberships for commercial tenants and bicycle parking.

TABLE 2. STATUS OF TDM PROGRAMS

Program	Status
Mini-Transit	A mini-transit / shuttle service has not been established and is not being pursued
Carshare	<ol style="list-style-type: none"> <li>Two vehicles were purchased for carsharing (SmartCar, Honda Insight), one of which has been moved to a different location (\$17,031)</li> <li>280 Victoria Carshare memberships were purchased for residents (\$100 each)</li> <li>4 commercial memberships were purchased (\$700 each)</li> <li>Applicable legal, administrative and marketing costs (\$20,000)</li> <li>Two parking spaces have been allocated to carshare vehicles (off Tyee Rd)</li> </ol>
Bicycle Storage	<ol style="list-style-type: none"> <li>Customized bike racks created and installed at Synergy, Balance and commercial buildings</li> <li>Bicycle lockers are provided underground parking for resident bicycles</li> <li>Shower/change areas available for retail employees in Synergy building</li> </ol>

<sup>2</sup> Cost figures from 2005 MDA, Schedule D: Development/Amenity Schedule

<sup>3</sup> TDM progress is summarized most recently in the Docksidera Green Annual Sustainability Report, 2013

Approximately \$87,000 has been invested in TDM at Dockside Green to-date and approximately \$290,000 remains from the financial commitment in the 2005 MDA. See *Table 3*. The following section considers an updated TDM approach to maximize the effectiveness of TDM resources.

**TABLE 3. SUMMARY OF TDM EXPENDITURES**

Program	Commitment	Expenditure	Remaining
Mini-Transit	\$60,000	\$0	\$60,000
Carshare	\$240,000	\$67,831	\$172,169
Bike Racks	\$76,000	\$19,760	\$56,240
<b>Total</b>	<b>\$376,000</b>	<b>\$87,591</b>	<b>\$288,409</b>



### 3.0 Updated TDM Strategy

The following section identifies an updated TDM strategy for Dockside Green (Phase 2). The goal is to review the TDM commitments from the 2005 MDA, provide updates to meet the intent of those commitments, and provide alternatives to maximize effectiveness of the TDM strategy in 2015.

In 2015, Dockside Green continues to view TDM as a key element of their overall Neighbourhood Design Strategy. The underlying approach of the revised 2015 TDM Strategy is to concentrate travel options and TDM investments into “mobility hubs” located adjacent to high density land uses or at key access points to the site, recognizing the surrounding neighbourhood context and existing transportation infrastructure. See *Figure 1*. Concentrating travel options around hubs is expected to increase awareness of travel options, strengthen connections between modes to facilitate multi-modal trips, and provide desirable alternatives to single-occupant vehicle travel.

Eight “mobility hub” locations are identified, each with a specific set of TDM provisions that include a variety of travel options including bike parking, carshare vehicles, bus stops, harbour ferry access, and signage/information. See *Table 4*. Each TDM strategy/provision is explained in more detail on the following pages.

Refer to *Appendix B* for a map of mobility hub locations.

FIGURE 1. MOBILITY HUB LOCATIONS

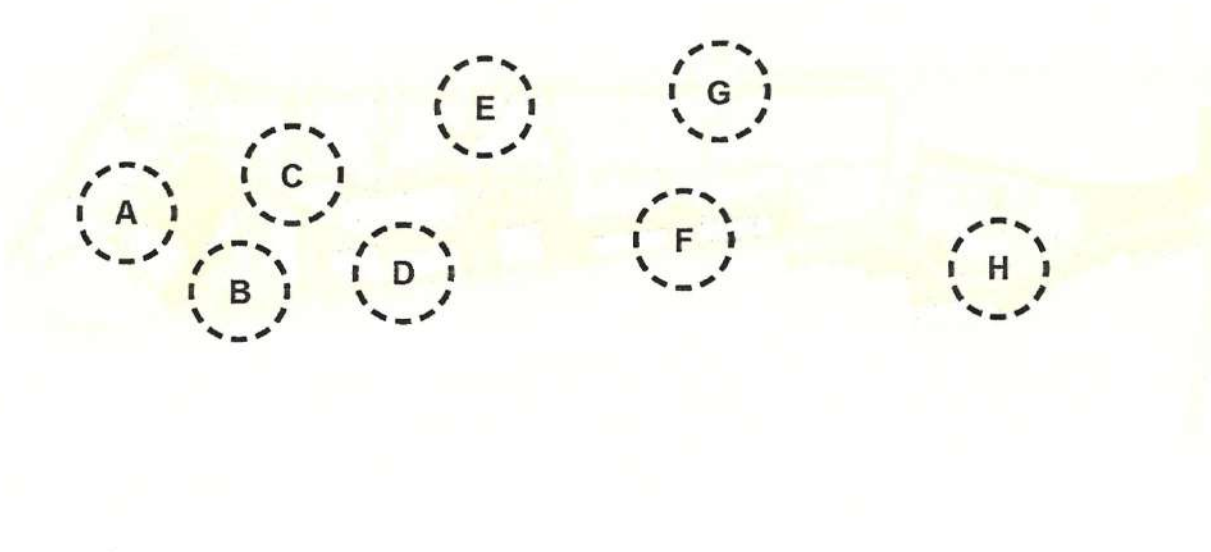


TABLE 4. SUMMARY OF MOBILITY HUB LOCATIONS

Location	TDM Provisions				
	Car Share	Bus Stops	Bike Parking	Ferry Dock	Signs, Info
A Dockside Cres (south end) adjacent R8-3, R9, CI-6					
B Harbour Road at commercial plaza adjacent CI-5, CI-6					
C Dockside Cres (north end) adjacent R8-1, R3-3, CI-5					
D Harbour Road adjacent CI-7, R6 and existing biomass building					
E Tyee Road south of Wilson Street, adjacent R3-1, R3-2					
F Harbour Road (mid-way) adjacent commercial-retail buildings					
G Harbour Road at Wilson Street, adjacent existing residential buildings					
H Galloping Goose trail north of Harbour Road, adjacent R10-1, R10-2					

### 3.1 Carshare Program

As noted in *Section 2.2*, two carshare vehicles were purchased and contributed to the Victoria Carshare Cooperative (VCSC) fleet, two dedicated carshare parking spaces were assigned adjacent Tyee Road, and 270 VCSC membership purchased for Dockside Green residents at a cost of \$100 each. One of the vehicles has been relocated elsewhere, but remains part of the VCSC fleet. This represents an estimated expenditure of \$66,000 to-date and an estimated \$174,000 remaining from the initial commitment.

Approximately 22% of the 270 memberships available to residents have been activated (59 memberships) and 15% of available memberships are currently activated (41 memberships). VCSC notes that membership uptake rates at Dockside are the strongest of any new development in the area<sup>4</sup>. The remaining unused memberships from the pre-existing pool will be available to future residents up to a maximum of 270 memberships, representing memberships for approximately 21.5% of all multi-family units.

Utilization statistics were provided by VCSC for the vehicle stationed at Dockside Green. In February 2014 the vehicle was booked on average 25% of the time (6hrs / day) and in July 2014 it was booked on average 34% of the time (8hrs / day). VCSC notes that a second vehicle will soon be stationed at Dockside Green to address demand<sup>5</sup>.

<sup>4</sup> Based on conversation with the Director of Victoria Carshare Cooperative, by way of email dated August 20 2014

<sup>5</sup> Ibid.



The current carshare vehicle supply rate is one vehicle per 270 residential units. Five additional vehicles are needed at full build-out to maintain this supply rate among the proposed 1,253 multi-family residential units, although it is noted that the current vehicle supply rate may under-represent the site's need. VCSC has confirmed that, by their estimation, a total of eight vehicles is an appropriate allocation at full build-out<sup>6</sup>. Accordingly, a total of eight carshare vehicles are recommended – two existing vehicles, six new vehicles. This is two less vehicles than in the 2005 MDA and new expenditure of approximately \$148,000.

Future vehicles should be located adjacent developed buildings and added at a rate of one vehicle per 200 to 225 multi-family residential units. Each mobility hub should have a carshare vehicle located in on-street parking spaces and signed accordingly, which will make them highly visible, available to all area residents, and convenient for multi-modal trips. Those proposed on-street parking spaces that are not on site will act as a "primary" parking space, and a "secondary" parking space should be located on site in close proximity to each other.

### 3.2 Bike Parking

The 2005 Master Development Agreement (MDA), Schedule F specifies that bike racks will be provided to the LEED or City Zoning standard, whichever is greater. The City's Zoning requirement is higher than the LEED standard, as summarized in *Table 5*. Long-term bicycle parking should be provided per the City's required rates.

**TABLE 5. SUMMARY OF CITY VS. LEED-ND BIKE PARKING RATES**

Land Use	City's Zoning Bylaw		LEED-ND Standard	
	Rate	Total	Rate	Total
<b>Multi-Family Residential</b> 1,253 units	One per unit plus a 6-space rack at each entrance	1,253	Short-term for 2.5% of peak visitors, long-term for 30% of all occupants	738 <sup>7</sup>
<b>Commercial</b> 3,480m <sup>2</sup>	1 / 205m <sup>2</sup> GFA for the first 5,000m <sup>2</sup> plus 1 / 500m <sup>2</sup> of additional GFA	16	2 short-term spaces for every 465m <sup>2</sup> , long-term spaces for 5% of occupants, one on-site shower with change facility for the first 100 occupants and 1 shower for every 150 after that	42 <sup>8</sup>
<b>Office</b> 1,646m <sup>2</sup>		8	Short-term for 2.5% of visitors, long-term at 5% of occupants, 1 on-site shower with change facility for the first 100 occupants and 1 shower for each 150 occupants after	8 <sup>12</sup>
<b>Total</b>		<b>1,277</b>		<b>788</b>

<sup>6</sup> Ibid.

<sup>7</sup> Estimated based on typical residents per household measure from Metro Vancouver Apartment Parking Study

<sup>8</sup> Estimated based on assumed occupancy figure of one person per 10m<sup>2</sup>

The 2005 MDA includes a commitment of an additional 150 bike racks at the surface at a total cost of \$76,000 (\$500 each rack) and phased in accordance with *Schedule D*. This provision of bike parking is above-and-beyond the Zoning requirement. Approximately \$56,000 remains from the original commitment and will result in approximately 110 additional bike racks.

At minimum, three bike racks should be provided in each identified mobility hub. Consideration should be given to locating racks under cover and in visible locations. Additional bike racks may be provided if demand warrants. The remaining bike racks may be supplied at mobility hubs, adjacent building entrances, or in other locations where demand warrants.

### 3.3 Public Transit / Mini Transit

Dockside Green initially committed to a mini-shuttle service between the site and downtown Victoria. The MDA clarified that seniors assisted living housing was to be located near the site's commercial village to ensure easy access for seniors and other residents to the mini-transit service, which would have also served the commercial shopping center located off Bay Street. The idea was to ensure seniors can walk to nearby commercial services on-site and offer flexible, convenient access to off-site destinations via the mini-shuttle.

The financial commitment to this program was \$60,000 presumably for the purchase of a vehicle. It is unclear who was responsible for funding on-going operations and maintenance (a letter from BC Transit<sup>9</sup> suggests that \$190,000 is required annually in addition to vehicle purchase costs). There were concerns over the long-term financial viability of a shuttle and redundancy with BC Transit service and handyDART. The mini-shuttle service has not been implemented.

There is now no specific location proposed for exclusive seniors housing, rather seniors housing or other housing that might accommodate seniors may be located at different locations throughout the site. Rather than provide a dedicated mini-shuttle, transportation improvements will be available to all Dockside Green residents, employees, and visitors. This includes car share vehicles spread throughout the site to be in close proximity to users, improved transit service with a new stop and service on Tye Road, high-quality bus stops adjacent the site with shelters / waiting areas, significant bike parking and multiple pedestrian and cycling connections. In addition, handyDART is available for those individuals unable to walk to access conventional public transit (mobility challenged), which replicates the door-to-door convenience that the mini-shuttle would have provided. The site is well located for able-bodied seniors, including those with scooters to access the site and surrounding amenities (Westside Village, Downtown Victoria, Songhees) as pedestrians and cyclists.

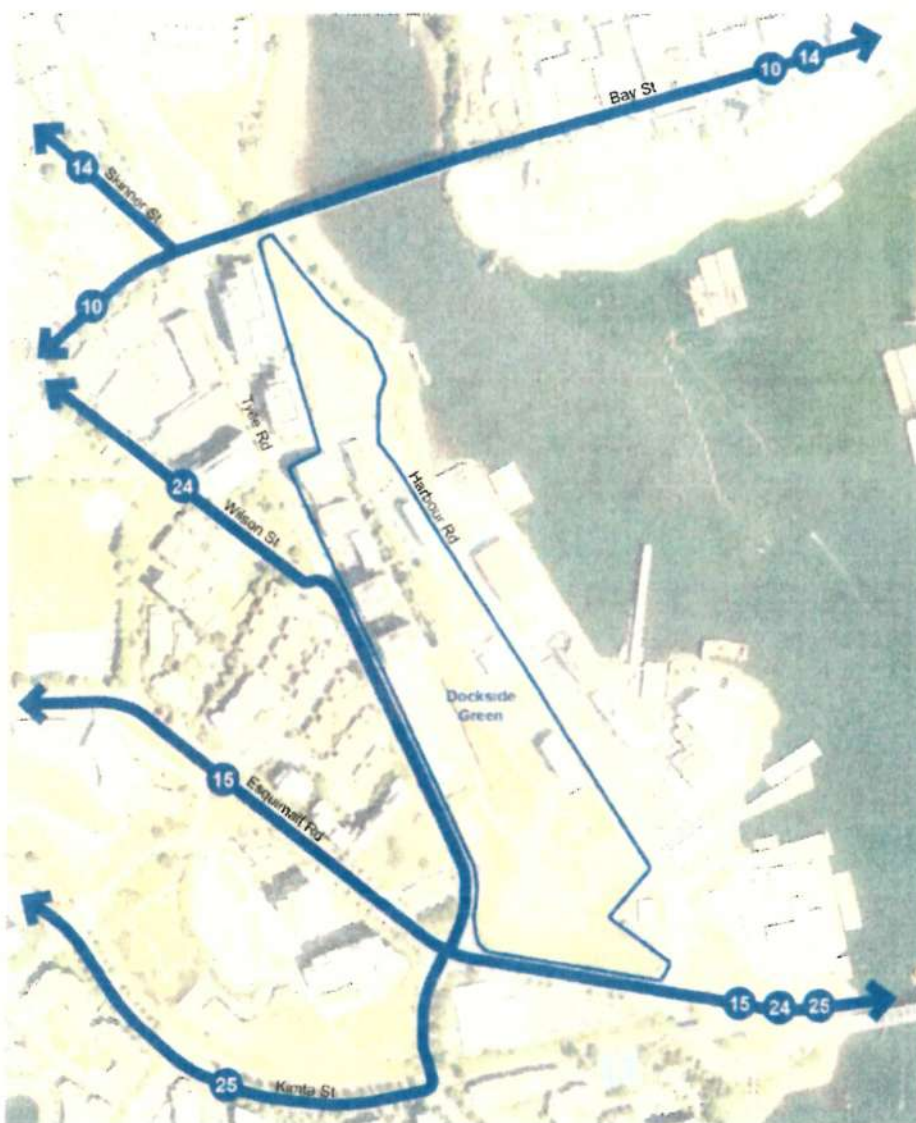
<sup>9</sup> Letter dated December 8 2005



### 3.3.1 Transit Service

Five (5) routes travel directly adjacent the site: no.10 – Royal Jubilee/Dockyard, no.14 – Vic General/UVic, no.15 – UVic/Esquimalt, no.24 – Cedar Hill/Admirals Walk, no.25 – Maplewood/Admirals Walk/Western Exchange. See *Figure 2*. The no.14 is expected to be re-routed along Tye Road once the Johnson Street Bridge is complete<sup>10</sup> (estimated 2017). Service frequency is approximately one bus every three minutes (each direction) during peak periods. Routes 14, 15, 24 and 25 provide service between the site and the downtown Victoria, replicating the shuttle service but with greater frequency.

**FIGURE 2. TRANSIT ROUTES ADJACENT DOCKSIDE GREEN**



<sup>10</sup> Based on conversation with BC Transit Strategic Planning staff

### 3.3.2 Bus Stop Improvements

New bus stops will be required on Tyee Road to accommodate the new routing of Route no. 14. BC Transit suggests that bus stops should be spaced 200 to 365m apart in urban areas<sup>11</sup>. Spacing between bus stops on Skinner Street at Bay Street and Esquimalt Road at Harbour Road (currently under construction) is approximately 850m, thus new bus stops are needed on Tyee Road. The preferred location is immediately south of the Wilson Street intersection, which is approximately half way between the existing stops and is aligned with the key east-west pedestrian corridor through the Dockside Green site. See *Figure 3*. This location may also be used by the no.24 bus route and the existing bus stops at the south end of Wilson Street may be removed, providing opportunity for increased on-street parking supply.

The re-allocation of monies initially identified for mini-transit to fund bus shelters and amenities at new Tyee Road bus stops is supported as part of the "Tyee Gateway" and strengthening public transit ridership among Dockside Green residents. Confirmation should be sought from BC Transit that the no.14 route will re-route along Tyee Road prior to finalizing.

Refer to the *Traffic Impact Assessment* for further consideration of pedestrian crossing of Tyee Road relative to the proposed bus stops and site pedestrian desire lines.

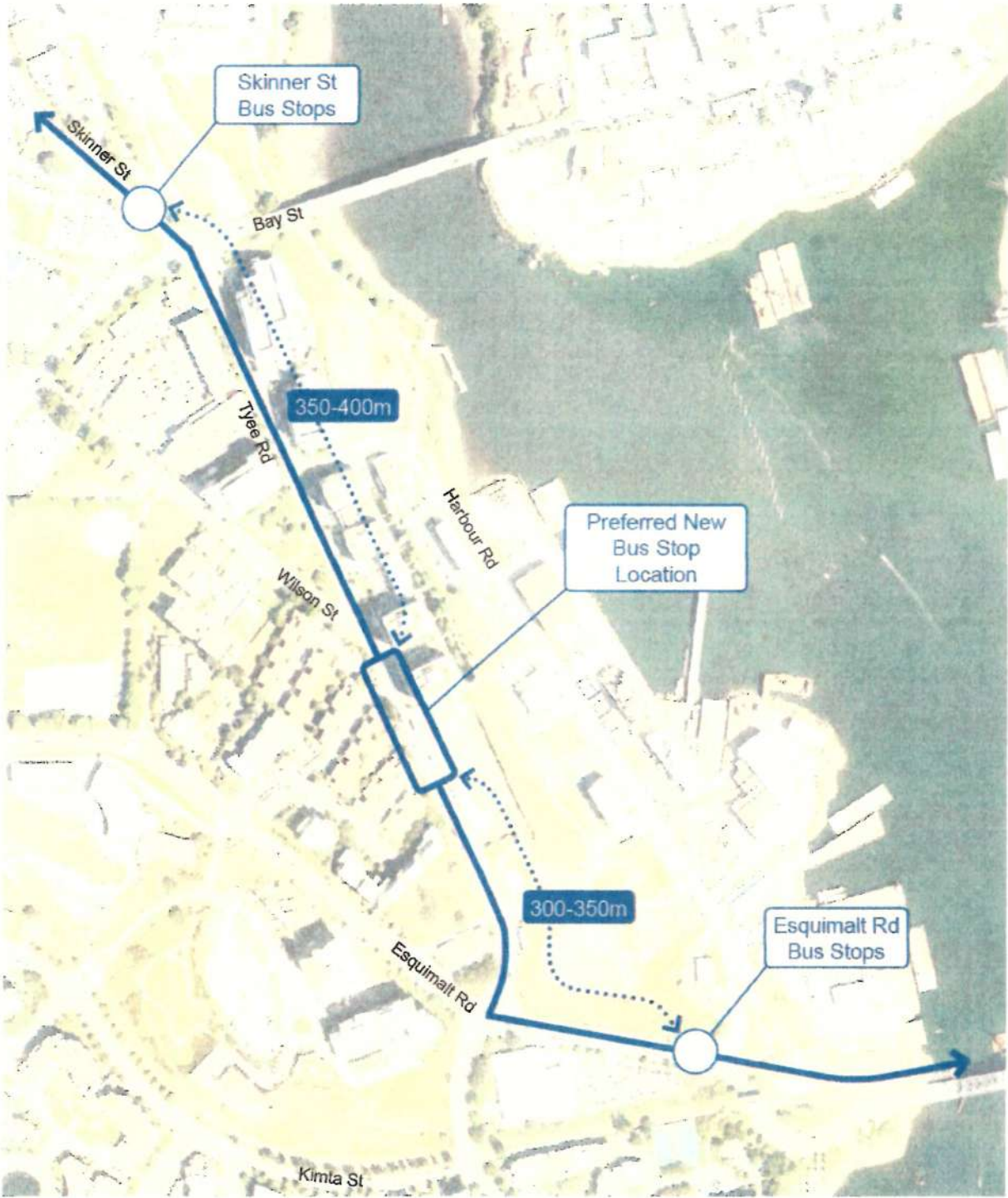


*Example of the bus shelter that may be provided at Tyee Road bus stops*

<sup>11</sup> BC Transit, Infrastructure Design Guidelines, p15



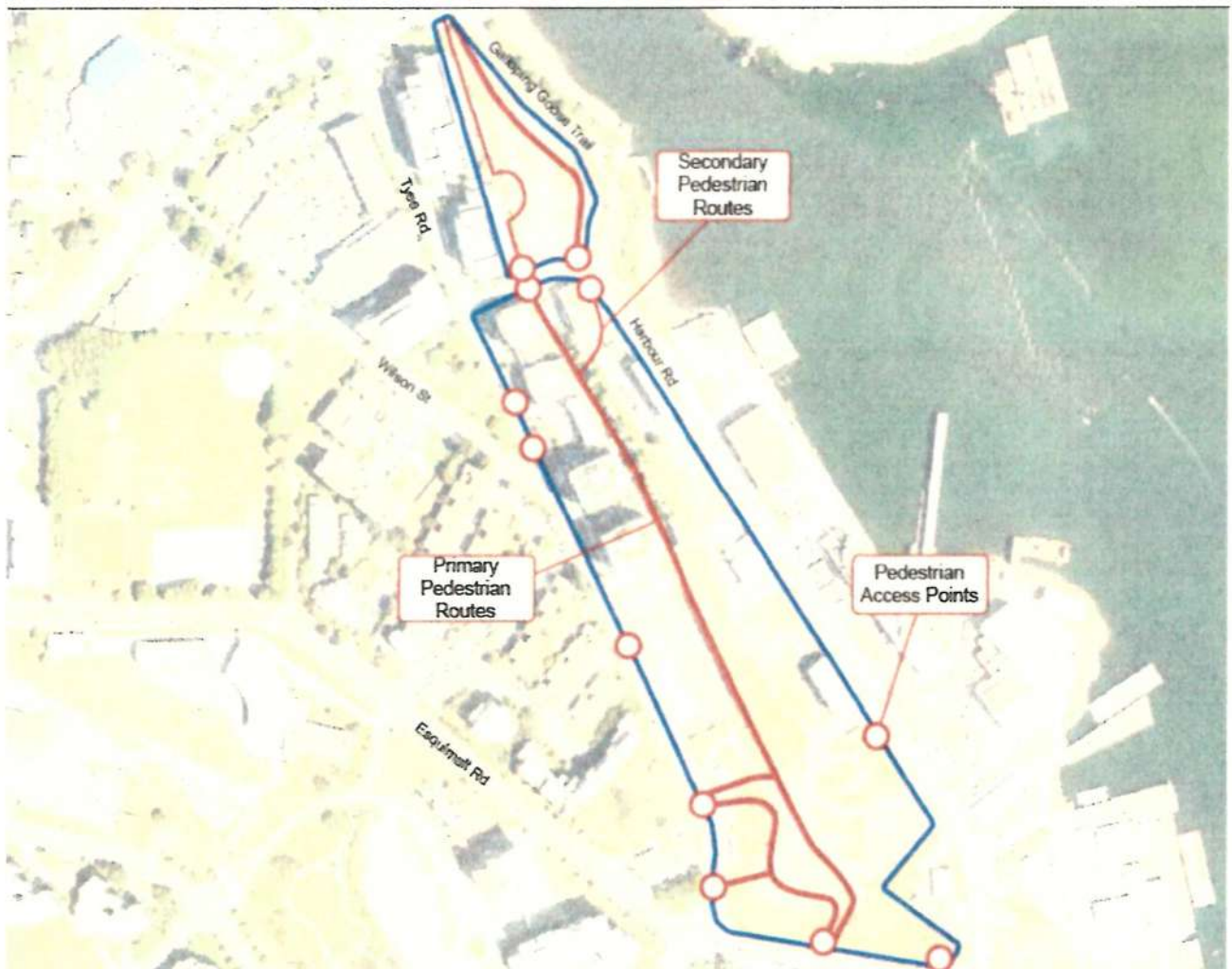
FIGURE 3. RECOMMENDED TYEE ROAD BUS STOP LOCATIONS



### 3.3.3 Pedestrian Accommodation

Direct and accessible pedestrian routes and accesses are provided throughout the site that accommodates pedestrians of all ages and abilities. See *Figure 4*. This information is included in the Dockside Green Universal Accessibility and Circulation Plan. Routes were developed that connect to key destinations externally and internally. Internally, there is a route that goes through the center of the site, with additional routes at the south end of the site to provide access to the commercial center. Access points are located in areas that provides direct routes to destinations externally including bus stops, and commercial services.

FIGURE 4. PEDESTRIAN ACCESS POINTS AND ROUTES





### 3.3.4 HandyDART

BC Transit's handyDART service will provide door-to-door service for individuals with physical disabilities. This service replicates the function of the previously proposed mini-shuttle for all eligible mobility-challenged Dockside Green residents.

Information should be provided to residents regarding the handyDART program provided by BC Transit. Individuals must register for this program prior to usage. This service will shuttle individuals door to door to their desired location. Trip types include subscription trips that are scheduled once a week or more at the same location and time for an extended period of time; or reservation trips that are one time or occasional trips.

BC Transit also has Taxi Saver coupons that can be used by registered handyDART users for one-time trips. The coupons provide a 50% subsidy towards the cost of taxi rides.

## 3.4 Education / Signage

### 3.4.1 Education

As set out in the current version of the MDA, an important component of the overall TDM strategy for Dockside Green was working with interest groups such as bicycle associations, BC transit, etc., to explore innovative approaches that Dockside Green can support, or test on-site. Further to this end, Dockside Green has suggested it establish an annual grant (which would run for 10 years) focused on promotional or education events on-site related to cycling, transit and pedestrian travel. The intent would be that by providing this grant, new ideas, discussion and concepts will evolve to support continued growth of alternative travel options at Dockside Green and more broadly within the City. An annual budget of \$2,000 (\$20,000 over ten years) is considered appropriate.

### 3.4.2 Mobility Hub Kiosks

Informational kiosks should be provided at the centre of each mobility hub that provide directional information to walking and cycling routes on-site and adjacent the site, and to nearby travel options such as bus stops, carshare vehicles, and the harbor ferry. Kiosks may also include supporting information such as transit rate, route and schedule information, carshare instructions and rates, and weblinks (or QR codes) to additional information online. \$16,000 is considered an appropriate budget for eight kiosks.



Examples of representative kiosks from Vancouver (left), Calgary (centre), and the University of Victoria (right)

### 3.5 Summary of Updated TDM Strategy

The TDM strategy from the 2005 MDA has been updated to reflect the TDM provisions that have been implemented and to identify a revised strategy to make best use of the remaining \$290,240 committed to TDM. See Table 6.

TABLE 6. SUMMARY OF UPDATED TDM STRATEGIES + BUDGET

Program	Description	Budget
Carshare	Purchase six additional carshare vehicles (approx. \$25,000 each)	\$148,000
Bike Racks	Bike racks to be installed on-site in excess of Zoning required bike parking	\$56,000
Bus Stops	Contribute \$41,240 to provide bus shelters and related amenities for new bus stops on Tyee Road, which is the approximate cost of two "Class 3" bus shelters	\$41,240
Education	\$2,000 annual grant related to TDM education, with a commitment over ten years	\$20,000
Signage	\$25,000 budget assigned to provide signage at eight kiosks and planning/design of kiosk content	\$25,000
Total		\$290,240



### 3.6 Comparison of 2005 + 2015 TDM Strategy

A summary of the committed TDM program in 2005 and the proposed TDM program in 2015 is shown in *Table 7*. A comparison of the each set of programs was conducted to determine the impact on parking demand on site.

- **Carshare.** Based on utilization it was calculated that providing ten carshare vehicles on the site was unnecessary due to current demand. The impact on parking demand is expected to stay the same; however, reducing the amount of vehicles provided will essentially be saving money as the other two vehicles would be unused. This money is proposed to be reallocated for other TDM programs.
- **Bike Racks.** The proposed bike rack program is expected to have more of an impact as the proportion of bike racks to residents/employees is increasing.
- **Education.** The proposed education program is a more concrete program with allocated budget that will improve the awareness of travel options to and from the site.
- **BC Transit.** Although a formal TDM program is not proposed to coordinate with BC Transit on improving service, several recent changes have been implemented which improves transit service surrounding the site.
- **Mini-Transit.** The mini-transit/shuttle program was deemed unfeasible for the site. Adequate transit and handyDART provides frequent service to and from the site to downtown.
- **Bus Stops.** Improving transit amenities surrounding the site will allow passengers to feel safer, and is expected to increase amount of transit riders.
- **Signage.** Providing signage at mobility hubs will assist individuals seeking information regarding alternative travel options, and further encourage usage.

TABLE 7. SUMMARY OF 2005 + 2015 TDM EFFECTIVENESS

Committed 2005 TDM Program		Proposed 2015 TDM Program	
Program	Description	Program	Description
Carshare	Ten (10) carshare vehicles will be provided and operated by Victoria Carshare.	Carshare	Purchase six additional carshare vehicles (approx. \$25,000 each)
Bicycle Storage	Bike racks will be provided to the LEED or City standard, whichever is greater. A total of 150 bike racks will be provided at grade.	Bike Racks	Bike racks to be installed on-site in excess of Zoning required bike parking
Education	Travel options information will be posted on Docksider Green website and distributed to residents and employees, including route maps (cycling, transit), cycling user information, and carpool and carshare information.	Education	Annual grant related to TDM education, with a commitment over ten years
BC Transit	Docksider Green will work with BC Transit to improve service during peak hours, encourage smaller buses, and explore strategies to promote ridership (i.e. subsidized passes)		
Mini-Transit	A shuttle vehicle will be purchased and operate between Docksider Green and downtown, and can be administered through Victoria Carshare or other alternative company.		
		Bus Stops	Provide bus shelters and related amenities for new bus stops on Tyee Road, which is the approximate cost of two "Class 3" bus shelters
		Signage	Budget assigned to provide signage at eight kiosks and planning/design of kiosk content

Based on the above assessment, it is expected that the proposed TDM program will have a comparable or greater impact on parking demand on site.



## 4.0 Summary

Dockside Green is committed to fulfilling the TDM commitment outlined in the 2005 MDA, both in terms of the monetary commitment and realizing equal or greater effectiveness. To-date, approximately \$85,000 has been invested in TDM including the purchase of two vehicles for the VCSC carshare fleet and on-site bike parking. The remaining financial commitment to TDM from the 2005 MDA is approximately \$290,000.

A revised TDM strategy is proposed that is centred on eight “mobility hubs” and is considered a more effective use of the remaining committed TDM resources, as follows:

- Purchase six additional carshare vehicles and contribute to VCSC fleet;
- Install new bus stops on Tyee Road;
- Allocate \$56,000 to install bike racks on-site (beyond Zoning required bike parking);
- Establish a \$2,000 annual grant to fund TDM promotions for a period of ten years; and
- Install eight information kiosks on-site (one at each mobility hub).

The proposed TDM strategy includes a reallocation of budget which is intended to meet the effectiveness of the previous TDM program as it produces a more viable and implementable approach to reducing vehicle and parking demand on site.

**Appendix A**  
**MASTER DEVELOPMENT AGREEMENT (2005), SCHEDULE F**



## **SCHEDULE F**

### **TRANSPORTATION DEMAND MANAGEMENT STRATEGIES**

#### **1. Car Share Program**

The parties will work together to ensure that residents have minimum impediment to joining the car share. The Developer will provide a minimum of 10 car share vehicles for the Development in phases as outlined in Schedule D of this Agreement to be operated by a car co-op entity or other non-profit organization. Alternatively, the Developer will buy car share co-op memberships to the value of \$240,000 for Dockside Green residents and not charge the residents for such membership fees.

The vehicles will be a mixture of neighbourhood electric vehicles and high fuel-efficient vehicles (60 mpg+). The operation and maintenance of vehicles will be through a car share co-op or other non-profit organization.

The car share program will be available to both residential and commercial uses on site.

The City will incorporate into the parking planning for Tyee Road and Harbour Road provisions for the encouragement of car share vehicles and other alternative use methods of transportation such as free parking for car share vehicles, shorter parking stalls to encourage parking for smaller forms of transportation such as high fuel-efficient vehicles, motorcycles, mopeds, etc.

As a part of the information package the Developer is required to provide to prospective purchasers from the Developer promotional material on the car share program provided on site.

#### **2. BC Transit**

The project will work closely with BC transit to address peak hours (7:30 am to 8:30 am and 4:00 pm to 5:00 pm, Monday to Friday excepting holidays) and encourage BC Transit to provide smaller shuttle bus service for the Development.

Bus routes information will be provided to residents via the Developer's website. The Developer will also explore other strategies with BC transit (such as subsidized bus passes) to promote ridership and to ensure bike racks exist on buses servicing the Development.

It is understood by the Developer that amenities and facilities such as lay-bys and shelters may require easements and the Developer will consent to such reasonable easements at no cost to the City.

The Developer's obligations under this section 2 shall terminate on the Substantial Completion of all improvements in the Development.

F-2

### **3. Mini-Transit**

The project will establish a Dockside mini-transit service through the car share company or other alternative company. As per the amenity Schedule D, the Developer will purchase a mini-transit vehicle(s) at the value of \$60,000. The vehicle(s) will be run during the day and possibly at night depending on demand. This strategy will be balanced with the provision of on-site car share program to monitor the most effective strategy and increase service for either service as required.

Transportation to downtown will focus on key drop off points where people work and key locations like the float planes. In addition, senior assisted living housing will be located near the site's commercial village to ensure easy access for seniors and other residents to the mini transit service, which will also service the commercial shopping center located off Bay Street. The idea is to ensure seniors have pedestrian access to the commercial resources on-site and flexible, convenient access to offsite destinations.

### **4. Bicycle Traffic and Storage**

The Developer will provide bicycle racks to the LEED or City standard whichever is greater. The requirement as defined by LEED is Bicycle racks provided for 15% of residential occupants, bicycle racks and shower facilities provided for 5% of commercial, office, industrial uses. The Developer will provide additional lock up racks if demand warrants.

In addition, bike racks will be provided above grade throughout the development to allow easy movement within Dockside. Bikes will also be provided for hotel guest users. The 150 additional bike racks will be phased in accordance with the Development Amenity Schedule D.

### **5. Education**

A key to the Developer's strategy is working with key interest groups like bicycle associations, BC transit etc. to explore innovative approaches that the Developer can support or test on site. The Development should be a leader in alternative transportation.

Education and informational support will also be a key component in promoting bikes, transit, pedestrian modes of traffic. The Dockside website will highlight the main routes for the various uses and information on car share and carpooling programs. Individual information will also be given to residents and employees on the Development.

Working with the CRD and bicycle associations online bicycle user information will be provided on the Dockside web. Information on the type of bikes, how to pack, be prepared for weather changes, safety tips etc will be provided.

The Developer's obligations under this section 5 shall terminate on the Substantial Completion of all improvements in the Development.



G-3

8. **Internal Road/Pedestrian areas for Industrial areas along Harbour Road:** Two sets of stairs from greenway trail system to industrial areas will be included. Also included are the road/parking surfaces with natural swales.
9. **Pervious paving/walkways in Parking Areas:** Parking areas will include natural swales and vegetated areas. Installation to align with buildings.
10. **Extensive Tree Planting:** The project includes extensive tree planting throughout the development. A formal treed boulevard along Esquimalt Road contrasts with fluid wilds off the internal greenway. Industrial parking/loading areas will have trees between parking stalls to create shade and calm the spaces. Pockets of shade trees will be clustered at the south and west facades of residential buildings to reduce solar heat gain. Plazas will include high canopy trees to provide shading, enclosure and clear low level site lines. Indigenous or adaptive species will be used to reinforce the west coast marina character of the project. A total of 400 trees will be planted on site of various sizes.
11. **Improvement to the Galloping Goose Trail:** The Galloping Goose Trail is an important regional connection through the site. Its alignment along Harbour road provides key pedestrian and bicycle linkages south to the City centre via the Johnson Street Bridge and north through Point Ellice Park. The designated bike route provided on each side of Harbour Street will be identified by a different colour scheme to easily identify the trail and highlight its importance. The Galloping Goose bike trail will be enhanced with the traffic calming structures on the south and north end of the site to allow safe passage for bikes and slow traffic (see site plan on Schedule C). In addition textured paving will be introduced across Harbour Road on the North end of site (but not on the bicycle path) to slow traffic for cyclists. Signage will also be provided.

The Developer will also provide traffic islands at the north and south end of Harbour Road.

The Galloping Goose, between the Point Ellice Bridge and Harbour Road, shall be upgraded to be consistent with the City of Victoria Greenways Plan and the waterfront pathway approved for the Railyards Project. This will include a four (4) metre wide multipurpose path and a two (2) metre wide pedestrian path separated by a landscape median. The minimum width of the landscape median will be one (1) metre.

12. **Waterfront walkway (dock) and small boat launch:** A waterfront walkway along Lot 4 at Point Ellice Park. The walkway will be cantilevered from shore or piled and a floating dock for the harbour ferry will be provided. The dimensions of dock walkway must be 3 meters by 74 meters. The harbour ferry dock must accommodate 12 people and must be 2 meters by 10 meters. The waterfront will be cleared of the current invasive scrub and replaced as outlined in "Shoreline Enhancement and Restoration" below. The design must be approved by the City prior to construction and be certified by a structural engineer upon completion.

## SCHEDULE G

### AMENITIES

The following is a list of amenities being provided for the Development. Certain of the amenities described in this Schedule are generally depicted on Schedule C.

1. **Accesses across Harbour Road:** The site plan attached as Schedule C identifies several grade crossings in numerous locations that are identified with textured paving changes. These are located at:
  - (a) At the corner of Esquimalt Road and Harbour Road where the pedestrian staircase from the bridge accesses the site at a location approved by the City.
  - (b) Across Harbour Road at northeast corner of Lot 3 to Lot 4 where the traffic calming device is located across the traffic calming device on the south end of the Site.
2. **Staircase on south east end of site from Johnson Street Bridge:** A concrete pedestrian staircase and pathway will be provided from the Johnson Street Bridge to the intersection of Harbour Road and Esquimalt Road. This connection will reinforce the pedestrian entry and plaza at the south end of Lot 1 as a major focal point when approaching the site from downtown Victoria. The City will maintain this staircase.
3. **Improvements to Esquimalt Road:** Trees will be planted along Esquimalt Road per site plan – see Schedule C.
4. **North South Greenway:** The greenway will be constructed in accordance with the Design Guidelines.
  - (a) **North South Pedestrian trails and connections:** This represents the sidewalk through the site north/south along the greenway including benches along sidewalks.  
  
The primary north/south and the east west greenway linkages will focus primarily on pedestrian access. The trail will be barrier-free. Separation of public open space from adjacent residential uses would be achieved with natural planted areas, and water bodies comprised of a linear system of detention ponds and water channels. This will be a major ecology feature for the development with a constant flow of water.
  - (b) **Green Space:** This includes a mixture of plantings, high performance irrigation, rainwater collection for green way system and other miscellaneous planting on site.



G-4

A small boat launch will also be provided similar to the Selkirk Waterfront development for small non-motorized craft access such as kayaks or appropriate launch from the waterfront walkway dock.

- 13. Shoreline Enhancement and Restoration:** The north end of the property – Point Ellice Park – consists of undeveloped land largely covered by scrub vegetation (dominated by broom and noxious weedy species). The shoreline is an undulating edge of abandoned concrete wharf abutments, rock-stack rip-rap and rocky outcroppings. The shoreline plant community also is dominated by weedy species and mature broom. The inter-tidal zone consists of an unstable cobble, gravel, sandy benthic complex largely devoid of seaweeds or other marine species.

The re-development of the Point Ellice parkland portion of the project would restore the upland plant community by replacing the existing weedy species with a mix of native and adaptive species approved by the Director Parks, consistent with the expected capital budget outlined in Schedule D. The intent would be to provide an aesthetic plant community that maximized a range of habitat values for small mammals and avian species. The upslope plant community would be designed to provide nesting and rearing species, together with a range of food species (e.g. berry and seed producing). The shoreline will require the use of small segments of rip-rap to be installed to stabilize the upper inter-tidal zone. These sections will be integrated with the existing concrete abutments; the latter provide continuity with the Docklands history as a working harbour. This zone – the boundary between sea and land – provides a varied habitat for a richly diverse assemblage of plants and the animals that depend upon them.

The inter-tidal zone should be assessed for its potential to be restored as a functional marine ecosystem through the creation of large rocky habitat complexes. These structures would provide stable surfaces for the algal community that, in turn, provide the luxuriant growth for a wide range of marine animal species (e.g. star fish, crabs, urchins, fish, etc.).

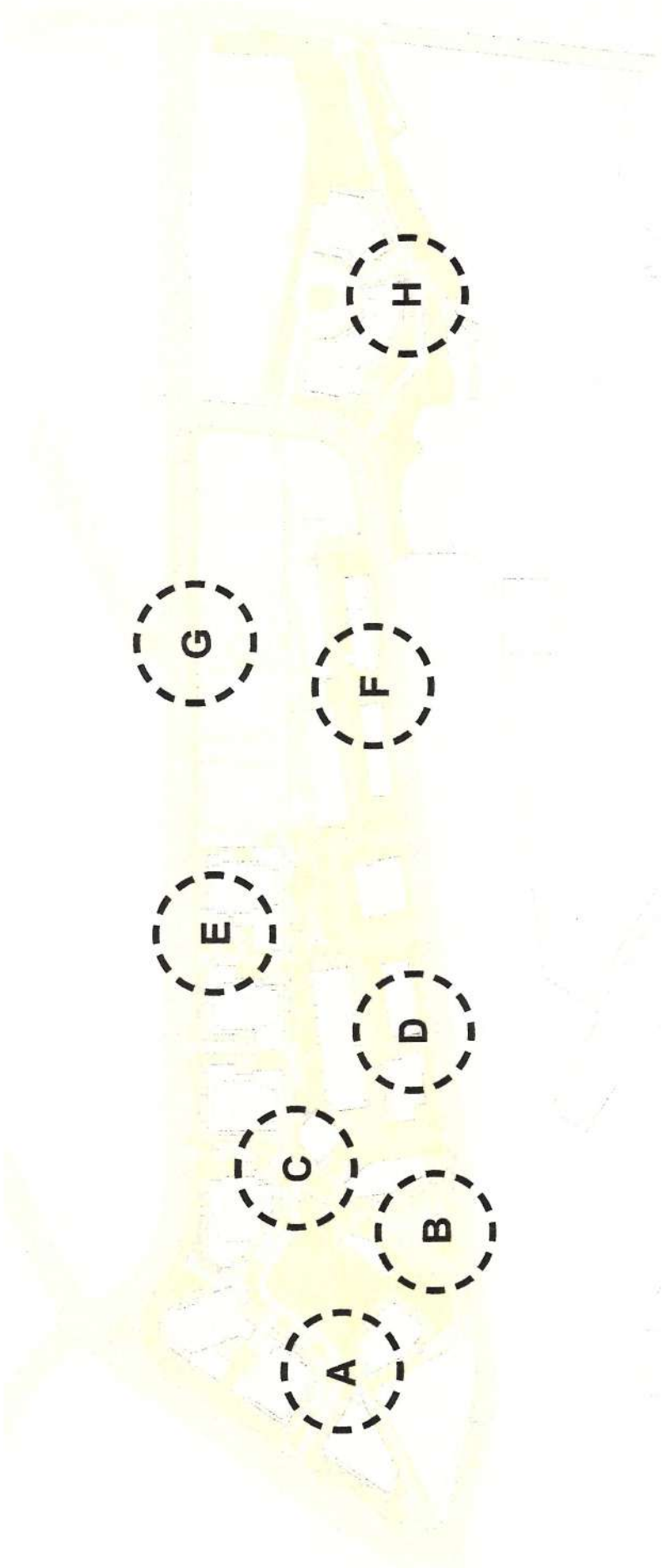
Species and habitat using a large diversity of flora and fauna will help restore and enhance the shoreline along Point Ellice Park. Where possible existing rip rap would be reconfigured with pockets of native tree and shrub planting and combined terraced beds of aquatic vegetation.

Native and adaptive species planted to the satisfaction of the Director of Parks.

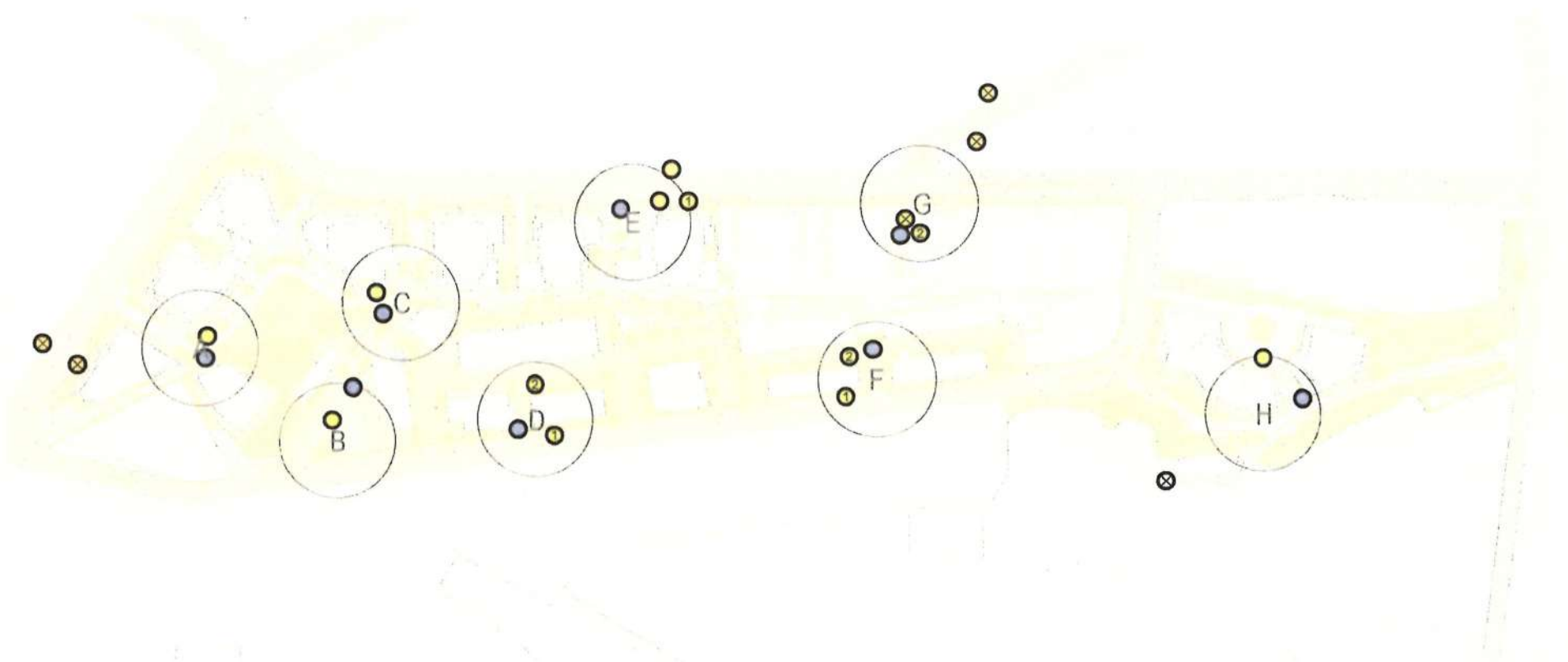
- 14. Play Area:** In the central North/South Greenway, a neighbourhood play area will be provided and maintained within close surveillance of neighbouring residential units. The play area and equipment will be constructed and maintained to CSA standards to a plan approved by the City, such approval to be within the expected capital budget as outlined in Schedule D. For certainty the materials used, to the extent possible and practical, will be non-toxic, biodegradable, reusable, recyclable and durable.

## Appendix B “MOBILITY HUB” CONCEPT





Dockside Green Transportation Review  
TDM STRATEGY

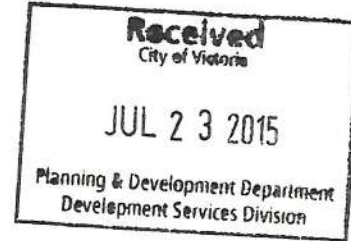


- ⊗ Existing
- Proposed
- Carshare Vehicle
- 1 Primary Parking Space
- 2 Secondary Parking Space
- Bike Parking
- Bus Stop
- Harbour Ferry Stop

SUMMARY OF TDM PROVISIONS, BY MOBILITY HUB

	Car Share	Bus Stops	Bike Parking	Signs, Info
A	x	x	x	x
B	x		x	x
C	x		x	x
D	x		x	x
E	x	x	x	x
F	x		x	x
G	x		x	x
H	x		x	x





Amolak Nijjar, CPA, CA  
Business Development Manager  
Dockside Green  
710 - 815 West Hastings Street,  
Vancouver, BC V6C 1B4

July 23, 2015

Dear Amolak Nijjar,

RE: CAR SHARING AGREEMENT FOR DOCKSIDE GREEN

Thank you for your interest in partnering with MODO to expand car sharing with future development phases of Dockside Green.

Currently, there are 280 residential and 4 commercial MODO car share memberships at Dockside Green, along with two parking spaces (one EV charging station). MODO will deliver the first EV in its Victoria fleet to this location next month.

For future phases, MODO is in support of Dockside Green's offer of \$148,000 in funding to purchase six (6) MODO car sharing vehicles along with parking spaces. The total number of vehicles on site will grow to eight (8). We believe that 8 vehicles is adequate for full build out on this site, and if demand increases for car sharing, MODO will be placing more vehicles in and around the site. This will allow us to deliver a quality car sharing service to the development and should have a positive impact in reducing demand for private vehicle ownership on the site.

Regards,

Pam Hartling  
Developer Liaison (Victoria)

521 Craigflower Rd. Victoria, BC V9A 6Z5

info@victoriawest.ca • www.victoriawest.ca



February 17, 2015

Mayor and Council  
City of Victoria Planning and Development Department  
1 Centennial Square  
Victoria, BC V8W 1P6

**Re: Dockside Green Proposed Rezoning and Modification to Development Agreement**

The Victoria West Community Association – Land Use Committee hosted a Community Meeting on September 16, 2014 to consider a proposed and significant zoning modification at the Dockside Green development site. The room was filled to capacity. The meeting followed a series of community workshops that were organized by the Dockside Green development team to solicit suggestions on how the existing zoning and development concept may be modified to better support a resurrection of construction activity.

The professional design team made thorough presentation regarding the overall neighbourhood design concept, including a re-orientation of public space, shifting of building density (including an overall reduction in floor plates and increase in the number of buildings), use (both commercial and residential), and view corridors. The community also heard that 75% of committed amenities had been delivered, and that the remaining committed amenities would be delivered during build out, with some additional amenities being added as a result of the recent public consultation workshops (e.g. dog park). However, a discussion about the Sustainability Centre revealed some ambiguity in what can be expected for that community amenity. As well, the developer's commitment to building-level certified LEED NC Platinum was to be abandoned.

Overall, the community responded relatively positively to the re-zoning and development scheme as presented. Appreciation was expressed for the thoughtful engagement process conducted by the developer, and the visionary re-thinking that took place. Of particular interest to the community is the possibility of interim on-site amenities that could render the site at least somewhat functional and at the very least introduce a creative element to an otherwise inaccessible area during the remaining years of construction.

There were **three significant concerns** raised at the meeting, and subsequently reinforced by follow-up comments to the Land Use Committee Chair. They include lack of on-site parking provisions, the short-term view of the Sustainability Centre, and the lack of commitment to building-level LEED NC Platinum certification.

Parking is a major concern in the Victoria West neighbourhood generally. Within the proximity of the Dockside Green development site, parking issues are especially



punctuated because of the closeness to the downtown core, the businesses situated onsite, the popularity of on-site businesses (i.e. Fol Epi and Café Fantastico), and lack of existing or planned parking infrastructure. Lack of parking is already creating vacancy issues for existing commercial space, and is causing serious concern for residents. With the build-out of additional commercial space and public amenities, the current parking issue is expected to be even more significantly exasperated and will need to be addressed.

All parties seem to agree that the Sustainability Centre is intended to provide access to facilities and networking opportunities by individuals or groups when advancing triple bottom-line sustainability interests. The concept itself was incorporated into the Master Development Agreement, and considered to be a reflection of the philosophy for the overall neighbourhood design. The Victoria West Community Association was meant to be a partner in determining the manifestation and occupation of the Sustainability Centre, as well as having access to space. Although innovative, the concept as presented by the developer would provide only a temporary solution, and is not considered adequate or (ironically) sustainable. Permanent infrastructure required to accommodate a go-to “centre” of sustainability business that is inherently woven into the fabric of the new development must still be provided.

Finally, the developer’s lack of commitment to LEED NC Platinum certification on a building level is considered a big disappointment to many members of the Community, and should be a concern for the reputation of the City. Among multi-building urban developments, Dockside Green is a notable for one reason – because of the aggressive commitment to triple bottom-line sustainability pitched by the owners when they were one of the proponents bidding on the development agreement; a commitment that was accepted by the City. Without upholding this commitment to building level LEED NC Platinum certification, there is no assurance (in fact it would be unlikely because of lack of accountability) that future onsite development will meet leadership in energy and environmental design standards. Building-level design is what causes the possibility of high performance over time and there is no justifiable reason to relax the commitment to building-level certification. A developer who is apprehensive about the requirement of LEED NC certification will not have the conviction or vision required to continue building this world-class model of environmentally sustainable development, which the community strongly believes should be upheld.

Modifications to the proposal that accommodates ample easily accessible parking for tenants and public patrons, requirement to uphold a commitment to establish a long-term Sustainability Centre, and maintain a commitment to LEED NC would be well-received by the Victoria West community, and should be required before re-zoning approvals are offered.

Sincerely,

Bernie Gaudet  
President, Victoria West Community Association



353 Tye Road  
Victoria, British Columbia  
Canada V8A 3S3  
www.docksidegreen.com



July 30, 2015

Jim Handy  
City of Victoria  
1 Centennial  
Square Victoria, BC  
V8W 1P6



**Re: Dockside Green LEED ND Supplemental Information**

Dear Jim,

I am pleased to provide you with a copy of a letter we received from Thomas Mueller, President and CEO, of the Canadian Green Building Council (CAGBC). Mr. Mueller's letter addresses staff's central question and confirms that LEED ND and LEED BD&C (which has replaced LEED NC) have equally demanding performance targets.

I thought it would be useful to also provide additional information so as to more fully answer some of the questions about LEED ND that have been posed by staff. I trust this will be useful to you as you write your staff report. We have consolidated here the information provided in our Rezoning Submission Book and the additional information provided by way of letter to Mike Wilson on June 17, 2015. We are also including information on Dockside Green's LEED ND v.4 scorecard so that staff can see how we intend to achieve LEED ND Platinum Certification.

Covered in this letter are the following topics.

- Dockside Green LEED ND Background
- LEED ND Background
- Dockside Green LEED ND Strategy
- Proposed Modified LEED Penalty Clause

#### **DOCKSIDE GREEN LEED ND COMMITMENT BACKGROUND**

When the MDA was signed by the City and Dockside Green Limited in 2005 LEED was only just emerging as a green building certification system. Nevertheless, the concept of LEED Neighbourhood Development (ND), which focuses on the type of actions required to develop truly sustainable communities and neighbourhoods, was only just emerging. The MDA provides the option for Dockside Green to change from the LEED NC standard to the LEED ND standard provided LEED ND has performance standards that are equally rigorous to LEED NC (see section 11.3 below).

**11.3** *In the event that the United States Green Building Council or the Canada Green Building Council releases a LEED for Neighbourhood ("LEEDND") rating system with performance standards that are at least equivalent to, or more stringent than, the Applicable LEED Standard, then with the approval of the City, the Developer may substitute the LEEDND for the Applicable LEED Standard, and from the date of the City's approval the LEEDND shall for all purposes be substituted as the Applicable LEED Standard.*





553 Tyler Road  
Victoria, British Columbia  
Canada V9A 3S3  
www.docksidegreen.com



In 2008, Dockside Green Limited indicated that it was pursuing LEED ND certification under the new LEED ND Pilot program and upon certification would be applying to change the applicable standard from LEED NC to LEED ND. This was confirmed in an MDA amendment approved by Council and Dockside Green in 2008. Dockside Green applied for and received in November 2009 *Stage 2 LEED ND Platinum Certification* under the LEED ND Pilot program with a score of 82 points (80 is required for Platinum).

Our request with this Rezoning Application logically follows from that history. Dockside Green was always conceived of as a sustainable neighbourhood development and it follows that it would be certified under the world's leading neighbourhood sustainability certification system – LEED ND. This approach also aligns with Dockside Green's current focus as the master neighbourhood developer rather than a developer of individual building sites. It is also consistent with the reality that builders will not purchase land, or will look for deep discounts, where there is a LEED Platinum Certification requirement. The continued enforcement of LEED BD&C Certification for residential buildings is not possible if this project is to proceed.

As Mr. Mueller has confirmed, certifying the project to LEED ND will require Dockside Green to meet a set of equally rigorous standards as with LEED BD&C. LEED ND Platinum certification will confirm Dockside Green as one of the most sustainable neighbourhood developments in the world.

#### LEED ND BACKGROUND

LEED ND is fully integrated into the LEED system which now encompasses 5 urban development spheres – Building Design and Construction, Interior Design and Construction, Building Operations and Maintenance, Neighbourhood Development and Homes. Each of the 21 LEED systems in these five urban development spheres has been customized with prerequisites and credit points based on the following LEED goals:

- To reverse contribution to global climate change
- To enhance individual human health and well-being
- To protect and restore water resources
- To protect, enhance, and restore biodiversity and ecosystem services
- To promote sustainable and regenerative material resources cycles
- To build a greener economy
- To enhance social equity, environmental justice, community health, and quality of life

Each LEED system is developed through a collaborative process involving green building and sustainable development experts who identify appropriate credit categories and performance standards. Each credit in the rating system is allocated points based on the relative importance of its contribution to the LEED goals. Platinum Certification under LEED ND and LEED NC, means similar progress towards achieving the LEED goals, though operating at different scales of urban development.

LEED ND takes the green certification concept beyond individual buildings and applies it to the neighbourhood context. LEED ND contains a set of measurable standards that collectively identify whether a development can be deemed environmentally superior considering its location and access, its internal pattern and design, and its use of green technology and building techniques. When used for



393 Tyler Road  
Victoria, British Columbia  
Canada V8A 3S3  
www.docksidegreen.com



certification, LEED ND is rigorous and complex. Integrating principles of smart growth, urbanism, and green building into neighborhood design the rating system includes prerequisites and credits in the following category areas:

1. Smart Location and Linkage
2. Neighborhood Pattern and Design
3. Green Infrastructure and Buildings
4. Innovation and Exemplary Performance
5. Regional Priority

LEED ND v.4 is divided into two systems – LEED ND Plan and LEED ND Built Project. LEED ND Plan allows for certification of an approved neighbourhood plan or a partially built project. LEED ND Built Project allows for certification of completed neighbourhood developments.

#### **DOCKSIDE GREEN LEED ND STRATEGY**

Dockside Green is committing to achieving LEED ND v.4 Built Project Platinum Certification. To do so, we have developed a strategy for achieving 83 points under LEED ND v.4 (see the attached scorecard). We also intend to pursue LEED ND v.4 Plan Platinum Certification, which will allow Dockside Green to be recognized for its ongoing commitment to sustainable neighbourhood development and will establish the parameters for our Built Project Platinum Certification at the end of the project.

You will see in examining the LEED ND v.4 scorecard that Dockside Green is targeting points throughout the LEED ND system and includes actions and commitments at the neighbourhood, site, infrastructure and building levels. It is a balanced approach that requires significant commitments from both Dockside Green, and our partner builders. Builders will be required to develop buildings and sites with significant green building commitments to support our LEED ND certification. This is a process that we will facilitate and support and in some cases will push our partner builders to actions they might not have contemplated otherwise. We have identified in the attached LEED ND scorecard the LEED ND credits that we propose form the basis for our Sustainability Report, which will be provided to the City every three years. The report would be prepared by a LEED Accredited Professional.

Currently there are 5 buildings at Dockside Green that have achieved LEED Platinum Certification under the LEED NC or LEED C&S. As part of achieving LEED ND Built Project Platinum Certification we will be requiring all future commercial and office buildings to be LEED BD&C Gold Certified. Where LEED ND only requires 1 building to be LEED Certified, by the end of project, 8 buildings at Dockside Green will be LEED Platinum and Gold Certified.

#### **MODIFIED LEED PENALTY CLAUSE**

We have discussed with staff, but not settled on an approach to modify the existing penalty clause to align with our commitment to LEED ND. Given the structure of LEED ND it is not possible to confirm LEED ND Platinum compliance on a building by building approach. Many of the credits are site-wide and rely on additive actions across the whole site or compliance for a certain percentage of buildings. Instead, we propose that the possible penalty be linked to both LEED ND v.4 Plan and Built Project Platinum Certification and the required 80 point threshold.





155 Tyee Road  
Victoria, British Columbia  
Canada V8A 5S5  
www.docksidegreen.com



The possible penalty to Dockside Green would remain at \$1 a square foot of building area. On achieving a LEED ND v.4 Plan Platinum Certification the penalty would be reduced to \$0.50 per square foot of building area. At the end of the project achieving Built Project Platinum Certification (a minimum of 80 points) would result in no penalty. If Dockside Green were to fall short of the 80 point threshold for Platinum Certification, but still achieve LEED ND v.4 Built Project Certification, then the penalty would be reduced by the percentage of points achieved. For each point below the 80 point threshold the \$0.50 penalty would be \$0.00625 (1.25%). This penalty structure would recognize Dockside Green for making every effort to achieve Platinum Certification.

While our three year Sustainability Report is designed to rigorously check our compliance as we move through the development there is some risk, as there is with all the LEED rating systems, that the LEED certifiers will interpret the rules differently and not reward Dockside Green with certain points we were expecting. The proposed structure of the penalty clause will hold Dockside Green accountable to those decisions, but without establishing an all or nothing scenario that does not recognize all that we have accomplished.

### **Conclusion**

LEED ND Platinum Certification of Dockside Green will be an achievement that the City of Victoria, Dockside Green and the Vic West Community will celebrate. It will recognize the triple-bottom line approach that has informed the development of the Dockside Lands from the beginning. The MDA is clear that the City of Victoria and Dockside Green recognized the financial challenges of the LEED certification and provided a number of exemptions. The agreement also recognized that LEED ND can replace LEED NC, provided both rating systems are equally rigorous. I believe Dockside Green has provided the information necessary for staff to support Dockside Green's request to formally switch the applicable standard in the MDA to LEED ND v.4. As indicated by Mr. Mueller from CAGBC, the LEED ND v.4 rating system has performance standards that are equally rigorous to LEED BD&C (which has replaced LEED NC).

If you require anything further regarding any of the items provided in this letter please feel free to let me know.

Kind Regards,

Norm Shearing  
Dockside Green Ltd.

Encl.

1. July 29, 2015 Letter from Thomas Mueller to Jack Meredith
2. Dockside Green LEED ND V.4 Compliance Strategy – July 20, 2015.
3. LEED v4 for Neighborhood Development Built Project Dockside Green Project Checklist – July 20, 2015.

CANADA GREEN BUILDING COUNCIL • CONSEIL DU BÂTIMENT DURABLE DU CANADA  
*Building with purpose • Bien bâtir pour l'avenir*

July 29, 2015



Jack Meredith  
Healthy Green Buildings Consultants Ltd.  
1003 McCaskill Street  
Victoria, BC V9A 4C1

Re: Dockside Green LEED Certification

Dear Jack:

Thank you for letter dated June 28, 2015 about Dockside Green's green building and LEED strategy. We appreciate your efforts to share the direction and sustainability targets of the next phase of the Dockside Green development. The Canada Green Building Council certified the buildings of the original project and, at the time promoted Dockside Green as a leading example of sustainable community development.

The Canada Green Building Council's mandate is to support the industry in increasing environmental performance of buildings and entire developments, and to review and certify projects consistent with the requirements of the LEED rating system. Setting environmental performance targets for buildings and community developments is at the sole discretion of the developer/owner based on project objectives and desired outcomes. As the only national organization advocating for green building in Canada, we encourage developers/owners to target the highest level of environmental performance for a given project. Third party verification and certification under a credible green building rating system is recommended as the best way to validate follow through on proposed sustainability strategies.

With regard to the question about the stringency and rigour of different LEED systems, the following provides clarification. LEED is now recognized as the most credible and widely used rating system in Canada and the world with projects in over 150 countries. This wide spread use is due to many factors including its focus on providing market based, economically viable solutions and flexibility to project developers/owners. LEED provides a stringent approach to improving environmental performance in buildings and considerable rigour in the certification process.



There are currently over 25 LEED building rating systems in the marketplace covering different types of construction (e.g. new construction, retrofit & operation, tenant improvements, community developments) and specific building classes/types such as retail, schools, data centres.

LEED BD&C (Building Design & Construction) focuses on improving the performance of new construction buildings. LEED ND (Neighbourhood Development) focuses on improving the performance of community development practices beyond individual buildings.

Both rating systems set equally demanding performance targets which become more stringent with the level of certification i.e. a LEED Platinum certified project has higher performance targets than a LEED Silver project. All LEED projects undergo a rigorous third-party certification process where specific documentation required for each credit is reviewed by green building experts before certification is awarded. The rigour of certification reviews is consistent regardless of the level of certification while stringency can vary depending on the level of achievement targeted.

One of the key differences between LEED BD&C and LEED ND is that building performance credits in the latter are largely optional since only one building in the development would need to be LEED certified. The next phase of Dockside Green could meet this requirement as it intends to target LEED Gold for all commercial buildings. New residential buildings would still have to meet minimum performance targets consistent with prerequisite requirements in LEED ND. We appreciate that you have developed sustainability targets for the residential portion. We have not assessed the proposed Dockside Green Standards with regard to their stringency as these have neither been developed nor will they be verified by CaGBC.

I hope this letter is helpful in setting and implementing sustainability targets of the next phase of Dockside Green.

Best regards.



Thomas Mueller  
President & CEO

# DOCKSIDE GREEN

353 Lyle Road  
Victoria, British Columbia  
Canada V9A 5S3  
www.docksidegreen.com



## Dockside Green LEED ND V.4 Compliance Strategy – July 20, 2015.

Strategy is targeting 83 points for Platinum Certification. Table also includes proposed 3 year reporting criteria.

Pre-requisite or Credit	Category	Target Points	Specific Building Site Action / Percent Requirement	Description/Comments	3 Year Report Criteria
<b>Smart Location &amp; Linkage</b>					
PR	Smart Location			Achieves as urban, infill site.	
PR	Imperiled Species and Ecological Communities			There are no imperiled species or ecological communities identified on site.	
PR	Wetland and Water Body Conservation			There were no on-site that had to be considered. The project completed shoreline restoration in Point Ellice Park.	
PR	Agricultural Land Conservation			This is an infill site with no agricultural land.	
PR	Floodplain Avoidance			As a coastal site and with consideration of sea level rise due to climate change, a minimum building elevation based on the 100 year flood event has been established and buildings (e.g. foundations) in this zone designed to withstand flood events.	Summary of measures taken for any buildings constructed in flood hazard zone during 3 year reporting period.
CR	Preferred Locations	10		Achieves these points a redevelopment infill site, with a high level of connectivity in the circulation network both on-site and within 800 metres of the Dockside Green lands. Also achieves points based on the Dockside Green lands being a high priority brownfield redevelopment site.	Summary of circulation network improvements completed during 3 year reporting period.
CR	Brownfield Remediation	2		Achieves these points as a brownfield remediation project and Dockside Green lands being a High Priority Location brownfield redevelopment site.	Summary of remediation activities during 3 year reporting period.
CR	Access to Quality Transit	7		Achieves these points based on frequency of transit service to Dockside Green lands.	
CR	Bicycle Facilities	2		Achieves these points based on number of interior and exterior bicycle parking spots and change room / shower facilities in commercial buildings.	Summary of number of bicycle parking spots and interior storage, change room and shower facilities constructed during 3 year reporting period.
CR	Housing and Jobs Proximity	3		Achieves these points based on project with an affordable housing component and based on number of jobs both at Dockside Green and within 800 metres walking distance equalling number of dwelling units on-site.	Summary of number of jobs based on Dockside Green lands.
CR	Site Design for Habitat or Wetland and Water Body Conservation	1		Achieves this point based on lack of existing habitat, wetlands or water bodies requiring conservation	



## DOCKSIDE GREEN

555 Tyler Road  
Victoria, British Columbia  
Canada V9A 3S3  
www.docksidegreen.com



Pre-requisite or Credit	Category	Target Points	Specific Building Site Action / Percent Requirement	Description/Comments	3 Year Report Criteria
<b>Neighborhood Pattern &amp; Usage</b>					
PR	Walkable Streets			Achieves as project is meeting 1) requirement that 90% of buildings have functional entries on circulation network or other public space, 2) 15% of block length has building-height-to-street-centreline ratio of 1:1.5, 3) continuous sidewalks or equivalent all-weather walking route for 90% of circulation network, and 3) no more than 20% of the block length is faced directly by garage or service bays.	
PR	Compact Development			Requirement is for at least 30 DUs per hectare and 0.80 FAR for land within transit walking distances. And 17.5 DUs per hectare and 0.50 FAR for sites outside of walking distance.	Summary of Dockside Green dwelling units per acre and FAR at the date of the 3 year report.
PR	Connected and Open Community			Requirement that internal connectivity is at least 54 intersections per square kilometre.	Summary of internal intersections per square kilometer at the date of the 3 year report.
CR	Walkable Streets	8		Achieves these points based on 1) 80% of building facade length facing circulation network is no more than 7.5 meters from property line 2) 50% of building facade length facing circulation network is no more than 5.5 meters from property line 3) 50% mixed-use and non-residential building facade length facing circulation network is within 1 foot of a sidewalk or equivalent 4) Functional entries for mixed-use / non-residential buildings occur on average every 23 meters 5) All ground level retail / commercial facing a public space have clear glass on at least 60% of their facades between 3 and 8 feet 6) Any facade only a sidewalk, not more than 40% or 50 feet, is blank 7) Any ground-level retail / commercial must be kept visible at night (stipulated in covenants) 8) Continuous sidewalks or equivalents on both sides of entire circulation network 9) 50% of ground floor dwelling units elevated at least 60 centimetres above the sidewalk grade 10) 50% or more the total # of office buildings has ground-floor retail along 60% of street facade. and 100% of mixed-use buildings include retail, live-work or ground-floor dwelling units along 60% of street facade 11) 40% of block length has building-height-to-street-centreline ratio of 1:1.5 12) 75% of residential-only motorized circulation network is designed for 30 km/h or less 13) 70% of mixed-use/non-residential motorized circulation network is designed for 40 km/h or less 14) At-grade driveway crossings no more than 10% of project sidewalk length.	
CR	Compact Development	5		Achieves these points based on density – dwelling units per hectare & FAR - at 5 years into project.	Summary of Dockside Green dwelling units per acre and FAR at the date of the 3 year report.
CR	Mixed-Use Neighborhoods	3		Achieves these points based on number of distinct uses within 400-meter walk distance once project is 50% of floor area is constructed.	Summary of number of distinct uses within walking distance of project once project is 50% complete.



## DOCKSIDE GREEN

553 Lyle Road  
Victoria, British Columbia  
Canada V8A 5S4  
www.docksidegreen.com



Pre-requisite or Credit	Category	Target Points	Specific Building Site Action / Percent Requirement	Description/Comments	3 Year Report Criteria
CR	Housing Types and Affordability	6		Achieves these points based on housing diversity (measured by Simpson Diversity Index) and % of affordable rental dwelling units priced up to 60% or 80% of annual median income.	Simpson Diversity Score
CR	Connected and Open Community	2		Achieves these points based on internal connectivity exceeding 154 intersections per square kilometre.	Summary of internal intersections per square kilometer at the date of the 3 year report.
CR	Transit Facilities	1		Achieves these points based on required transit stops / facilities (two-years post completion) being completed within the Dockside Green project.	Summary of transit stops and / or facilities constructed during 3 year report period.
CR	Access to Civic and Public Spaces	1		Achieves this point as 90% of dwelling units and nonresidential entrances within 400 meters of least one civic space or passive use space at least 0.067 hectares. Median size of qualifying spaces must be 0.4 hectares.	
CR	Access to Recreation Facilities	1		Achieves this point as 90% of dwelling units and nonresidential entrances within 800 meters of least one outdoor recreation facility of at least 1 acre.	
CR	Visitability and Universal Design	1		Achieves this points as 20% of the new DUs will have select universal design features throughout the home or select universal design kitchen features or select universal design bedroom and bathroom features.	Summary of number of dwelling units that meet this requirement in 3 year report period.
CR	Community Outreach and Involvement	2		Achieves this based on DG neighbourhood predesign, preliminary design and ongoing community outreach and communication, as well as holding of neighbourhood design charrette.	Summary of outreach and communication activities during 3 year report period.
CR	Tree-Lined and Shaded Streetscapes	2		Achieves this as trees are provided at interval of no more 50 feet along at least 60% of the total existing and planned block length.	Summary of any tree planting and tree planting interval for completed portion of project as the date of the report.
<b>Green Infrastructure &amp; Buildings</b>					
PR	Certified Green Building			Achieves pre-requisite as at least one building is LEED certified	Summary of number of buildings constructed during 3 year reporting period that achieved LEED or other eligible green building certification.
PR	Minimum Building Energy Efficiency			Achieves as 90% of all nonresidential buildings, mixed-use buildings and multi-unit buildings four stories or more will demonstrate 5% improvement for new buildings, 3% for major building renovations and 2% for core and shell buildings over ASHRAE 90.1-2010 and 90% of multi-unit building three stories or fewer must meet LEED for Home v4 EA Prerequisite Minimum Energy Performance.	Summary of building energy efficiency (e.g. % better than ASHRAE) for buildings built during 3 year report period.



## DOCKSIDE GREEN

555 Tyee Road  
Victoria, British Columbia  
Canada V9A 3S3  
www.docksidegreen.com



Pre-requisite or Credit	Category	Target Points	Specific Building Site Action / Percent Requirement	Description/Comments	3 Year Report Criteria
PR	Indoor Water Use Reduction			Achieves as nonresidential buildings, mixed-use buildings and residential four stories or more will reduce total indoor water usage by 20% from a baseline. and 90% of residential building 3 stories or fewer must earn at least 2 points under LEED for Homes v4 WE Credit Indoor Water Use Reduction.	For buildings build during 3 year reporting period summary of indoor water calculation against baseline for that building or achievement under LEED for Homes criteria.
PR	Construction Activity Pollution Prevention			Achieves as all building sites will have and implement an erosion and sedimentation control plan.	
CR	Certified Green Buildings	3		Achieves as plan is to have at more than 3% of total building area green building certified (under LEED or other qualifying system)	Summary of number and of buildings constructed during 3 year reporting period that achieved LEED or other eligible green building certification and percentage constructed to report date.
CR	Building Energy Efficiency	2		Achieves as 90% of all nonresidential buildings, mixed-use buildings and multi-unit buildings four stories or more will demonstrate 20% improvement for new buildings, 18% for major building renovations and 15% for core and shell buildings over ASHRAE 90.1-2010 and 90% of multi-unit building three stories or fewer must reduce the LEED energy budget by 20%.	Summary of building energy efficiency (e.g. % better than ASHRAE) for buildings built during 3 year report period
CR	Indoor Water Use Reduction	1		Achieves as nonresidential buildings, mixed-use buildings and residential four stories or more will reduce indoor water usage by 40% from a baseline and 90% of buildings 3 stories or less must earn at least 4 points under LEED For Homes v4 WE Credit Indoor Water Use Reduction.	For buildings build during 3 year reporting period summary of indoor water calculation against baseline for that building or achievement under LEED for Homes criteria.
CR	Outdoor Water Use Reduction	2		Achieves as project will achieve 30% reduction from baseline using plant selection and irrigation system efficiency only and at least 50% reduction from the baseline when grey water re-use from the wastewater treatment plant is considered.	Summary of outdoor water use reduction from the baseline for project sites constructed during 3 year reporting period.
CR	Minimized Site Disturbance in Design and Construction	1		Achieves as development footprint is on previously developed land.	
CR	Rainwater Management	4		Cannot meet requirements, but can meet credit intent - reduce runoff volume and improve water quality by replicating the natural hydrology and water balance of the site, based on historical conditions and undeveloped ecosystems in the region. DG will apply for Credit Interpretation Ruling for these points. A positive result was previously achieved under LEED ND Pilot application.	

## DOCKSIDE GREEN

555 Tyee Road  
Victoria, British Columbia  
Canada V9A 3S3  
www.docksidegreen.com



Pre-requisite or Credit	Category	Target Points	Specific Building Site Action / Percent Requirement	Description/Comments	3 Year Report Criteria
CR	Heat Island Reduction	1		Achieves point based on a combination of at weighted average based on target of 75% of roof area being vegetated or using high reflectance materials and 50% of non-roof paved areas achieving high reflectance or minimal absorption (e.g. because covered with planters or shade structures).	Summary of heat island reduction measures included in project sites built within 3 year reporting period and weighted average % achievement to date.
CR	On-Site Renewable Energy Sources	3		Achieves these points 20% of annual electrical demand and thermal energy cost will be offset by biomass District Energy System.	
CR	Infrastructure Energy Efficiency	1		Will achieve 15% annual energy reduction below an estimated baseline energy use for any new energy-using equipment outside the buildings such as street light, traffic lights, water and wastewater pumps, utility systems, bus stop lighting, and signage lighting. Excludes District Energy System (except the pumps for distribution of hot water) and exterior lighting within the property lines of building sites.	
CR	Wastewater Management	2		Achieves this credited by re-using at least 50% of this treated wastewater on site through on-site irrigation and flushing toilets.	Summary of any features installed as part of project phases completed during 3 year reporting period that will contribute to achieving this credit.
CR	Solid Waste Management Infrastructure	1		Achieves this credit based on 1) recycling in each building, 2) hazardous waste drop-off facilities, 3) food and yard waste composting available to each building and 4) recycling containers located at least every mixed-use or residential block.	Summary of any features installed as part of project phases completed during 3 year reporting period that will contribute to achieving this credit
CR	Light Pollution Reduction	1		Achieves this credit by meeting the light pollution reduction requirements for exterior lighting in residential areas, exterior lighting for the circulation network, uplight and light trespass requirements and establish covenants, conditions and restrictions that require continued adherence to the above requirements. .	Confirmation that phases constructed during the reporting period have met the credit requirements.
<b>Innovation &amp; Design Process</b>					
CR	Innovation and Exemplary Performance: 1	3		Dockside Strategy for these points dependent on future analysis, but likely to include some of the following: 1 point – Innovation - Sound attenuation as per terms of the MDA. 1 point – Innovation - BETA and urban agriculture - use of vacant development land Exemplary performance (2 of these) 1 point - Exemplary performance for transit frequency 1 point - for 55% reduction in non-residential building indoor water use	



## DOCKSIDE GREEN

353 Tyee Road  
 Victoria, British Columbia  
 Canada V9A 3S3  
[www.docksidegreen.com](http://www.docksidegreen.com)



Pre-requisite or Credit	Category	Target Points	Specific Building Site Action / Percent Requirement	Description/Comments	3 Year Report Criteria
				1 point - for 75% reduction in outdoor water use 1 point - 30% reduction in infrastructure energy efficiency	
CR	LEED Accredited Professional	1		Achieves as at least one LEED NEED AP will be part of DG project team	
	Regional Priority Credit				
CR	Regional Priority Credit	0		These are still being developed for Canada, DG may or may not be able to meet any of these (4 points possible).	



# LEED v4 for Neighborhood Development Built Project

## Project Checklist

Project Name: Dockside Green

Date: July 20, 2015

Planning and Land Use Committee  
 15 Oct 2015  
 Page 589 of 995

3 Smart Location & Linkage 28		
Prereq	Smart Location	Required
Prereq	Imperiled Species and Ecological Communities	Required
Prereq	WetlandS and Water Body Conservation	Required
Prereq	Agricultural Land Conservation	Required
Prereq	Floodplain Avoidance	Required
Credit	Preferred Locations	10
Credit	Brownfield Remediation	2
Credit	Access to Quality Transit	7
Credit	Bicycle Facilities	2
Credit	Housing and Jobs Proximity	3
Credit	Steep Slope Protection	1
Credit	Site Design for Habitat or Wetland and Water Body Conservation	1
Credit	Restoration of Habitat or Wetlands and Water Bodies	1
Credit	Long-Term Conservation Management of Habitat or Wetlands and Water Bodies	1

8 Neighborhood Pattern & Design 41		
Prereq	Walkable Streets	Required
Prereq	Compact Development	Required
Prereq	Connected and Open Community	Required
Credit	Walkable Streets	9
Credit	Compact Development	6
Credit	Mixed-Use Neighborhoods	4
Credit	Housing Types and Affordability	7
Credit	Reduced Parking Footprint	1
Credit	Connected and Open Community	2
Credit	Transit Facilities	1
Credit	Transportation Demand Management	2
Credit	Access to Civic & Public Space	1
Credit	Access to Recreation Facilities	1
Credit	Visitability and Universal Design	1
Credit	Community Outreach and Involvement	2
Credit	Local Food Production	1
Credit	Tree-Lined and Shaded Streetscapes	2
Credit	Neighborhood Schools	1

22 2 7 Green Infrastructure & Buildings 31			
Y		Prereq	Certified Green Building Required
Y		Prereq	Minimum Building Energy Performance Required
Y		Prereq	Indoor Water Use Reduction Required
Y		Prereq	Construction Activity Pollution Prevention Required
3	2	Credit	Certified Green Buildings 5
2		Credit	Optimize Building Energy Performance 2
1		Credit	Indoor Water Use Reduction 1
2		Credit	Outdoor Water Use Reduction 2
	1	Credit	Building Reuse 1
	2	Credit	Historic Resource Preservation and Adaptive Reuse 2
1		Credit	Minimized Site Disturbance 1
4		Credit	Rainwater Management 4
1		Credit	Heat Island Reduction 1
	1	Credit	Solar Orientation 1
3		Credit	Renewable Energy Production 3
	2	Credit	District Heating and Cooling 2
1		Credit	Infrastructure Energy Efficiency 1
2		Credit	Wastewater Management 2
	1	Credit	Recycled and Reused Infrastructure 1
1		Credit	Solid Waste Management
1		Credit	Light Pollution Reduction

4 2 0 Innovation & Design Process			
3	2	Credit	Innovation
1		Credit	LEED® Accredited Professional

0 4 0 Regional Priority Credits			
	1	Credit	Regional Priority Credit: Region Defined
	1	Credit	Regional Priority Credit: Region Defined
	1	Credit	Regional Priority Credit: Region Defined
	1	Credit	Regional Priority Credit: Region Defined

83 9 18 Project Totals (Certification estimates)			
--	--	--	--

Certified: 40-49 points, Silver: 50-59 points, Gold: 60-79 points, Platinum: 80+ points







353 Tyee Road  
Victoria, British Columbia  
Canada V9A 3S3  
www.docksidegreen.com



**October 14<sup>th</sup>, 2015**

City of Victoria  
1 Centennial Square  
Victoria, BC  
V8W 1P6

Dear Mayor Helps and City of Victoria Council,

**RE: Dockside Green 2015 Rezoning Application – PLUC Report Consideration Request:  
Recommendation #12 and #17**

Dockside Green Limited is pleased to have our combined Rezoning, Official Community Plan and Master Development Agreement (MDA) Amendment application be received and reviewed by the Planning and Land Use Committee tomorrow. I commend staff on a thorough report that does a good job of summarizing a very large and complex application. It has taken us nine months of work with staff and an additional twelve months of work with community stakeholders to get to this point and I cannot overstate the importance to Dockside Green of finding opportunities for the application process to proceed forward in a timely way. Addressing the changes identified in our application are critical if the development is to proceed. With 1.0 million square feet of buildable floor area yet to be developed and an array of public amenities, the enclosed application finds a delicate balance between economic viability and the delivery of an important sustainable project in Victoria.

The recommendations as presented to the Council have established a path forward that in general terms is workable. I would like, however, to draw Council's attention to two recommendations that are of concern to Dockside Green which at this stage significantly impact our application and consequent project update in terms of time, cost and complexity.

**Recommendation #17 – Request for City-initiated Rezoning on lands outside of our Application Boundary**

Dockside Green requests Council's careful consideration to Recommendation #17 given the potential substantive impacts on the time, cost and complexity of our current application. We have shared information with staff that confirms our application can be completed without the need of a major re-write of the CD-9 Zone. As you can appreciate, integration of our application with an undefined and potentially unnecessary City-driven process for lands outside of our application would inevitably complicate our application, which we cannot afford.

As noted in our application, Dockside Green is not seeking any major updates to the current CD-9 Zone outside of the minor amendments noted in our application and in the letter to Mayor and Council. The 2015 Dockside Green Neighbourhood Plan fits well within both the density and land use elements of the current zone. This is attributed to a number of structural components embedded in the zone (similar to the Selkirk Zone and those in other jurisdictions), which are instrumental in accommodating the complexities of a long term neighbourhood scale development.





At the end of the day, we wish our application to be focused solely on our new plans and amendments being requested, which will allow our application to be evaluated on its substance alone rather than introducing other issues that we don't support, have not asked for and could impact our application in a negative way.

## Recommendation #12 – Return to PLUC

In terms of process, Dockside Green is looking for Council's support to review and discuss Recommendation #12 which relates to the need for an additional PLUC review of the revised MDA. This request will add an additional administrative step, commit further staff resources and will lengthen the application approval process.

Our experience with the current amended MDA related to the Dockside Green affordable housing at 370 and 384 Harbour Road presented to PLUC earlier in 2015, illustrates how an amended MDA can be presented to Council along with other relevant documents with first and second reading of the amendment bylaws without the need to return to PLUC. Further, this approach allows Council and the public the ability to view all components of the application together and further focus discussion on the application in its totality without complicating the process via separation of components, multiple staff reports and procedural steps. We trust Council and Staff will consider this request or other ways to create a timely process moving forward for this application.

## Conclusion

While a letter was not our preferred method of presenting our concerns to Council regarding the PLUC report for our application, I hope the description above highlights Dockside Greens' concerns as noted.

Our team here at Dockside is fully committed to realizing the revitalization of the project. Given the substantive work achieved to date we are hopeful that the Council will take into consideration our requests to continue to work with Staff, Council and the Community to move forward this important and significant project in the City.

Sincerely,

A handwritten signature in black ink, appearing to read 'Norm Shearing', with a stylized flourish at the end.

Norm Shearing, BA, BArch, MAIBC, MRAIC, LEED AP  
President, Dockside Green Limited







# Dockside Green



## Applications for Council's Consideration:

Amendments to:

- the *Zoning Regulation Bylaw*
- the *Official Community Plan* (Design Guidelines for the Dockside Area and new design guidelines)
- the *Land Use Procedures Bylaw*
- the *Dockside Green Master Development Agreement*

Additional Application:

- Proposed City Initiated Rezoning for Developed Lands





Dockside Green Ltd Rezoning Area

Proposed City Initiated Rezoning Area



## History of Dockside Development



## Dockside Lands RFP Response



Purchase Price: \$8.5M (6 instalments)  
Amenities: 75% in 2007-2009,  
balance delivered by 2013



### Sale Contract and Option to Purchase

Sale of the land and schedule of payments

Option for City to purchase back the land  
(under certain conditions)



### Performance Guarantee

Describes obligations of Developer and Vancity  
for deliver of amenities.

Provides financial back-stop for amenities



### Master Development Agreement (MDA)

Describes amenities, affordable housing, LEED  
obligations, and other development obligations and  
timing

## Master Development Agreement (MDA)

MDA Commitment		Developer's Performance to Date	
Purchase Price of Land	\$8,500,000	\$8,500,000	100%
Remediation	\$6,000,000	\$5,400,000	90.0%
Amenities	\$9,378,490	\$5,749,256	61.3%
<b>Total</b>	<b>\$23,878,490</b>		

### Purchase Price

- Developer has paid the purchase price in full

### Remediation

- Certificates of Compliance have been issued for all parcels. Remaining funds to be used for carrying out the conditions of each Certificate of Compliance (e.g. soil monitoring, vapour barrier installation).

### Amenities

Developer is currently in default of the MDA with regard to the provision of amenities.



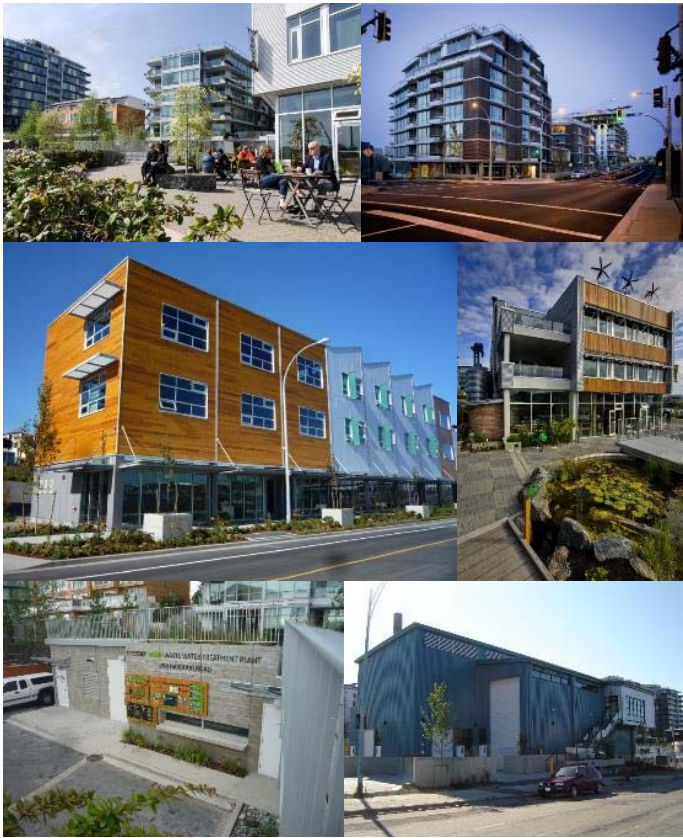


Rezoning Application No. 00473 for the Easterly 300 Block of...

Mix of Residential, Office, Retail and light industrial uses  
Maximum = 2.084 FSR

### Commitment to LEED

- Buildings (with specific exemptions) on the Dockside Lands must be constructed to the LEED Platinum standard.
- If the Developer fails to deliver a building to the LEED Platinum Standard, then a monetary penalty is applicable.
- **2 LEED Certified Residential Buildings** (266 units)
- **3 LEED Certified Office/Commercial Buildings**
- **District Energy System & Wastewater Treatment Plant** (below ground)





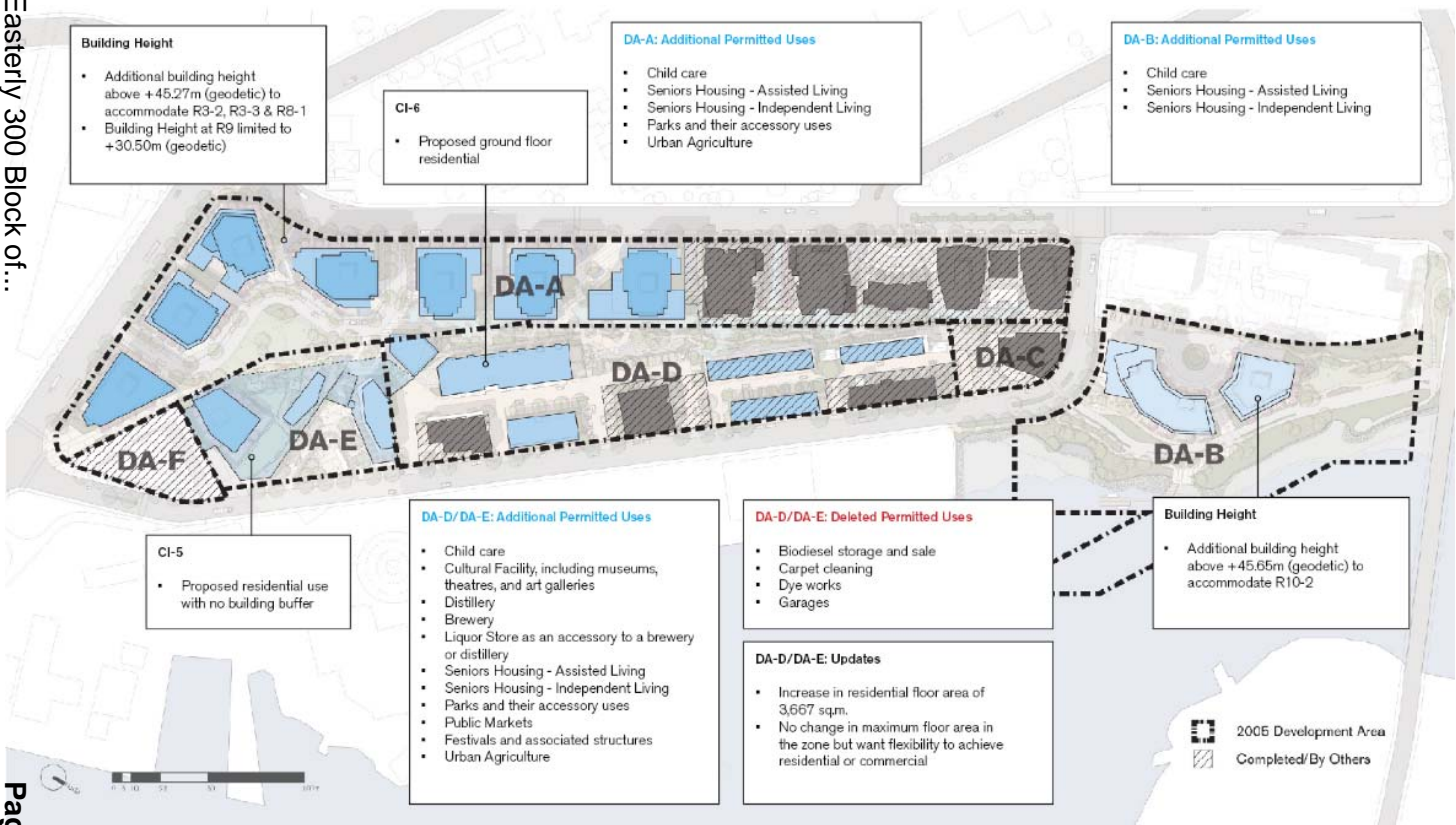


## Public Process through 2014

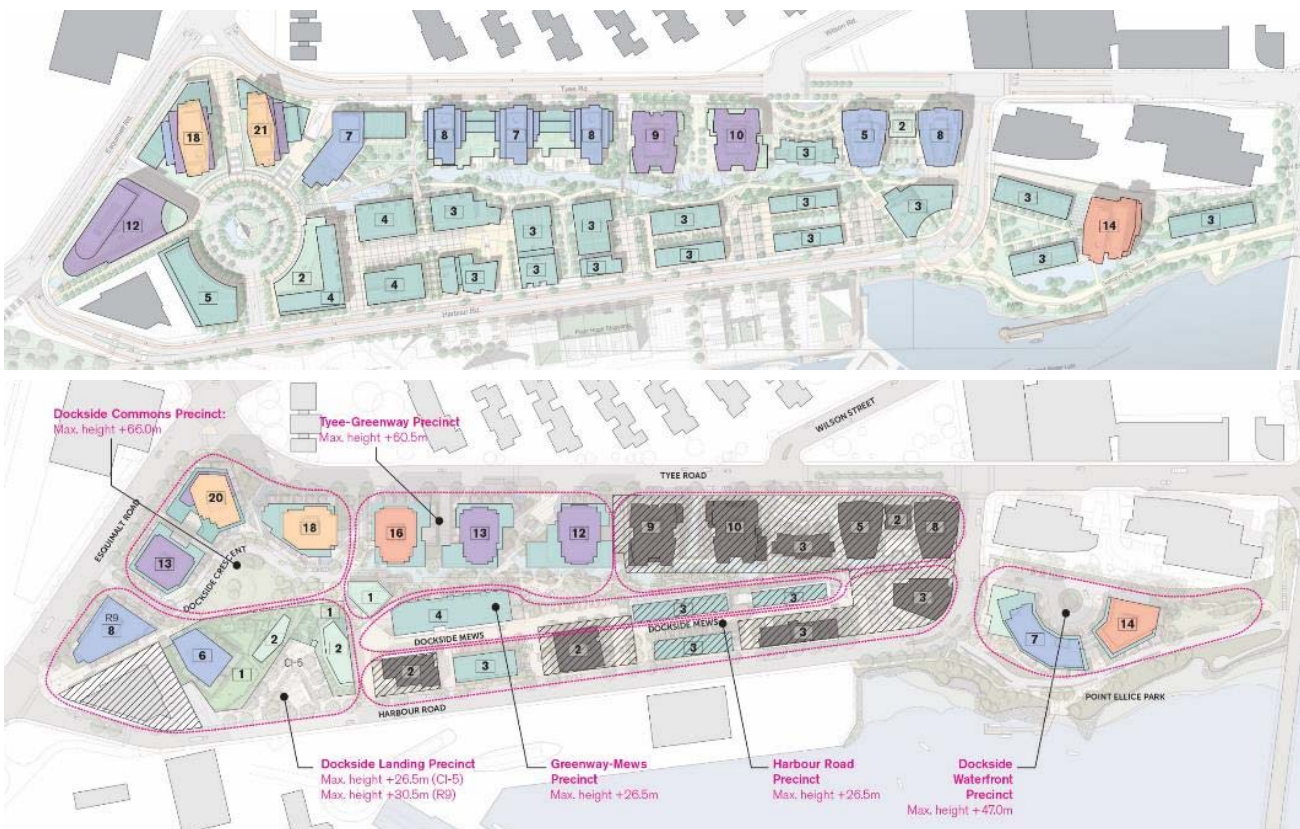




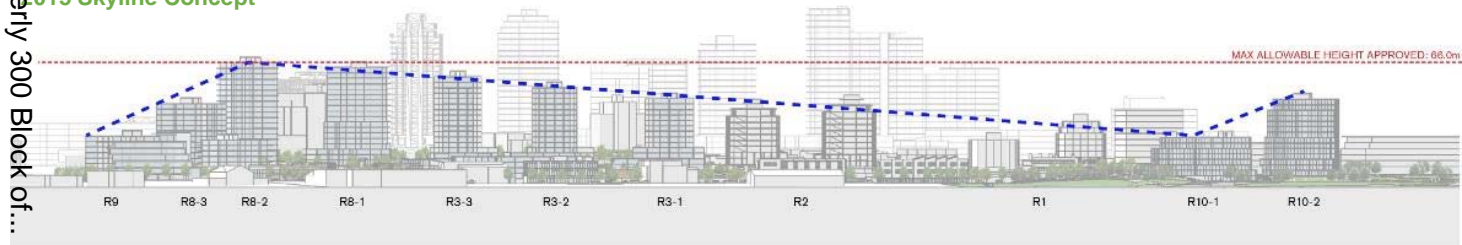




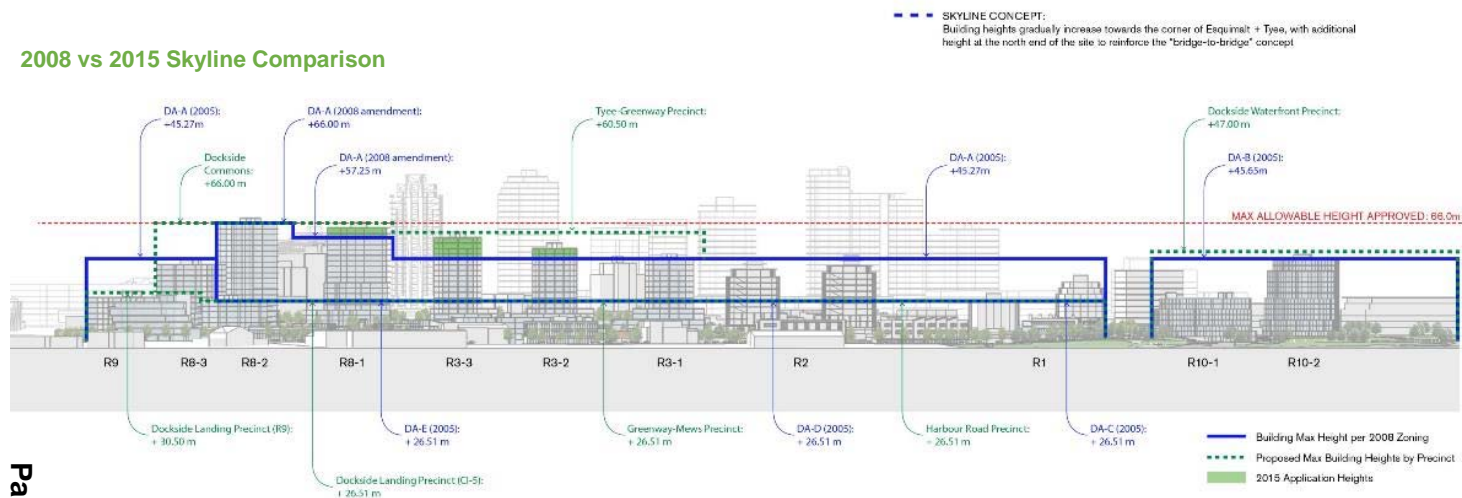




2015 Skyline Concept

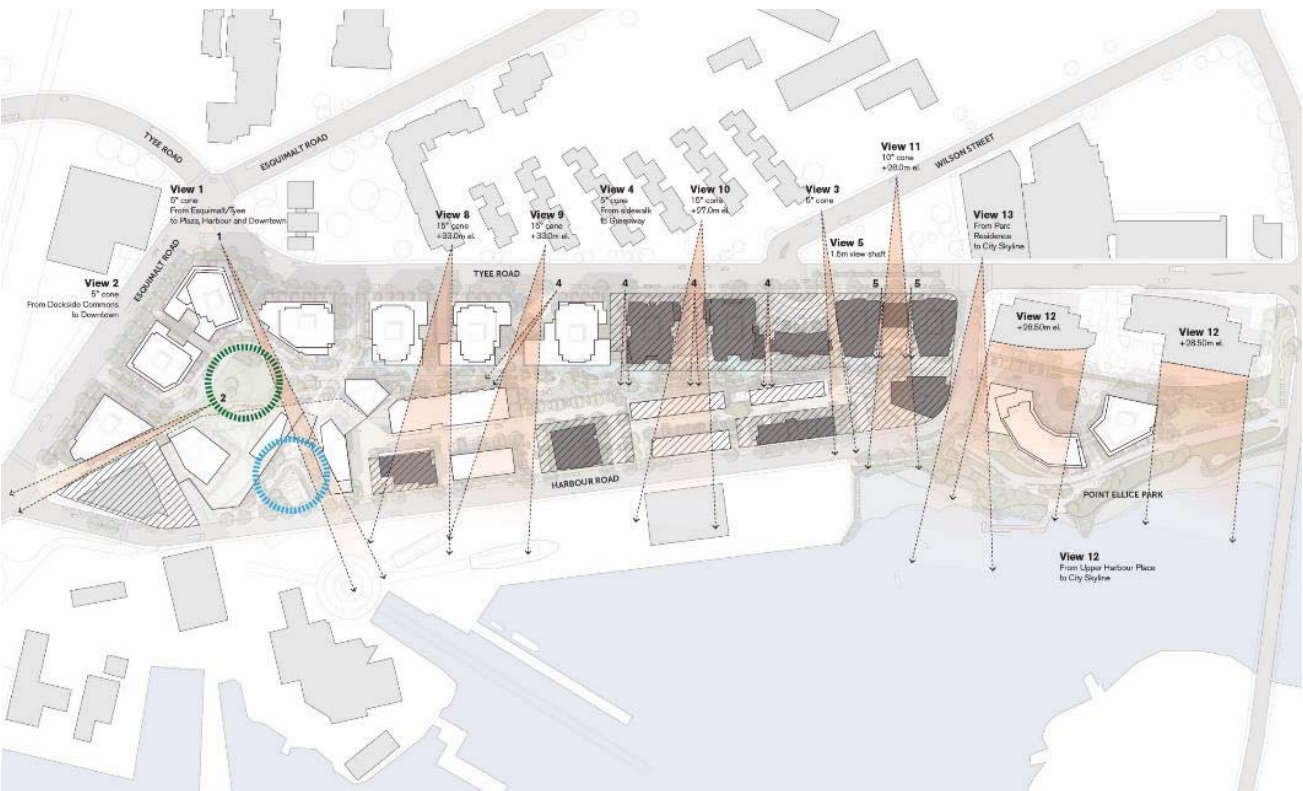


2008 vs 2015 Skyline Comparison

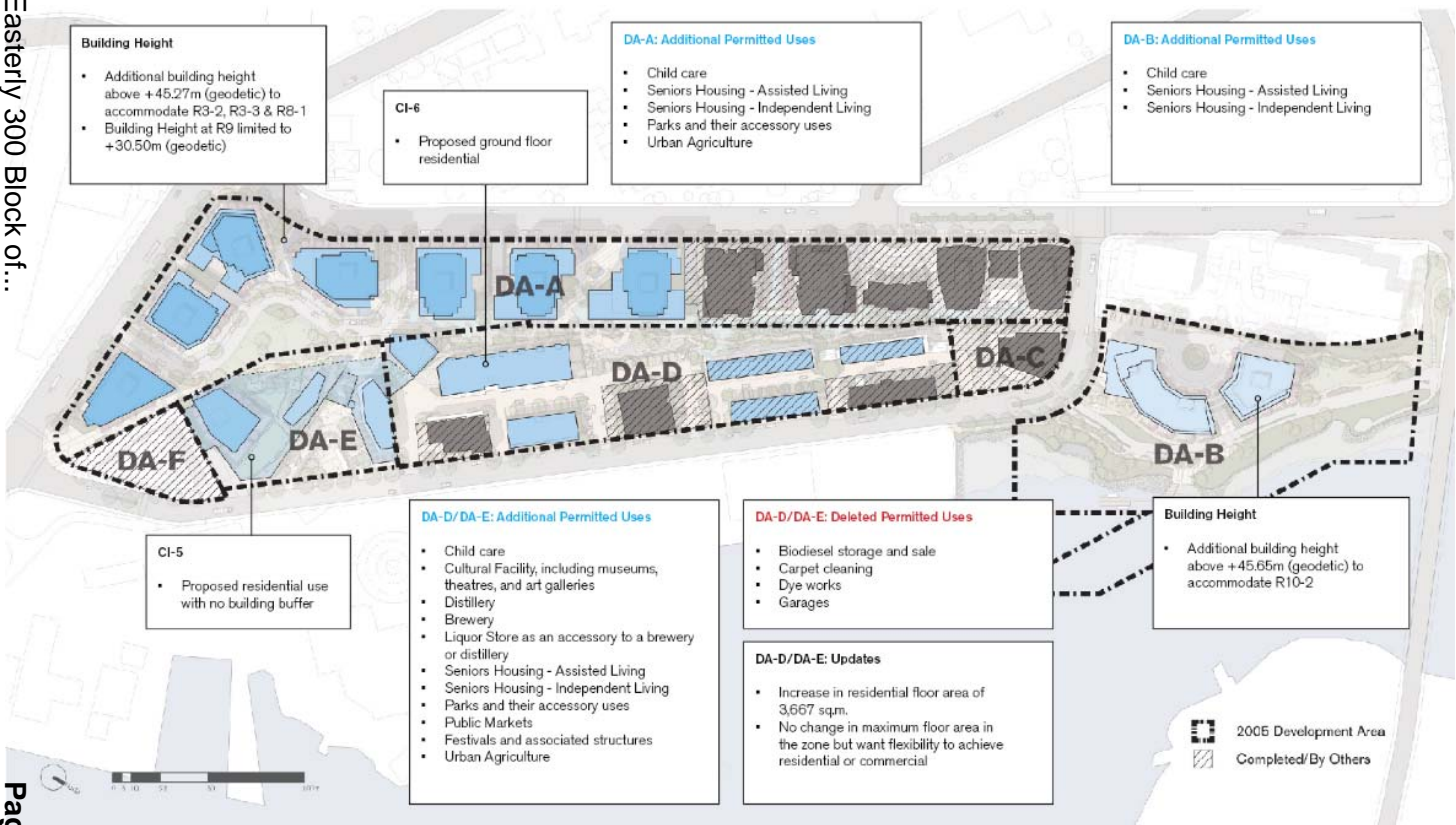


2005 vs 2015 Plan Details: Skyline

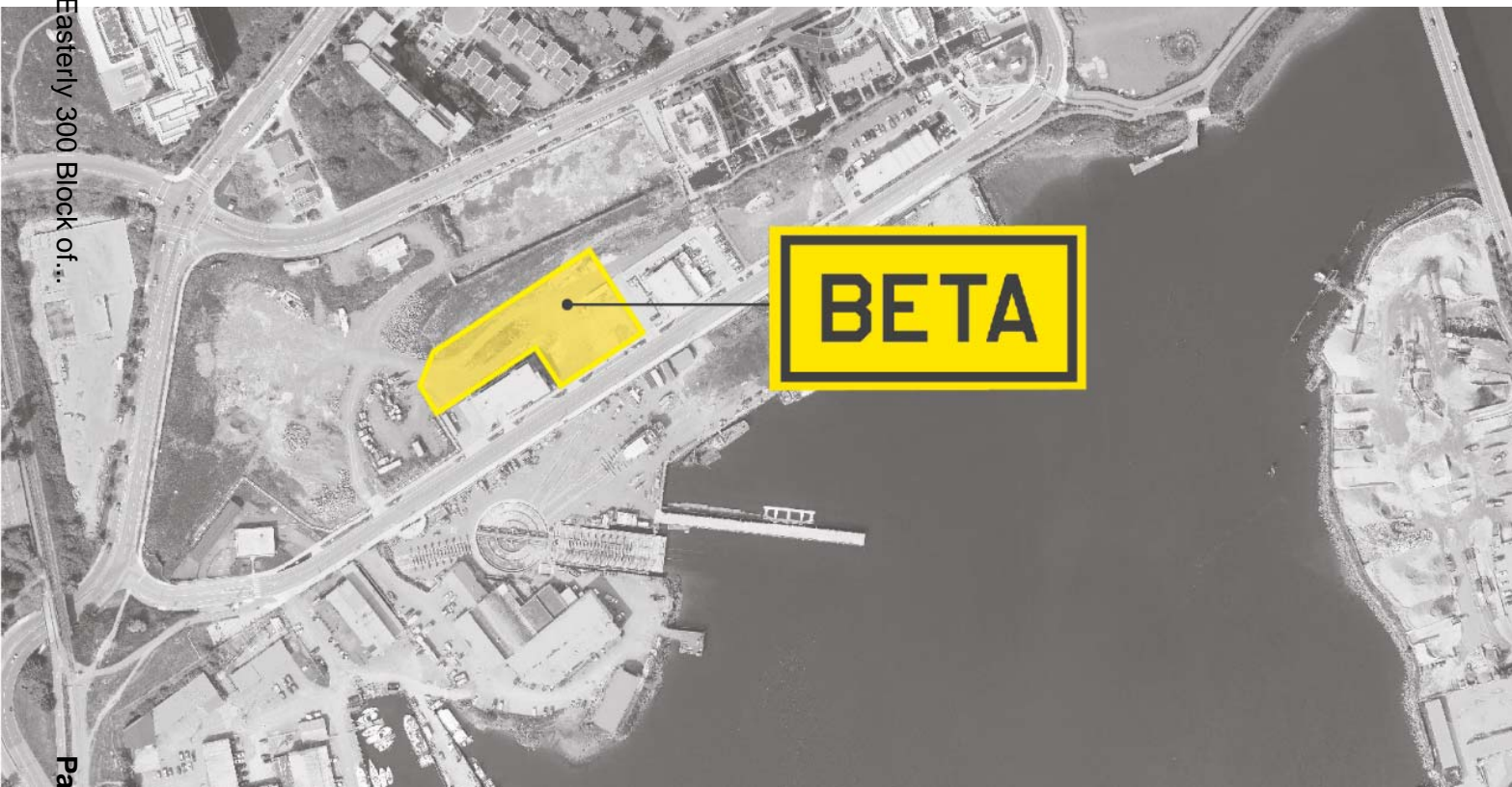


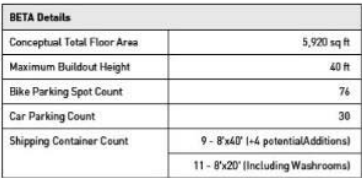


- 2005 view requirements retained







Page 811 of 995  
D





## New Dockside Green Urban Design Guidelines for the 2015 Rezoning Area

- Precinct-based design guidelines
- Revised skyline that keeps “bridge to bridge” concept with tallest towers at either end of the site
- Additional taller towers along Tyee Road
- Inclusion of minimum separation distances between residential towers
- Revised public realm elements and guidelines to reflect updated public amenity plan



The key changes to the MDA being proposed relate to:

- Sale of Development Parcels
- LEED Obligations
- Sustainability Centre
- Amenity Package
- Phasing of Amenities
- Site Remediation
- Transportation Demand Management (TDM) Measures





## Sale of Development Parcels

---

### Current MDA Requirements:

- The Developer may not sell or assign its controlling interest in the Agreement without the prior written approval of the City.

### Proposed MDA Amendment:

- Remove this requirement.





## Sale of Development Parcels

---

Staff Recommendation:

The proposed amendment is acceptable subject to Dockside Green Ltd:

- still being responsible for providing all public amenities, on-site services and off-site services; and
- providing a security covering 120% the cost of constructing public amenities, on-site services and off-site services.







## LEED Obligations

---

### Current MDA Requirements:

- Buildings (with specific exemptions) on the Dockside Lands must be constructed to the LEED Platinum standard.
- If the Developer fails to deliver a building to the LEED Platinum Standard, then a monetary penalty is applicable.





## LEED Obligations

---

### Proposed MDA Amendments:

- Change the applicable LEED standard to LEED ND Platinum.
- LEED Gold NC standard for all new commercial buildings.
- Remove the financial penalty clause.





## LEED Obligations

### Staff Recommendation:

- That the applicant submit LEED ND Platinum performance targets for each phase of development and a reporting out structure to ensure that performance targets are being met and potentially including some form of financial guarantee.
- LEED NC 2009 Gold standards for new commercial buildings.



## Sustainability Centre

### Current MDA Requirements:

- Contribute \$400,000 towards establishing a “Sustainability Centre”.

The MDA defines the “Sustainability Centre” as a facility of not less than 2000 m<sup>2</sup> and not more than 4645 m<sup>2</sup>, that:

- is a centre for learning, innovation, collaboration, action and environmental social non-profit organizations and other enterprises;
- models and promotes the creative design of vibrant, healthy and green communities;
- is operated under a cooperative or non-profit structure or organization; and
- includes a minimum of 30 m<sup>2</sup> of area that is available for community use without charge.







## Sustainability Centre

### Proposed MDA Amendments:

- Redirect the \$400,000 towards a package of revised amenities.





## Sustainability Centre

### Staff Recommendation:

- That the Developer consider providing an alternate amenity that will carry forward the theme of sustainability and provide some educational value to the community.
  - If this is not viable, that the \$400,000 be paid directly to the City.





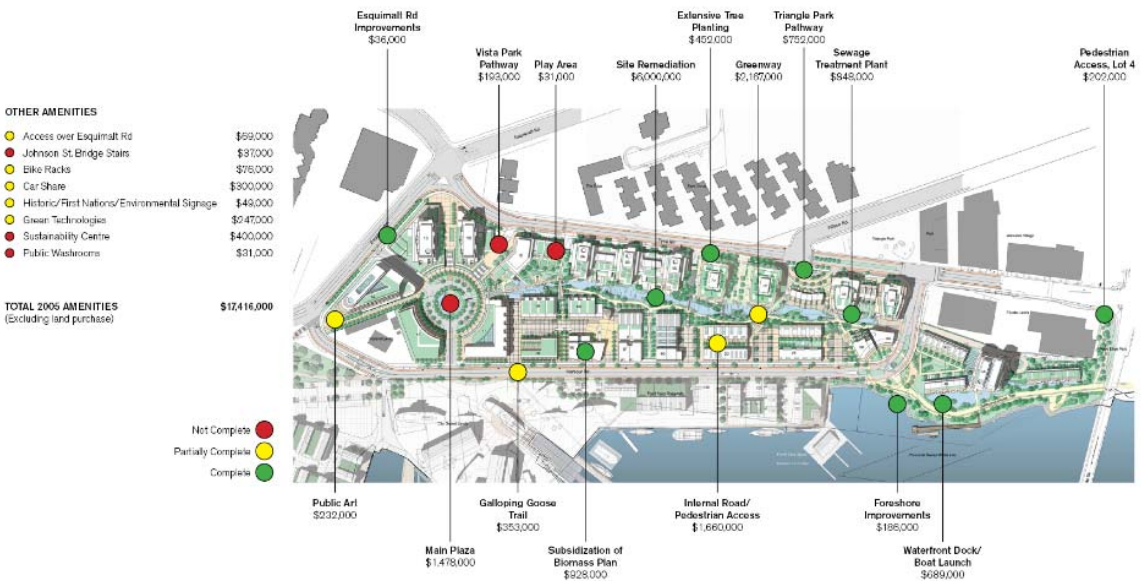


## Amenity Package

### Current MDA Requirements:

- A public amenity package with a value of \$9,378,490 is secured under the terms of the MDA.





MDA Amendments: Public Amenities 2005 (in \$2015)





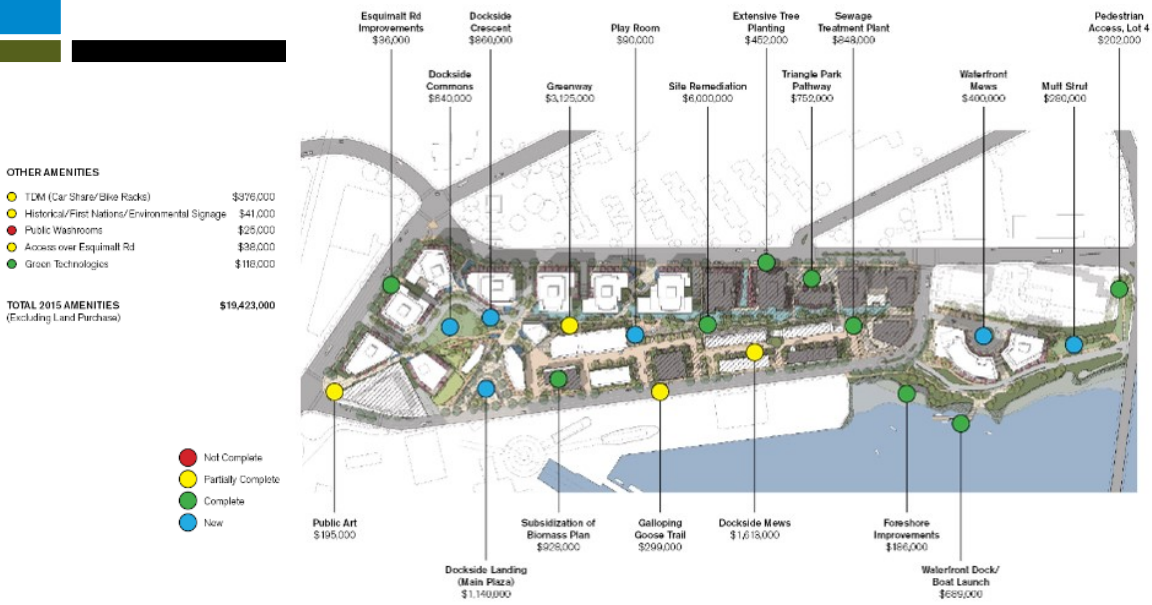


# Amenity Package

Proposed MDA Amendments:

Amenities no longer proposed	New amenities proposed
Main Plaza (replaced by “Dockside Commons” and “Dockside Landing”)	“Dockside Commons” (Public Green Space)
Mini-Transit Service	“Dockside Landing” (Entry Plaza)
Pedestrian link from Johnson Street Bridge (the Bridge design no longer accommodates the specific pedestrian link identified in Dockside Masterplan 2005)	“Mutt Strutt” Dog Park
Sustainability Centre	





MDA Amendments: Public Amenities 2015







## Phasing of Amenities

---

### Current MDA Requirements:

- The Developer agreed to provide the required public amenities within specific time limits.
- The public amenities are secured under a Performance Guarantee.





## Phasing of Amenities

---

### Proposed MDA Amendments:

- The delivery of the remaining amenities be linked to phases of development.
- Amenities would be secured via a cost estimate and security at time of the sale of a development parcel.







## Phasing of Amenities

---

### Staff Recommendation:

- submission of a satisfactory Phasing Plan;
- still being responsible for providing all public amenities, on-site services and off-site services;
- providing a security that covers 120% of the cost of constructing public amenities, on-site services and off-site services.





## Site Remediation

---

### Current MDA Requirements:

- Dockside Green Ltd. to undertake all necessary site remediation on the Dockside lands.
- The Guarantee provided by Vancity allocated \$6,000,000 specifically for this purpose.
- There is currently \$600,000 remaining in the Guarantee for site remediation.







## Site Remediation

### Proposed MDA Amendments:

- Monies remaining in the Guarantee for site remediation be removed.





## Site Remediation

---

### Staff Recommendation:

Staff recommend that Council accept the Developer's request on the basis that:

- Dockside Green Ltd. remain legally responsible for any required site remediation.







## TDM Measures

### Current MDA Requirements:

- Car Share (10 car share vehicles or car share memberships)
- BC Transit Service
- On-Site Mini-Transit Service
- Bicycle Racks
- Education





## TDM Measures

### Proposed MDA Amendments:

- Provide 8 Car Share vehicles
- Remove requirement for Mini-Transit system
- Annual Grant
- Mobility Hubs







## TDM Measures

---

### Staff Recommendations:

That Council consider accepting the applicants' request to amend the TDM package, subject to Statutory Rights-of-Way being registered on title:

- to provide space for enhanced bus stops that incorporate the placement of bus shelters at both the Tyee Road and Esquimalt Road bus stops and
- on the north side of Esquimalt Road to improve conditions for cycling and walking on the westbound approach to Tyee Road.









To test the skyline at Dockside Green, four composite views were taken from various points in both Victoria West and Downtown Victoria.

These are located at the following locations:

1. From Fort Street and Wharf Street
2. From the base of Swift Street
3. From the Bayview Development at Esquimalt Road
4. From Pandora Street and Wharf Street

View 1: From Fort and Whart Streets







\* 2008 and 2015 versions are shown for comparison purposes. Note that the 2008 views may not be from the exact same position as the 2015 views.



View From Bayview Development at Esquimalt Road





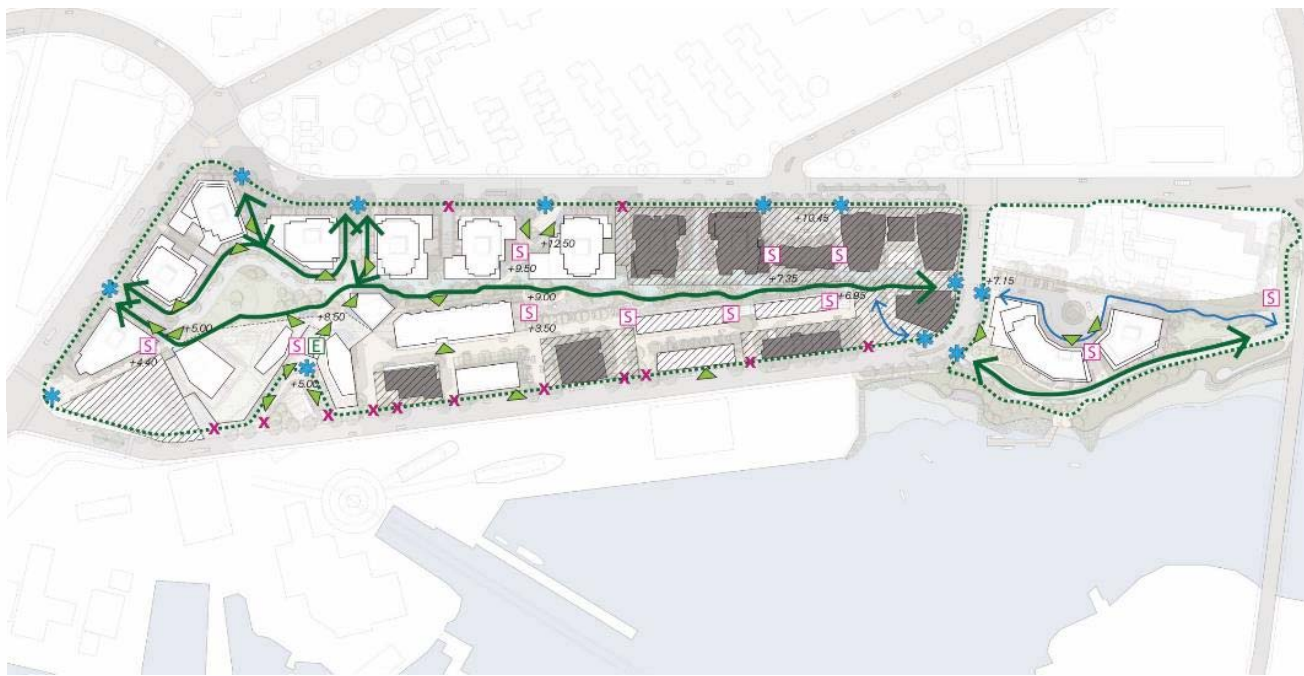
4 (2015)



4 (2008)

View 4 From Pandora and Wharf Streets

\* 2008 and 2015 versions are shown for comparison purposes. Note that the 2008 views may not be from the exact same position as the 2015 views.





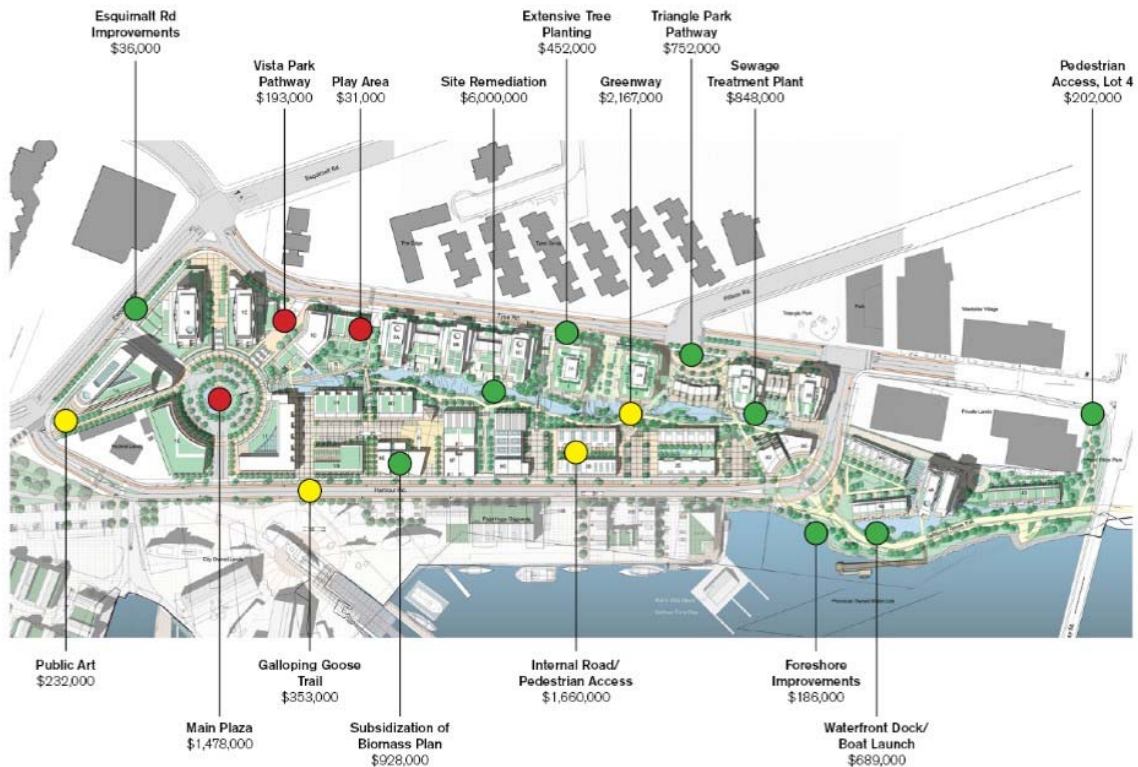
OTHER AMENITIES

- Access over Esquimalt Rd \$69,000
- Johnson St. Bridge Stairs \$37,000
- Bike Racks \$76,000
- Car Share \$300,000
- Historic/First Nations/Environmental Signage \$49,000
- Green Technologies \$247,000
- Sustainability Centre \$400,000
- Public Washrooms \$31,000

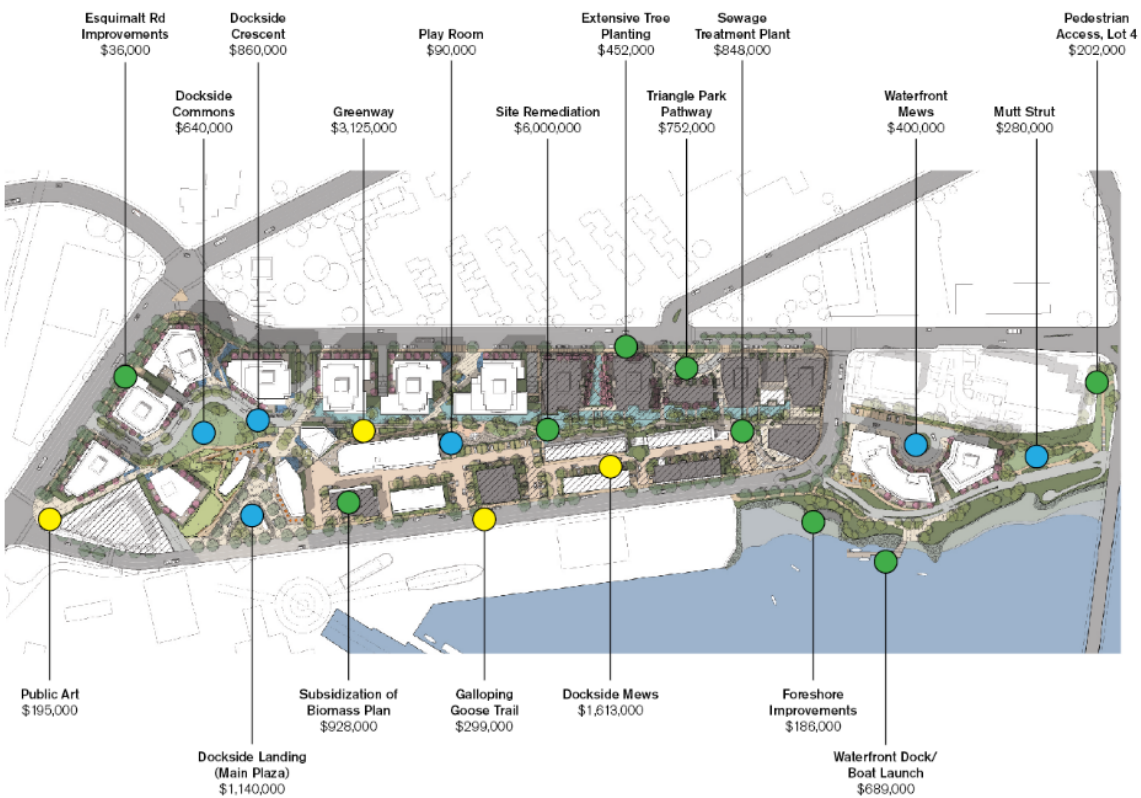
TOTAL 2005 AMENITIES  
(Excluding land purchase)

\$17,416,000

- Not Complete
- Partially Complete
- Complete



MDA Amendments: Public Amenities 2005 (in \$2015)



OTHER AMENITIES

Trail (Car Share/Bike Racks)	\$376,000
Historical/First Nations/Environmental Signage	\$41,000
Public Washrooms	\$25,000
Access over Esquimalt Rd	\$38,000
Green Technologies	\$118,000

TOTAL 2015 AMENITIES  
(Excluding Land Purchase)

\$19,423,000

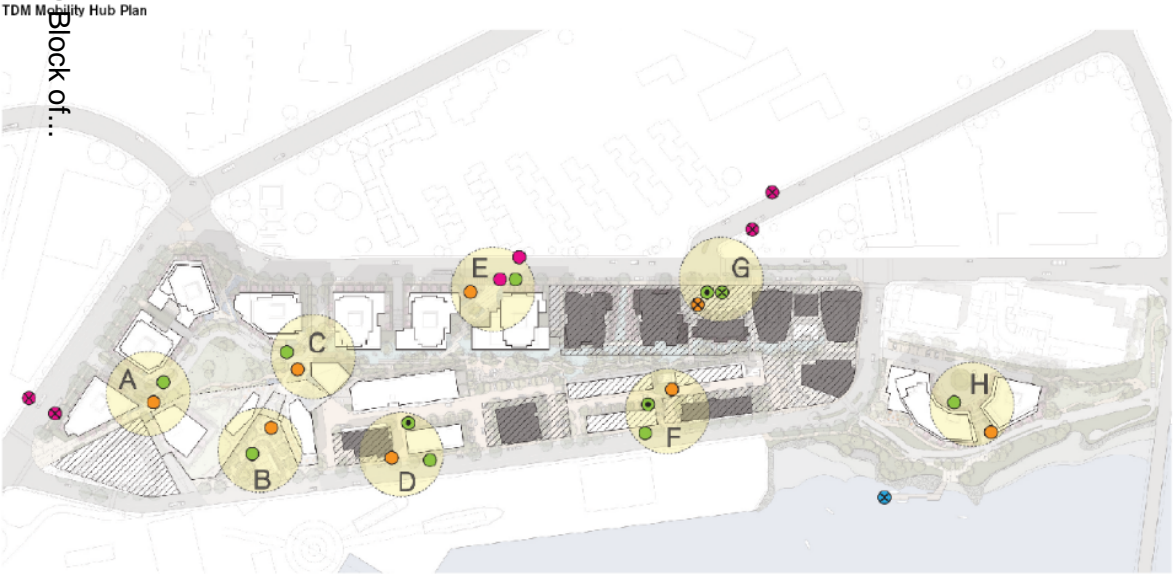
- Not Complete
- Partially Complete
- Complete
- New



SUMMARY OF TDM PROVISIONS, BY MOBILITY HUB

	Car Share	Bus Stops	Bike Parking	Ferry Dock	Signs, Info
A	x	x	x		x
B	x		x		x
C	x		x		x
D	x		x		x
E	x	x	x		x
F	x		x		x
G	x		x		x
H	x		x	x	x

- Mobility Hub
- Completed
- Proposed
- Car Share Vehicle
- Secondary Car Share Space
- Bike Racks
- Bus Stop
- Harbour Ferry Stop
- Phase Completed/By Others





#### Revised public amenity list

- Estimated value *increasing* by \$2 million

Sustainability Centre contribution now dedicated to public amenities

Amenity delivery linked to construction of specific lots

- Amenity performance guarantee provided when particular phase developed
- Change to LEED ND from LEED NC to align with Dockside Green's role as a neighbourhood developer
- Modified Transportation Demand Management (TDM) program
- Adaptable housing required for 20% of units instead of 100%
- Permitting subdivisions consistent with 2015 Neighbourhood Plan without need for Council approval









# Dockside Green



## Applications for Council's Consideration:

Amendments to:

- the *Zoning Regulation Bylaw*
- the *Official Community Plan* (Design Guidelines for the Dockside Area and new design guidelines)
- the *Land Use Procedures Bylaw*
- the *Dockside Green Master Development Agreement*

Additional Application:

- Proposed City Initiated Rezoning for Developed Lands





Docks Green Ltd Rezoning Area

Proposed City Initiated Rezoning Area



## Dockside Lands RFP Response



Purchase Price: \$8.5M (6 instalments)  
Amenities: 75% in 2007-2009,  
balance delivered by 2013

- **Sale Contract and Option to Purchase**  
Sale of the land and schedule of payments  
  
Option for City to purchase back the land  
(under certain conditions)
- **Performance Guarantee**  
Describes obligations of Developer and Vancity  
for deliver of amenities.  
Provides financial back-stop for amenities
- **Master Development Agreement (MDA)**  
Describes amenities, affordable housing, LEED  
obligations, and other development obligations and  
timing



## Master Development Agreement (MDA)

MDA Commitment		Developer's Performance to Date	
Purchase Price of Land	\$8,500,000	\$8,500,000	100%
Remediation	\$6,000,000	\$5,400,000	90.0%
Amenities	\$9,378,490	\$5,749,256	61.3%
<b>Total</b>	<b>\$23,878,490</b>		

### Purchase Price

- Developer has paid the purchase price in full

### Remediation

- Certificates of Compliance have been issued for all parcels. Remaining funds to be used for carrying out the conditions of each Certificate of Compliance (e.g. soil monitoring, vapour barrier installation).

### Amenities

Developer is currently in default of the MDA with regard to the provision of amenities.

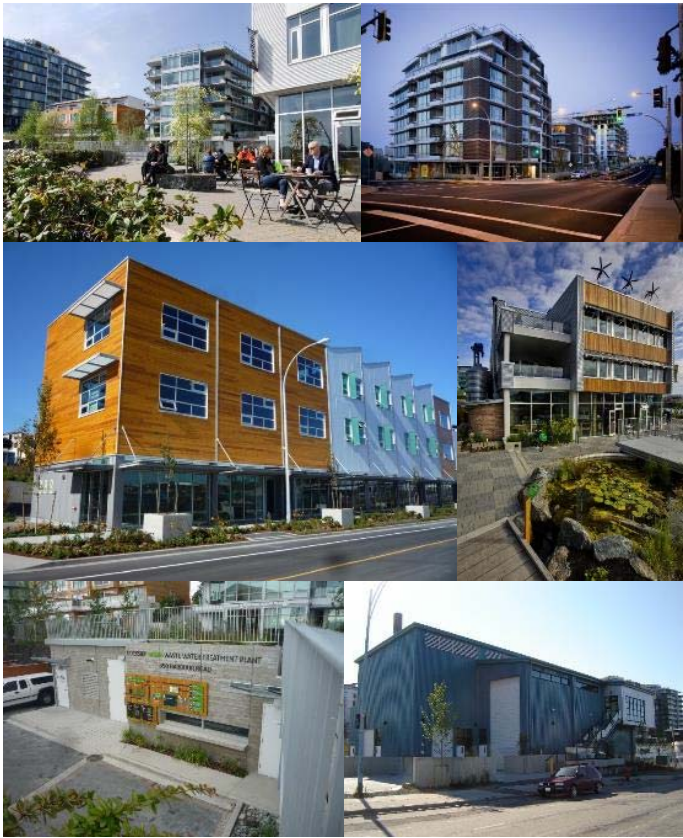


Rezoning Application No. 00473 for the Easterly 300 Block of...

Mix of Residential, Office, Retail and light industrial uses  
Maximum = 2.084 FSR

### Commitment to LEED

- Buildings (with specific exemptions) on the Dockside Lands must be constructed to the LEED Platinum standard.
- If the Developer fails to deliver a building to the LEED Platinum Standard, then a monetary penalty is applicable.
- **2 LEED Certified Residential Buildings** (266 units)
- **3 LEED Certified Office/Commercial Buildings**
- **District Energy System & Wastewater Treatment Plant** (below ground)







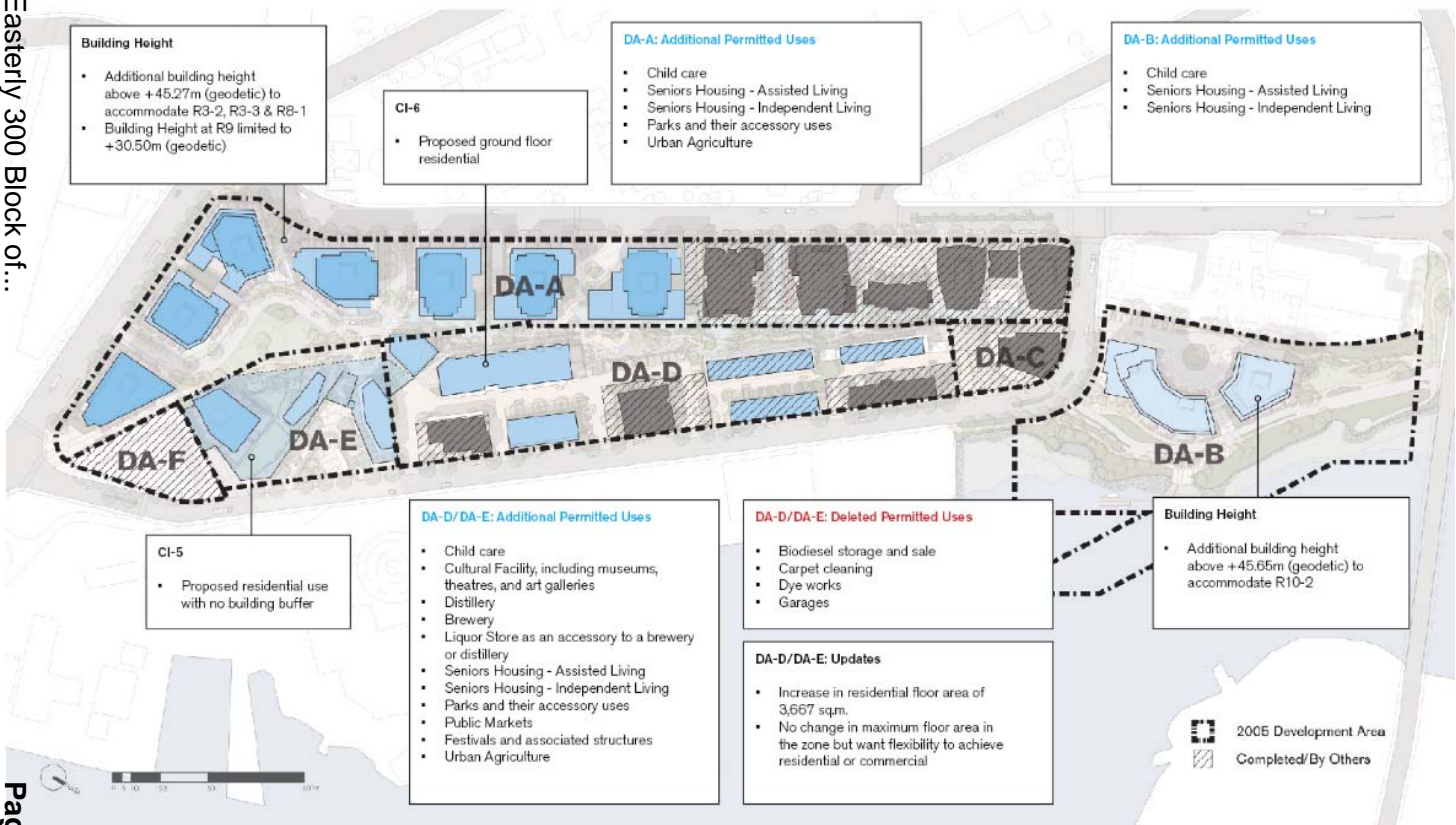
## Public Process through 2014

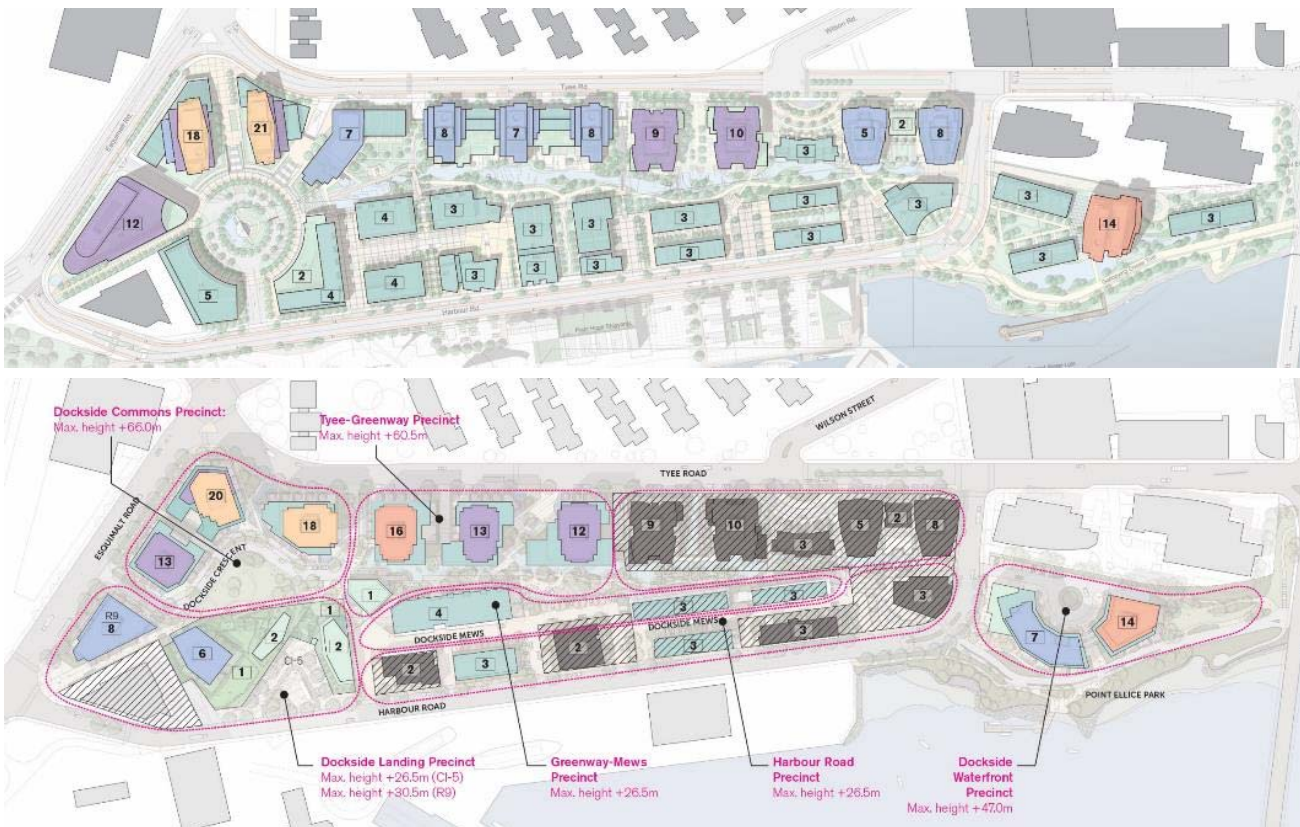




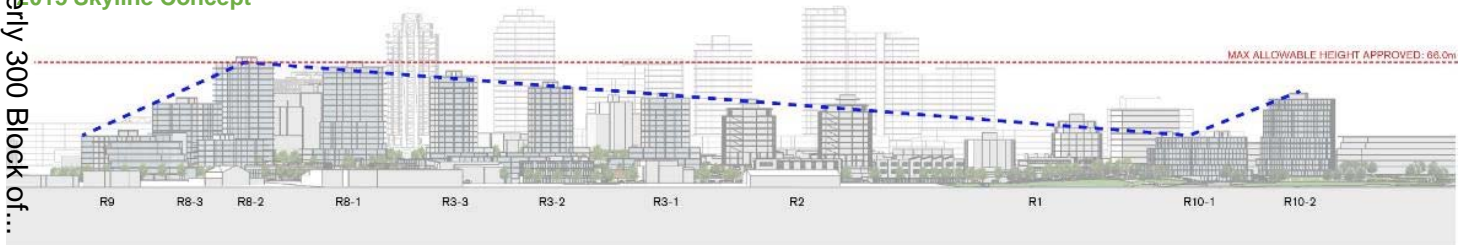




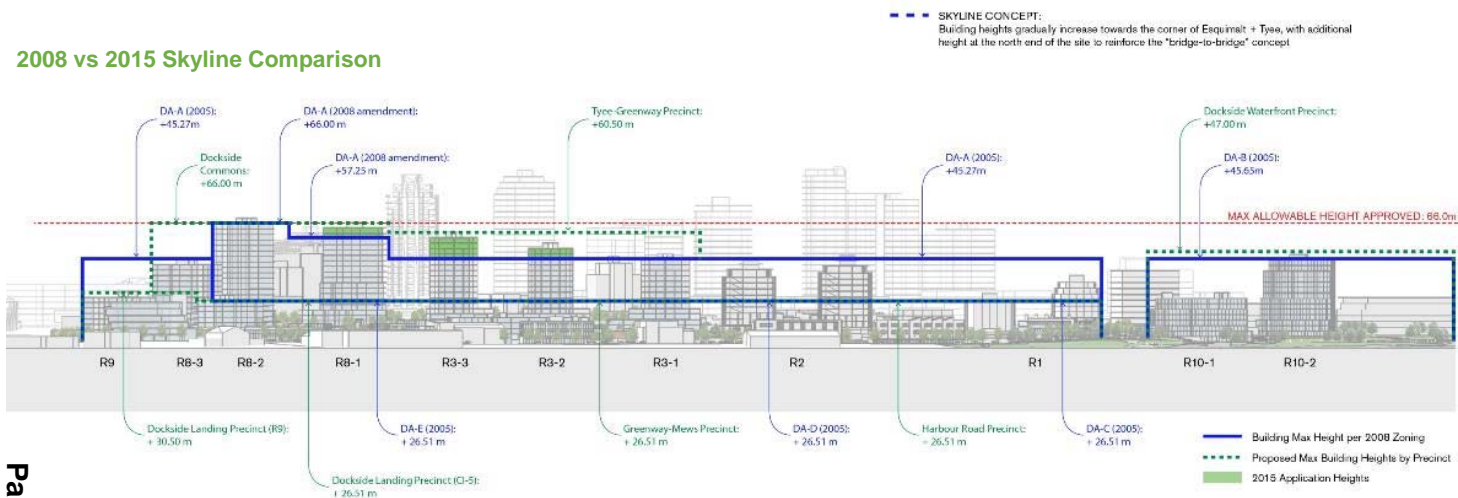




2015 Skyline Concept

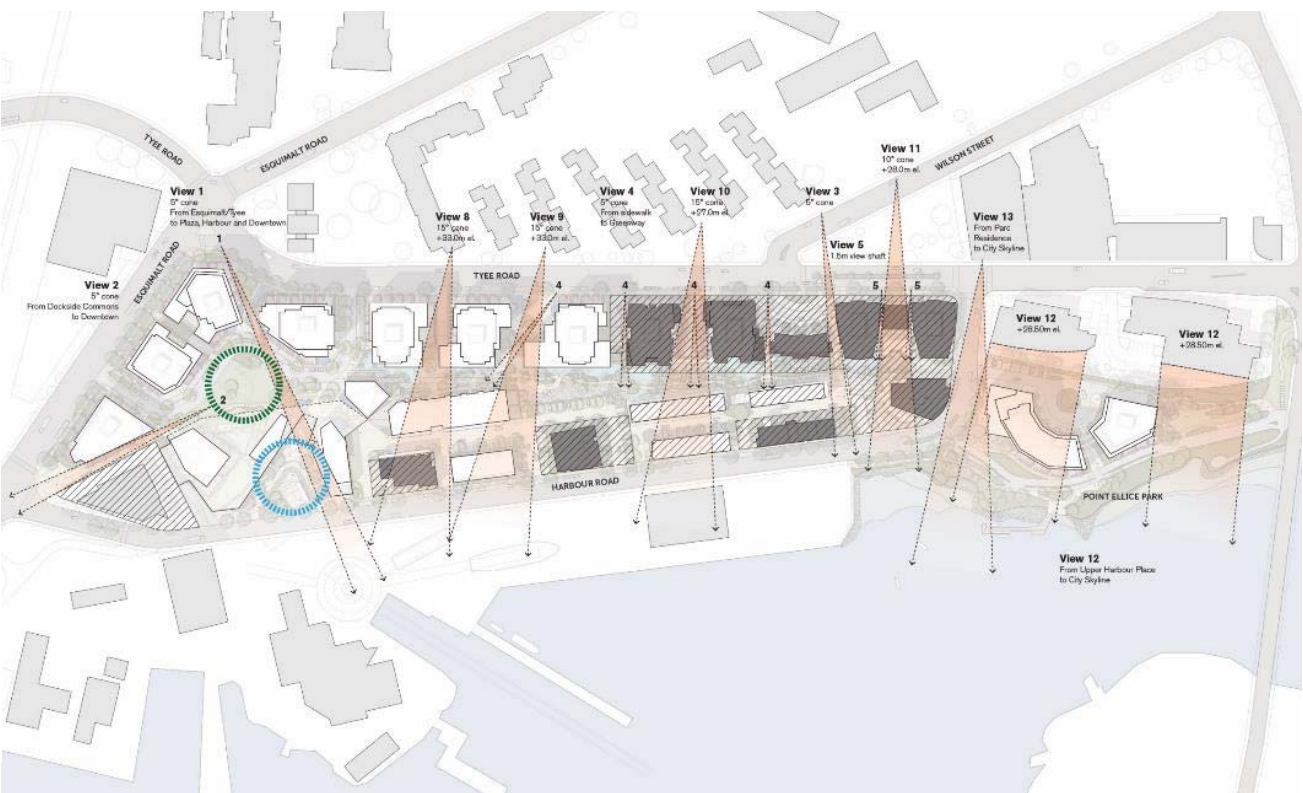


2008 vs 2015 Skyline Comparison

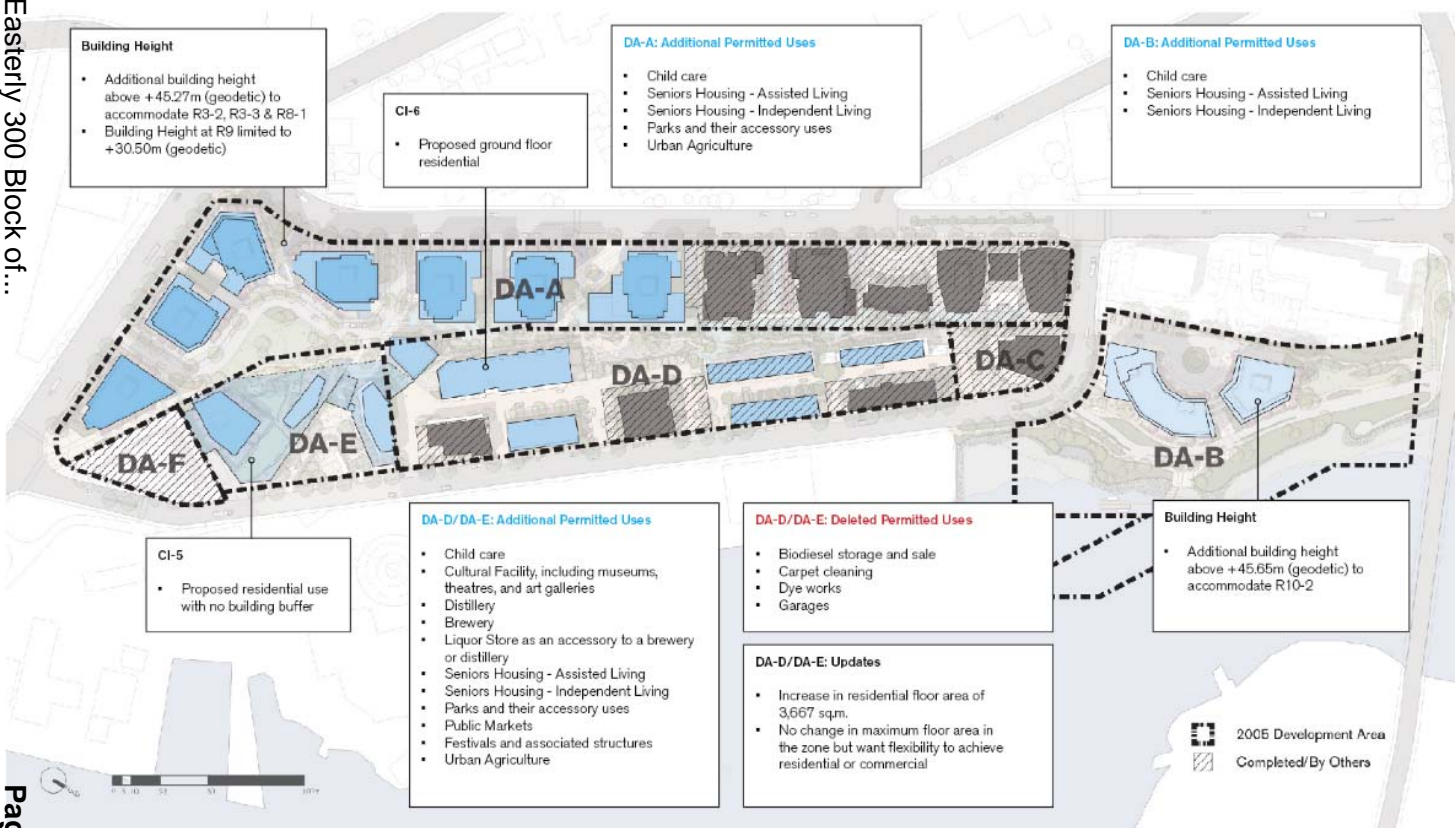


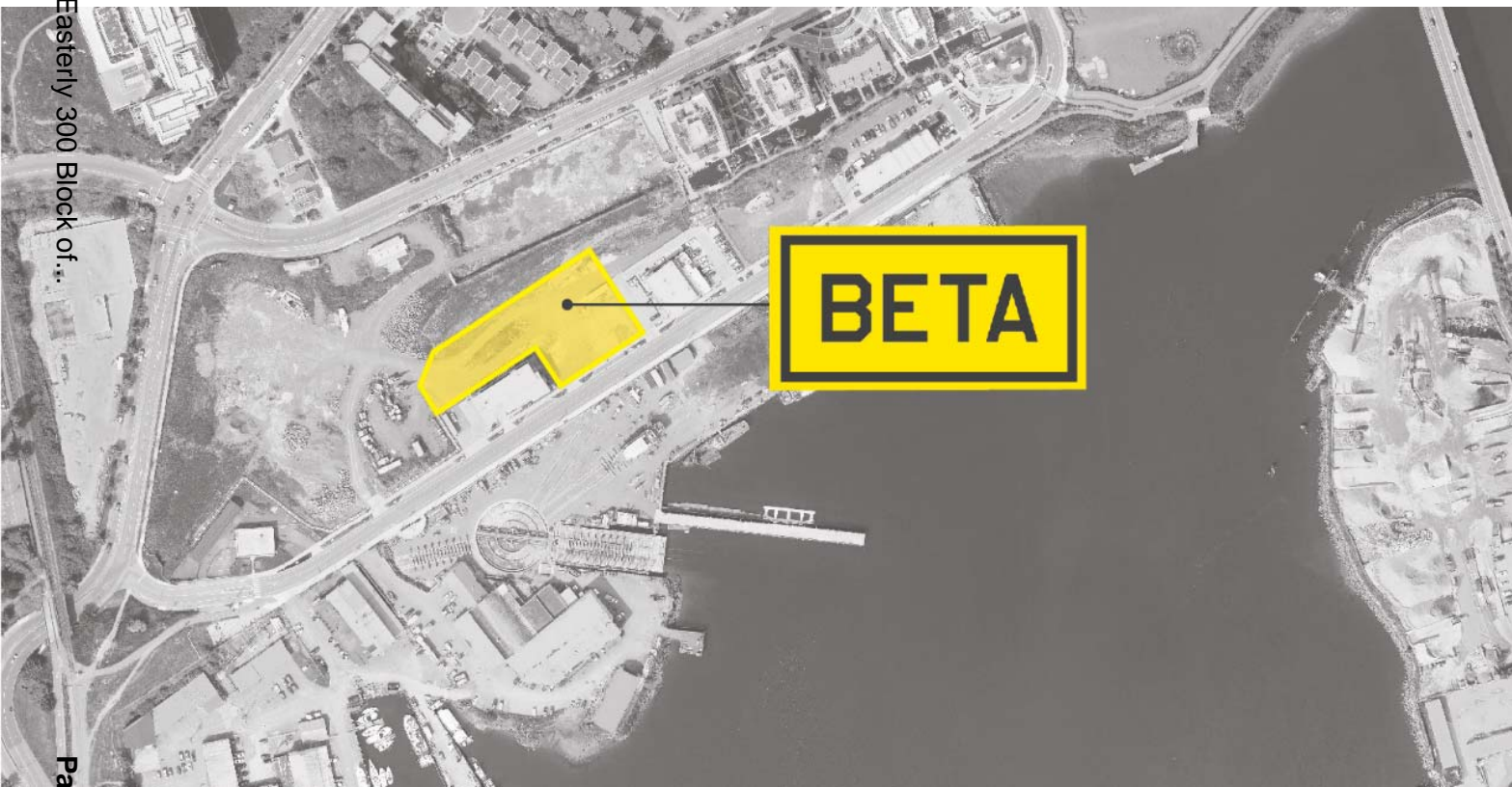
2005 vs 2015 Plan Details: Skyline





- 2005 view requirements retained

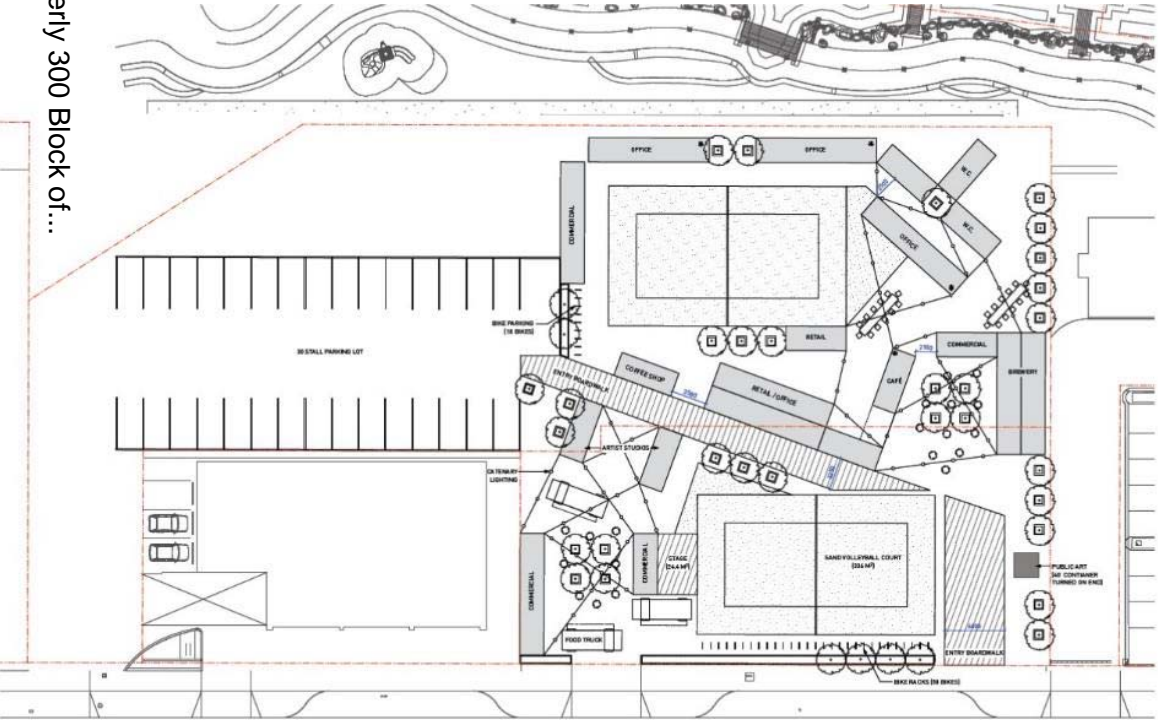






BETA Details	
Conceptual Total Floor Area	5,920 sq ft
Maximum Buildout Height	40 ft
Bike Parking Spot Count	76
Car Parking Count	30
Shipping Container Count	9 - 8'x40' 1+4 potential(Additions)
	11 - 8'x20' (Including Washrooms)

\* = STACKED CONTAINERS  
2 x HEIGHT





## New Dockside Green Urban Design Guidelines for the 2015 Rezoning Area

- Precinct-based design guidelines
- Revised skyline that keeps “bridge to bridge” concept with tallest towers at either end of the site
- Additional taller towers along Tyee Road
- Inclusion of minimum separation distances between residential towers
- Revised public realm elements and guidelines to reflect updated public amenity plan



The key changes to the MDA being proposed relate to:

- Sale of Development Parcels
- LEED Obligations
- Sustainability Centre
- Amenity Package
- Phasing of Amenities
- Site Remediation
- Transportation Demand Management (TDM) Measures





## Sale of Development Parcels

---

### Current MDA Requirements:

- The Developer may not sell or assign its controlling interest in the Agreement without the prior written approval of the City.

### Proposed MDA Amendment:

- Remove this requirement.



## Sale of Development Parcels

### Staff Recommendation:

The proposed amendment is acceptable subject to Dockside Green Ltd:

- still being responsible for providing all public amenities, on-site services and off-site services; and
- providing a security covering 120% the cost of constructing public amenities, on-site services and off-site services.





## LEED Obligations

---

### Current MDA Requirements:

- Buildings (with specific exemptions) on the Dockside Lands must be constructed to the LEED Platinum standard.
- If the Developer fails to deliver a building to the LEED Platinum Standard, then a monetary penalty is applicable.







## LEED Obligations

---

### Proposed MDA Amendments:

- Change the applicable LEED standard to LEED ND Platinum.
- LEED Gold NC standard for all new commercial buildings.
- Remove the financial penalty clause.



## LEED Obligations

### Staff Recommendation:

- That the applicant submit LEED ND Platinum performance targets for each phase of development and a reporting out structure to ensure that performance targets are being met and potentially including some form of financial guarantee.
- LEED NC 2009 Gold standards for new commercial buildings.



## Sustainability Centre

### Current MDA Requirements:

- Contribute \$400,000 towards establishing a “Sustainability Centre”.

The MDA defines the “Sustainability Centre” as a facility of not less than 2000 m<sup>2</sup> and not more than 4645 m<sup>2</sup>, that:

- is a centre for learning, innovation, collaboration, action and environmental social non-profit organizations and other enterprises;
- models and promotes the creative design of vibrant, healthy and green communities;
- is operated under a cooperative or non-profit structure or organization; and
- includes a minimum of 30 m<sup>2</sup> of area that is available for community use without charge.







## Sustainability Centre

### Proposed MDA Amendments:

- Redirect the \$400,000 towards a package of revised amenities.





## Sustainability Centre

### Staff Recommendation:

- That the Developer consider providing an alternate amenity that will carry forward the theme of sustainability and provide some educational value to the community.
  - If this is not viable, that the \$400,000 be paid directly to the City.





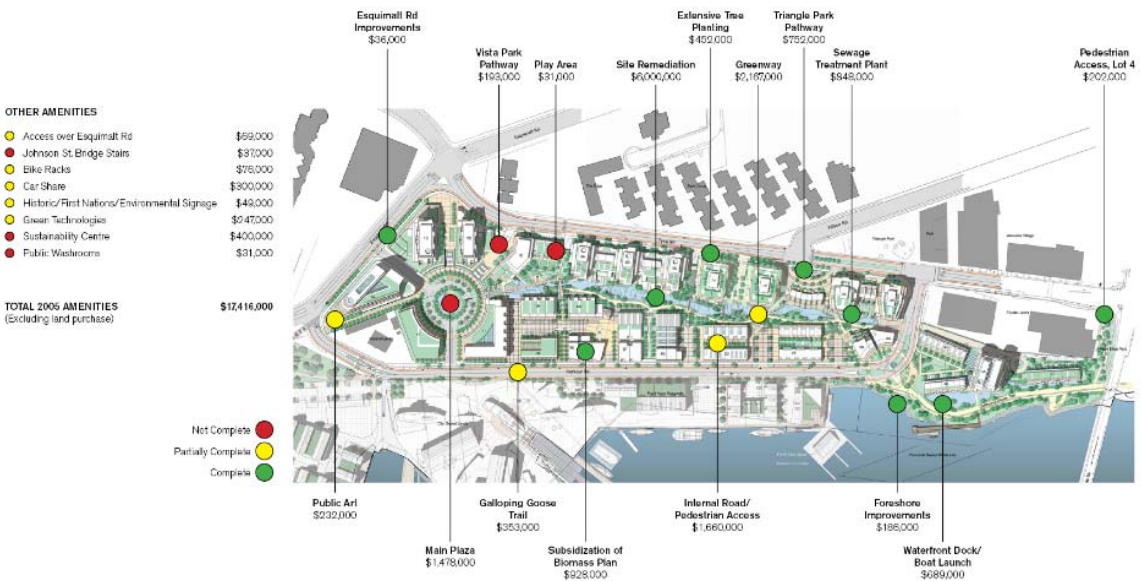
## Amenity Package

### Current MDA Requirements:

- A public amenity package with a value of \$9,378,490 is secured under the terms of the MDA.







MDA Amendments: Public Amenities 2005 (in \$2015)



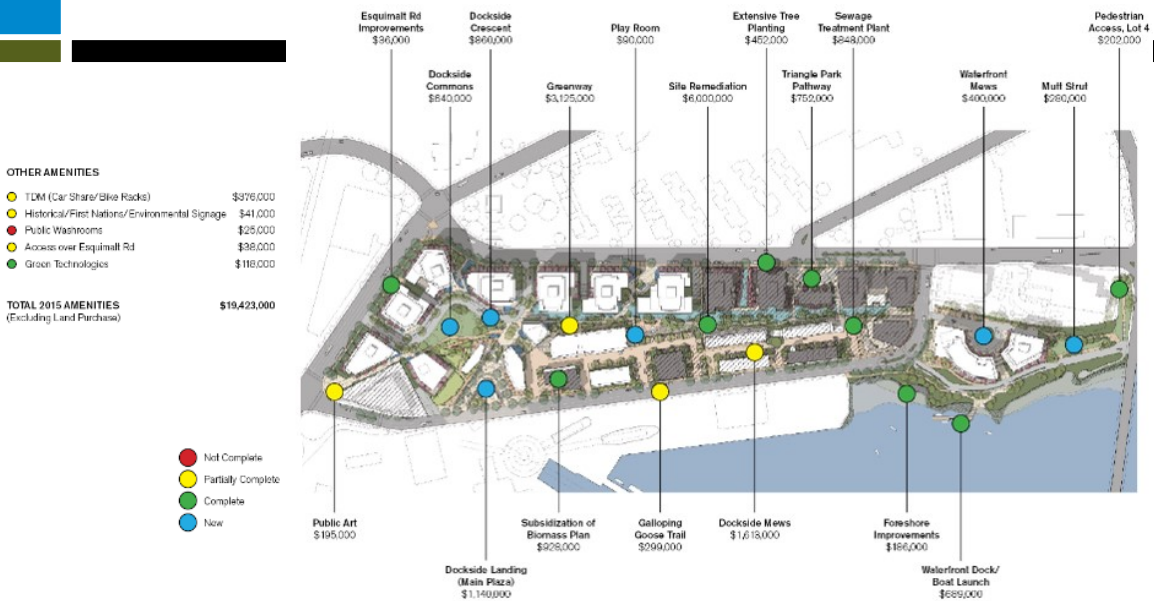


# Amenity Package

Proposed MDA Amendments:

Amenities no longer proposed	New amenities proposed
Main Plaza (replaced by “Dockside Commons” and “Dockside Landing”)	“Dockside Commons” (Public Green Space)
Mini-Transit Service	“Dockside Landing” (Entry Plaza)
Pedestrian link from Johnson Street Bridge (the Bridge design no longer accommodates the specific pedestrian link identified in Dockside Masterplan 2005)	“Mutt Strutt” Dog Park
Sustainability Centre	





MDA Amendments: Public Amenities 2015







## Phasing of Amenities

---

### Current MDA Requirements:

- The Developer agreed to provide the required public amenities within specific time limits.
- The public amenities are secured under a Performance Guarantee.





## Phasing of Amenities

---

### Proposed MDA Amendments:

- The delivery of the remaining amenities be linked to phases of development.
- Amenities would be secured via a cost estimate and security at time of the sale of a development parcel.





## Phasing of Amenities

---

Staff Recommendation:

- submission of a satisfactory Phasing Plan;
- still being responsible for providing all public amenities, on-site services and off-site services;
- providing a security that covers 120% of the cost of constructing public amenities, on-site services and off-site services.







## Site Remediation

---

### Current MDA Requirements:

- Dockside Green Ltd. to undertake all necessary site remediation on the Dockside lands.
- The Guarantee provided by Vancity allocated \$6,000,000 specifically for this purpose.
- There is currently \$600,000 remaining in the Guarantee for site remediation.





## Site Remediation

### Proposed MDA Amendments:

- Monies remaining in the Guarantee for site remediation be removed.





## Site Remediation

---

### Staff Recommendation:

Staff recommend that Council accept the Developer's request on the basis that:

- Dockside Green Ltd. remain legally responsible for any required site remediation.







## TDM Measures

### Current MDA Requirements:

- Car Share (10 car share vehicles or car share memberships)
- BC Transit Service
- On-Site Mini-Transit Service
- Bicycle Racks
- Education





## TDM Measures

---

### Proposed MDA Amendments:

- Provide 8 Car Share vehicles
- Remove requirement for Mini-Transit system
- Annual Grant
- Mobility Hubs





## TDM Measures

---

### Staff Recommendations:

That Council consider accepting the applicants' request to amend the TDM package, subject to Statutory Rights-of-Way being registered on title:

- to provide space for enhanced bus stops that incorporate the placement of bus shelters at both the Tyee Road and Esquimalt Road bus stops and
- on the north side of Esquimalt Road to improve conditions for cycling and walking on the westbound approach to Tyee Road.









To test the skyline at Dockside Green, four composite views were taken from various points in both Victoria West and Downtown Victoria.

These are located at the following locations:

1. From Fort Street and Wharf Street
2. From the base of Swift Street
3. From the Bayview Development at Esquimalt Road
4. From Pandora Street and Wharf Street



View 1: From Fort and Wharf Streets







\* 2008 and 2015 versions are shown for comparison purposes. Note that the 2008 views may not be from the exact same position as the 2015 views.



View From Bayview Development at Esquimalt Road



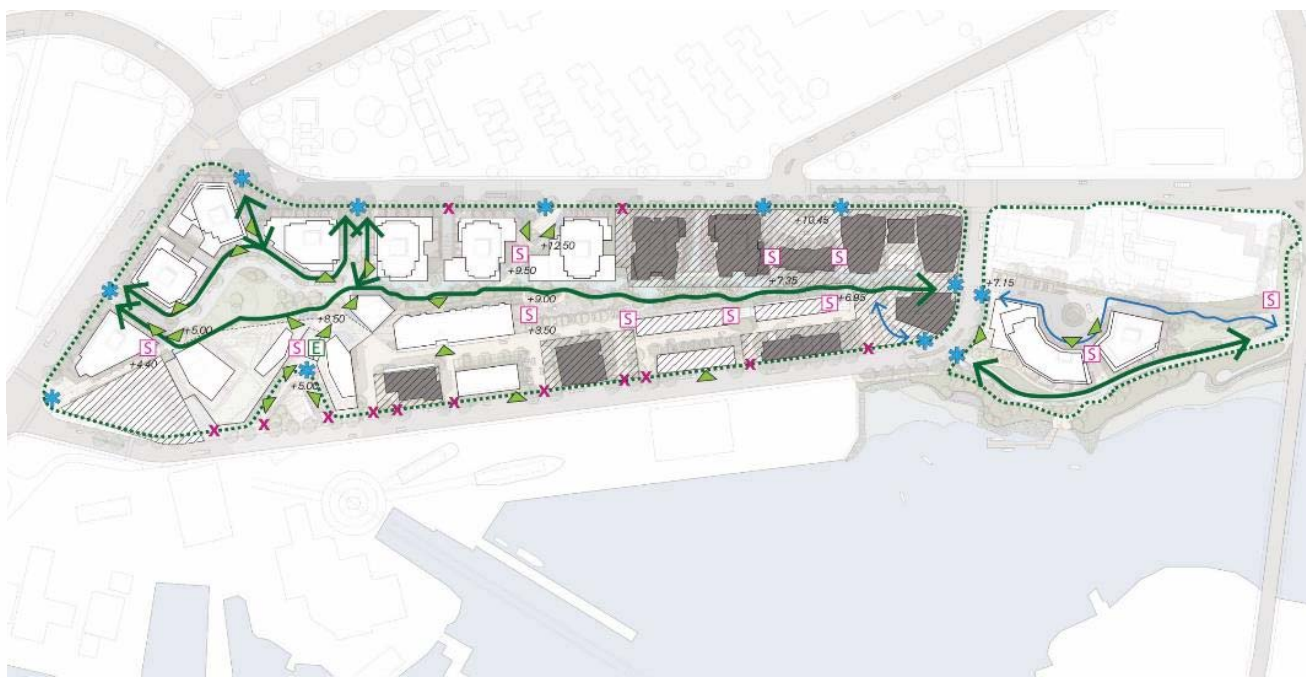
4 (2008)



View 4 From Pandora and Wharf Streets

\* 2008 and 2015 versions are shown for comparison purposes. Note that the 2008 views may not be from the exact same position as the 2015 views.





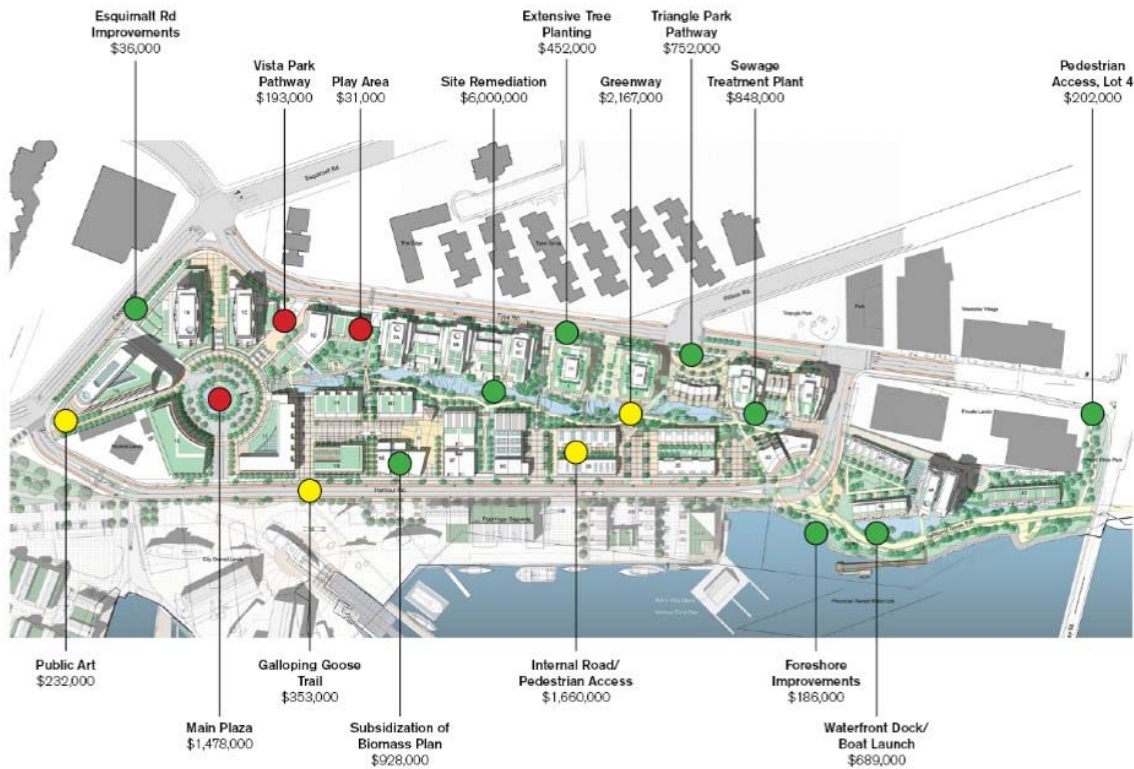
OTHER AMENITIES

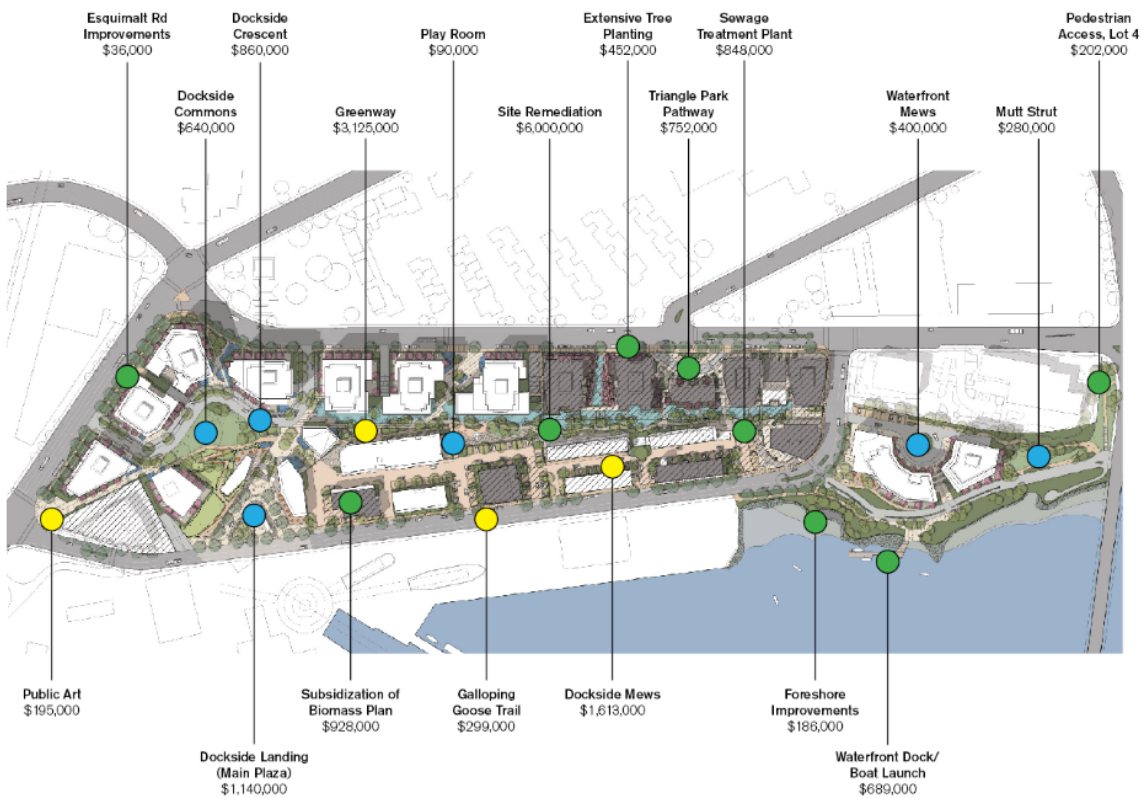
- Access over Esquimalt Rd \$69,000
- Johnson St. Bridge Stairs \$37,000
- Bike Racks \$76,000
- Car Share \$300,000
- Historic/First Nations/Environmental Signage \$49,000
- Green Technologies \$247,000
- Sustainability Centre \$400,000
- Public Washrooms \$31,000

TOTAL 2005 AMENITIES  
(Excluding land purchase)

\$17,416,000

- Not Complete
- Partially Complete
- Complete





OTHER AMENITIES

Trail (Car Share/Bike Racks)	\$376,000
Historical/First Nations/Environmental Signage	\$41,000
Public Washrooms	\$25,000
Access over Esquimalt Rd	\$38,000
Green Technologies	\$118,000

TOTAL 2015 AMENITIES  
(Excluding Land Purchase)

\$19,423,000

- Not Complete
- Partially Complete
- Complete
- New



SUMMARY OF TDM PROVISIONS, BY MOBILITY HUB

	Car Share	Bus Stops	Bike Parking	Ferry Dock	Signs, Info
A	x	x	x		x
B	x		x		x
C	x		x		x
D	x		x		x
E	x	x	x		x
F	x		x		x
G	x		x		x
H	x		x	x	x

- Mobility Hub
- Completed
- Proposed
- Car Share Vehicle
- Secondary Car Share Space
- Bike Racks
- Bus Stop
- Harbour Ferry Stop
- Phase Completed/By Others





#### Revised public amenity list

- Estimated value *increasing* by \$2 million

Sustainability Centre contribution now dedicated to public amenities

Amenity delivery linked to construction of specific lots

- Amenity performance guarantee provided when particular phase developed
- Change to LEED ND from LEED NC to align with Dockside Green's role as a neighbourhood developer
- Modified Transportation Demand Management (TDM) program
- Adaptable housing required for 20% of units instead of 100%
- Permitting subdivisions consistent with 2015 Neighbourhood Plan without need for Council approval







## Planning and Land Use Committee Report

### For the Meeting of October 15, 2015

---

**To:** Planning and Land Use Committee                      **Date:** October 1, 2015

**From:** Jonathan Tinney, Director, Sustainable Planning and Community Development

**Subject:** Development Permit with Variances Application No. 000386 for 353 Tyee Road

---

### RECOMMENDATION

Staff recommend that Committee forward this report to Council and, after giving notice and allowing an opportunity for public comment at a meeting of Council, that Council consider the following motion:

"That Council authorize the issuance of Development Permit with Variances Application No. 000386 for 353 Tyee Road, in accordance with:

1. Plans date stamped September 16, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - a. Part 1.29(6)(a): reduce the setback from Tyee Road from 3m to 0.50m;
  - b. Part 1.29, 8.4(d): increase the allowable building frontage for office use facing Tyee Road from 50% to 100%.
3. Register a legal agreement on title to limit the commercial use of the buildings and guarantee the future removal of the trailers within five years to the satisfaction of staff.
4. The Development Permit lapsing two years from the date of this resolution."

### LEGISLATIVE AUTHORITY

In accordance with Section 920(2) 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 920(8) 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, siting, form, exterior design and finish of buildings and other structures.

In accordance with Section 922 of the *Local Government Act*, Council may issue a Development Variance Permit that varies a *Zoning Regulation Bylaw* provided the permit does not vary the use or density of land from that specified in the *Zoning Regulation Bylaw*.

## 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 353 Tyee Road. The proposal is to permit an existing office trailer on-site.

The following points were considered in assessing this Application:

- The proposal is not fully consistent with the *Design Guidelines for the Dockside Area*, however, the existing office trailer and parking lot are temporary.
- A portion of the existing office trailer was installed on the City Right-of-Way (RoW) approximately five years ago to function as a temporary office, storage and meeting space. The applicant will relocate the trailer on-site. The applicant will formalize the parking and add additional soft landscaping to improve the streetscape presence.
- The applicant would like to keep the trailer on-site for a longer period of time, therefore, the building would have to be regulated as a permanent building rather than a temporary building.
- The variances are related to the setback from Tyee Road and the percentage of building frontage facing Tyee Road that can be occupied by a single use.

## BACKGROUND

### Description of Proposal

The proposal is to permit an existing office trailer.

The proposed variances are related to:

- reducing the setback from Tyee Road from 3m to 0.50m
- increasing the allowable building frontage for office use facing Tyee Road from 50% to 100%.

### Sustainability Features

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

### Active Transportation Impacts

Two bike racks (Class 2 Bicycle Parking) have been installed on-site adjacent to the office trailer.

### Public Realm Improvements

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



## Existing Site Development and Development Potential

A portion of the site is presently occupied by a temporary office trailer and the remainder of the site is undeveloped. The site could be developed as multiple dwellings, commercial and/or mixed use.

### Data Table

The following data table compares the proposal with the CD-9 Zone, Dockside District. An asterisk is used to identify where the proposal is less stringent than the existing zone.

Zoning Criteria	Proposal	Zone Standard CD-9
Site area (m <sup>2</sup> ) - minimum	4712.00	n/a
Density (Floor Space Ratio) - maximum	0.02:1	2.84:1
Floor area (m <sup>2</sup> ) - maximum	69.10	85,855.00
Geodetic Height (m) - maximum	13.99	45.13
Storeys - maximum	1	n/a
Setbacks (m) - minimum Tyee Road	0.50*	3.00
Building frontage facing Tyee Road for Office use (%) - maximum	100*	50
Parking - minimum	2	2
Bicycle parking stalls (minimum)	6 units (2 racks)	6 units

### Relevant History

The applicant has recently registered a Clean Hands Covenant on the property's title in order to ensure removal of the building if the Application is refused. In accordance with the *Clean Hands Policy*, the Covenant had to be registered on title prior to processing the Development Permit with Variances Application.

Council waived an additional component of the *Clean Hands Policy* requiring that the building be vacated prior to initiating an application (Council minutes attached).

### Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, on September 5, 2014, the Application was referred for a 30-day comment period to the Victoria West CALUC. At the time of writing this report a letter from the CALUC had not been received.

This Application proposes variances, therefore, in accordance with the City's *Land Use Procedures Bylaw*, it requires notice, sign posting and a meeting of Council to consider the variances.



## ANALYSIS

### Development Permit Area and Design Guidelines

The *Official Community Plan* (OCP) identifies this property within Development Permit Area 13: Core Songhees. The existing office trailer was initially installed on-site and on the City's Right-of-Way (RoW) without permits and without consideration of the *Design Guidelines for the Dockside Area*. The applicant is now proposing to relocate the office trailer entirely onsite.

The applicant recognizes that it may be challenging for the existing building to be considered consistent with the applicable Guidelines. However, over the long term, it is the applicant's goal to develop the site with a new multi-unit residential building with office and retail uses on the ground floor that is consistent with the applicable design guidelines. As a result, the applicant is willing to enter into a legal agreement that states that the building shall only be used for a period of five years from the date of registration of the agreement on title.

Staff recommend that Council consider supporting the proposed terms as described above.

### Regulatory Considerations

#### Setback Variance

The applicant has requested a reduced setback from Tyee Road from 3m to 0.50m. The applicant has recently added some landscaping and screening features in the City's boulevard to improve the streetscape presence. Additional soft landscaping is being proposed and would be installed after the trailer is relocated on-site. Staff recommend for Council's consideration that this variance is supportable.

#### Building Frontage Variance

The CD-9 Zone does not allow any permitted use to occupy more than 50% of the building frontage facing Tyee Road. The applicant is requesting a variance to increase the building frontage requirement from 50% to 100%. Considering that the width of the trailer is approximately 18.9m and only occupies approximately 0.08% of the existing lot frontage, staff recommend for Council's consideration that this variance is supportable.

## CONCLUSIONS

The applicant is requesting the approval of the existing office trailer. The applicant is willing to enter into a legal agreement to ensure that the building will be removed after a period of five years. Ultimately, it is the applicant's wish to redevelop the site with a new multi-unit residential building with office and retail uses on the ground floor, consistent with the applicable design guidelines within the *Official Community Plan*.

## ALTERNATE MOTION

That Council decline DP Application No. 000386 for the property located at 353 Tyee Road.

Respectfully submitted,



Leanne Taylor, Senior Planner  
Development Services Division

Am



Jonathan Tinney, Director  
Sustainable Planning and Community  
Development Department

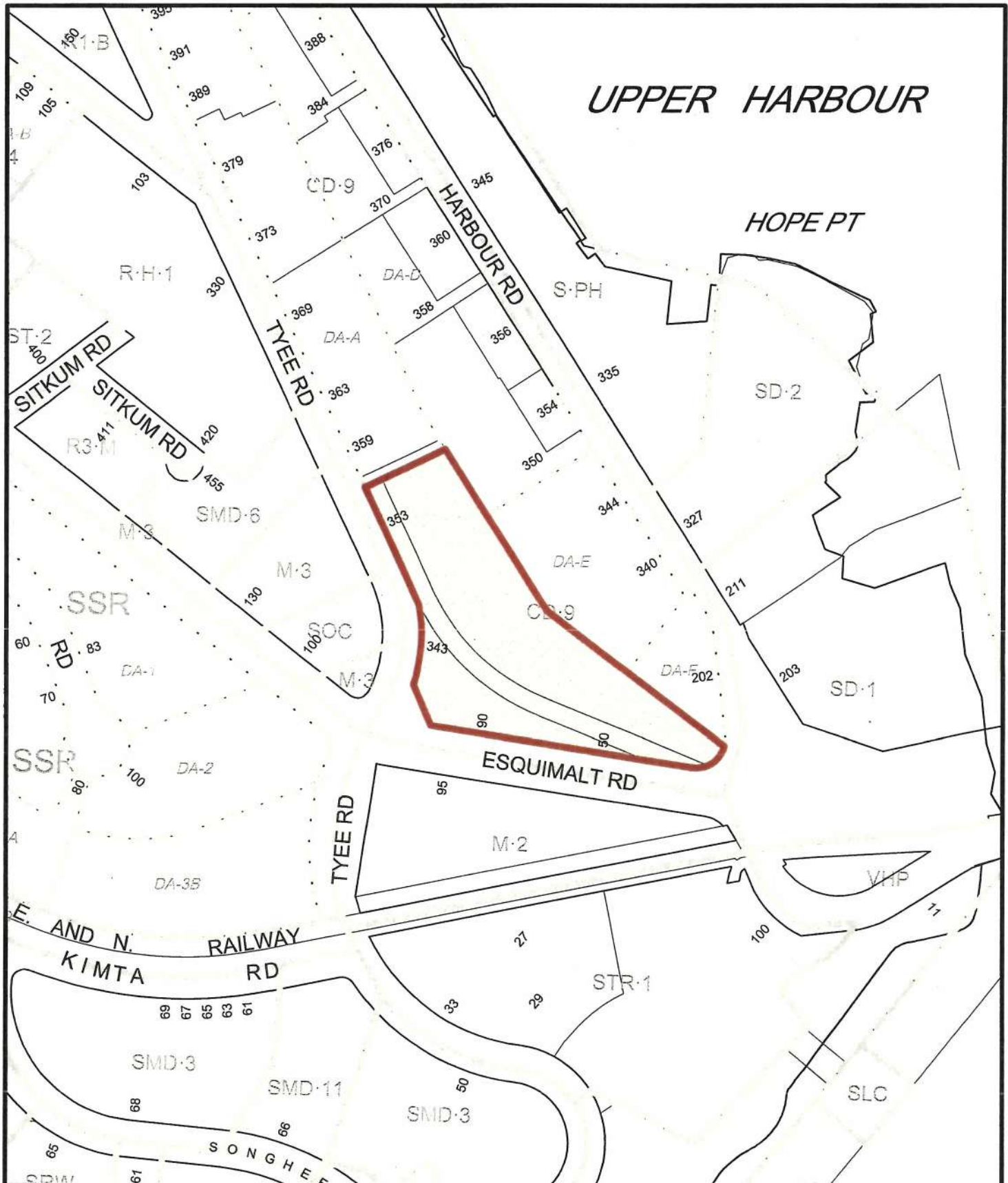
Report accepted and recommended by the City Manager:



Date: October 7, 2015

#### List of Attachments

- Zoning map
- Aerial photo
- Letter from the applicant dated September 18, 2015
- Plans date stamped September 16, 2015.



353 Esquimalt Road  
Development Permit #000386





353 Esquimalt Road  
Development Permit #000386

Development Permit with Variances Application No. 000386 for...



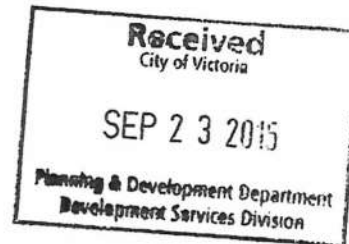
# DOCKSIDE GREEN

353 Tyee Road  
Victoria, British Columbia  
V8W 2E2  
Tel: 250.683.1234  
Fax: 250.683.1235



September 18, 2015

City of Victoria  
1 Centennial Square  
Victoria, BC  
VSW 1P6



RE: Development Permit Application with Variances for the Dockside Green Site Trailer

Dear Mayor Helps and Victoria City Council,

At the request of Staff, please accept this application for a Development Permit for our refurbished site trailer at 353 Tyee Road.

Our application relates to a construction trailer located at Dockside Green many years ago to facilitate the variety of tasks that are included in development of a large scale and compressive project. In 2014, updates to the trailer were undertaken to reconfigure the fence line and incorporate aesthetic improvements to the trailer to create a more welcoming and inviting space for residents, visitors and members of the public to stop in and attain answers on the development and further facilitate the ongoing needs of the project.

While the trailer has been on the site for many years, in early 2014 Staff requested that a Development Permit for the trailer be submitted. Although differences of opinion do exist on this requirement, on August 2014, Dockside Green submitted our Development Permit for the trailer to the City.

Our application as enclosed reflects the updated trailer onsite. The trailer updates strive to maintain the intent of the current design guidelines but do require two variances: the setback to Tyee Road and the trailer frontage facing Tyee Road for office use. Both minor variances are related to the temporary, single-purpose nature of the site trailer as the zoning was established envisages a different scale of development.

Clearly, a temporary, small, office trailer is not the highest and best use for a site zoned for residential towers and we have no intention of this becoming a permanent structure. Our intent is to use this trailer until clarity around the rezoning application is attained, and a more substantial Dockside Green Discovery Centre can be established.

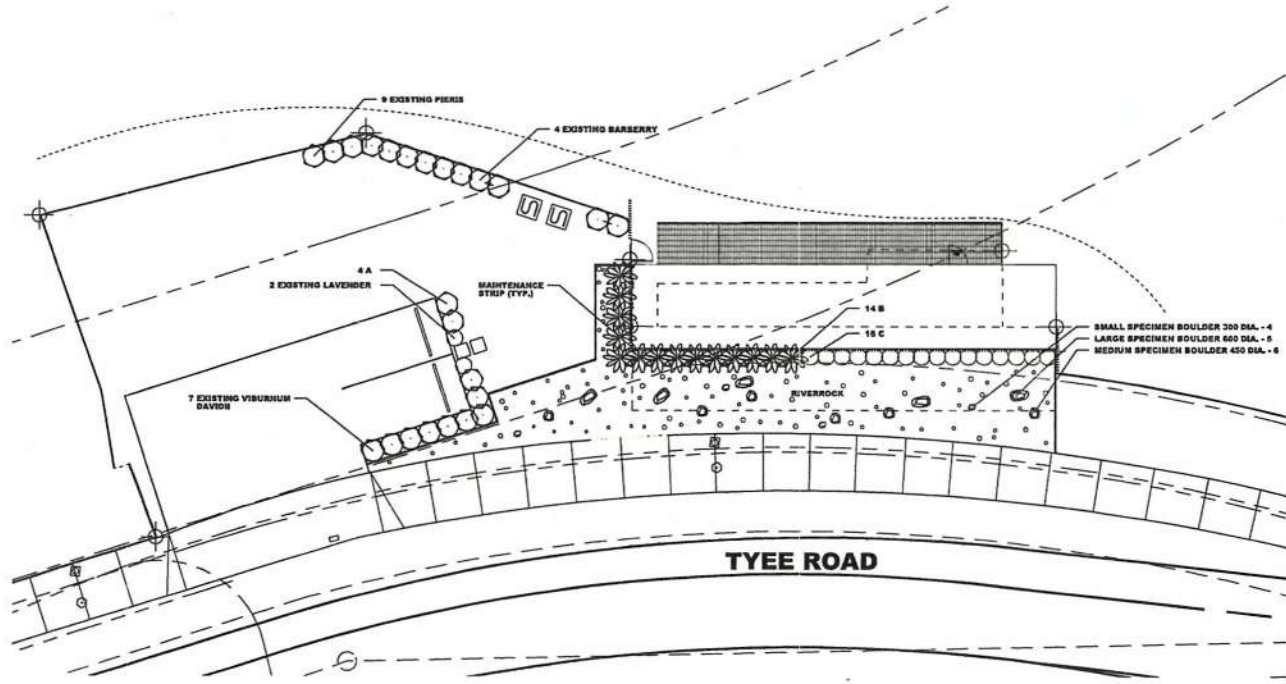


We trust the attached application address the needs for City's approval. We look forward to continued progress on the project in realization of this important development to all residents of the City.

Cordially,

Ally Dewji  
Development Manager  
Dockside Green Limited





PLANT LIST

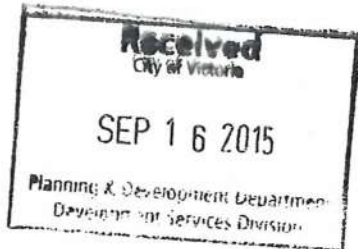
KEY	QTY	BOTANICAL NAME	COMMON NAME	SIZE	ROOTS	COMMENTS
A	4	VIBURNUM DAVIDO	DAVID'S VIBURNUM	45 CM SPN.	27 CM POT	FULL
B	14	CALAMAGROSTIS X ACUTIFLORA 'KARL FÖRSTER'	FEATHER BEED GRASS	1.0 M HT.	21 CM POT	FULL
C	18	HELIOTROPICUM SEMPERVIRENS	BLUE OAT GRASS	80 CM HT.	21 CM POT	FULL

NOTES: PLANTS MUST MEET SIZE AND POT SPECIFICATION AND MAY EXCEED BCMA STANDARDS.  
AREA OF PLANT MATERIAL SAVING TO INCLUDE WESTERN NORTH AMERICA.

EXISTING PLANTS INCLUDE:  
1 - DAVID'S VIBURNUM  
4 - LAVENDER  
9 - PIERIS  
10 - BARBERRY

NOTES

- CONTRACTOR TO REPORT ALL ERRORS, OMISSIONS AND DISCREPANCIES TO LANDSCAPE ARCHITECT IMMEDIATELY AND PRIOR TO COMMENCEMENT OF WORK.
- CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE LOCATION OF ALL UNDERGROUND SERVICES AND ANY DAMAGE TO SAME CAUSED BY HIS WORK.
- CONTRACTOR TO ENSURE SMOOTH CONTINUOUS POSITIVE DRAINAGE AWAY FROM BUILDING TO ALL DRAINAGE PICKUP POINTS.
- ALL LANDSCAPED AREAS TO BE IRRIGATED WITH A FULLY AUTOMATIC UNDERGROUND IRRIGATION SYSTEM. COORDINATE IRRIGATION SLEEVES, TIMER CLOCK LOCATION AND WATER CONNECTIONS.
- AREAS DESIGNATED AS REVER ROCK TO HAVE 150 MM TO 300 MM CLEAN WASHED REVER ROCK TO LANDSCAPE ARCHITECT APPROVAL, TO A DEPTH OF 300 MM PLACED ON BLACK FILTER CLOTH. FILL VOIDES W/ 150MM CLEAN, WASHED PEA GRAVEL. REVER ROCK TO STAND PROUD.
- MAINTENANCE STRIP TO CONSIST OF 2 X 4 PRESSURE TREATED FIR SOLOS, STAKES WITH 2.2 X 4 X 45CM PRESSURE TREATED FIR STAKES, STAKE 1.2 M. O.C. AND AT ALL JOINTS AND ENDS, TOP OF STAKE TO BE 5.0CM. BELOW TOP OF EDGER.
- ALL LANDSCAPE WORK ON CITY PROPERTY TO CITY OF VICTORIA APPROVAL.
- THIS DRAWING IS FOR SOFT LANDSCAPE ONLY. REFER TO ARCHITECTURAL/CIVIL FOR HARD LANDSCAPE & SITE GRADING.



HEMA Architecture + Design  
400 - 675 West Hastings Street  
Vancouver BC V6B 1N2 Canada  
T 604.732.6620  
W hema.ca

PLANTING PLAN

Dockside Green - Site  
Trailer

DATE: 09/10/2015

DATE: 09/10/2015

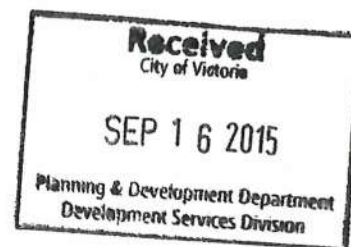
17

# DOCKSIDE GREEN - SITE TRAILER

DEVELOPMENT PERMIT APPLICATION

CONTACT		
OWNER:	ARCHITECTURAL:	PLANNING:
Dockside Green	Hughes Condon Marler Architects	Ian Scott Planning Services
353 Tyee Road Victoria BC V9A 0A9 250-995-7640	Suite 300 – 569 Johnson St Victoria BC V8W 1M2 250-382-6650	409 Langford St Victoria BC V9A 3C3 250-884-6202
Ally Dewji adewji@docksidegreen.com	Carl-Jan Rupp cj.rupp@hcma.ca	Ian Scott ianscottconsulting@gmail.com

DRAWING LIST	
A000	COVER SHEET
A100	SITE CONTEXT - EXISTING
A101	SITE PLAN - PROPOSED
A102	ELEVATIONS
A103	FLOOR PLAN
A104	SIGNAGE



HCMA Architecture + Design  
Suite 300 - 569 Johnson Street  
Victoria BC V8W 1M2 Canada  
T 250.382.6650  
W hcma.ca

Dockside Green - Site Trailer Cover Sheet

NTS

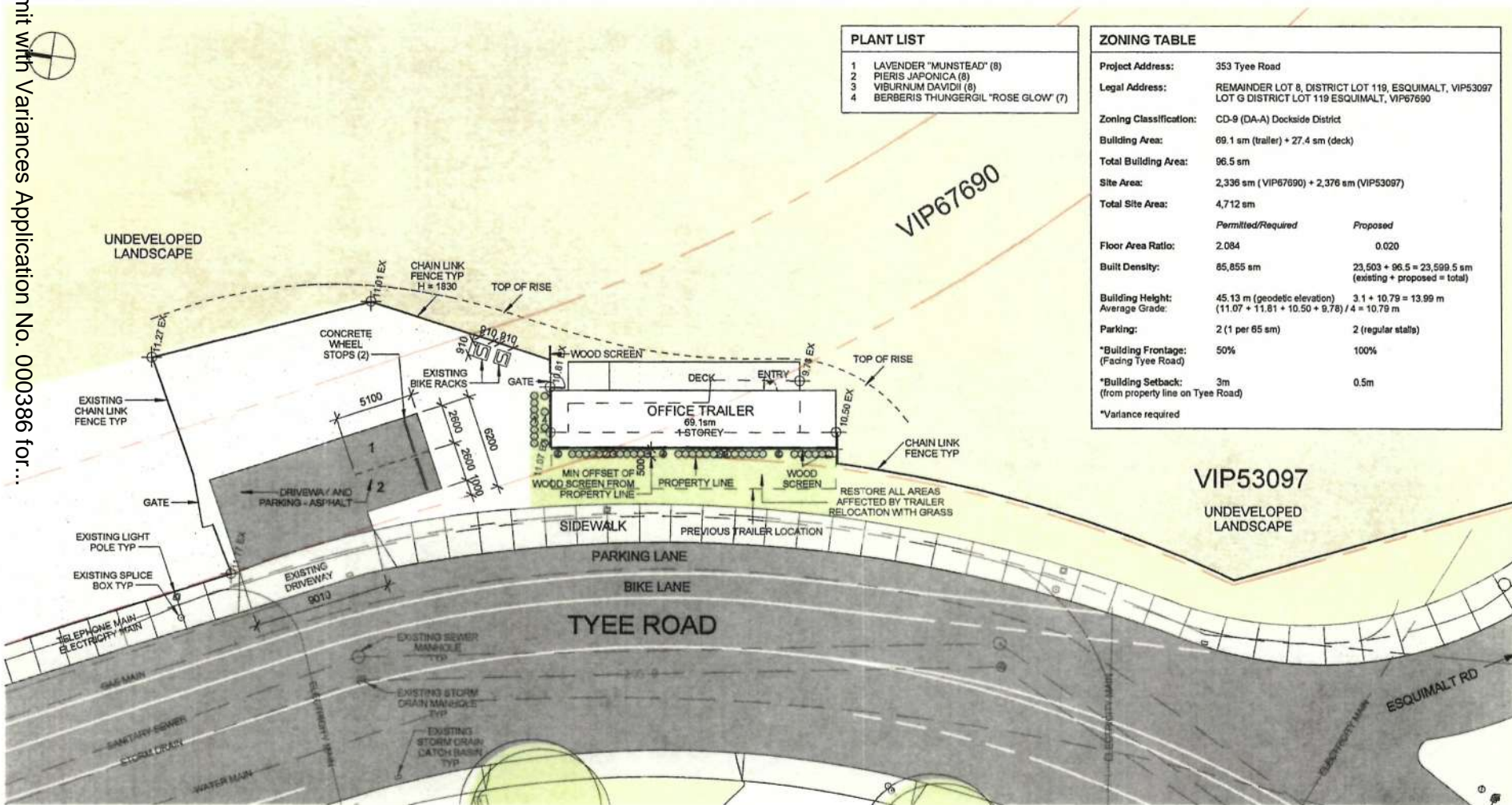
DATE: 21/08/2015  
**A000**  
SCALE:



**HCMA Architecture + Design**  
Suite 300 - 569 Johnson Street  
Victoria BC V8W 1M2 Canada  
T 250.382.6650  
W [hcma.ca](http://hcma.ca)







PLANT LIST	
1	LAVENDER "MUNSTEAD" (8)
2	PIERIS JAPONICA (8)
3	VIBURNUM DAVIDI (8)
4	BERBERIS THUNBERGII "ROSE GLOW" (7)

ZONING TABLE	
Project Address:	353 Tyee Road
Legal Address:	REMAINDER LOT 8, DISTRICT LOT 119, ESQUIMALT, VIP53097 LOT 6 DISTRICT LOT 119 ESQUIMALT, VIP67690
Zoning Classification:	CD-9 (DA-A) Dockside District
Building Area:	69.1 sm (trailer) + 27.4 sm (deck)
Total Building Area:	96.5 sm
Site Area:	2,336 sm (VIP67690) + 2,376 sm (VIP53097)
Total Site Area:	4,712 sm
	Permitted/Required Proposed
Floor Area Ratio:	2.084 0.020
Built Density:	85,855 sm 23,503 + 96.5 = 23,599.5 sm (existing + proposed = total)
Building Height:	45.13 m (geodetic elevation) 3.1 + 10.79 = 13.99 m
Average Grade:	(11.07 + 11.81 + 10.50 + 9.78) / 4 = 10.79 m
Parking:	2 (1 per 65 sm) 2 (regular stalls)
*Building Frontage: (Facing Tyee Road)	50% 100%
*Building Setback: (from property line on Tyee Road)	3m 0.5m
*Variance required	

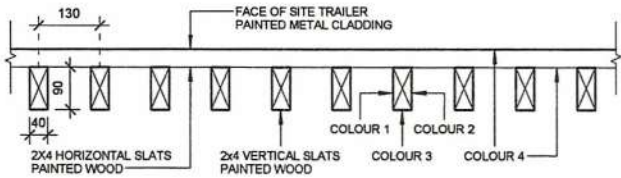
Received  
City of Victoria  
  
SEP 16 2015  
  
Planning & Development Department  
Development Services Division

HCM Architecture + Design  
Suite 300 - 569 Johnson Street  
Victoria BC V8W 1M2 Canada  
T 250-382-6660  
W hcm.ca

Dockside Green - Site Trailer SITE PLAN - PROPOSED

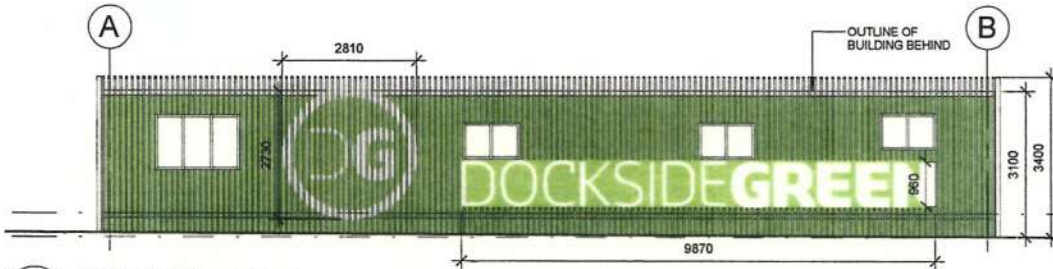
DATE: 21/08/2015  
**A101**  
SCALE: 1 : 250

VMCH

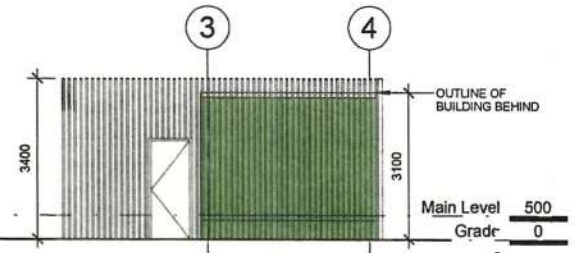


COLOUR 1 - BENJAMIN MOORE - JUNIPER 2048-20  
COLOUR 2 - BENJAMIN MOORE - VINE GREEN 2034-20  
COLOUR 3 - BENJAMIN MOORE - CORDUROY 2153-20  
COLOUR 4 - GENERAL PAINT - SQUILL CL 1995D

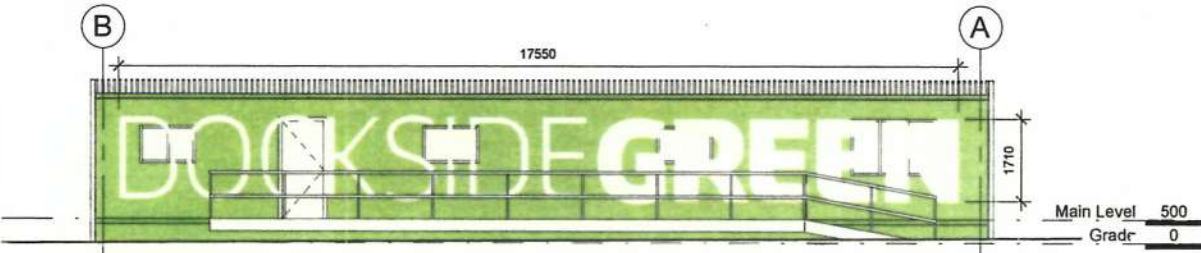
5 Wood Screen Plan Section Detail  
1 : 10



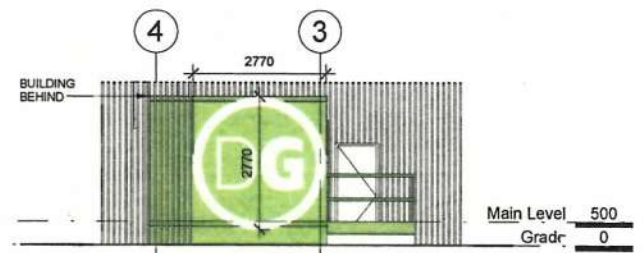
1 West Elevation  
1 : 100



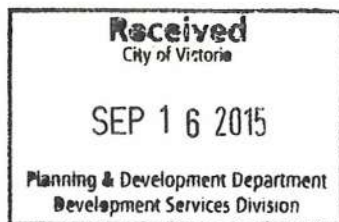
2 North Elevation  
1 : 100



4 East Elevation  
1 : 100



3 South Elevation  
1 : 100



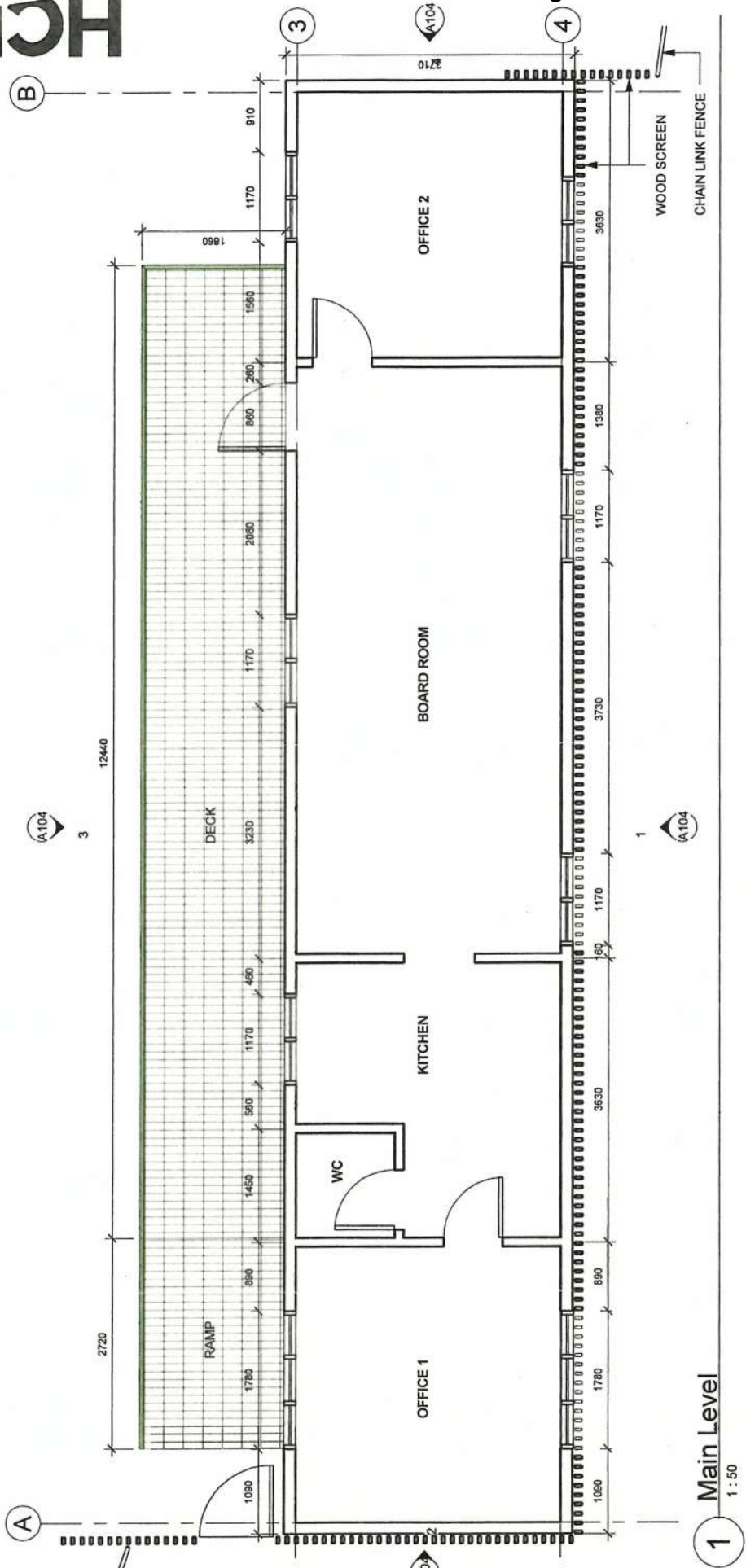
HCMA Architecture + Design  
Suite 300 - 569 Johnson Street  
Victoria BC V8W 1M2 Canada  
T 250.382.6650  
W hcma.ca

Dockside Green - Site Trailer Elevations

DATE: 21/08/2015  
**A102**  
SCALE: As Indicated



HCM



DATE: 21/08/2015  
**A103**  
SCALE: 1:50

Dockside Green - Site Trailer Floor Plan

HCM Architecture + Design  
9000 200th Street  
Edmonton, Alberta T6E 1K2 Canada  
T: 780.382.6650  
W: hcm.ca

**Received**  
City of Windsor  
SEP 16 2015  
Planning & Development Department  
Development Services Division

1 Main Level  
1:50





# Development Permit with Variances

## Application No. 000386 for 353 Tye Road







## Site Context





## Properties to the North



## Property to the South





Property to the West





## Properties to the East



Tyee Rd Street Frontage



West Elevation



Parking & Access



Street Frontage & Parking

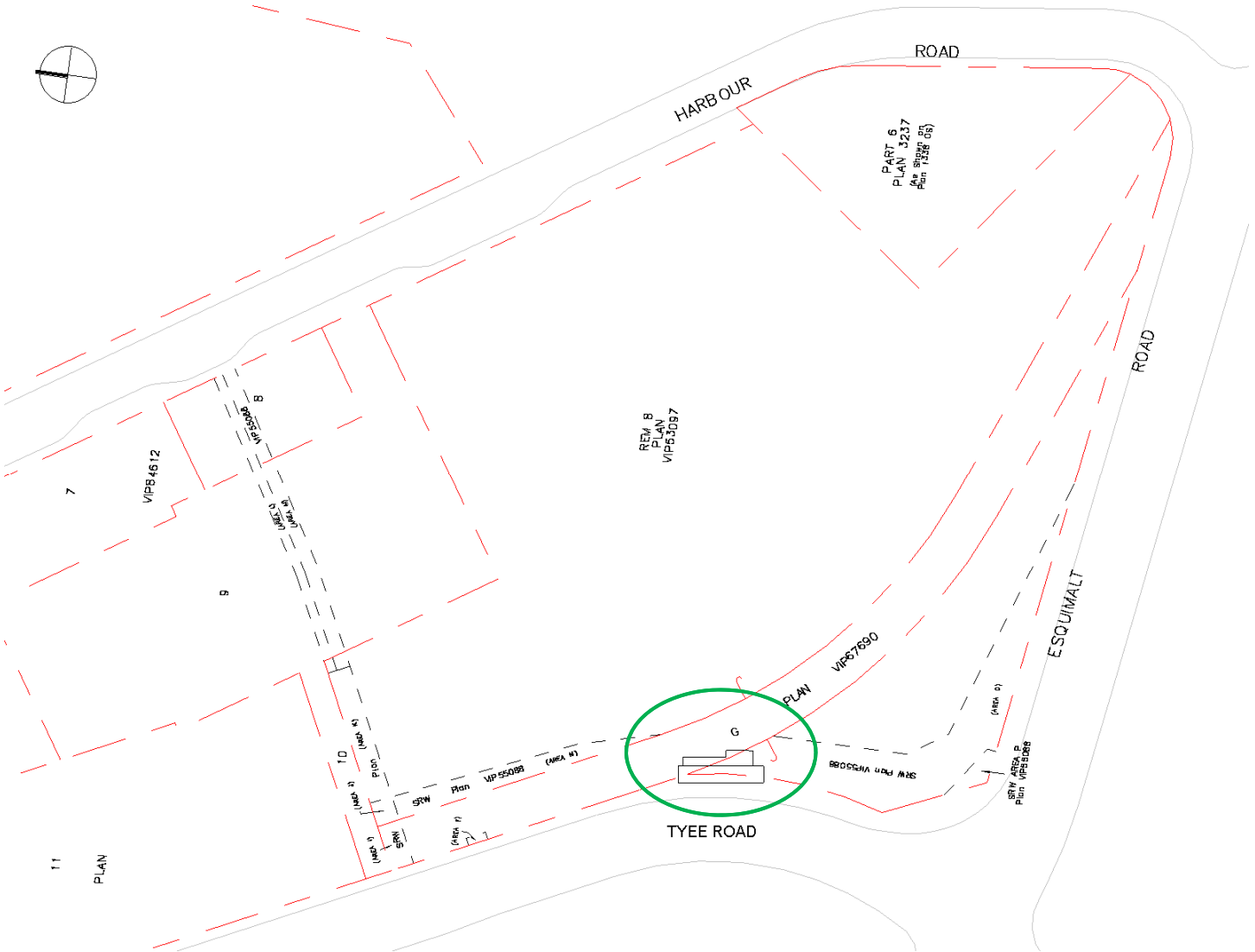


West Elevation & Access Gate



Back Stair to Harbour Rd

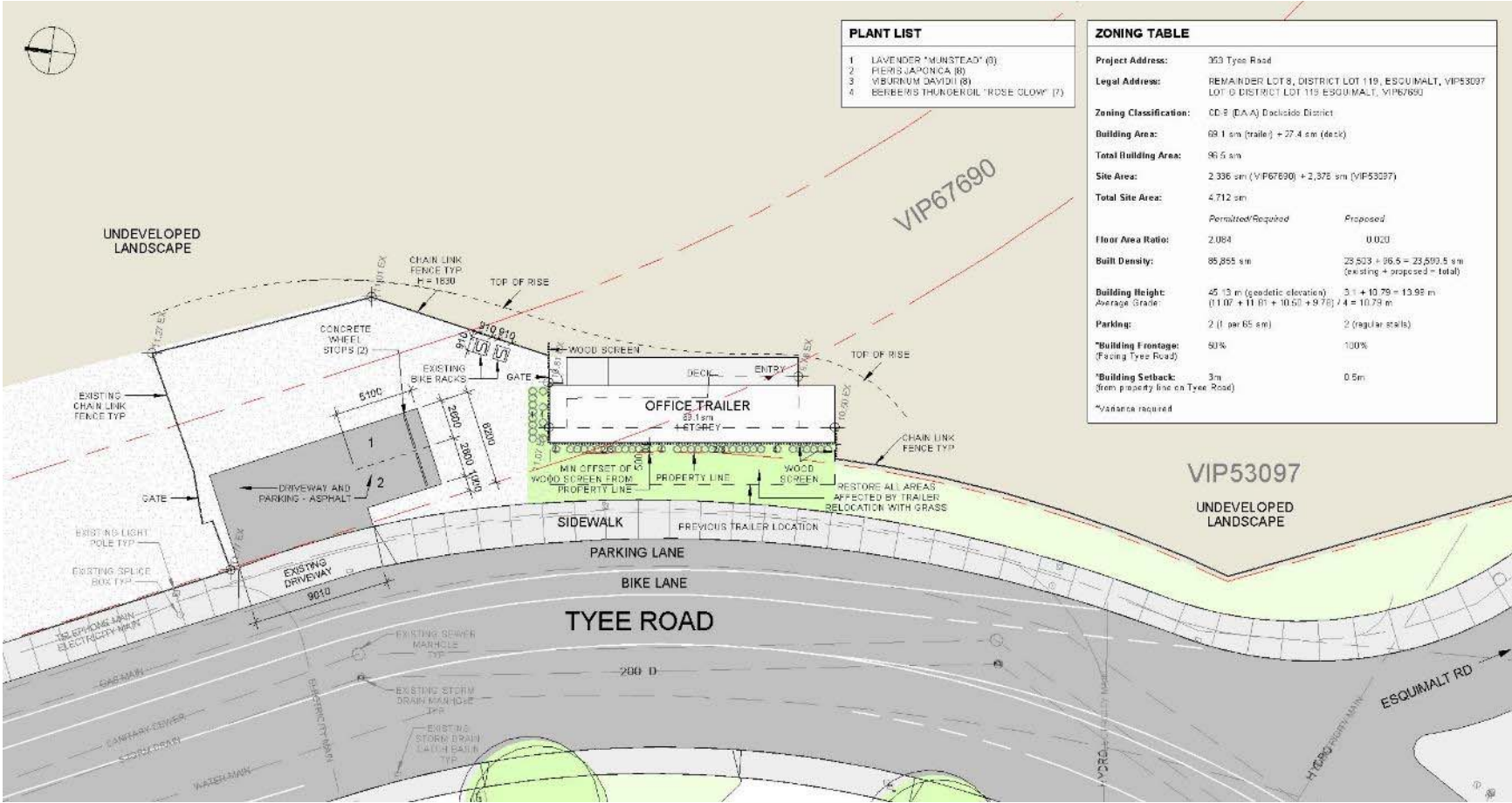
## Existing Site Office Trailer

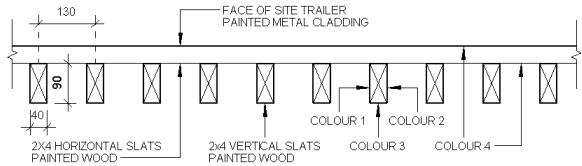


## Existing Site Trailer Location



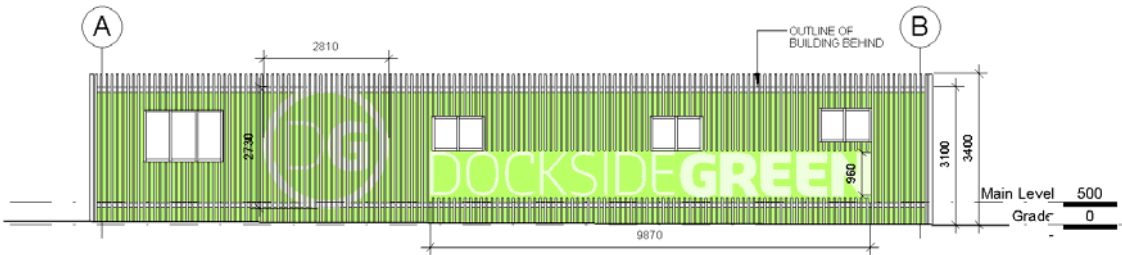
Proposed Site Plan



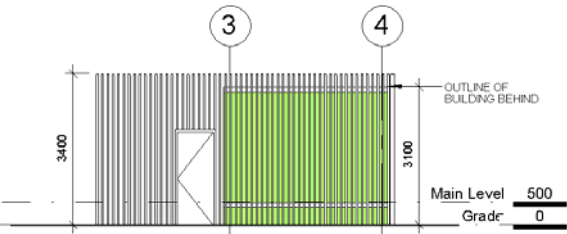


COLOUR 1 - BENJAMIN MOORE - JUNIPER 2048-20  
COLOUR 2 - BENJAMIN MOORE - VINE GREEN 2034-20  
COLOUR 3 - BENJAMIN MOORE - CORDUROY 2153-20  
COLOUR 4 - GENERAL PAINT - SQUILL CL 1995D

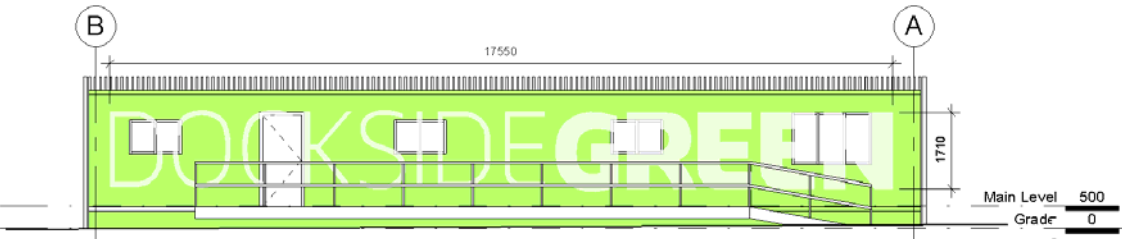
Wood Screen Detailing



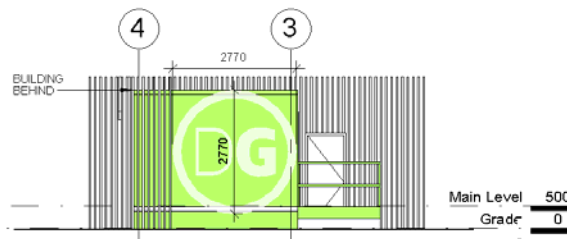
West Elevation



North Elevation

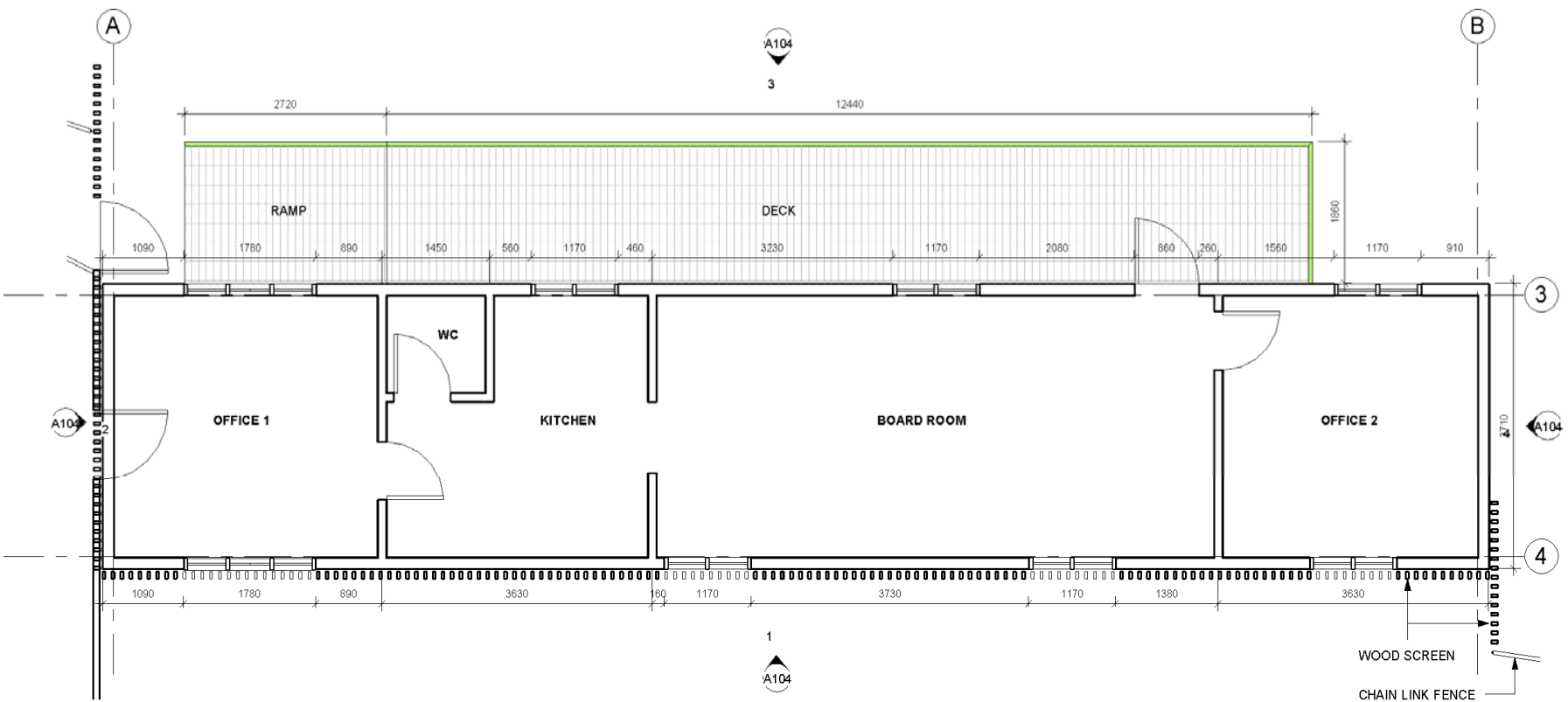


East Elevation



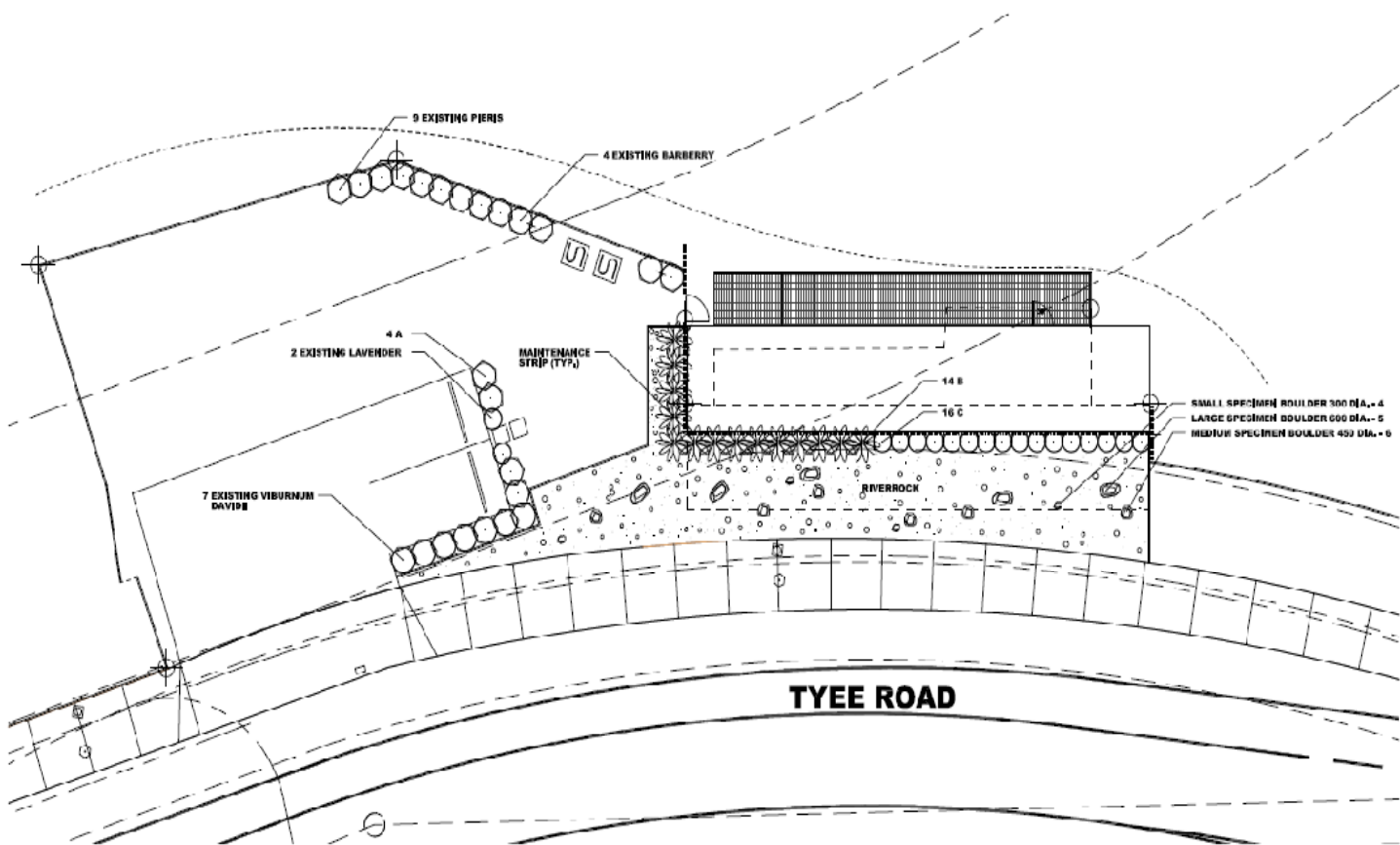
South Elevation

# Elevations



# Floor Plan





**PLANT LIST**

KEY	QTY	BOTANICAL NAME	COMMON NAME	SIZE	ROOTS	COMMENTS
A	4	VIBURNUM DAVIDII	DAVID'S VIBURNUM	40 CM SPK.	27 CM POT	FULL
B	14	CALAMAGROTIS X ACUTIFLORA 'KARL FOERSTER'	FEATHER REED GRASS	1.0 MHT.	21 CM POT	FULL
C	16	HELIOTRICHON SENPERSVIRENS	BLUE OAT GRASS	60 CM. HT.	21 CM POT	FULL

NOTE: PLANTS MUST MEET SIZE AND POT SPECIFICATION AND MAY EXCEED BCMA STANDARDS.  
AREA OF PLANT MATERIAL SOURCING TO INCLUDE WESTERN NORTH AMERICA.  
EXISTING PLANTS INCLUDE:  
1 - DAVID'S VIBURNUM  
4 - LAVENDER  
9 - PIERS  
10 - BARBERRY

**Landscape Plan**









## Planning and Land Use Committee Report

For the Meeting of October 15, 2015

---

**To:** Planning and Land Use Committee                      **Date:** September 24 , 2015

**From:** Jonathan Tinney, Director, Sustainable Planning and Community Development

**Subject:** Development Permit Application No. 000436 for 543, 545 and 549 Herald Street

---

### RECOMMENDATION

Staff recommend that Committee forward this report to Council and that Council consider the following motion:

"That Council authorize the issuance of Development Permit Application No. 000436 for 543, 545 and 549 Herald Street, in accordance with:

1. Plans date stamped September 23, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements.
3. The Development Permit lapsing two years from the date of this resolution."

### LEGISLATIVE AUTHORITY

In accordance with Section 920(2) of the *Local Government Act*, Council may issue a Development Permit in accordance with the applicable guidelines specified in the *Official Community Plan, 2012*. 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 920(8) 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, siting, form, exterior design, 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 543, 545 and 549 Herald Street. The proposal is to make improvements that would bring the existing additions and stairs at the rear of an existing building into conformance with the *BC Building Code*. The additions were constructed without the benefit of a permit at an unknown date.

The following points were considered in assessing this Application:

- the additions and stairs were constructed many years ago and are not visible from the street
- the new proposed interior work will bring the additions and stairs into compliance with the *BC Building Code* and increase fire safety.

## **BACKGROUND**

### **Description of Proposal**

The proposal is to make interior improvements that will bring the existing additions and stairs at the rear of an existing building into conformance with the *BC Building Code*. The additions were constructed without the benefit of a permit at an unknown date.

Specific details include:

- updating fire-rated walls and ceilings
- removing interior walls and revising the rear fire exit
- changing a use from café to retail.

### **Sustainability Features**

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

### **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 Development Permit Application.

### **Existing Site Development and Development Potential**

The site is presently occupied by a two-storey commercial building with office/retail as well as upper floor apartment uses. The building is not identified as Heritage, however, it is linked to the Heritage Register building on a separate lot at 546 Fisgard Street by the additions that were constructed at an unknown date.

### **Community Consultation**

The Application does not propose any variances and, therefore, has not been referred to the Downtown Residents' Association Land Use Committee. This is consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Applications*.

## ANALYSIS

### Development Permit Area and Design Guidelines

The *Official Community Plan, 2012* (OCP) identifies this property within DPA1 (HC) Core Historic.

The Development Permit Area enables Council to review and approve the character of the development including landscaping, siting, form, exterior design, finish of buildings and other structures.

The additions have existed for many years and are not visible from the street. The proposal is in keeping with the objective of revitalizing this area for commercial use.

## CONCLUSIONS

Given that the existing additions and stairways are not visible from the street and that the proposed interior work would bring them into conformance with the *BC Building Code* and increase fire safety, staff recommend that the Planning and Land Use Committee forward this report to Council and that Council consider approval of this Development Permit Application.

## ALTERNATE MOTION

That Council decline Development Permit Application No. 000436 for the property located at 543, 545 and 549 Herald Street.

Respectfully submitted,



Brian Sikstrom, Senior Planner  
Development Services Division



Jonathan Tinney, Director  
Sustainable Planning and Community  
Development Department

Report accepted and recommended by the City Manager:

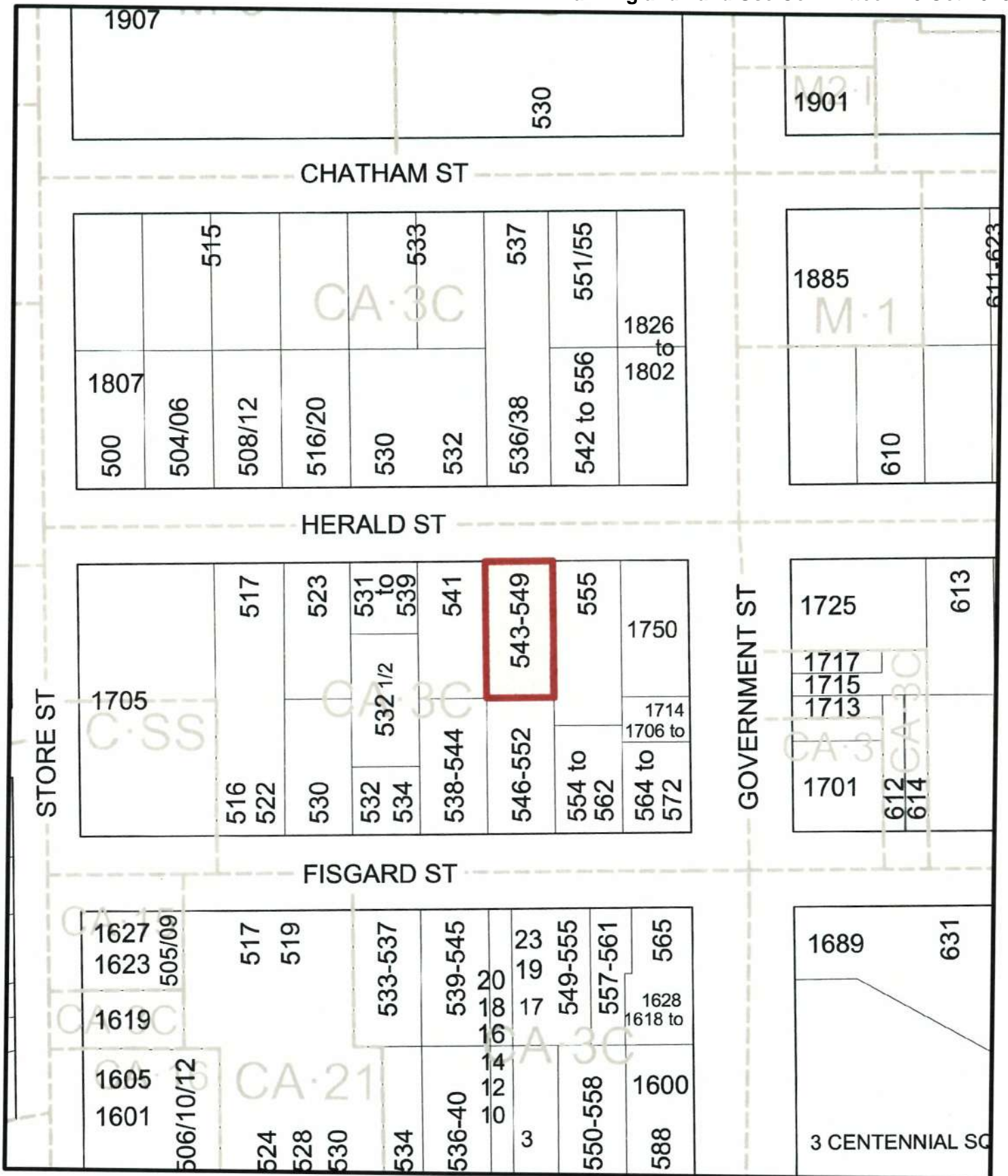


Date: October 7, 2015

## List of Attachments

- Zoning map
- Aerial map
- Letter from the applicant dated July 13, 2015
- Plans received and date stamped September 24, 2015.





543-549 Herald Street  
Development Permit #000436









## KEAY CECCO, ARCHITECTURE LTD

JOHN KEAY, ARCHITECT, AIBC  
LARRY CECCO, IA, AIBC, MRAIC  
1124 FORT STREET,  
VICTORIA, V8V 3K8

July 13, 2015

Mayor and Council,  
City of Victoria  
1, Centennial Square.  
Victoria

Your Worship and Council,

re: Development Permit, 545 Herald Street

Please find enclosed a Development Permit application for the above address. The intent of the application is to provide compliance for additions to the rear of the existing building. These modest additions were constructed at an unknown date, and without a permitting procedure. From its appearance and construction it would appear that the time of construction of the more recent concrete block addition was at least 40 years ago. There is also a brick addition constructed prior to that, likely 70 to 80 years ago. The use is ancillary to the grocery store located on Fisgard Street

You will find enclosed a structural review of both additions, and code improvements are being undertaken to provide the required fire separations between the two addresses. An easement to provide exiting across the adjacent lot is being submitted under separate cover as part of this application.

Please contact me if you require further information.

Yours truly,



John Keay, Architect

Tel: 250 382 3823  
Email: john@kcarchitecture.ca

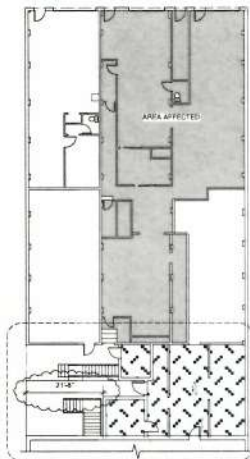




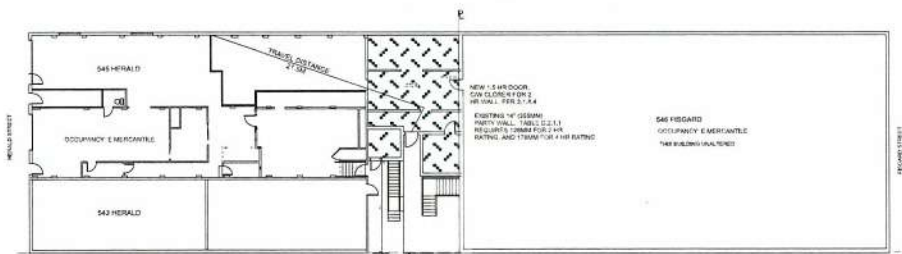


1 CONTEXT PHOTO  
Scale: NTS

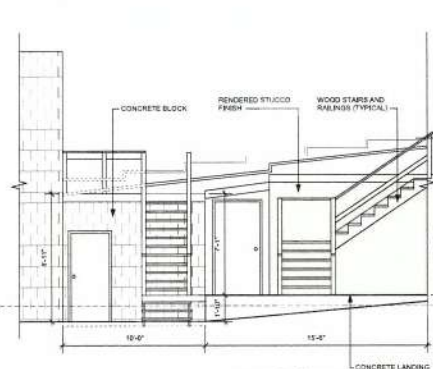
Civic Address: 543 Herald Street  
Legal Description: Lot 462, Victoria City  
P.L.D. 009-070-668



2 OVERALL SITE PLAN  
Scale: 1/16" = 1'-0"



2 OVERALL FLOOR PLAN/SITE PLAN  
Scale: 1/16" = 1'-0"

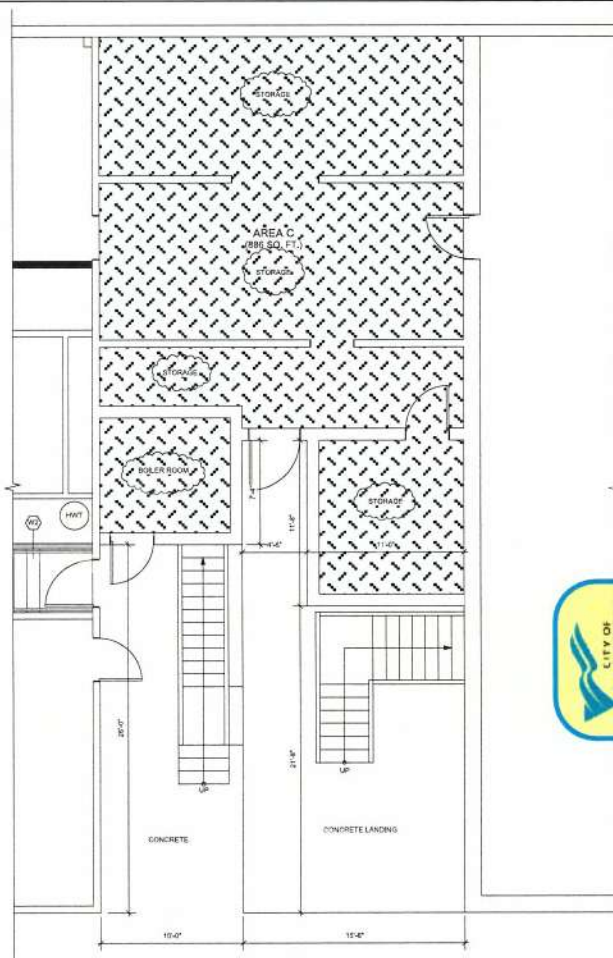


3 FLOOR PLAN - DETAIL  
Scale: 1/4" = 1'-0"

NOTE:  
1. NO NEW CONSTRUCTION, ALL BUILDING ELEMENTS EXISTING  
2. EXISTING UNIT MASONRY BUILDING CONSTRUCTION



TO HERALD STREET



4 FLOOR PLAN - DETAIL  
Scale: 1/4" = 1'-0"

TO FISGARD STREET

**Revisions**  
Bubble areas indicate revisions compared to the previously submitted plans

**Received Date:**  
September 24, 2015

**KEAY CECCO  
ARCHITECTURE LTD.**

1124 West 91st Street, BC, Canada V6V 3K4  
Office: 604-260-3822 Fax: 604-260-4013  
e-mail: john@keaycecco.com

COMMENTS		
NO.	DESCRIPTION	DATE
1	REQUIRED FOR DEVELOPMENT PERMIT 09/23/15	
2	REVISIONS FOR DP	09/23/15

GENERAL NOTES

Use of these drawings is limited to that identified in the submittal letter.

PROJECT  
545/549 HERALD STREET

DEVELOPMENT  
PERMIT

SHEET TITLE  
SITE PLAN, FLOOR PLANS,  
ELEVATIONS, PHOTOS,  
& ZONE DATA

SCALE	AS SHOWN	JOB 1124-1435
DATE PLOTTED	SEPTEMBER 24, 2015	
DESIGNED BY	JP/AL	
DRAWN BY		

A-01

LEGEND

ZONE: CA-3C: OLD TOWN DISTRICT  
SITE AREA: 7,168 SQ. FT.  
EXISTING FLOOR AREA: 11,229 SQ. FT.  
SINGLE BUILDING FLOOR AREA: 886 SQ. FT.  
F.S.R. 0.5  
SITE COVERAGE: 91%  
OPEN SITE SPACE: 3%  
HEIGHT OF BUILDING: EXISTING 3.5M (ALLOWED 15M MAX.)  
NUMBER OF STOREYS: EXISTING 1 STOREY (ALLOWED 2 STOREYS)  
PARKING: NO OFF STREET PARKING REQUIRED  
SETBACKS: NO SETBACKS REQUIRED



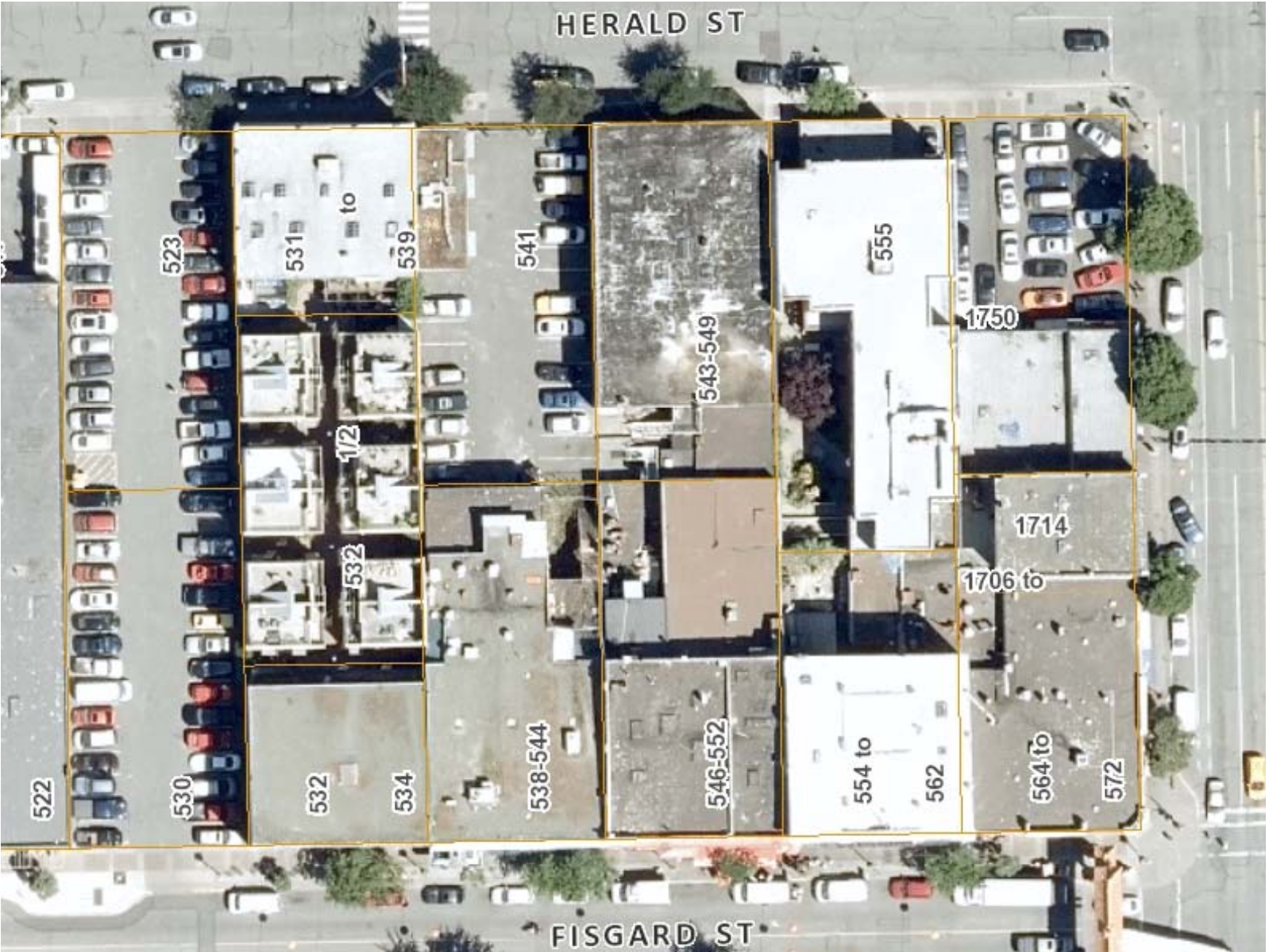


## Development Permit Application No. 000436 for 543, 545 and 549 Herald Street





## Development Permit Application No. 000436 for 543, 545 and 549 Herald Street



## Development Permit Application No. 000436 for 543, 545 and 549 Herald Street





## Development Permit Application No. 000436 for 543, 545 and 549 Herald Street





## Development Permit Application No. 000436 for 543, 545 and 549 Herald Street

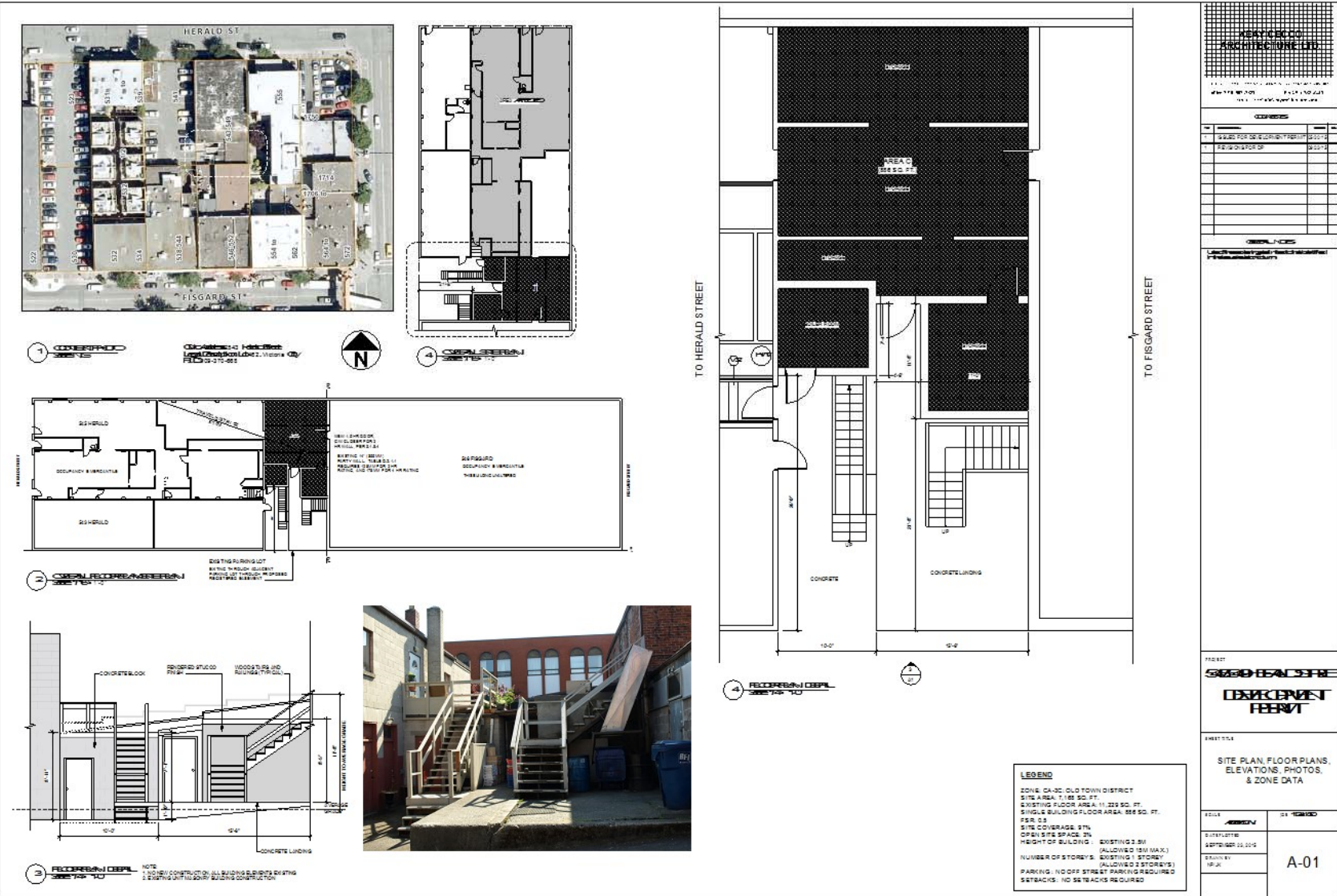




## Development Permit Application No. 000436 for 543, 545 and 549 Herald Street



Development Permit Application No. 000436 for 543, 545 and 549 Herald Street





# 543 HERALD STREET VICTORIA, BC

KEAY CECCO ARCHITECTURE LTD.



## Planning and Land Use Committee Report

For the Meeting of October 15, 2015

---

**To:** Planning and Land Use Committee      **Date:** October 1, 2015

**From:** Jonathan Tinney, Director, Sustainable Planning and Community Development

**Subject:** Temporary Use Permit Application No. 00481 for 474 and 478 Burnside Road and 3111 and 3117 Delta Avenue

---

### RECOMMENDATION

Staff recommend that Committee forward this report to Council and that after giving notice and allowing an opportunity for public comment at a meeting of Council, that Council consider the following motion:

"That Council authorize the issuance of Temporary Use Permit Application No. 00481 for 474 and 478 Burnside Road and 3111 and 3117 Delta Avenue in accordance with:

1. Plans date stamped August 21, 2015 with revisions to the landscape screening to the satisfaction of staff.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variance:
  - a. Schedule C, Section 7.2 (d) – permit gravel instead of asphalt, concrete or permeable surface.
3. Delivery of vehicles to and from the site meeting Motor Vehicle Act Regulations and City bylaw requirements.
4. The Temporary Use Permit lapsing two years from the date of this resolution."

### LEGISLATIVE AUTHORITY

In accordance with Section 921 of the *Local Government Act*, Council may issue a Temporary Use Permit in accordance with the applicable requirements specified in the *Community Plan*. A Temporary Use Permit may allow temporary commercial and industrial uses and may specify conditions under which the temporary commercial or industrial use may be carried on.

### EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for a Temporary Use Permit Application for the property located at 474 and 478 Burnside Road and 3111 and 3117 Delta Avenue. The proposal is to store new vehicles on a vacant site currently comprised of four single family zoned lots. The following points were considered in assessing this Application:

- the site is designated General Employment in the *Official Community Plan* in which large lots with outdoor storage are a character feature
- the existing single family zoning is an anomaly with the surrounding area zoned for industrial uses
- there are a number of vehicle sales and vehicle storage lots nearby
- the proposed gravel surface is acceptable with the asphalt pad at the vehicle entrance
- although the Application is for a temporary use (two years is requested with a possible renewal for an additional two years), additional improved landscape screening should be provided
- delivery of vehicles to and from the site will need to meet the *Motor Vehicle Act Regulations* and City bylaw requirements.

## BACKGROUND

### Description of Proposal

The proposal is for the temporary storage of new vehicles on a vacant site currently comprised of four single family zoned lots. (Note: The houses that previously occupied these lots have been demolished.) The plans do not include an area for loading and unloading vehicles on-site. The request is for a two-year period. A renewal for an additional two years could be requested for a total of four years, however, this would require Council's approval.

Specific details include:

- gravel surface with an asphalt pad at the entrance on Delta Street to contain the gravel within the lot
- existing and new chain link fencing
- a 1m wide strip for existing landscaping; no new landscaping is proposed
- the proposed variance is to permit, a gravel surface rather than asphalt, concrete or permeable surface as required in Schedule C – Parking Requirements of the *Zoning Regulation Bylaw*.

### Sustainability Features

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

### Active Transportation Impacts

The applicant has not identified any active transportation impacts associated with this Application or provided a description of how vehicles will be delivered to and from the site. Should unloading of uninsured vehicles on the roadway occur, traffic safety and congestion concerns could arise as well as future enforcement challenges.

### Public Realm Improvements

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

To meet *Official Community Plan*, 2012 Right-of-Way standards, staff have requested a Statutory Right-of-Way of 1.5m on Delta Street and 3.66m on Burnside Road for future sidewalks, bicycle facilities and boulevard space while maintaining the existing road widths.



The applicant has declined this request. Should a Rezoning Application be made in future, these Statutory Rights-of-Way would be required as a condition of Council's approval.

### **Existing Site Development and Development Potential**

This site, at the north east corner of Burnside Road and Delta Street, is currently comprised of four vacant lots ranging in area from 390m<sup>2</sup> to 479m<sup>2</sup>, for a total site area is 16,871m<sup>2</sup>.

Under the current R1-B Zone, Single Family Dwelling, the site could be developed for four single family dwellings each with a maximum floor area of 300m<sup>2</sup>, which can include a secondary suite. However, the single family use permitted under the current zoning does not conform to the uses envisaged in the General Employment designation of the OCP.

### **Community Consultation**

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, a Community Meeting was held with the Burnside-Gorge Community Association on March 16, 2015. The comments from the meeting are attached to this report.

## **ANALYSIS**

### **Development Permit Area and Design Guidelines**

The site is covered by the General Employment Urban Place designation in the *Official Community Plan* (OCP) and is covered by Development Permit Area 16: General Form and Character.


## **CONCLUSIONS**


The proposal for a temporary vehicle storage lot use on this site is acceptable as it is consistent with the General Employment Urban Place designation in which large lots with outdoor storage are a character feature. The existing single family zoning of the site is an anomaly as the surrounding area is zoned for light industrial uses including vehicle sales, service and repair as well as vehicle storage lots. The variance requested for the proposed gravel surface is acceptable given the use is temporary and an asphalt pad is proposed at the vehicle entrance to contain the gravel on the site. However, additional improved landscape screening should be provided. The applicant was advised of this and has indicated improved landscape screening would be provided. The delivery of vehicles to and from the site will need to be undertaken in a manner that meets *Motor Vehicle Act Regulations* and City bylaw requirements.

**ALTERNATE MOTION**

That Council decline the Temporary Use Permit Application No. 00481 for the property located at 474 and 478 Burnside Road and 3111 and 3117 Delta Avenue.

Respectfully submitted,

  
Brian Sikstrom, Senior Planner  
Development Services Division

  
Jonathan Tinney, Director  
Sustainable Planning and Community  
Development Department

Report accepted and recommended by the City Manager:

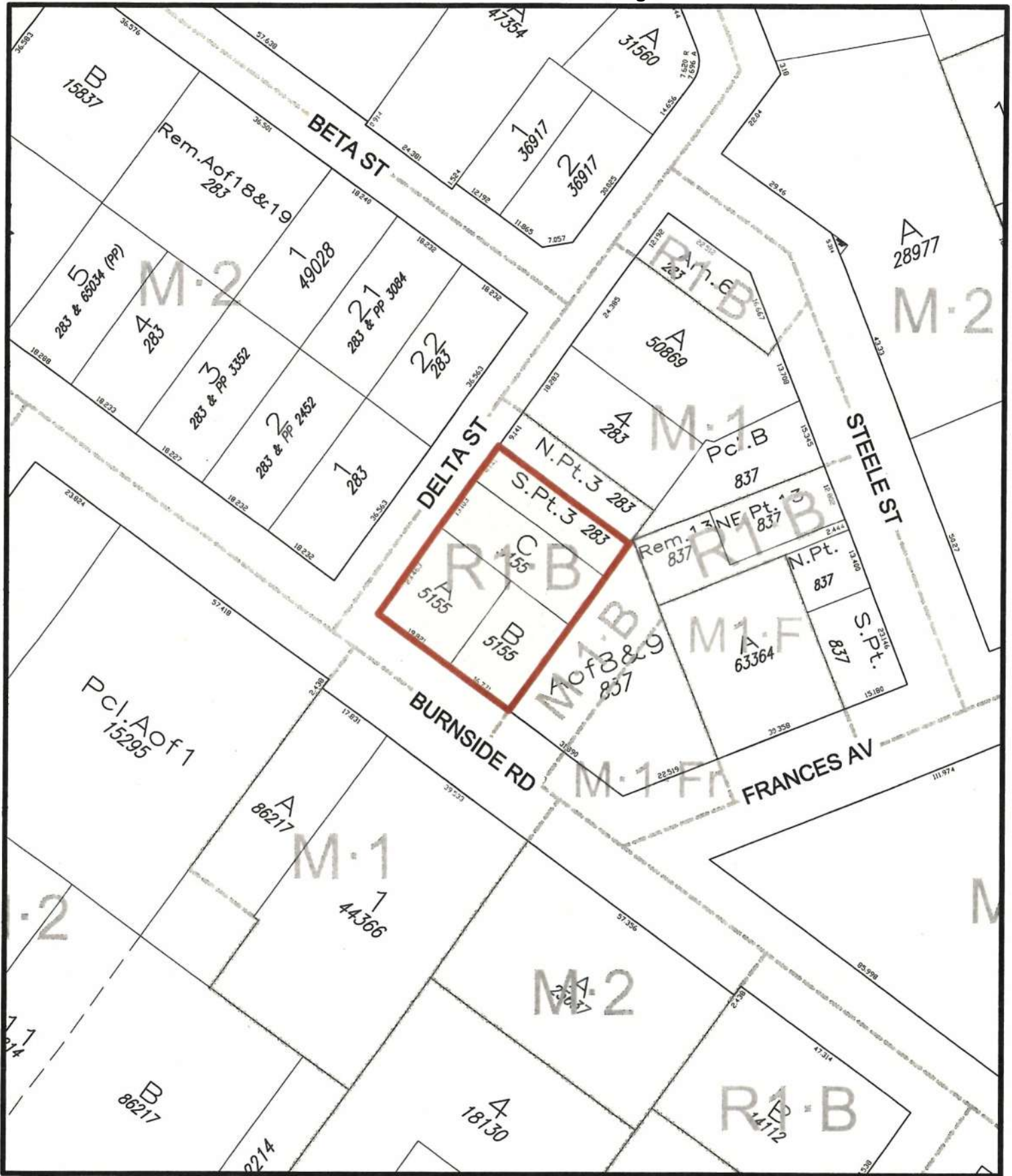
Date:

October 7, 2015

**List of Attachments**

- Zoning map
- Aerial map
- Letters from the applicant dated May 7, 2015, and August 19, 2015
- Letter from the Burnside-Gorge Community Association dated March 26, 2015
- Plans dated August 21, 2015.





474 & 478 Burnside Road East /  
3111 & 3117 Delta Street  
Rezoning #00481

Bylaw #

Temporary Use Permit Application No. 00481 for 474 & 478 Bur...





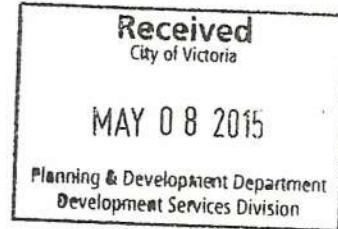




alan lowe architect inc.

7 May, 2015

City of Victoria  
#1 Centennial Square  
Victoria, British Columbia, V8W 1R6



Attention: Mayor Helps and Councillors,

Re: 474 & 478 Burnside Road and 3111 & 3117 Delta Street, Victoria British Columbia

Your Worship and members of Council,

On behalf of our client, Campus Auto Group, we would like to apply for a temporary use permit to allow our client to store new cars on these lots until the new Burnside Gorge Neighbourhood Plan has been completed and until our client determines what he should build on these properties. Our client purchased these properties that had been problematic for the neighbourhood. They have been working with bylaw enforcement to deal with these derelict houses and they have since been demolished.

Our client owns Campus Honda, Campus Infiniti, Campus Nissan and Campus Acura. With the need to have inventory available for their customers, they would like to use these properties on a temporary basis to store new vehicles. The block in which these properties are located already has a few lots that allow for the storage of vehicles and the adjacent lots are also gravel lots.

We were at the Burnside Neighbourhood CALUC meeting on March 16<sup>th</sup> and the general consensus at the meeting was that they would like to see this property redeveloped in the future. It could either be a new car dealership, a mix-use redevelopment, or a residential/retail development. Our client intends to keep the shrubbery and the trees that are on the site and will be adding a chain link fence around the property. As this is only for a temporary use, it would not be feasible for our client to either pave or add more shrubbery to the site.

The parcel makes for a future lot consolidation and a good site for future redevelopment. With these properties owned by one company, this allows for greater options in the future.

We trust that this temporary use permit application fits within the context of the present neighbourhood and that our client can make use of his properties until he can determine how he wishes to redevelop the site in the future. As the direction for this area is not clear at this time, we feel it would be prudent for our client to request a temporary use permit instead of going for a rezoning when the neighbourhood plan is starting to be reviewed. Should you have any questions, please feel free to contact us at 250-360-2888.

Yours truly,

A handwritten signature in black ink, appearing to read 'Alan Lowe', written in a cursive style.

Alan Lowe  
Alan Lowe Architect Inc.



alan **lowe** architect inc.

19 August 2015

City of Victoria  
#1 Centennial Square  
Victoria, British Columbia  
V8W 1R6



Attention: Brian Sikstrom, Area Planner

Re: 474 & 478 Burnside Road and 3111 & 3117 Delta Street, Victoria British Columbia

Dear Mr. Sikstrom;

Further to our meeting with yourself and engineering, we are submitting a revised site plan showing requested changes. The changes are as follows:

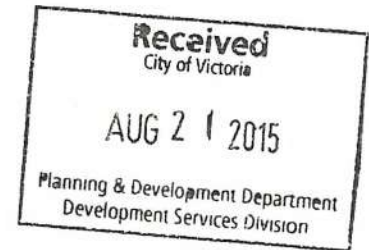
- Landscaping along both Burnside Road and Delta Street has been changed from 0.8 metres to 1.0 metres
- The drawing now shows only one access off Delta Street as the other two existing driveway crossing will not be accessible. We have added a 6 metre long asphalt pad at the entrance to the proposed temporary new car storage lot so that gravel will be contained within the lot.
- The existing grade at the corner of Burnside and Delta is about .7 metres below the existing sidewalk. There is an existing guardrail along the sidewalk at this location.
- As this is a temporary land use permit, we are requesting that we do not have to remove the redundant driveway crossings on Burnside and Delta. Our client would happily remove redundant driveway crossings when the property is developed in the future.
- The requests for the standard right of ways along Burnside and Delta will be reviewed when the property is developed in the future.

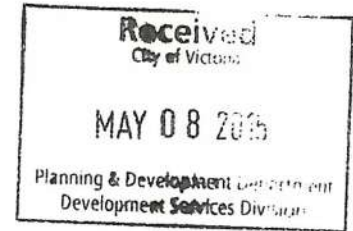
We trust that these changes will allow you to complete your report so that we can proceed to a Planning and Land Use Committee meeting in the near future. Should you have any questions, please feel free to contact us at 250-360-2888.

Yours truly,



Alan Lowe  
Alan Lowe Architect Inc.





March 26, 2015

Dear Mayor and Council:

**CALUC Community Meeting: Temporary Use Permit Application for 474 & 478 Burnside Road and 3111 & 3117 Delta Street, and Rezoning Application for 680 Garbally Road**

On March 16, 2015, the Burnside Gorge Community Association (BGCA) hosted a CALUC community meeting that was advertised in order for the Campus Honda Group to discuss their temporary use application for 4 lots (474 & 478 Burnside Road, and 3111 & 3117 Delta Street), and for the owner of the Metro Inn to discuss their rezoning application for 680 Garbally Road. Feedback on these two proposals is summarized below. Councillor Geoff Young was invited to this community meeting but was not in attendance.

**Proposal 1:** Temporary use application for 474 & 478 Burnside Road and 3111 & 3117 Delta Street in order to store new cars on the site for two years, with a potential renewal for another two years. Of the four properties, all but 474 Burnside are currently zoned R1-B Single Family Dwelling District. John Williams presented on behalf of Campus Auto Group and Alan Lowe Architects.

**Landscaping and fencing:**

- All of the property will have organic matter removed and gravel applied.
- Attendees encouraged the developer to consider more shrubbery, and that there are enough car lots in the area whose owners have not done anything to make them look good.
- One attendee noted that Honda would do well to improve the site, knowing they'll be coming back to the community for rezoning in two to four years.
- Attendees raised concerns about fencing, dirt removal, gravel and implementing and maintaining shrubbery, and indicated that remaining trees should be boxed so they can be maintained.
- One attendee stated that they can't provide support until they know the 'fit and finish' of the site; for instance, they have no issue with a chain link fence but want to know what to expect.
- In response to questions about whether new shrubs and trees are planned for the Burnside Road side of the property, and whether the site will be fenced, the developer indicated he is not certain. The developer committed to following up with individuals with unanswered questions about fencing and shrubs.

**Future plans for the site:**

- New vehicles will be kept on the site.





- Whether the temporary use will extend two or four years depends on the progress of the Burnside Gorge local area planning process after two years.
- One attendee questioned why Campus Honda does not use the two other lots they own on Delta Street.

#### Traffic:

- In response to questions about how many cars the site would hold and impact on local traffic, the developer estimated that about 75 cars would be stored on the 4 lots and that traffic impact would be minimal.

**Vote:** As per the process of a BGCA rezoning community meeting, there was a straw vote to provide context to the questions. Of the meeting attendees who chose to vote, 3 were generally in favour of the proposal as presented, and 4 were opposed.

**Proposal 2:** Robert Rocheleau presented on behalf of the owner of the Metro Inn at 680 Garbally Road. The site is currently operating as a motel and the owner is seeking a rezoning application to run the building as a rental apartment building.

#### Landscaping/siting:

- One tree needs to be removed but three will be added. The owner is not certain yet what type of trees will be planted. Attendees supported adding trees.
- One attendee noted that they like the building and its quiet, inviting feel.

#### Parking:

- Parking being reduced from 34 to 16 parking spaces. Currently only 5-8 parking stalls are used by long-term motel tenants.
- One attendee noted that one bike stall per unit might be too many.

#### Changes to building:

- Unit sizes range from 320 to 400 square ft.
- The owner will consider improving the roof when replacement is needed, but currently has no plans to change the roof.
- The building exterior will be painted. Kitchens will be added in 13 suites that do not currently have them. 21 suites currently have kitchens.
- The owner anticipates keeping the current tower.

#### Miscellaneous:

- The owner plans to have onsite management; they are currently in between managers.
- The timeline is as soon as possible.
- One attendee noted that we cannot put all marginalized people in one area. The owner agreed that we need a better neighbourhood and that is one reason they are undertaking this conversion.



- Current rents are \$725-\$900. The owner expects that rents will be similar after changes are made, except that utilities will not be included.

**Vote:** Of the meeting attendees who chose to vote, 9 were generally in favour of the proposal as presented, and none were opposed.

### Broader Context for Development

In addition to facilitating comments on the specific rezoning application at BGCA community meetings, the Chair also seeks feedback from attendees on their wishes for, and thoughts about, the immediate vicinity of a subject property. This information is provided to Mayor and Council and the Planning department to help provide critical, holistic perspectives on neighbourhood development objectives. We are hoping that, over time, this will help us stitch together a more comprehensive view and put rezoning applications into context of overarching community goals.

Attendees provided the following comments about the area around 474 & 478 Burnside Road and 3111 & 3117 Delta Street:

- This realistically should be a new car dealership.
- I foresee Jim Pattison selling the old Metro site to Campus Honda, and that Campus Honda will expand in that direction.
- I would like to see office/retail/mixed use with retail at street and high density residential above.
- Move Campus Honda to this site and redevelop existing dealership at Burnside and Finlayson into mixed use residential/retail.

Attendees provided the following comments about the area around 680 Garbally Road:

- I would like to see thriving light industrial maintained in this area to keep jobs.
- Why is Burnside Gorge being asked to take all social housing in our area? We lost our park and as far as I know, there is no discussion about replacing it.

Respectfully,

*Carolyn Gisborne*

Carolyn Gisborne  
Land Use Committee Chair  
Burnside Gorge Community Association

cc: Sustainable Planning and Community Development Department  
Alan Lowe, Alan Lowe Architects  
Robert Rocheleau, Praxis Architects





Figure 10

grossed north



grossed 1 minutes

2 KEY PLAN  
A1.0 SCALE: N.T.S.







**474 and 478 Burnside Road and 3111 and 3117 Delta Avenue**  
**Temporary Use Permit Application No. 00481**  
View of Site from Delta Street Looking S.E.



**474 and 478 Burnside Road and 3111 and 3117 Delta Avenue**  
**Temporary Use Permit Application No. 00481**  
View of Site from Delta Street Looking East





**474 and 478 Burnside Road and 3111 and 3117 Delta Avenue**  
**Temporary Use Permit Application No. 00481**  
View of Site from Delta Street Looking West



**474 and 478 Burnside Road and 3111 and 3117 Delta Avenue**  
**Temporary Use Permit Application No. 00481**  
Burnside Road Looking S.E.



**474 and 478 Burnside Road and 3111 and 3117 Delta Avenue**  
**Temporary Use Permit Application No. 00481**  
Burnside Road t Looking S.W.





**474 and 478 Burnside Road and 3111 and 3117 Delta Avenue**  
**Temporary Use Permit Application No. 00481**  
Car Storage Lot adjacent to the North



**474 and 478 Burnside Road and 3111 and 3117 Delta Avenue**  
**Temporary Use Permit Application No. 00481**  
Delta Street Looking S.W.



## Planning and Land Use Committee - 15 Oct 2015

Copyright Reserved: These drawings are at all times the property of the Architect.  
Reproduction in whole or in part without written consent of the Architect is prohibited.

project north



2018

# A1.0





## Temporary Land Use Application – Burnside and Delta



## Temporary Land Use Application – Burnside and Delta



## Temporary Land Use Application – Burnside and Delta





## Temporary Land Use Application – Burnside and Delta



## Temporary Land Use Application – Burnside and Delta



## Temporary Land Use Application – Burnside and Delta





## Temporary Land Use Application – Burnside and Delta



## Temporary Land Use Application – Burnside and Delta





## Temporary Land Use Application – Burnside and Delta





## Temporary Land Use Application – Burnside and Delta



## Temporary Land Use Application – Burnside and Delta





## Temporary Land Use Application – Burnside and Delta





## Temporary Land Use Application – Burnside and Delta



## Temporary Land Use Application – Burnside and Delta





## Temporary Land Use Application – Burnside and Delta





## Temporary Land Use Application – Burnside and Delta







## Planning and Land Use Committee Report

For the Meeting of October 15, 2015

---

**To:** Planning and Land Use Committee      **Date:** October 1, 2015

**From:** Jonathan Tinney, Director, Sustainable Planning and Community Development

**Subject:** Heritage Alteration Permit Application No. 00207 for 138 Dallas Road

---

### RECOMMENDATION

That Committee forward this report to Council and that Council consider the following motion:

"That Council authorize the issuance of the Heritage Alteration Permit Application No. 00207 for 138 Dallas Road in accordance with:

1. Revised Plans dated September 1, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements.
3. The Heritage Alteration Permit lapsing two years from the date of this resolution.
4. Final plans to be generally in accordance with plans identified above as amended to the satisfaction of the Director of Sustainable Planning and Community Development."

### LEGISLATIVE AUTHORITY

In accordance with Sections 972 and 973 of the *Local Government Act*, Council may issue a Heritage Alteration Permit which may be subject to terms consistent with the purpose of the heritage protection of the property, including: (i) conditions respecting the sequencing and timing of construction, (ii) conditions respecting the character of the alteration or action to be authorized, including landscaping and the siting, form, exterior design and finish of buildings and structures and (iii) security. Council may refuse to issue a Heritage Alteration Permit for an action that, in the opinion of Council, would not be consistent with the purpose of the heritage protection of the property.

### EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for a heritage alteration permit application to authorize the construction of a rear addition to the heritage-designated property located at 138 Dallas Road. The current application is essentially the same as the previous heritage alteration permit approved by Council on March 24, 2011; however, the previous permit expired two years after the date of Council's resolution.



The following points were considered in assessing this application:

- consistency with OCP
- consistency with the James Bay Neighbourhood Plan
- consistency with the *Standards and Guidelines for the Conservation of Historic Places in Canada*.

Staff recommend that Council consider authorizing Heritage Alteration Permit Application No. 00207 for 138 Dallas Road.

## **BACKGROUND**

On March 24, 2011, Council authorized the issuance of Heritage Alteration Permit No. 00133 for 138 Dallas Road, which was effective for a two year period. The applicant has advised that due to funding difficulties, the project was delayed. Since the heritage alteration permit was approved, Council adopted the *Official Community Plan*. The application was previously reviewed by the Heritage Advisory Committee at its meeting on December 14, 2010, and was recommended for approval.

### **Description of Proposal**

The proposal is to construct an addition to the existing heritage-designated building. The addition represents 176 m<sup>2</sup> of floor area distributed over two storeys plus a basement. Since there will be no increase in the number of tenants with this application, the additional floor area will facilitate the relocation of basement units and allow each tenant to have their own room instead of shared-room accommodation, resulting in improved liveability. The proposed work will include upgrading the existing 1907 heritage-designated building, including the introduction of a sprinkler system and improving its thermal efficiency.

The scope of the proposed work outlined in Heritage Alteration Permit No. 00207 is more particularly described in the revised plans prepared by Keay Cecco Architecture Ltd., dated September 1, 2015, and in the applicant's letter, dated July 25, 2015.

### **Public Realm Improvements**

No public realm improvements are proposed in association with this application.

## **ANALYSIS**

The following sections provide a summary of the application's consistency with the relevant City policies and guidelines.

### **Official Community Plan**

The proposed development outlined in the application is consistent with the OCP because it contributes to the goal of protecting and celebrating Victoria's cultural and natural heritage resources. In addition, a key strategic direction of James Bay would be met by the proposed development where it enables the adaptation and renewal of existing building stock.

## James Bay Neighbourhood Plan

The proposed development is consistent with the goals and objectives of the *James Bay Neighbourhood Plan* in relation to Housing, where it encourages the retention of significant buildings in the neighbourhood and in relation to Heritage Preservation, where it encourages the conservation and rehabilitation of buildings, lands and structures of heritage significance, which contribute to the neighbourhood's attractive character.

## Standards and Guidelines for the Conservation of Historic Places in Canada

### Exterior Form

The proposed addition is considered sympathetic in scale to the existing building and the design references key features of the existing structure. Materials of the addition are contemporary, helping to differentiate the new construction from the existing building. It was, however, previously noted that a higher quality material such as wood or metal, rather than painted stucco, would be preferable for the horizontal bands.

The proposed addition references the original building through its window design, which is similar to the original in size, proportion, and glazing configurations. An inset glazed link separates the main house from the mass of the addition and the roofline of the two-storey addition is slightly lower in height than the original flat roofline of the main house. The proposed interventions will conserve the building's exterior form and are therefore consistent with the Standards and Guidelines where it recommends:

- a. that new additions retain as much of the historic material as possible and ensure that character-defining features are not obscured, damaged, or destroyed;
- b. that new additions be compatible in terms of mass, materials, relationship of solids to voids, and colour; and
- c. that new additions be placed on a non-character-defining portion of the building and limit their size and scale in relationship to the historic place.

## CONCLUSIONS

The proposed rear yard infill development is small scale and sympathetic to the existing heritage structure. The uniquely large size of the lot results in a relatively low density as compared to surrounding properties. The addition is largely unseen from the public realm and is sited in a sensitive manner in the rear yard. It is located away from the existing units at 30 Montreal Street, which overlook the rear yard of 138 Dallas Road.

Given the modest nature of the proposal, the sensitive siting and design of the proposed addition, the enhancement to the health of the existing heritage-designated building, and that the design of the addition meets the Standards and Guidelines, staff recommend that Council consider authorizing Heritage Alteration Permit No. 00207.

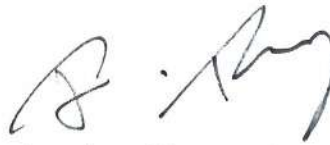
## ALTERNATE MOTION

That Council decline Heritage Alteration Permit Application No. 00207 for the property located at 138 Dallas Road.

Respectfully submitted,



Murray G. Miller  
Senior Heritage Planner  
Community Planning



Jonathan Tinney  
Director  
Sustainable Planning and Community Development

Report accepted and recommended by the City Manager:



Date: October 7, 2015

#### List of Attachments

- Subject map
- Aerial photograph
- Revised plans dated September 1, 2015
- Letter from applicant dated July 25, 2015
- Statement of Significance.





Page 791 of 995





138 Dallas Road

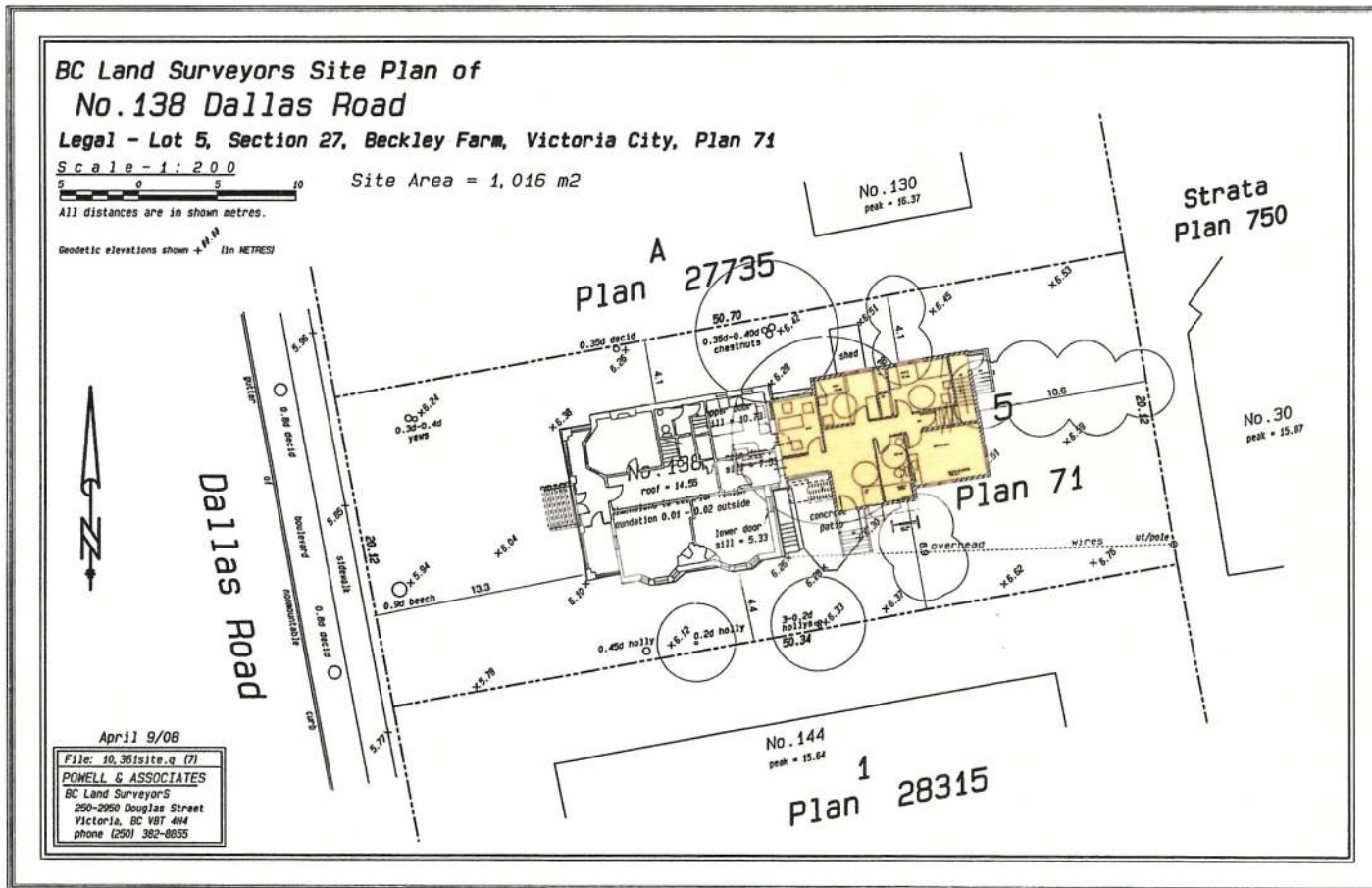
Heritage Alteration Permit #00207



Heritage Alteration Permit Application No. 00207 for 138 Dal...







PLANNING SUBMISSION CHECKLIST	
1. OWNER: LAREN HOUSE SOCIETY	
2. LEGAL: LOT 5, SEC 27, BECKLEY FARM, VICTORIA, PLAN 71, PID 009 322 302	
3. 138 DALLAS ROAD	
4. JOHN KEAY, KEAY & ASSOC, ARCHITECTURE LTD 382 3823 FAX 382 0413	
5. ZONING: R2 DESIGNATED	
6. SITE AREA: 10890 SQ.FT. 1012 SQM	
7. SITE COVERAGE:	
EXISTING: 14%	
PROPOSED: 24%	
8. TOTAL FLOOR AREA:	
EXISTING: 2500 SQ.FT. (232 SQM)	
PROPOSED: 4510 SQ.FT. (419 SQM)	
(EX BASEMENT)	
9. FLOOR SPACE RATIO:	
EXISTING: .23	
PROPOSED: .41	
10. GRADE: PER EXISTING	
11. HEIGHT: 8.5 M (27.9') PER EXISTING	
12. NUMBER OF STOREYS: TWO + BASEMENT	
13. SETBACKS:	
FRONT YARD: 13.3M (43.6')	
EAST SIDE YARD: 4.4 M (14.4')	
WEST SIDE YARD: 4.1 M (13.5')	
REAR YARD: 10.8 M (34.8') (TO BLDG)	
14. OPEN SPACE: 70%	
15. FLOOR PLANS: PROVIDED	
16. SITE PLAN: PROVIDED	
17. ELEVATIONS: PROVIDED	
18. EXTERIOR FINISHES: PROVIDED	
19. LANDSCAPE PLAN: N/A	
20. SECTIONS: PROVIDED	
21. PARKING: N/A	
22. ROOF PLAN: PROVIDED	

SITE PLAN

ALTERATIONS TO  
138 DALLAS ROAD,  
VICTORIA,  
FOR THE LAREN SOCIETY

SCALE 1/4" = 10' UNO  
DATE: OCTOBER 21, 2008  
REVISED: DEC 28, 2008  
ELEVATIONS: FEB 6, 2009  
SUBMITTED FOR REVIEW: APRIL 2, 2009  
ISSUED FOR REVIEW: APRIL 2, 2009  
REVISED SETBACK: JAN 15, 2010  
REVISED CONNECTING LINK: MARCH 12, 2010  
REVISED SETBACK: JUNE 15, 2010  
HAP: OCT 20, 2010  
REISSUED FOR NEW HAP: JULY 25, 2015

KEAY & ASSOCIATE, ARCHITECTURE LTD  
1124 FORT STREET, VICTORIA, V8V 3K8  
250 382 3823  
FAX 250 382 0413  
email: john@keayarchitecture.com

PLOT: JULY 25, 2015

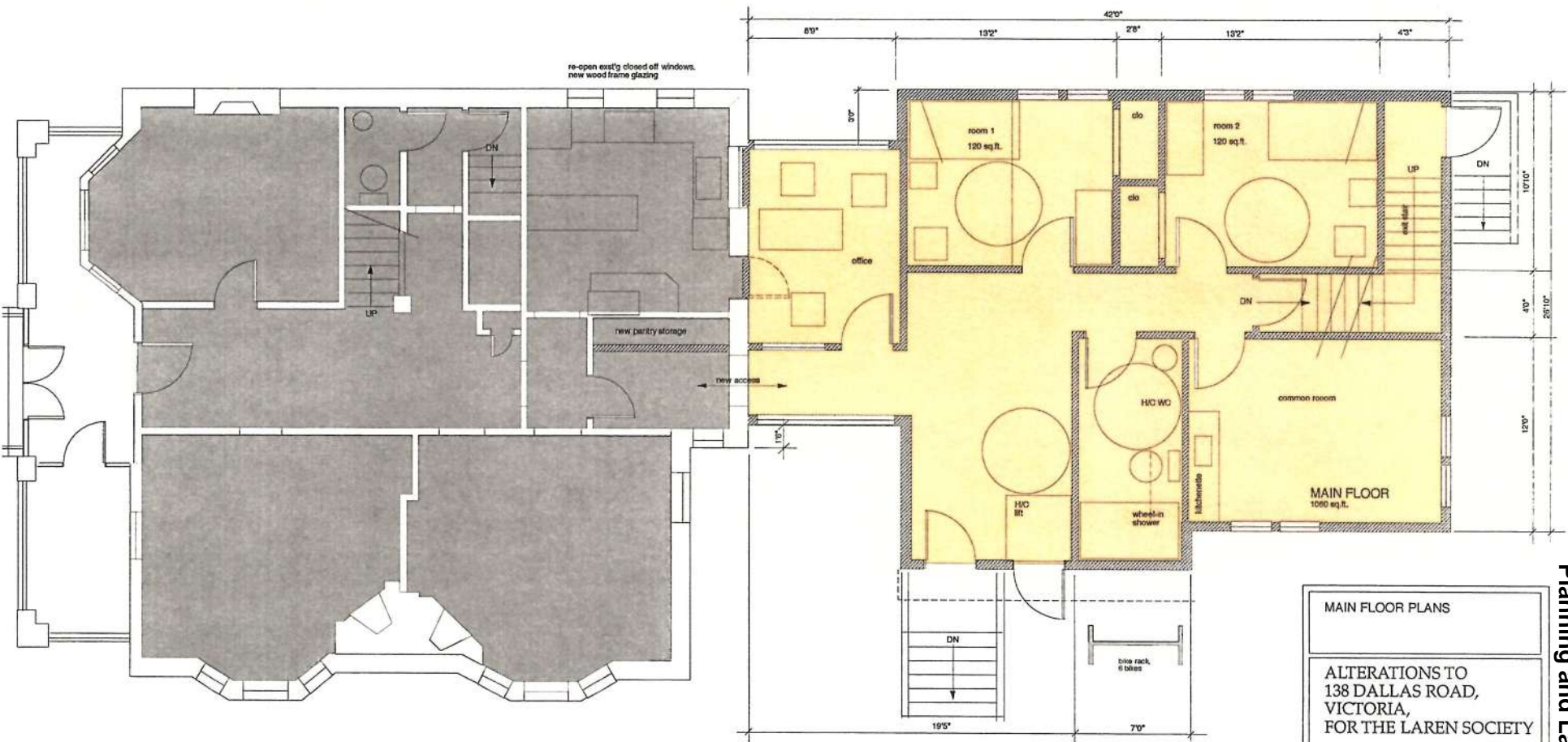
A-01

Received  
City of Victoria

SEP 01 2015

Planning & Development Department  
Development Services Division





MAIN FLOOR PLANS

ALTERATIONS TO  
138 DALLAS ROAD,  
VICTORIA,  
FOR THE LAREN SOCIETY

SCALE 1/4" = 10' UNO  
DATE: OCTOBER 21, 2008  
REVISED: DEC 28, 2009  
ELEVATIONS: FEB 6, 2009  
ISSUED FOR REVIEW: APRIL 2, 2009  
SUBMITTED FOR REZONING: JULY 9, 2009  
REVISED SETBACK: JAN 15, 2010  
REVISED CONNECTING LINK: MARCH 12, 2010  
REVISED SETBACK: JUNE 15, 2010  
HAP: OCT 20, 2010  
REISSUED FOR NEWHAP: JULY 25, 2015

KEY & ASSOCIATE, ARCHITECTURE LTD  
1124 FORT STREET, VICTORIA, V8V 3K8  
250 382 3823  
FAX 250 382 0413  
email: john@keyarchitecture.com

PLOT: JULY 25, 2015

A-03

LEGEND

- existing partitions
- new partitions
- new rated walls
- walls removed

NOTE:  
1. install new fast response sprinkler system. Work to be done by licensed sprinkler contractor  
2. install exterior security lighting to Society requirements  
3. confirm and upgrade as necessary inter-connected smoke alarms, exit signage, and emergency lighting

Received  
City of Victoria

SEP 01 2015

Planning & Development Department  
Development Services Division



ALTERATIONS TO  
138 DALLAS ROAD,  
VICTORIA,  
FOR THE LAREN SOCIETY

SCALE 1/4" = 10' UNO  
DATE: OCTOBER 21, 2008  
REVISED: DEC 28, 2008  
ELEVATIONS: FEB 6, 2009  
ISSUED FOR REVIEW: APRIL 2, 2009  
SUBMITTED FOR REZONING: JULY 9, 2009  
REVISED SETBACK: JAN 15, 2010  
REVISED CONNECTING LINK: MARCH 12, 2010  
REVISED SETBACK: JUNE 15, 2010  
HAP: OCT 20, 2010  
REISSUED FOR NEWHAPL: JULY 25, 2015

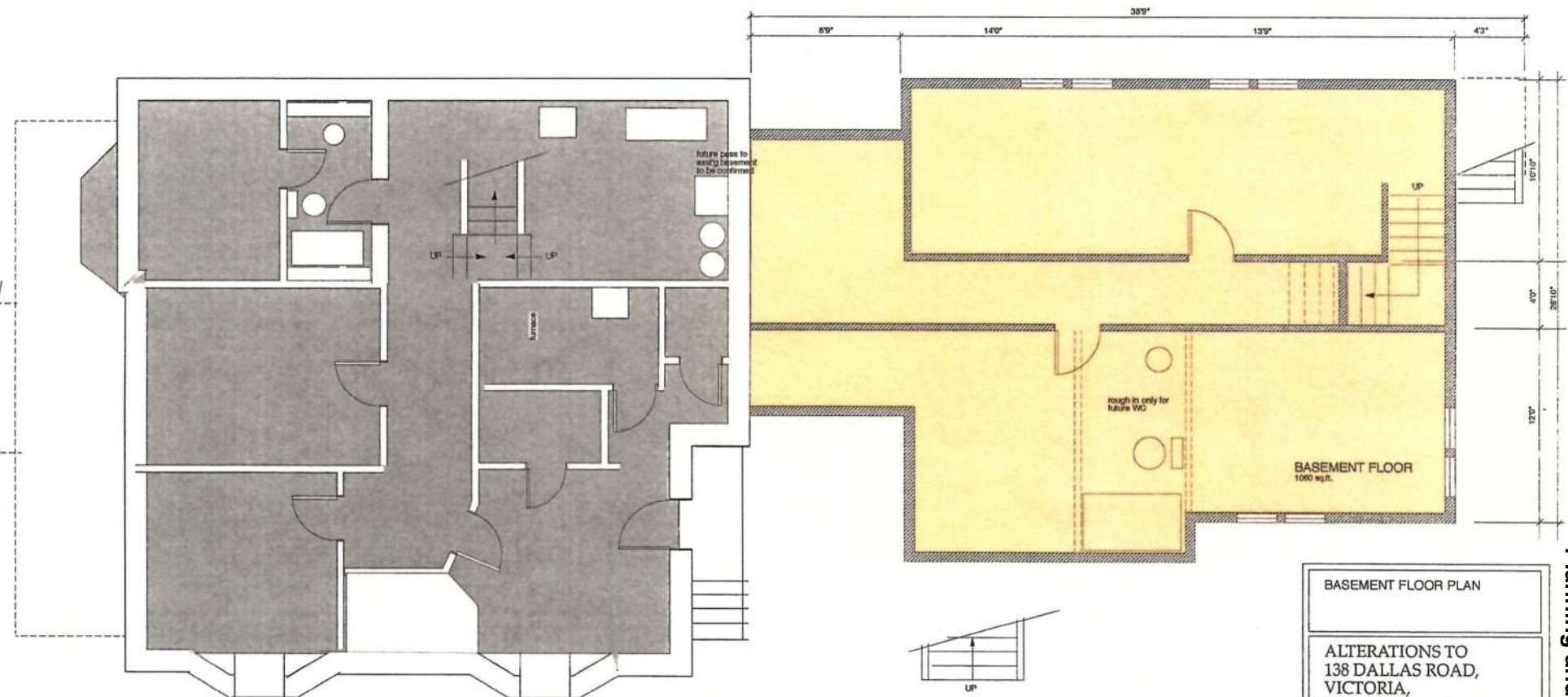
**KEAY & ASSOCIATE, ARCHITECTURE LTD**  
1124 FORT STREET, VICTORIA, V8V 3K8  
250 382 3823  
FAX 250 382 0413  
email: [john@keayarchitecture.com](mailto:john@keayarchitecture.com)

PLOT: JULY 25, 2015

A-04







BASEMENT FLOOR PLAN

ALTERATIONS TO  
138 DALLAS ROAD,  
VICTORIA,  
FOR THE LAREN SOCIETY

SCALE 1/4" = 1'0" UNO  
DATE: OCTOBER 21, 2008  
REVISED: DEC 28, 2008  
ELEVATIONS: FEB 8, 2009  
ISSUED FOR REVIEW: APRIL 2, 2009  
SUBMITTED FOR REZONING: JULY 9, 2009  
REVISED SETBACK: JAN 15, 2010  
REVISED CONNECTING LINE: MARCH 12, 2010  
REVISED SETBACK: JUNE 15, 2010  
HAP: OCT 20, 2010  
REISSUED FOR NEW HAP: JULY 25, 2015

KEY & ASSOCIATE, ARCHITECTURE LTD  
1124 FORT STREET, VICTORIA, V8V 3K8  
250 382 3823  
FAX 250 382 0413  
email: john@keyarchitecture.com

PLOT: JULY 25, 2015

A-05

Received  
City of Victoria

SEP 01 2015

Planning & Development Department  
Development Services Division





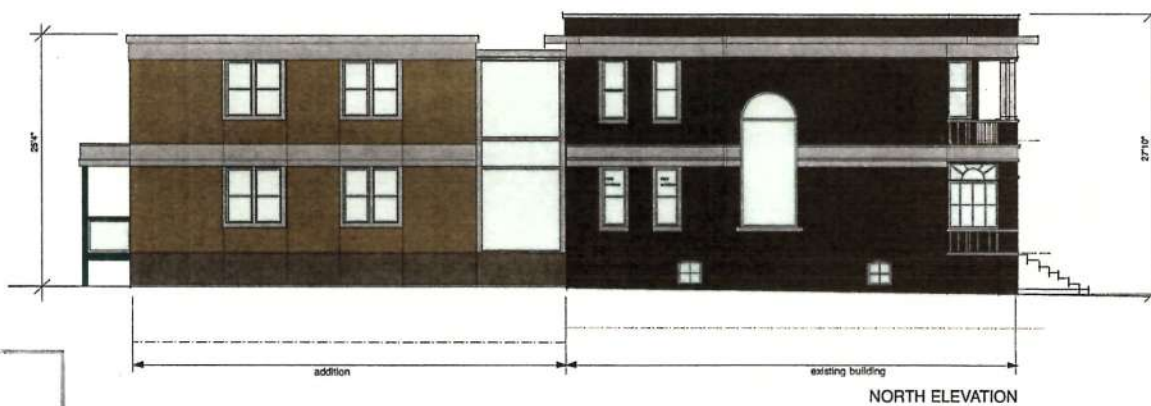
REAR ELEVATION



FRONT (DALLAS ROAD) ELEVATION



SOUTH ELEVATION



NORTH ELEVATION

#### FINISH SCHEDULE

- ① ANODIZED ALUMINUM GLAZING SYSTEM
- ② TYPICAL GLAZED EXTERIOR DOOR  
INSULATED STEEL - PAINTED  
(BM2139-20 - DAKOTA WOODS GREEN)
- ③ EXTERIOR WALL - PAINTED ACRYLIC STUCCO  
(BM2091-10 - TEA)
- ④ TRIM BANDS - PAINTED ACRYLIC STUCCO  
(BM2121-50 - ICED CUBE SILVER)
- ⑤ PREPAINTED METAL FLASHING  
(QC 316 - SURF WHITE)
- ⑥ WOOD FRAME WINDOWS  
(WHITE TO MATCH EXISTING)
- ⑦ BASE - CONCRETE
- ⑧ WOOD DECK - PAINTED  
(BM2139-20 - DAKOTA WOODS GREEN)

#### ELEVATIONS

ALTERATIONS TO  
138 DALLAS ROAD,  
VICTORIA,  
FOR THE LAREN SOCIETY

SCALE 1/4" = 1'0" UNO  
DATE: OCTOBER 21, 2008  
REVISED: DEC 28, 2008  
ELEVATIONS: FEB 6, 2009  
ISSUED FOR REVIEW: APRIL 2, 2009  
SUBMITTED FOR REZONING: JULY 9, 2009  
REVISED SETBACK: JAN 15, 2010  
REVISED CONNECTING LINE: MARCH 12, 2010  
REVISED SETBACK: JUNE 15, 2010  
HAP: OCT 29, 2010  
REISSUED FOR NEW HAP: JULY 25, 2015  
FINISH SCHEDULE ADDED: AUG 28, 2015

KEY & ASSOCIATE, ARCHITECTURE LTD  
1124 FORT STREET, VICTORIA, V8V 3K8  
250 382 3823  
FAX 250 382 0413  
email: john@keyarchitecture.com

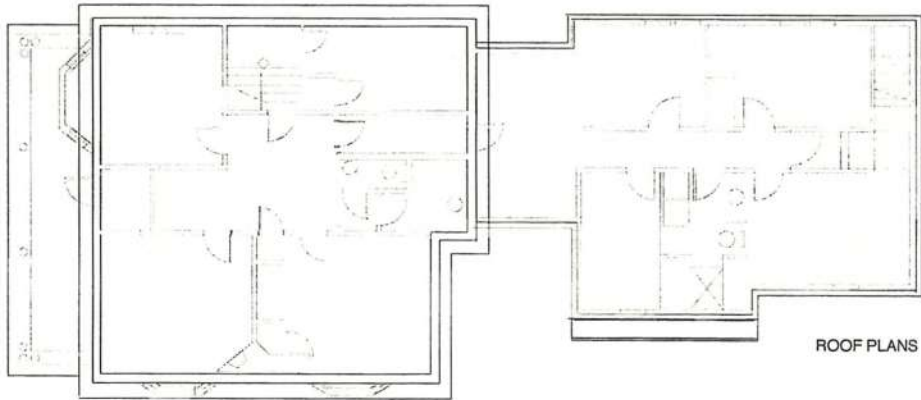
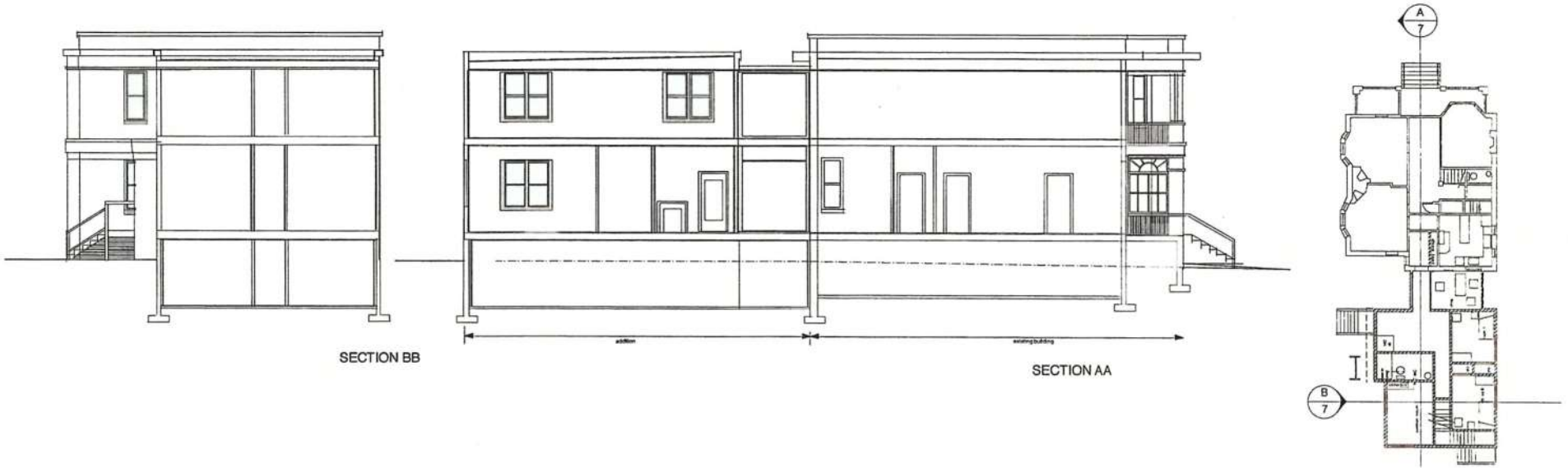
PLOT: AUGUST 28, 2015

A-06

Received  
City of Victoria

SEP 01 2015

Planning & Development Department  
Development Services Division



ROOF PLANS

SECTIONS, ROOF PLAN

ALTERATIONS TO  
138 DALLAS ROAD,  
VICTORIA,  
FOR THE LAREN SOCIETY

SCALE 1/4" = 10' UNO  
DATE: OCTOBER 21, 2008  
REVISED: DEC 28, 2009  
ELEVATIONS: FEB 6, 2009  
ISSUED FOR REVIEW: APRIL 2, 2009  
SUBMITTED FOR SETBACK: JULY 9, 2009  
REVISED SETBACK: JAN 15, 2010  
REVISED CONNECTING LINK: MARCH 12, 2010  
REVISED SETBACK: JUNE 15, 2010  
HAP: OCT 20, 2010  
REISSUED FOR NEWHAP: JULY 25, 2015

KEY & ASSOCIATE, ARCHITECTURE LTD  
1124 FORT STREET, VICTORIA, V8V 3K8  
250 382 3823  
FAX 250 382 0413  
email: john@keyarchitecture.com

PLOT: JULY 25, 2015

A-07

Received  
City of Victoria

SEP 01 2015

Planning & Development Department  
Development Services Division

## KEAY CECCO ARCHITECTURE LTD

JOHN KEAY, ARCHITECT AIBC  
LARRY CECCO, IA, AIBC, RAIC  
1124 FORT STREET,  
VICTORIA, V8V 3K8



July 25, 2015

Mayor and Council  
City of Victoria  
1, Centennial Square, Victoria

Your Worship and Council  
re: 138 Dallas Road, Heritage Alteration Permit

This is an application for a Heritage Alteration Permit for the above address, to permit construction of a rear addition to this significant Heritage Building. A Permit was previously issued, in December 2010, however it has expired. The delay was the result of funding difficulties occasioned by the Laren Society, the non-profit society which owns and manages the property.

Drawings and a digital file are enclosed, these are the same in all respects as those submitted for the previous approved application, per the PLUSC report of December 10, 2010. These drawings incorporate some minor changes which were done at the request of the City, as outlined in my letter of August 11, 2010

In that there are no changes, the Society would really appreciate an expedited process of approval if possible, so that advantage can be taken of the dry construction season. Please contact me with any questions, and we look forward to getting started with this much needed addition to the facility.

Yours truly

A handwritten signature in black ink, appearing to be "J. Keay". The signature is stylized with a large, sweeping "J" and a horizontal line across the middle.

John Keay, Architect

cc: Laren House Society

Tel: 250 382 3823  
Email: john@kcarchitecture.ca



## Statement of Significance

### 138 Dallas Road

#### Description of Historic Place

138 Dallas Road is a symmetric, two-storey, flat-roofed, brick building set well back from the road and overlooking the Ogden Point shipping piers and Victoria Harbour. It is situated in the southwestern part of the James Bay neighbourhood, a peninsula southwest of Victoria's Inner Harbour and downtown core.

#### Heritage Value

138 Dallas Road, built in 1908, is valued as an outstanding and unique example of the Classical Revival style that was popular with Victoria homeowners at the turn of the twentieth century. The style was fashionable in the United States and frequently manifested itself in Victoria at the time simply in isolated architectural elements evoking the values of classical culture (such as columns, dentils, or pediments) being added to a house with a different dominant style. This house is also important because it was designed by William Ridgway Wilson, an architect who made notable contributions to the commercial and domestic structures of Victoria. Many of Wilson's houses (such as this one) appealed to the large Anglophile upper-middle-class public in Victoria because they were based on distinctive English examples. This house is unique in Victoria because its front façade echoes the classically-inspired architecture of the seventeenth, eighteenth and nineteenth century English colonies, most notably India, Hong Kong and the southern United States

This house is valued because it was built for the widowed Charles Frederick Newcombe, an amateur naturalist and British Columbia's first psychiatrist. British-born Newcombe is best known as a controversial collector of First Nations totem poles and artifacts for foreign museums and for what would eventually become the Royal British Columbia Museum. It is valued as well as the residence of his reclusive bachelor son, William Newcombe, who was a close friend and early supporter through his purchase of her works of artist Emily Carr.

#### Character-Defining Elements

The character-defining elements of 138 Dallas Road include its:

- position set back from the street, overlooking Ogden Point and Victoria Harbour
- unimpeded view of the ocean and the Olympic Mountains
- brickwork
- full-width double loggia on the front façade
- Classical Revival architectural features, such as the balustrades on the roof and first and second floors with their engaged balusters, and the square brick piers on the first floor and the Tuscan columns on the second
- strongly horizontal features, such as the belt course and its wide eaves and frieze
- two-storey angled bay windows, one on the front and two on the south side.



## Planning and Land Use Committee Report

### For the October 15, 2015 Meeting

---

**To:** Planning and Land Use Committee **Date:** October 2, 2015

**From:** Janice Schmidt, Manager, Legislative Services

**Subject:** Application for a Liquor Primary Licence, **Yuk Yuk's Victoria (Licenced to Laugh Productions Inc.)**, 665 Douglas Street

---

### RECOMMENDATION

That Council, after conducting a review of the staff assessment of the application for a Liquor Primary Licence for **Yuk Yuk's Victoria**, located at 665 Douglas Street, and in accordance with the City's Liquor Licensing Fee Bylaw and Liquor Licensing Policy, approves:

1. The scheduling of a Liquor Licence Hearing before Council to receive written and oral submissions from residents, property owners and the public with respect to this application; and
2. Based upon the results of the public input received through the Liquor Licence hearing process, approve a resolution (with comments on the relevant factors) either supporting the licence application or not supporting the licence application. The appropriate resolution will be brought to Council at the earliest opportunity after completion of the Liquor Licence hearing.

### EXECUTIVE SUMMARY

The purpose of this report is to seek a Council resolution regarding an application by Licenced to Laugh Productions Inc. (Yuk Yuk's Victoria) located at 665 Douglas Street, for a Liquor Primary Licence. This is a new licence application and will require Council to receive input from the Public through a Liquor Licence hearing as set out in the Liquor Licensing Fee Bylaw and the City's Liquor Licensing Policy and Process.

The proposed hours of liquor service would be from 09:00h (9:00AM) to 01:00h (1:00AM) seven days per week. The occupant load proposed is 211 persons (all inside the building).

### PURPOSE

The purpose of this report is to seek Council direction regarding a new Liquor Primary Liquor Licence application by Licenced to Laugh Productions Inc. (Yuk Yuk's Victoria) in relation to their proposed liquor primary lounge in their comedy club located at 665 Douglas Street.

## BACKGROUND

This is a new application requesting the ability to provide liquor service as part of a lounge/club style business. The maximum proposed hours of liquor service would be from 09:00h (9:00AM) to 01:00h (1:00AM) seven days per week. The occupant load proposed is 211 persons (all inside the building).

The proposed business is located at an existing building at 665 Douglas Street, previously licensed as Samuel's Dining Lounge. The site is on the ground floor of the former Queen Victoria Hotel, which was converted to an apartment building in 2013.

The applicant, Licenced to Laugh Productions Inc., is seeking to provide a new type of entertainment to Victoria in the form of stand-up comedy, through the creation of Yuk Yuk's Comedy Club. The plan is to provide snacks and beverages to customers as they watch comedians from across the country performing 90 minute shows, with two shows per night on Friday through Sunday. Customers will be able to arrive one hour prior to the first show and 30 minutes prior to the second show.

A Letter of Intent from the business owner, submitted in May 2015 to the Liquor Control and Licensing Branch (LCLB) when the request was initiated, is attached in the Appendix to this Report, along with the Application Summary prepared by the LCLB.

### Location

#### *Official Community Plan:*

- The property is within the Core Inner Harbour/Legislative Urban Place designation in the Official Community Plan. Area uses in this designation are public institutional and assembly, commercial, including retail, office and visitor accommodation, recreation and tourism-related uses, marine water and air transportation and multi-unit residential and mixed-use and home occupations.
- The area is covered by Development Permit Area 9 (HC): Inner Harbour, which enables Council to review and approve the form and character of commercial, industrial and multi-family residential development. Heritage conservation is also included as one of the purposes of this DPA.

#### *Downtown Core Area Plan:*

- The property is within the Inner Harbour District of the Downtown Core Area Plan, which supports maintaining and strengthening the area as a focus for tourism as well as Provincial Government office and business activities. Mixed-use development with residential above active commercial uses at street level is supported. In addition, the location, design and siting of residential development should ensure that any potentially negative effects on the general operation and function of employment activities is mitigated.

#### *Zoning and Designations:*

- The property is zoned CA-9 (Queen Victoria Hotel District)
  - Permits transient accommodation, restaurants and retail sales
  - Reduced off-street parking is required for transient accommodation under this zone
- The site falls within the Intermediate Noise District under the Noise Bylaw



*Neighbourhood Compatibility:*

- The subject building is located on a triangular block bounded by Douglas, Blanshard and Belleville Streets. The property has frontages on Douglas Street as well as Blanshard Street.
- The building was converted from the Queen Victoria Hotel to a rental apartment building with 146 suites in 2013. Council approval was given for a reduced parking requirement per suite with the provision of two car share stalls on-site.

Immediately adjacent land uses are:

- North: The Landmark strata apartment building (30 units)
- South: Currently vacant (a rezoning proposal for an apartment building (133 units) oriented to seniors and ground floor commercial space was discussed at a JBNA CALUC meeting held on June 15, 2015)
- East (across Blanshard Street): St. Ann's Academy grounds and offices
- West (across Douglas Street): The Royal BC Museum grounds and museum building as well as the Glenshiel Seniors Apartments (68 units)

The triangular block on which the building is located is currently occupied by the Landmark condo building to the north with the vacant Crystal Court motel site to the south. Future redevelopment of the Crystal Court site will likely be largely residential in nature. Other nearby residential uses within 100m include an apartment building on Academy Close to the east and townhouses on Superior Street to the south.

Any noise impacts for residents are likely to be near the entrance to the proposed comedy club on Douglas Street. A canopy over the entrance may lessen noise at the entrance. The extent of noise above that of a restaurant will likely depend on whether line-ups are permitted outside the club. The applicant has not provided detailed information on the expected noise impacts or how patron noise would be addressed.

Liquor Control and Licensing Branch

The General Manager of the provincial Liquor Control and Licensing Branch (LCLB) issues liquor licences under the authority of the *Liquor Control and Licensing Act* and regulations. Local government is to provide comments and recommendations to the LCLB on all new liquor-primary licence applications regarding the following criteria:

- a) The location of the establishment;
- b) The proximity of the establishment to other social or recreational facilities and Public buildings;
- c) The person capacity and hours of liquor service of the establishment;
- d) The number and market focus or clientele of liquor-primary licence establishments within a reasonable distance of the proposed location;
- e) The impact of noise on the community in the immediate vicinity of the establishment; and
- f) The impact on the community if the application is approved.

Relevant City Policy / Bylaw

- a) Liquor Licensing Policy;
- b) Liquor Licensing Fee Bylaw.

**ISSUES AND ANALYSIS**

As stipulated in the *Liquor Control and Licensing Act*, Council has been requested to provide input to the LCLB with respect to this application. Under the City's Liquor Licensing Fee Bylaw and the

City's Liquor Licensing Policy, Council is required to hold a Liquor Licence hearing to receive input on new applications for a Liquor Primary Licence, such as this application.

Under the rules established by the Liquor Control and Licensing Branch, Council can choose to "opt out" of providing comment on this application. As proceeding to opt out is contrary to the City's Policy on Liquor Licensing, that option has not been further explored in this report.

Within a 2 block radius of the proposed business, there are 9 other Liquor Primary Licensed establishments with a total patron capacity of 7,458 seats. Two businesses hold 2 licences each, and one establishment is a private club and does not serve liquor to the general public. Details are set out in the table:

VENUE	HOURS	SUNDAY HOURS	SEATING	TYPE
Chateau Victoria Hotel 740 Burdett Avenue	11am – 1am	11am – midnight	119	Hotel
Executive House Ltd. 777 Douglas Street	9am – 1am (patio is 11pm)	9am – 1am (patio is 11pm)	241	Hotel
Polo Lounge (Executive House Ltd.) 777 Douglas Street	9am – 1am	9am -1am	40	Lounge
Empress Hotel 721 Government Street	11am – 1am	11am – midnight	166	Lounge
Royal BC Museum Corp. 675 Belleville Street	10am – midnight	10am – midnight	2,800	Cultural Centre Municipal
Union Club of BC 805 Gordon Street	11am – 1am	11am – midnight	759	Club - Private
Victoria Conference Centre 720 Douglas Street	9am – 2am	9am – midnight	1,969	Cultural Centre Municipal
Victoria Conference Centre at Crystal Garden 713 Douglas Street	9am – 1am	9am – 1am	1,150	Cultural Centre
The Vic Theatre 808 Douglas Street	6pm – 11pm	6pm – 11pm	214	Lounge

The City has received and processed 5 Liquor Primary liquor licence change applications since April 1, 2015. Two of these (including this application) are for new licenses totalling 241. The other 3 applications were for changes to hours of liquor service, with no impact on occupant load.

#### Bylaw Enforcement

The Bylaw and Licensing Services Division has no concerns with the application. If this application is ultimately approved, the applicant would need to complete a Good Neighbour Agreement in accordance with the requirements of the Business Licence Bylaw. This would become a condition of their City-issued business licence.

#### Citizen Engagement and Strategic Planning

The Community Development Coordinator provided the following comments:

- The proposed operation is close to prospective customers at the downtown conference centre, hotels and other entertainment venues.
- The type of business proposed would serve to add vitality and help diversify the business offering in this area of the downtown.
- Adjacent land uses are generally focused on daytime operation or are hotels.
- A degree of concern can reasonably be expected with regard to hotels across the street and a proposed 15 storey seniors' housing project at 701 Belleville Street.

- It is assumed that as the proposed licensed venue is co-located in an apartment building, management will ensure residents are not unduly disturbed.
- The proposed closing time of 1:00am seven days a week can be considered a concern in residential areas where sound and behaviour problems are possible.
- A comedy club may not have the same noise issues as a live music venue, however, if the comedy club fails, the licence will remain intact and could be the site of a more problematic type of use in terms of sound and behaviour. For example, live music and dancing is allowed without special permission "*unless otherwise restricted by the general manager.*"
- Considerations may therefore be made to: restrict licensed activities to a red-lined area where impacts to neighbours are unlikely; restrict closing times to 12:00am Sunday to Thursday; and/or request the general manager preclude live music and dancing at this time.

#### Engineering & Public Works Department

The Engineering & Public Works Department has no concerns with this application.

#### Sustainable Planning and Community Development Department

While recreation and tourism-related uses are envisaged in the Official Community Plan, the Sustainable Planning and Community Development Department does not believe that a comedy club is a good fit with the land use within this residential enclave on the edge of Downtown, given the significant number of residents currently living in the subject building and nearby with more residents likely in future.

It seems likely that noise impacts can be expected above the noise impacts of a restaurant, and a location within downtown would be a better candidate for this type of business. If a comedy club use is to be given further consideration by Council, information should be provided on the operation of the comedy club and how noise from patrons would be addressed.

#### Police

The Victoria Police Department expects there would be noise-related conflicts between residents and patrons exiting the premise at closing. Assuming that the appropriate consultation has been done with neighbours to address this issue, the Police Department does not object to the proposed application.

#### Public Engagement and Consultation

If Council endorses the recommendation of this Report, in accordance with the City's Liquor Licensing Fee Bylaw and Liquor Licensing Policy, all owners and occupiers of property within 100 metres of the applicant's location will be solicited by mail to provide input regarding this application and invited to attend the Liquor Licence Hearing. In addition, the business will be required to display posters at the access points to their proposed business location for a minimum 3 week period which will also invite the Public to provide input to the City with respect to this application and to attend the Liquor Licence Hearing.

#### Official Community Plan

The proposed use of the property is consistent with the *Official Community Plan* objectives for this neighbourhood, the Downtown Core Area Plan, and the 9 (HC) Inner Harbour District.

#### Strategic Plan 2015 – 2018

The applicant's proposed business model, which features live comedy entertainment, a unique offering in the city, is consistent with Strategic Plan Objective #10 - *Nurture Our Arts, Culture and Learning Capital*.



2015 – 2018 Financial Plan

There is no expenditure impact on the Financial Plan.

**CONCLUSIONS**

As required under the City's bylaws and policy, the staff review has been completed and has identified no barriers to this application proceeding to the next step – public consultation via a Liquor Licence hearing before Council.

If the recommendations are approved, staff will arrange to receive public input via a Liquor Licence hearing, in accordance with City policy, within 30 days. A final Report to Council would be prepared and submitted summarizing the results of the Liquor Licence Hearing. This report will also provide a draft Resolution for submission to the Liquor Control and Licensing Branch for Council's consideration.


Respectfully submitted,

  
Janice Schmidt  
Manager, Legislative Services

  
Jocelyn Jenkins  
Deputy City Manager

Report accepted and recommended by the City Manager: \_\_\_\_\_

Date: \_\_\_\_\_

  
October 7, 2015

**List of Attachments**

- Appendix A – Aerial photograph (map) of the property and surrounding area
- Appendix B – Application Summary prepared by LCLB
- Appendix C – Letter of Intent from applicant





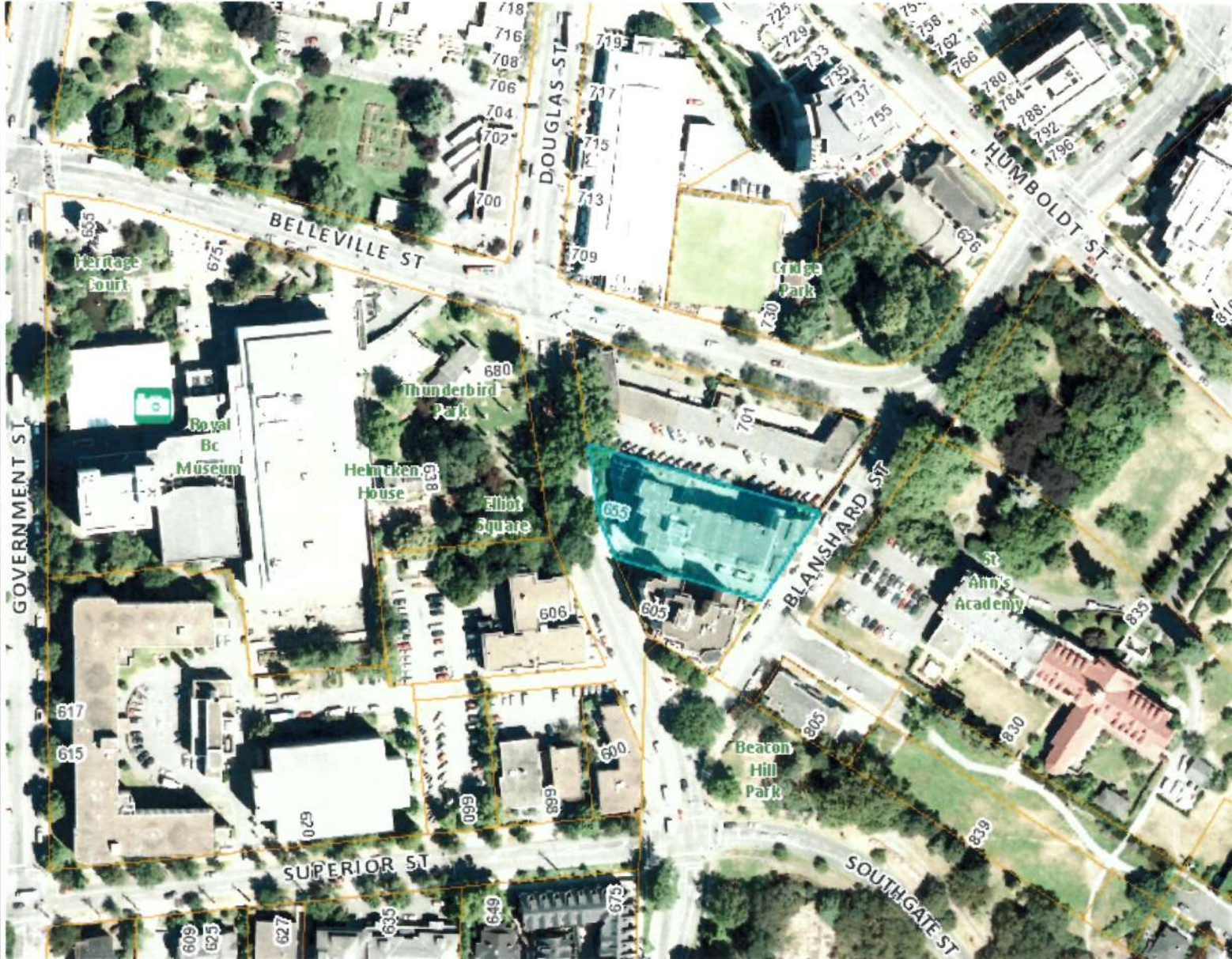
# 665 Douglas Street

10/05/2015



## Legend

Victoria Parcels



1: 2,069



## Notes



NAD\_1983\_CSRS\_UTM\_Zone\_10N  
Public domain: can be freely printed, copied and distributed without permission.

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.  
THIS MAP IS NOT TO BE USED FOR NAVIGATION





## APPLICATION SUMMARY

### For Applicant and Local Government/First Nations

**Date:** July 29, 2015

**Job #**26305604-1

**Created by:** Janine Lind

**Re:** Application for a Liquor-Primary (LP) Licence  
**Applicant:** Licensed to Laugh Productions Inc.  
**Proposed Location:** 665 Douglas Street, Victoria  
**Proposed Establishment Name:** yuk Yuk's Victoria

### 1. APPLICATION INFORMATION

Date application deemed complete: July 23, 2015

Local Government Jurisdiction: City of Victoria

The primary business focus of the proposed establishment: Entertainment

**Total person capacity/occupant load requested:** Person 01 = 211 persons  
 (this number includes patrons plus staff)

#### Hours of Operation requested:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Open	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM
Close	1:00 AM	1:00 AM	1:00 AM	1:00 AM	1:00 AM	1:00 AM	1:00 AM

#### Terms and Conditions and/or Endorsements Requested:

- Minors not permitted, other than entertainers.

### 2. APPLICANT ELIGIBILITY AND SUITABILITY INFORMATION (Fit and Proper)

Applicant has met the eligibility and suitability requirements of the Liquor Control and Licensing Act (LCLA) as well as Liquor Control and Licensing Policy section 3.2.

### 3. LOCATION/SITE FACTORS

*The following sections are compiled from information provided by the applicant except where indicated otherwise.*

The legal description of the proposed site is: PID 003-883-141, Lot 1 of Lots 576 and 1269, Victoria City, Plan 17229. The proposed licensed area is identified on the attached floor plans.



See the attached **Applicant's Letter of Intent** for details of the proposed Liquor Primary establishment, including the following details:

- a) **Business Focus or Purpose**
- b) **Target Market**
- c) **Composition of the Neighbourhood and Reasonable Distance Measure**
- d) **Benefits to the Community**
- e) **Noise in the Community**
- f) **Impact on the Community**
- g) **Other impacts, comments or requests**

*Please note that the applicant's letter of intent is attached to this report for reference purposes. The information or statements included in the letter of intent have not been confirmed unless otherwise stated in this report.*

### **Community Indicators**

#### **Contravention Statistics**

- The Liquor Control and Licensing Branch can provide contravention statistics for liquor primary and liquor primary club establishments within your area upon request.

### **POPULATION AND SOCIO-ECONOMIC INFORMATION**

- Circle population statistics for 2001 and 2006 are available from BC Stats by emailing your request to [BC.Stats@gov.bc.ca](mailto:BC.Stats@gov.bc.ca)
- BC Stats Community Facts includes the BC Benefits recipient and EI Beneficiary statistics and is available at <http://www.bcstats.gov.bc.ca/data/dd/facsheet/facsheet.asp>

### **4. PUBLIC INTEREST**

In providing its resolution on the proposed Liquor Primary application, local government must consider and comment on each of the regulatory criteria indicated below. The written comments must be provided to the general manager by way of a resolution within 90 days after the local government receives notice of the application, or any further period authorized by the general manager in writing.

Section 10 of the Liquor Control and Licensing Regulation states that local government or First Nation must consider and comment on each of the following criteria:

- a) The location of the establishment;
- b) The proximity of the establishment to other social or recreational facilities and public buildings;
- c) The person capacity and hours of liquor service of the establishment;
- d) The number and market focus or clientele of liquor primary establishments within a reasonable distance of the proposed location;
- e) The impact of noise on the community in the immediate vicinity of the establishment; and
- f) The impact on the community if the application is approved.

The local government or first nation must gather the views of residents in accordance with section 11.1 (2) (c) of the Act and include in their resolution:

- (i) the views of the residents,
- (ii) the method used to gather the views of the residents, and
- (iii) its comments and recommendations respecting the views of the residents;

The local government or first nation must provide their recommendations with respect to whether the licence should be issued and the reasons for its recommendations.

The resolution must be provided to the general manager within 90 days after the local government or first nation receives notice or any period authorized by the general manager in writing.

---

*A sample resolution template and comments are enclosed as attachments 2 and 3 to this report for reference purposes.*

---

For use by Liquor Control and Licensing Branch:

## **5. REGULATORY CONSIDERATIONS**

Liquor Control and Licensing Act, sections: 11, 16 and 18

Liquor Control and Licensing Regulations sections: 4, 5, 6, 8, 10

## **6. POLICY CONSIDERATIONS**

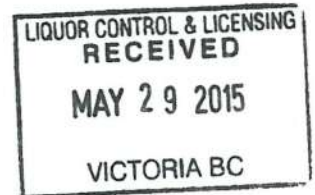
Policy Manual Section 3.2 Applicant Eligibility Assessment

Policy Manual Section 3.3 Site and Community Assessment

Policy Manual Section 3.4 Building Assessment and Issue of a Licence

**ATTACHMENT 1**  
**APPLICANT'S LETTER OF INTENT**





**APPLICATION FOR A LIQUOR PRIMARY LICENSE**

**AT: YUK YUK'S VICTORIA  
665 DOUGLAS STREET  
VICTORIA, B.C. V8T 1A8**

**APPLICANT: LICENCED TO LAUGH PRODUCTIONS INC.**

---

**LETTER OF INTENT  
FOR A NEW LIQUOR PRIMARY LICENCE  
MAY 28, 2015**

---

**INTRODUCTION**

The applicant is applying for a liquor primary license to be located inside the existing building located at 665 Douglas Street to create a Yuk Yuk's Comedy Club. The proposed establishment will have a proposed capacity of approximately 211 persons and there will not be a patio.

The location at 665 Douglas Street was previously licensed as Samuel's Dining Lounge (FP #017570). The site is on the ground floor of what was previously the Queen Victoria Hotel. The building is no longer a hotel but rather an apartment building.

Licensed to Laugh Productions Inc. is a franchisee of Mark Breslin's Yuk Yuk's Inc.. As such, they will provide customers with entertainment in the form of stand-up comedy. The focus is to provide a new style of entertainment that does not exist in Victoria. The concept is to provide snacks and beverages to customers as they enjoy watching comedians from across the country. Each show will last approximately 90 minutes and most nights (Friday-Sunday) will consist of two shows. Customers will be able to arrive one hour prior to the first show and 30 minutes prior to the second show.

Enclosed with this Letter of intent is a letter dated April 8, 2015 from Mr. Jeff Silverman, President of Yuk Yuk's Inc. which supports this application and sets out the very positive record their Clubs have in 15 locations across Canada.

The applicant intends to operate this upscale comedy club establishment which will cater to the diverse population and business community of Victoria and Tourists visiting Victoria.



The site is ideal for a Yuk Yuk's comedy club in that it is located in the Downtown core of Victoria in close proximity to the major Hotels, The Convention Centre, the Royal B.C. Museum, The Legislature and inner Harbour tourist destinations as well as office buildings and restaurants.

The proposed hours of licensing for the establishment are 9:00 a.m. to 1:00 a.m., Monday through Sunday

### **TARGET MARKET**

The target market will include Victoria residents, the Victoria business community and tourists visiting Victoria.

The target market group will be primarily over 25 years of age with a variety of occupations.

The establishment, because of its unique entertainment in the Victoria market, will also cater to family and business celebratory functions such as Anniversaries, office functions and Christmas parties. Because of the proximity to the Provincial Legislature, Yuk Yuk's will cater to the provincial government for retirement and political events. The venue could also be used for fundraising events by various community groups.

### **HOSPITALITY/TOURISM DEVELOPMENT FACTORS**

As the new proposed liquor primary licensed establishment is located in downtown Victoria, the comedy club will contribute to the hospitality/tourism development in the city of Victoria by providing a unique and interesting entertainment venue for visitors to attend.

Victoria does not have a comedy club. Yuk Yuk's will fill that void and a venue that will enrich and compliment other Victoria Hospitality and Tourism venues.

### **BENEFITS TO THE COMMUNITY**

The applicant's proposed establishment will benefit the community in the following ways:

- Yuk Yuk's will further diversify the entertainment venues available in Victoria;
- Employment opportunities for residents of Victoria;
- Provide a source of additional tax revenue for the city, the provincial and federal governments;
- Provides an additional venue for community events, fundraisers and special events;
- Involvement in community sponsorships and activities;
- Compliment other nearby businesses in the area;
- Provide a venue for comedians to perform and therefore support local artists in moving their careers forward.



### **COMPOSITION OF THE NEIGHBOURHOOD**

The proposed site of Yuk Yuk's Victoria is in an area that is predominantly Park, community and Residential. The site is on the edge of Downtown Victoria, close to Beacon Hill Park, Thunderbird Park (across the street) with Motels, Residences and offices in the area. It is predominantly a Tourist area because of the proximity to the Inner Harbour, Legislative Buildings, Royal B.C. Museum, Parks and the Conference Centre.

### **SOCIAL FACILITIES & PUBLIC BUILDINGS**

Given as the site is in an urban commercial and residential area, the proposed site is close to several social facilities and public buildings. These include the following:

- Cridge Park (1 block away)
- Broughton Street Library (2 blocks away)
- Church (1 block away)
- Beacon Hill Park (2 blocks away)
- Thunderbird Park (across the street)
- Victoria Conference Centre (2 blocks away)
- St. Anne's Academy – National Historic Site (1 block away)
- Royal B.C. Museum (1 block away)
- Empress Hotel (2 blocks away)
- South Park Family School (Elementary) (1 ½ blocks away)
- Legislature Buildings (2 blocks away)



Attached are maps of Victoria showing the site and the proximity to the various social facilities and public buildings.

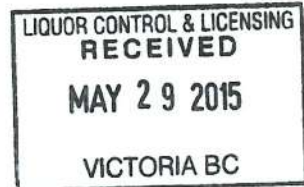
The applicant submits that the proposed establishment will not impact negatively on any of the surrounding social facilities and public buildings as it will primarily cater to a mature clientele and evening operations.

The proposed comedy club will have a capacity of approximately 211 seats in size. There is no patio. Therefore, it is not expected to have a negative impact on the surrounding social facilities and public buildings.

Comedy Club type establishments do not typically create a problem for social facilities and public buildings. Also, the sale and consumption of liquor is not the focus of the business of Yuk Yuk's Comedy Clubs but rather an added amenity to the comedy entertainment. Yuk Yuk's is in other jurisdictions and do not cause any problems in their community.

The proximity to social facilities and public buildings is a factor that the city of Victoria will consider when it assesses this application.





### **NOISE IN THE COMMUNITY**

The applicant will be required to comply with the city of Victoria's Noise Bylaw. Also, the concept of a Stand Up comedy club does not result in excessive noise as patrons have to hear the Comedian on stage. Also the room is relatively small and caters to an older clientele. Therefore, this should not be any noise impact on the community.

### **ZONING – COMMERCIAL / RESIDENTIAL LIGHT OR HEAVY INDUSTRIAL**

Attached to this letter of intent is a zoning map of the area. This site is zoned CA-9 Queen Victoria Hotel District and a liquor primary licensed establishment is a permitted use at this site. This has been confirmed with the City of Victoria. The location is in an area of Victoria that is best described as being a mixed commercial and residential area. It is not industrial. Therefore the property will not have to be rezoned. This is also a factor the city will consider when they assess this application.

### **OTHER LIQUOR PRIMARY LICENSED ESTABLISHMENTS IN CLOSE PROXIMITY**

As the proposed site is in downtown Victoria, the appropriate proximity factor should be a two block radius. The following is a list of liquor primary licensed establishments we have identified within this radius (2 block radius) that would be considered relevant to this application:

<b><u>Licensed Establishment</u></b>	<b><u>Address</u></b>	<b><u>Establishment Type</u></b>	<b><u>License #</u></b>	<b><u>Distance</u></b>
Victoria Conference Centre at Crystal Garden	720 Douglas Street	Cultural Centre	LP 133237	1 block away
Victoria Conference Centre	713 Douglas Street	Convention Centre	LP 303380	1 block away
Union Club of B.C. (Private Club)	805 Gordon Street	Club	LP 059830	2 blocks away
Executive House Hotel	777 Douglas Street	Hotel	LP 064730	2 block away
Polo Lounge (Executive House Hotel)	777 Douglas Street	Lounge	LP 305243	2 block away
The Vic Theatre	808 Douglas Street	Lounge	LP 306128	2 blocks away
Chateau Victoria Hotel	740 Burdett Avenue	Hotel	LP 002139	2 block away
Fairmont Empress Hotel	721 Government Street	Hotel	LP043531	2 block away

Enclosed is a map showing their proposed site is relative to these other Liquor Primary Licensed venues. Due to the specialized nature of the comedy club the proposed establishment should not impact on the other liquor primary establishments within the area.

Indeed an upscale comedy venue will compliment many of these other Licensed establishment such as the Conference Centre. The Vic Theatre caters only to persons who paid admission to see a movie.

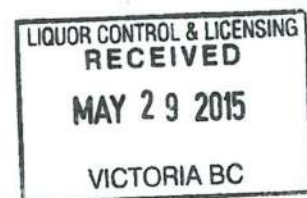
### **OTHER FACTORS**

The applicant also submits the following additional factors for consideration:

- The venue is for an stand-up comedy club concept and will not be a nightclub;
- The experience is that comedy club venues do not to create problems in the community;
- Liquor service is an added amenity to the focus of the business which is provided stand up comedy.
- The site was previously a licensed establishment.

All of which is respectfully submitted this 28th day of May 2015.

  
Bert Hick  
Rising Tide Consultants Ltd.  
1620-1130 West Pender Street  
Vancouver BC V6E 4A4

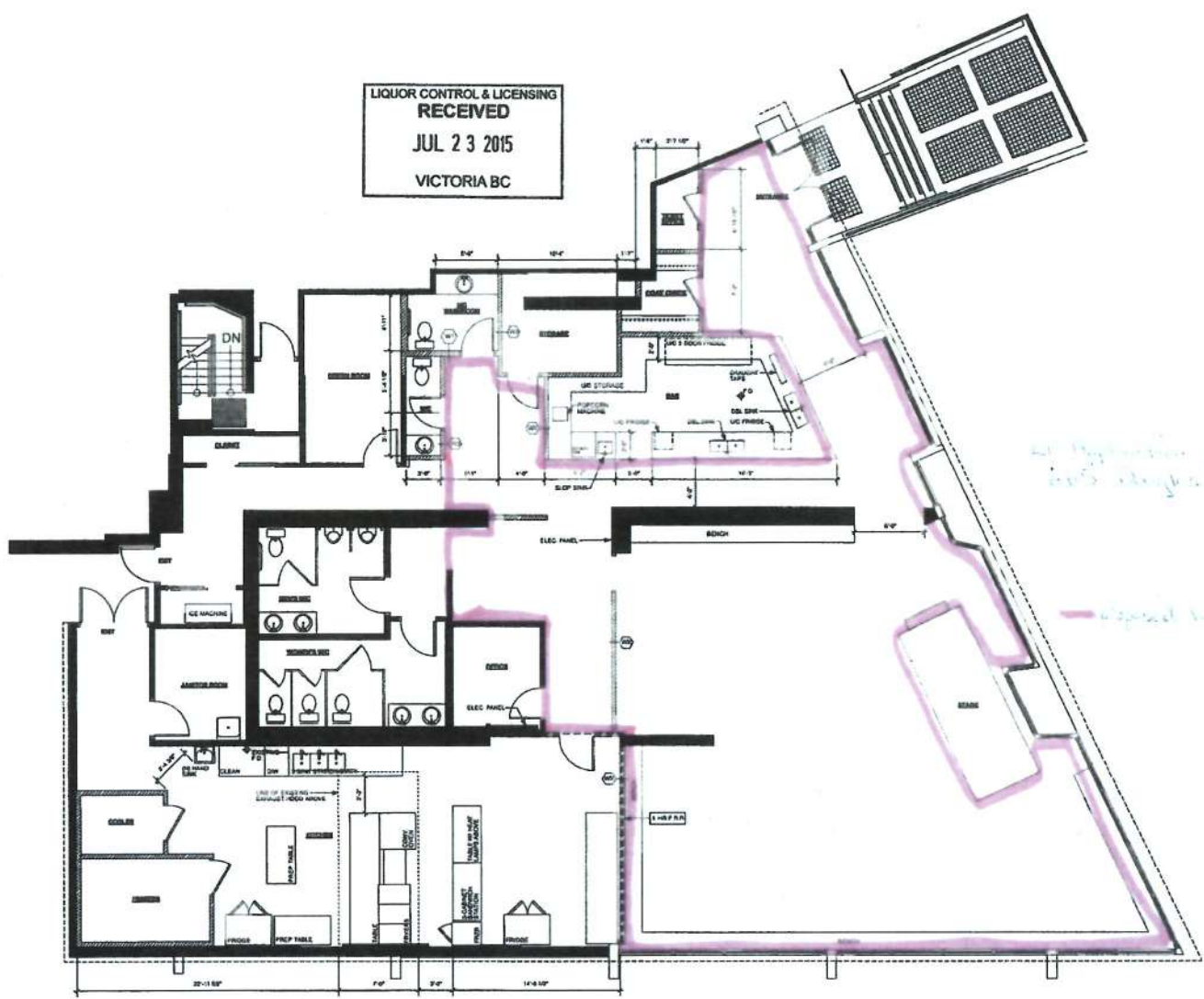


<b>LEGEND</b>	
<b>FIRE SEPARATION</b>	FIRE SEPARATION
<b>DEMOLITION</b>	DEMOLITION
<b>EXISTING PARTITION</b>	EXISTING PARTITION
<b>NEW PARTITION</b>	NEW PARTITION
<b>APPROVALS</b>	
APPROVALS	APPROVALS
APPROVALS	APPROVALS
<b>NOTES</b>	
1. SEE EXISTING FLOOR PLAN FOR DETAILS OF REMOVALS AND ADDITIONS TO BE SHOWN ON ETC.	
<b>REVISIONS</b>	
NO. DATE DESCRIPTION	



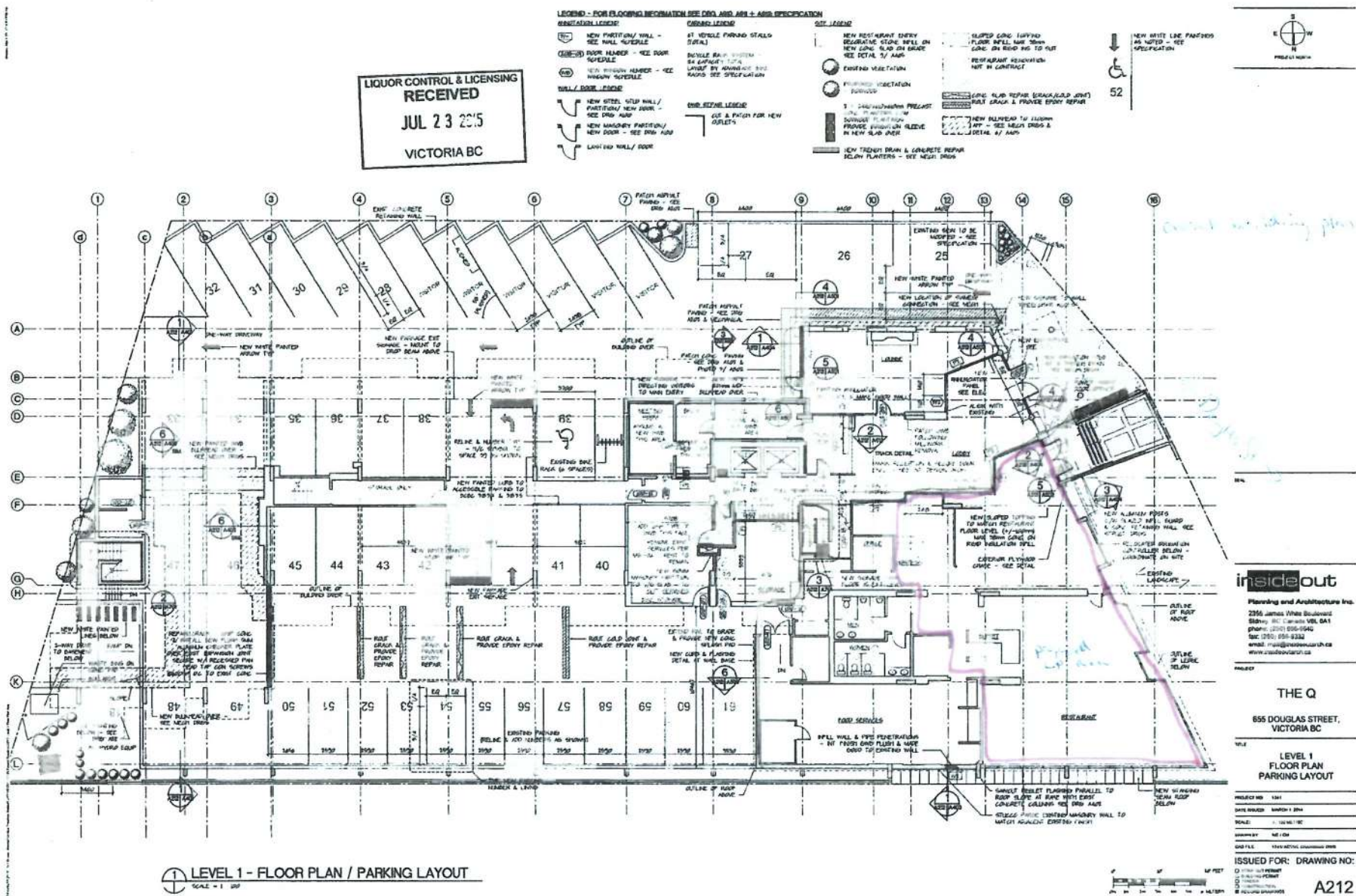
<b>FINLAYSON BOWEN</b>	
ARCHITECTS LTD.	
41-1001 First Street West	
Vancouver, BC V6C 2G8	
Phone: 604-681-8004	Fax: 604-681-8005
www.finlaysonbowen.com	
Date: MAY 19, 2015	
Project Name: YUK YUK'S COMBINATION CLUB AND RESTAURANT	
Location: 665 Douglas St. Victoria, BC	
Drawing Title: NEW FLOOR PLAN	
Drawing No: A2.0	Sheet No: 15029

LIQUOR CONTROL & LICENSING  
RECEIVED  
JUL 23 2015  
VICTORIA BC

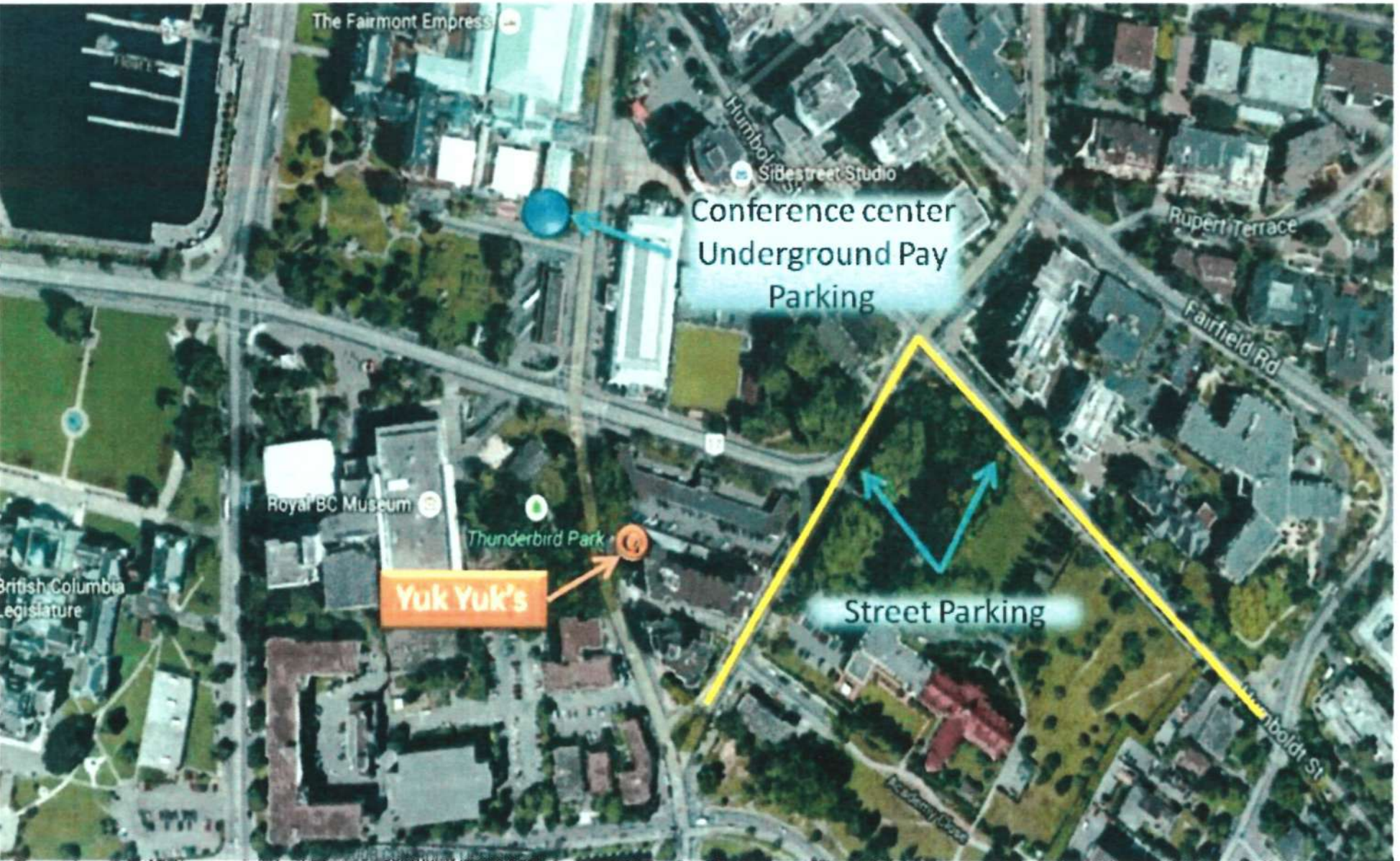


1 NEW FLOOR PLAN  
Scale: 1/32"



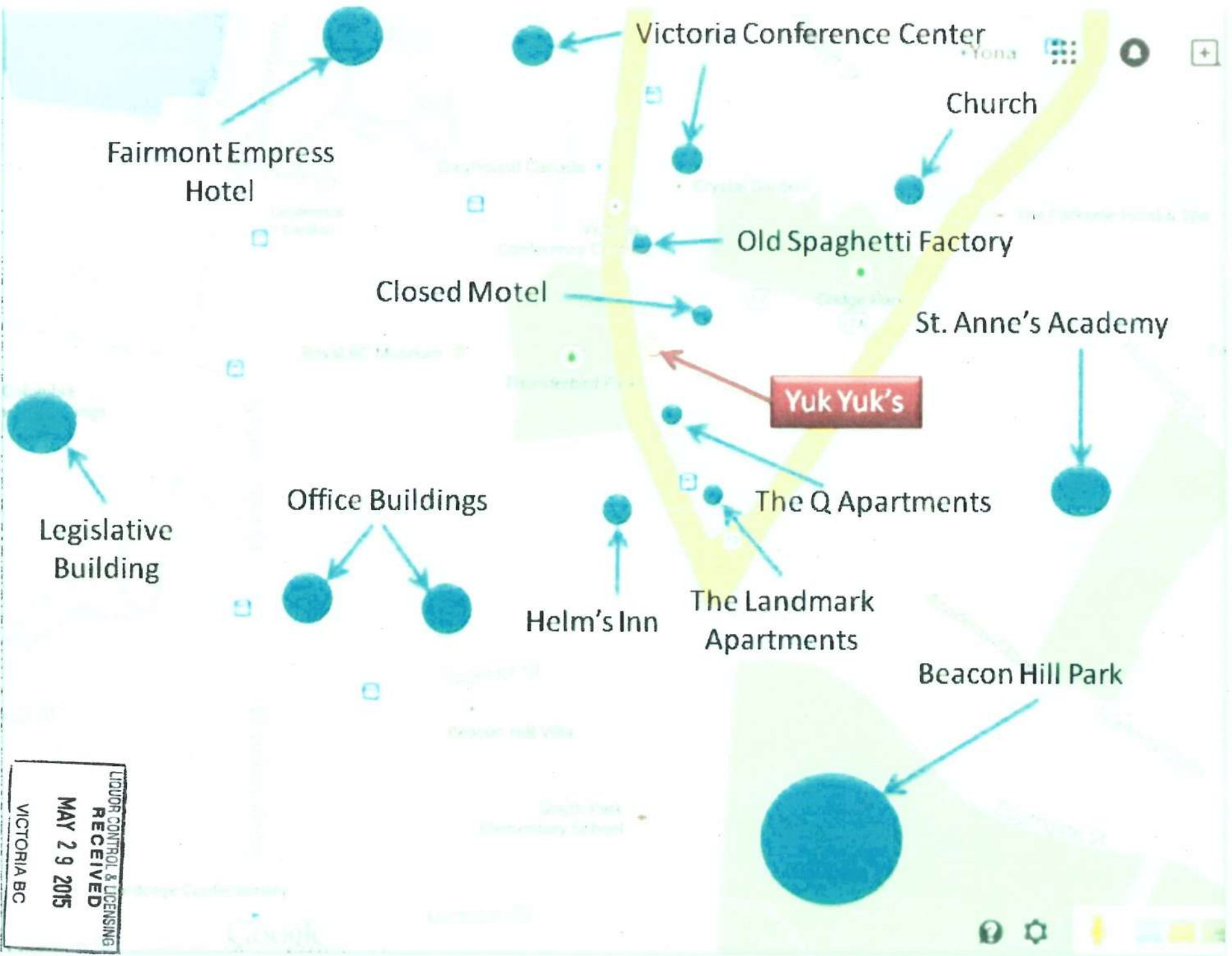






RECEIVED  
MAY 29 2015  
VICTORIA BC











From: Grant Knowles  
Sent: Thursday, October 1, 9:33 AM  
Subject: RE: Sound proofing  
To: Yuk Yuks

Hi Dave & Yona,

We accounted for this and had our contractor include provisions for soundproofing as we would like to ensure any activity in the commercial space does not impact the three residential units that sit above the commercial space. Our contractor has provided for the application of a spray acoustic insulation to be sprayed under the roof decking.

If you require additional information or specifics related to this let me know and I can obtain these from our contractor.

Regards,

Grant Knowles | Property Manager

CONCERT REALTY SERVICES LTD.

9th floor, 1190 Hornby Street

Vancouver, BC V6Z 2K5

D: 604.602.3701

T: 604.689.2711

F: 604.688.4186

[www.ConcertProperties.com](http://www.ConcertProperties.com)







*Experts in liquor licensing for the success of your business*

October 13, 2015

By Email

City of Victoria  
Legislative & Regulatory Services Department  
1 Centennial Square  
Victoria, BC V8W 1P6

Attention: Janice Schmidt  
Manager, Legislative Services

Dear Janice:

**Re: Application for Liquor Primary Licence for Yuk Yuk's Victoria**  
**Address: 665 Douglas Street, Victoria, BC**  
**Applicant: Licenced to Laugh Productions Inc.**

---

Thank you very much for forwarding to us the Planning and Land Use Committee Report dated October 2, 2015 pertaining to the above application.

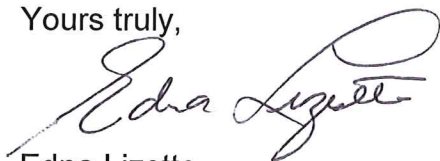
We have discussed the report with the applicant and would request that the application be amended to address several comments made in the report pertaining to the noise potential, line ups outside, hours of operation, use of the establishment and transfer of licence for a different use (i.e. a nightclub).

Therefore, we would like to amend this application as follows:

- Change the closing hours to close at 12 midnight from Sunday to Thursday and 1AM on Friday and Saturday (previously the hours proposed were to 1AM seven days a week);
- Completion of sound proofing to ensure no noise transfer – please see the attached email from the landlord;
- Construction of a canopy at entrance – the landlord is willing to discuss the addition of a canopy/awning at the front entrance of the building to address potential noise issues relating to line-ups/crowds.
- Approval by the City for a Term and Conditions to be placed on the licence stating that the Liquor Licence if approved cannot be transferred to another party without City of Victoria and Liquor Branch approval and that the use of the Licence is for a comedy club and any change in use would require City of Victoria approval.

Please do not hesitate to contact me if you require any additional information or if you have any questions.

Yours truly,



Edna Lizotte  
Licensing Specialist

Encl.

/el





## Planning and Land Use Committee Report For the Meeting of October 15, 2015

---

**To:** Planning and Land Use Committee      **Date:** October 1, 2015

**From:** Jonathan Tinney, Director, Sustainable Planning and Community Development

**Subject:** Royal Jubilee Hospital Master Campus Plan

---

### RECOMMENDATION

Staff recommend that Committee forward this report to Council and that after allowing an opportunity for public comment in an open Council meeting, with notice being posted on site, advertised in the newspaper, sent to all adjoining neighbours and sent to all of the partners in the Royal Jubilee Hospital Good Neighbour Agreement, that Council consider the following motion:

- "1. That Council approves Island Health's *Royal Jubilee Hospital Master Campus Plan* as the principle guiding document for the planning and development of the Royal Jubilee Hospital site; and
2. That Council direct staff to work with Island Health to investigate a process for allowing the City to review future development proposals against the Design Guidelines outlined in Master Plan and that this work take place concurrently with the submission of a Rezoning Application by Island Health for the Royal Jubilee Hospital site."

### EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations with respect to the Island Health Royal Jubilee Hospital Master Campus Plan ("Master Plan"). The Master Plan will be presented to Council by representatives from Island Health and includes a number of components including a proposed development scenario which is intended to inform a future Rezoning Application. Council approval of the Master Plan would allow the City to use the document as a Policy tool to assess such a Rezoning Application.

The following key points were considered when assessing the Master Plan:

- The Master Plan identifies a future Development Scenario that is consistent with the Official Community Plan (OCP) policy.

- The future Development Scenario is based on a projected requirement for 200 additional beds at the hospital by 2035. The additional beds would result in approximately 22,825m<sup>2</sup> of additional floor space.
- All new development would be situated toward the centre of the site in a way that maintains the open space at the corner of Richmond Road and Fort Street. The additional floor space required to provide 200 beds would result in an increase in density from 0.94 FSR to 1.19 FSR. This proposed increase in density would require a Rezoning Application.
- A Parking and Transportation Study has been undertaken by Boulevard Transportation. The study concludes that an appropriate parking ratio for the hospital site would be 1 stall per 80m<sup>2</sup> of floor area. Based on the proposed Development Scenario, on-site parking could be provided to meet anticipated parking demand. A copy of this Study is attached
- A set of Design Guidelines for future Campus development is included in the Master Plan.

## BACKGROUND

### Master Development Agreement

In January 2008, Council approved a comprehensive Rezoning Application creating the CD-11 Zone, RJH District, and, in conjunction with the rezoning process, Island Health entered into a Master Development Agreement (MDA) with the City. Section 16 of the MDA requires that Island Health undertake the development of a comprehensive Master Plan for the Royal Jubilee Hospital Campus, at their sole cost, and present that Master Plan to the City by June 29, 2011. The MDA requires that the comprehensive Master Plan address, but not be limited to, the following issues:

- use and density
- site planning
- building massing
- landscaping
- site open space
- tree protection
- Bowker Creek
- parking
- Transportation Demand Management (TDM)
- access to and from the land
- site servicing
- storm water management
- heritage issues.

Under the terms of the MDA, Island Health agreed that they would undertake no further development at the Royal Jubilee Hospital, other than the Patient Care Centre and associated facilities until City Council has approved the comprehensive Master Plan and considered the Plan for inclusion in the City's OCP or other City policies and regulations.

On February 19, 2015, Council approved proposed amendments to the MDA that included an extended deadline for submission of the Master Plan until June 30, 2015, and the document was subsequently submitted before this date.

## Community Consultation

In 2008, Island Health committed to a Good Neighbourhood Agreement with the City of Victoria and the following partners:

- North Jubilee Neighbourhood Association
- South Jubilee neighbourhood Association
- Camosun Community Association
- Friends of Bowker Creek Society
- District of Saanich.

Representatives of the above groups make up the Royal Jubilee Hospital (RJH) Neighbourhood Committee.

Section 1.4 of the Master Plan outlines the public consultation that has been undertaken to date, which includes seeking regular advice and guidance from the RJH Neighbourhood Committee. Appendix B of the Master Plan identifies "Public Consultation Outcomes" outlining how public input has informed the final document.

Staff recommend that, in addition to the public consultation that has been undertaken to date, Council consider allowing an opportunity for public comment in an open Council meeting, with notice being posted on site, advertised in the newspaper, sent to all adjoining neighbours and sent to all of the partners in the aforementioned Good Neighbour Agreement, before considering whether to approve the Master Plan.

## ANALYSIS

### Official Community Plan

The existing CD-11 Zone, RJH District, divides the site into three separate Development Areas. These are as follows:

- DA-1: The Patient Care Centre
- DA-2: The Hospital Campus (excluding the Patient Care Centre)
- DA-3: Green open space on the corner of Richmond Road and Fort Street.

The location of the aforementioned Development Areas is illustrated in the map overleaf.

The lands comprising DA-1 and DA-2 are identified in the General Employment Urban Place Designation as outlined the OCP. Health services and commercial uses are considered appropriate within this designation with a Floor Space Ratio (FSR) of up to approximately 2:1. Furthermore, buildings up to nine or ten storeys may be considered acceptable in select interior locations within the hospital campus.

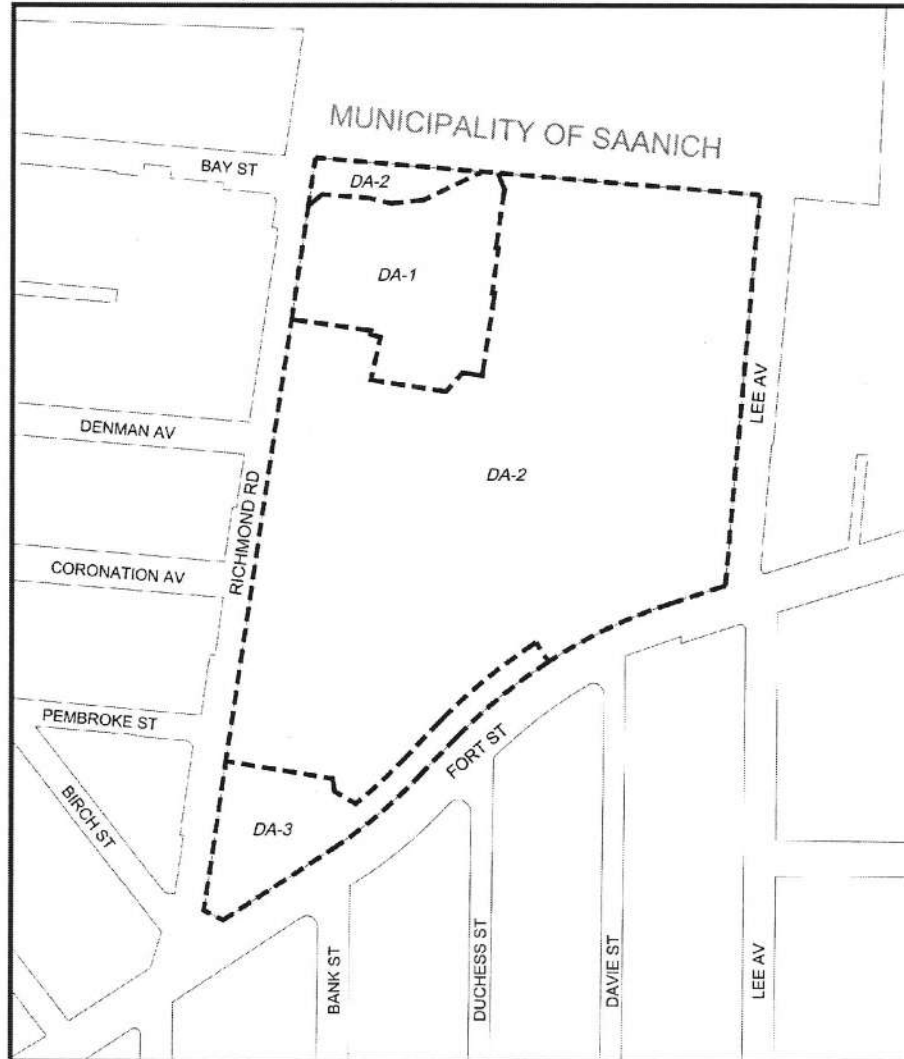
The proposed Development Scenario outlined in the Master Plan is consistent with the Urban Place Designation as follows:

- new buildings would be used for health care services or accessory uses
- the proposed combined FSR for DA-1 and DA-2 is 1.52:1
- tall buildings (up to nine storeys) would only be located within interior campus locations.



The land comprising DA-3 is identified in the Public Facilities, Institutions, Parks and Open Space Urban Place Designation. The existing CD-11 Zone requires that this space be retained as open space. The Master Plan states that this area will continue to be retained entirely as open green space which is consistent with both the *Zoning Regulation Bylaw* and the Urban Place Designation policy outlined in the OCP.

Map of Development Areas, CD-11 Zone



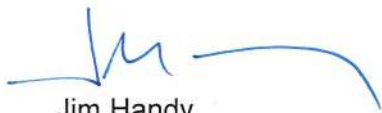
### Design Guidelines

The proposed Master Plan includes a set of Design Guidelines for future campus development. However, most of the future anticipated development would constitute an institutional use and, in accordance with the *Local Government Act*, buildings used for such purposes are exempt from Development Permit requirements. Therefore, it is recommended that Council consider directing staff to work with Island Health to investigate a process for allowing the City to review the proposed development against the Design Guidelines outlined in Master Plan. It is recommended that this work take place concurrently with the submission of a Rezoning Application by Island Health for the Royal Jubilee Hospital site.

## Conclusion

The proposed Master Plan identifies a Development Scenario that addresses anticipated demand for extra beds at the Hospital Campus and is consistent with the OCP. The proposed Scenario would require a Rezoning Application to increase the allowable maximum density in DA-2 of the CD-11 Zone. Council approval of the Master Plan would allow the City to use the document as a Policy tool to assess a Rezoning Application which would be submitted by Island Health at a later date.

Respectfully submitted,



Jim Handy  
Senior Planner – Development Agreements  
Development Services Division

am



Jonathan Tinney, Director  
Sustainable Planning and Community  
Development Department

Report accepted and recommended by the City Manager:



Date: October 8, 2015

## Attachments

- Letter from Island Health dated June 19, 2015
- Royal Jubilee Master Campus Plan 2015-2035
- RJH Parking and Transportation Study, August 2015.





Excellent health and care, for everyone,  
everywhere, every time.



June 19, 2015

Ref# 16809

**Attention: Mr. Jim Handy, MCIP**

The City of Victoria  
Development Services  
1 Centennial Square  
Victoria BC V8W 1P6

Dear Mr. Handy:

**Re: Royal Jubilee Hospital Master Campus Plan - Submission for Council**

We are pleased to submit our Master Campus Plan (MCP) for the Royal Jubilee Hospital (RJH) for your review and submission to Council. The MCP provides a planning framework that offers clear and concise design guidelines for the physical and operational development and character of the campus including its buildings, landscape, circulation, public realm, and infrastructure for the next 20 years. It also provides approving authorities, surrounding communities and Island Health itself with as much certainty as possible in developing the character and form of the campus amidst uncertain economic and healthcare delivery challenges.

The MCP has evolved over the past few years based on feedback from the City, from the community, and from new information presented in updated studies, including the 2015 RJH Parking and Transportation Study. The outcomes of this study informed many of the revisions to the development density scenario and to the site plan layouts in the MCP to ensure that we are meeting the expected demand for parking on the campus. Island Health is appreciative of the guidance and support from the City in developing the methodology for the study.

This document represents the vision and objectives of Island Health, as well as our community partners who have contributed a significant amount of effort towards this plan over the past few years. We believe that the MCP provides the necessary level of detail for both Council and staff to review our approach and design guidelines for the Royal Jubilee Hospital. We feel this sufficiently meets the requirements of our Master Development Agreement.

We would be happy to meet with you during the next few weeks to go over the Plan and we look forward to presenting this document to Council for approval in the near future.

Yours truly,

Joe Murphy,  
Vice President  
Operations & Support Services

Attachment

Operations and Support Services  
Located at: 2101 Richmond Road | Victoria, BC V8R 4R7 Canada  
Mailing address: 1952 Bay Street | Victoria, BC V8R 1J8 Canada

[www.viha.ca](http://www.viha.ca)

# **Royal Jubilee Hospital PARKING + TRANSPORTATION STUDY**

Prepared for: **Island Health**  
Prepared by: **Boulevard Transportation, a division of Watt Consulting Group**  
Our File: **1812**  
Date: **August 28 2015**

*GREAT!*

transportation solutions for communities

## CONTENTS

1.0	Overview .....	1
1.1	Introduction .....	1
1.2	Document Organization .....	2
2.0	Site Characteristics.....	3
2.1	Location .....	3
2.2	Transportation Context.....	4
2.3	Floor Area .....	5
2.4	Population.....	6
2.5	Future Site Expansion.....	6
3.0	Parking Assessment.....	7
3.1	Existing Parking Supply .....	7
3.2	Existing Parking Conditions .....	10
3.3	Future Parking Supply .....	17
4.0	Traffic Assessment.....	19
4.1	Land Use Scenario .....	19
4.2	Study Area .....	20
4.3	Traffic Data .....	20
4.4	Existing Traffic Conditions.....	20
4.5	Future Traffic Analysis .....	22
5.0	Transportation Demand Management .....	26
5.1	Travel Characteristics .....	27
5.2	Existing TDM Program.....	31
5.3	Recommended TDM Strategy.....	37
5.4	Summary of Recommended TDM Strategies .....	53

Appendix A: **Average Daily Volumes by Hospital User Group**

Appendix B: **Site Parking Observations**

Appendix C: **Neighbourhood Parking Observations**

Appendix D: **Neighbourhood Parking Violations**

Appendix E: **Travel Survey Results**

Appendix F: **Summary of Existing TDM Programs**



## 1.0 Overview

### 1.1 Introduction

Boulevard Transportation, a division of Watt Consulting Group, was retained by the Vancouver Island Health Authority ("Island Health") to complete the Royal Jubilee Hospital ("RJH") Parking + Transportation Study. This study considers on-site parking conditions, off-site traffic conditions, and transportation demand management ("TDM") practices.

Island Health is working toward completing a Master Campus Plan ("MCP") for the RJH site to both fulfill the terms of a Master Development Agreement ("MDA") between Island Health and the City of Victoria, and to provide approving authorities, neighbouring municipalities and Island Health with certainty regarding anticipated campus growth, future building sites and associated transportation and open space provisions. An important element of the MCP is ensuring appropriate parking supply associated with future campus growth, accounting for traffic impacts to the adjacent road network and continued pursuit of TDM. A transportation study was prepared in 2013, however the City requested that a new study is completed based on information gathered after the Patient Care Centre ("PCC") opened and demolition of the Central, East and South Block buildings.

Consistent with its mandate to provide "excellent health and care for everyone, everywhere, every time", Island Health is seeking to influence travel choices to reduce traffic and parking demand while retaining access to health services. Implicit in this study and associated recommended actions is a focus on retaining reasonable patient/visitor and physician access, while targeting "non-essential" staff with strategies to reduce single-occupant vehicle ("SOV") trips.

## 1.2 Document Organization

This document is organized as follows:

### **Site Characteristics, Section 2**

Description of the site context and transportation infrastructure, site floor area by building, day-to-day hospital population, and the proposed 2035 Master Campus Plan build-out.

### **Parking Assessment, Section 3**

Overview of existing parking inventory, 2015 parking demand, parking demand rate (by floor area and user group), occupancy rates and average duration, and recommended parking supply rate for future site development.

### **Traffic Impact Assessment, Section 4**

Review of traffic conditions for surrounding road network and analysis of future traffic conditions associated with the Master Campus Plan and parking redistribution.

### **Transportation Demand Management (TDM) Strategy, Section 5**

Review of historic and current travel characteristics, existing TDM program, and recommended new TDM strategies.

### **Implementation Strategy, Section 6**

Itemized parking, road network and TDM action items with recommended phasing according to proposed MCP build-out.



## 2.0 Site Characteristics

### 2.1 Location

The RJH site is divided between the City of Victoria and District of Saanich. The portion south of Bay Street, representing approximately two-thirds of the site, is in Victoria and the portion north of Bay Street is in Saanich. The City's eastern boundary is shared with the District of Oak Bay on Foul Bay Road approximately 150m east of RJH. See **Figure 1**.

The RJH site is bound by Fort Street to the south, Adanac Street to the north, Richmond Road to the west, and Trent Street to the east.

**FIGURE 1. ROYAL JUBILEE HOSPITAL LOCATION**





## 2.2 Transportation Context

### 2.2.1 Road Network

Fort Street is oriented east-west along the south of the site and is the primary link between the site and downtown Victoria. Richmond Road is oriented north-south along the west of the site. Both are classified as Arterials. Bay Street is an east-west Secondary Arterial that terminates at the site at its eastern end. Both Shelbourne Street (Secondary Arterial) and Foul Bay Road (Collector) are north-south routes within close proximity to the site.

The site is accessed at five locations - Trent Street, Lee Avenue, Coronation Avenue, Bay Street, Adanac Street.

### 2.2.2 Public Transit

BC Transit serves the area with multiple bus routes with service to main destinations including downtown, Victoria West, Victoria General Hospital, Camosun College and University of Victoria. These routes include no. 10, 14, 33, 11, 15. Route no.14 offers highest frequency service – 5-minute frequency during peak periods.

Route no.10 has a bus stop on campus adjacent the Patient Care Centre (“PCC”) and Diagnostics & Treatment (“D&T”) Building. All other bus stops are on Fort Street and Richmond Road.

Both Fort Street and Bay Street are identified by the City and BC Transit as corridors for future high frequency service<sup>1</sup>.

### 2.2.3 Walking / Cycling

The majority of roads in the vicinity of the site are built to an urban standard and include sidewalks on both sides. Lee Avenue and Haultain Street are designated as “People Priority Greenways” in the Official Community Plan (“OCP”), suggesting vehicular traffic will be mitigated along these routes to enhance walking and cycling conditions.

Key cycling routes include Richmond Road (bike lanes), Fort Street (bike lanes) and Bay Street (bike lanes, incomplete). Further, an “All Ages and Abilities” network<sup>2</sup> was defined in the 2014 *Bicycle Master Plan* and will include Haultain Street, Lee Avenue and Coronation Avenue.

<sup>1</sup> BC Transit will be completing a corridor planning study for Fort Street in 2015

<sup>2</sup> All Ages and Abilities (“AAA”) routes are designed to feel comfortable for a range of riders and offer a low-streets, high quality cycling experience. Depending on the route, AAA routes may include traffic calmed local streets, off-street pathways and separated bike lanes on major streets.

## 2.3 Floor Area

The site contains a total of 140,590 m<sup>2</sup> floor area, approximately 82% is located in the City of Victoria. See **Table 1**. The site's three largest buildings are located in Victoria – Patient Care Centre (27%), Diagnostics & Treatment (19%), Eric Martin Pavilion (10%).

**TABLE 1. SUMMARY OF BUILDING FLOOR AREA<sup>3</sup>**

Building Name		Total Floor Area (m <sup>2</sup> )
SAANICH	A. Adanac Services	524.50
	B. Cancer Centre	10,273.00
	C. Diagnostics & Treatment ("D&T"), Saanich section	2,886.50
	D. Flammables Storage	99.00
	E. Memorial Pavilion	10,984.00
	F. Security Offices / Parkade	390.00
	<b>Sub-Total, Saanich</b>	<b>25,157.00</b>
VICTORIA	G. Begbie Hall	5,296.00
	H. Chapel	210.00
	I. Coronation Annex	3,164.00
	J. Diagnostics & Treatment ("D&T"), Victoria section	26,393.00
	K. Food Services	3,764.00
	L. Patient Care Centre ("PCC")	38,341.00
	M. Pemberton Theatre	87.00
	N. Power House	1,070.00
	O. Renal Building	2,303.00
	P. Richmond Pavilion	4,870.00
	Q. Rixford Services	1,596.00
	R. Royal Block + Annex	8,270.00
	S. West Block	5,222.00
	T. Wilson Block	847.00
	U. Eric Martin Pavilion (w/o basement)	14,000.00
	<b>Sub-Total, Victoria</b>	<b>115,433.00</b>
<b>Site Total</b>		<b>140,590.00</b>

<sup>3</sup> Based on Master Campus Plan, 2015



## 2.4 Population

Site population is considered as average daily volumes by hospital user group and will be used to determine parking supply and demand rates for each hospital user group. See **Table 2**. A detailed breakdown of hospital users is included in **Appendix A**. Approximately 4,400 individuals visit RJH site on an average day. Patients (1,839, 41%) and staff (1,744, 39%) account for the majority of daily hospital users. Cancer Clinic staff, physicians and outpatients are external to Island Health and user volumes are considered separately, representing approximately 16% of site volume.

**TABLE 2. SUMMARY OF AVERAGE DAILY USER GROUP VOLUMES<sup>4</sup>**

User Group		Volume
Staff	General, Food services, Acciona, etc.	1,744 (39%)
Patients	Outpatient, Inpatient, Emergency department	1,839 (41%)
Physicians	General, Anaesthetists, Emergency department	61 (1%)
Students + Educators	Students, Post-grad residents, Technicians, Instructors	70 (2%)
Volunteers		30 (1%)
V.I. Cancer Centre	Staff, Physicians, Outpatients	690 (16%)
<b>Total</b>		<b>4,434</b>

## 2.5 Future Site Expansion

The Master Campus Plan ("MCP") provides a framework for site development to 2035, identifying possible future buildings and parking facilities. A net increase of approximately 17,000m<sup>2</sup> floor area is anticipated by 2035 through demolition, expansion and new buildings. Three new parking structures are proposed on existing lots, representing a net increase of approximately 251 parking spaces. A summary of the MCP proposed 2035 land use and parking supply is included in **Table 3**.

The MCP was draft at the time of this study and subject to change<sup>5</sup>. Since the completion of the Parking + Transportation Study; the MCP has been revised to a reduced density to reflect the findings of this study. The MCP development timeline represents a desired build-out scenario, but is dependent on public funding that cannot be guaranteed or planned in future.

**TABLE 3. SUMMARY OF PROPOSED MCP DEVELOPMENT SCENARIO<sup>6</sup>**

	Floor Area	Parking Supply
Existing (2013)	140,590.00 m <sup>2</sup>	1,720
Future (2035)	157,191.00 m <sup>2</sup>	1,971
<b>Change</b>	<b>+ 16,601.00 m<sup>2</sup> (+12%)</b>	<b>+251 (+15%)</b>

<sup>4</sup> Provided by Island Health, Planning + Community Engagement department staff, March 10 2015

<sup>5</sup> Draft Master Campus Plan, October 2013

<sup>6</sup> Based on revised Master Campus Plan



## 3.0 Parking Assessment

### 3.1 Existing Parking Supply

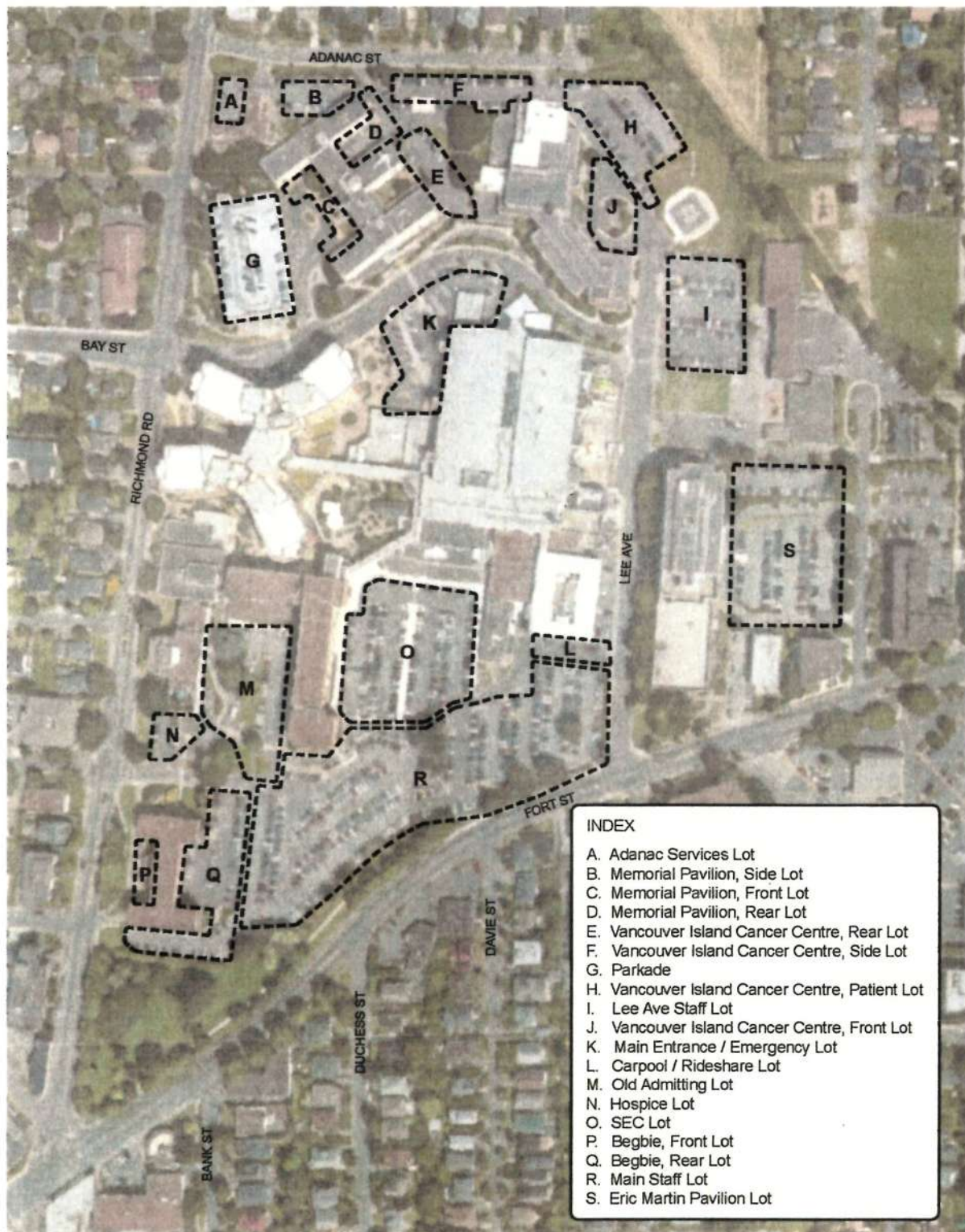
An inventory of parking supply at RJH was conducted on March 4, 2015. The RJH site consists of a total of 1,720 parking spaces<sup>7</sup> arranged in 19 different parking lots. See **Table 4**. Parking lot locations are identified in **Figure 2**.

**TABLE 4. SUMMARY OF PARKING SUPPLY, BY LOT**

Parking Lot	Parking Supply
A. Adanac Services Lot	15
B. Memorial Pavilion, Side Lot	30
C. Memorial Pavilion, Front Lot	8
D. Memorial Pavilion, Rear Lot	23
E. Vancouver Island Cancer Centre, Rear Lot	15
F. Vancouver Island Cancer Centre, Side Lot	38
G. Parkade	368
H. Vancouver Island Cancer Centre, Patient Lot	78
I. Lee Ave Staff Lot	93
J. Vancouver Island Cancer Centre, Front Lot	7
K. Main Entrance / Emergency Lot	48
L. Carpool / Rideshare Lot	17
M. Old Admitting Lot	51
N. Hospice Lot	20
O. SEC Lot	191
P. Begbie, Front Lot	7
Q. Begbie, Rear Lot	89
R. Main Staff Lot	443
S. Eric Martin Pavilion Lot	179
<b>Total</b>	<b>1,720</b>

<sup>7</sup> Excludes parking for bicycles, motorcycles, delivery, contractors and any temporary parking

**FIGURE 2. PARKING LOCATIONS**





Staff parking represents the largest portion of on-site parking, approximately 53%. Parking is also assigned for visitors (19%), patients (10%), physicians (7%), and a variety of reserved and miscellaneous user groups. See **Table 5**.

**TABLE 5. SUMMARY OF PARKING SUPPLY, BY SPACE TYPE**

Space Type	Quantity
Staff	918 (53%)
Physician	118 (7%)
Patient	164 (10%)
Visitor	322 (19%)
Reserved	129 (7%)
Carpool / Rideshare	19 (1%)
Miscellaneous (HC, taxi, shuttle, etc)	50 (3%)
<b>Total</b>	<b>1,720</b>

A total of 1,688 annual staff permits were issued in 2015, approximately 75% more permits than staff parking spaces (as of March 2015)<sup>8</sup>. Some staff also use the daily "scratch pass" system. A large number of permits are issued to volunteers, physicians, and specialty reserved vehicles. See **Table 6**.

**TABLE 6. SUMMARY OF RJH SITE PARKING PERMITS<sup>9</sup>**

Permit Type	Quantity
Staff General <sup>9</sup>	1,688
Physician <sup>9</sup>	460
Volunteer	549
Reserved <sup>9</sup>	134
Auxiliary	39
Carpool	10
Board	39
Renal	125
Pastoral Care <sup>10</sup>	344
<b>Total</b>	<b>3,388</b>

<sup>8</sup> Although there are 1,688 permits issued, it is unlikely all staff would be on site at one time

<sup>9</sup> Information provided by Vancouver Island Health Authority, Parking Services

<sup>10</sup> These parking permits allow for parking at Royal Jubilee Hospital and other sites



### 3.2 Existing Parking Conditions

Data collection and observations were undertaken to assess current parking conditions. For a summary of results see **Appendix B**. The results of the parking assessment are described in the following section. A similar data collection exercise was undertaken in October 2010 as part of the previous study and is referred to throughout this document.

#### 3.2.1 Parking Demand, On-Site

Peak on-site parking demand was experienced at noon during the Thursday observation, when 1,635 of 1,720 parking spaces were observed occupied (95% occupancy). See **Table 7**. Occupancy was highest during the 10:00am and noon observations (both days), and 3-4% lower during the 2:00pm observations (both days).

**TABLE 7. SUMMARY OF PARKING OCCUPANCY, BY OBSERVATION PERIOD**

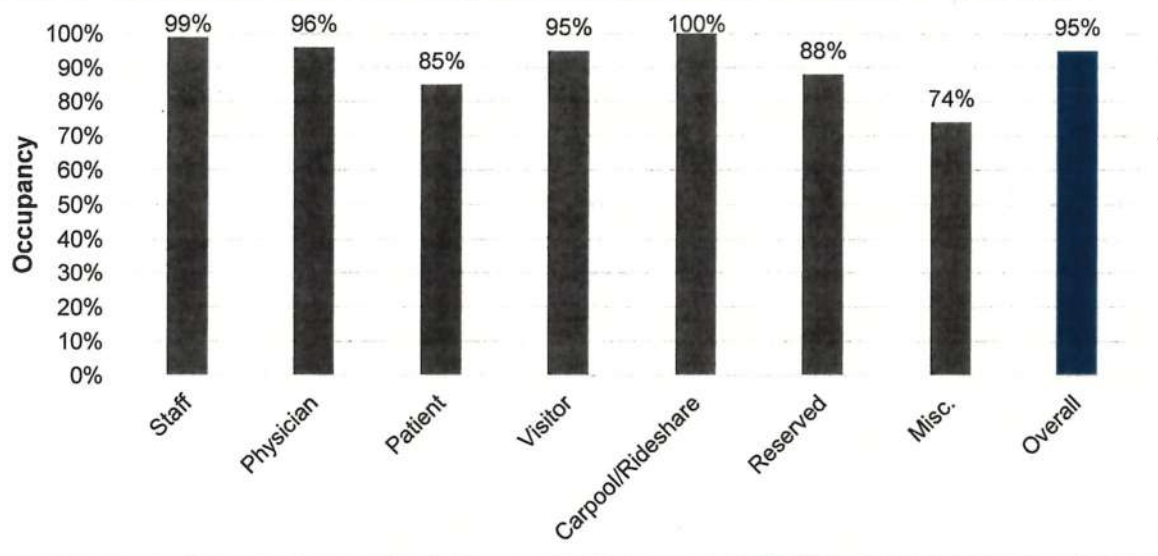
Observation Period	Supply	Vehicles Observed	Total Occupancy	Variation from Peak Period
Wednesday March 4 <sup>th</sup> , 10:00am	1,720	1,624	94.4%	-0.67%
Wednesday March 4 <sup>th</sup> , 2:00pm		1,561	90.7%	-4.53%
Thursday March 5 <sup>th</sup> , 10:00am		1,628	94.7%	-0.57%
Thursday March 5 <sup>th</sup> , 12:00pm		1,635	95.1%	-
Thursday March 5 <sup>th</sup> , 2:00pm		1,584	92.1%	-3.12%

On-site parking occupancy is considered for each space type (i.e. staff, physician, visitor, etc.) to understand availability and demand generation associated with each user group. Results suggest that while the peak demand experienced at the site (as a whole) is 1,635 vehicles, the cumulative peaks of each user group is 1,673 vehicles. See **Table 8** and **Figure 3**.

TABLE 8. SUMMARY OF PARKING OCCUPANCY, BY SPACE TYPE

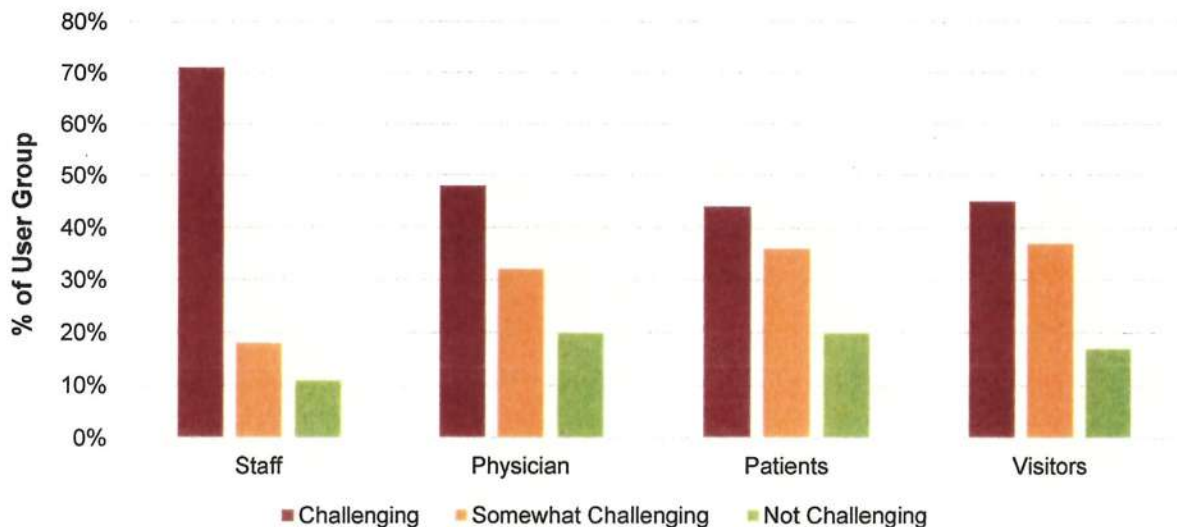
Space Type	Supply	Peak Period (Thursday, 12:00pm)		Cumulative Peak (Cumulative, by Space Type)	
		Vehicles	Occupancy	Vehicles	Occupancy
Staff	918	908	98.9%	910	99.1%
Physician	118	113	95.8%	121	102.5%
Patient	164	140	85.4%	149	90.9%
Visitor	322	305	94.7%	320	99.4%
Carpool / Rideshare <sup>11</sup>	19	19	100%	19	100%
Reserved	129	113	87.6%	113	87.6%
Miscellaneous	50	37	74.0%	41	82.0%
<b>Total</b>	<b>1,720</b>	<b>1,635</b>	<b>95.1%</b>	<b>1,673</b>	<b>97.3%</b>

FIGURE 3. SUMMARY OF PEAK PERIOD PARKING OCCUPANCY, BY SPACE TYPE



Results from the travel survey suggest that staff have the most challenging experience finding available parking, as over 70% of staff indicated they find their experience to be “challenging”. See **Figure 4**. Less than 50% of physicians, patients, and visitors suggested it was “challenging” finding available parking.

<sup>11</sup> Half Carpool / Rideshare spaces are assumed to be occupied by staff vehicles

FIGURE 4. EXPERIENCE FINDING AVAILABLE PARKING, BY USER GROUP<sup>12</sup>

### 3.2.2 Parking Demand Adjustments

A number of “adjustment factors” have been added to observed parking conditions so that they reflect the true parking demand associated with the site and each user group. Adjustment factors are summarized in **Table 9** and described in detail in the following sections.

TABLE 9. SUMMARY OF PARKING DEMAND ADJUSTMENT FACTORS

Condition	Demand Adjustments
1. Staff parking in Carpool / Rideshare parking spaces	+11 Staff, -11 Rideshare/Carpool
2. Staff parking as Visitors in the Parkade	+28 Staff, -28 Visitors
3. Staff parking off-site in the neighbourhood	+90 Staff
4. Visitors and Patients parking off-site	+15 Visitor, +7 Patient

<sup>12</sup> Based on results of Travel Survey, Question 6



Adjustment no.1:

## Staff Parking in Carpool / Rideshare Spaces

Carpool and rideshare parking spaces were observed at 100% occupancy (19 of 19 spaces occupied); however vehicles with a staff permit are allowed to park in carpool / rideshare spaces after 10:00am suggesting observations included non-carpool vehicles. Subsequent observations were completed the following week<sup>13</sup> and determined that eight carpool or rideshare vehicles occupy these spaces and the remaining 11 spaces are occupied by staff vehicles.

Adjustment no.2:

## Staff Parking as Visitors in the Parkade

Discussions with Island Health staff and results from the travel survey (see **Appendix E**) suggest that a certain number of staff with annual permits are unable to find available staff parking and instead pay the visitor parking rate to park in the Bay Street Parkade. Observations suggest that 28 staff vehicles will be in the Parkade having paid as visitors<sup>14</sup>. The overall parking demand (ie. site total) remains unchanged.

Adjustment no.3:

## Staff Parking in the Neighbourhood

Observations were conducted of on-street parking areas closest to RJH that are unrestricted and may accommodate RJH staff vehicles (or others). Observations focused in the Fernwood / Haultain area west of RJH and a small number of streets in Oak Bay northeast of RJH. See **Figure 5**. All nearby roads in Saanich are restricted (time restricted or resident only) and were not observed. Vehicles observed during the 9:30-10:30am and 2:45-3:45pm observations but not observed at 6:30-7:30am or 4:45-5:45pm were assumed to be non-residents. All non-resident vehicles are assumed to be RJH staff for purposes of this study, although some may be associated with other employment on Fort Street or in the Fernwood neighbourhood.

A total of 63 vehicles assumed to be RJH staff were observed parked in the adjacent neighbourhoods. Results are summarized block-by-block in **Appendix C**.

<sup>13</sup> Observations occurred on Tuesday March 17 at 7:45am, 8:30am, and 9:30am

<sup>14</sup> Observations conducted by Robbins Parking - May 19 to May 26

FIGURE 5. NEIGHBOURHOOD PARKING STUDY AREA



The travel survey included questions to support neighbourhood observations. Over half of staff respondents indicated they have parked in neighbourhoods surrounding RJH either often (27%) or infrequently (30%). Of RJH staff who indicated they park in surrounding neighbourhoods often or infrequently, 70% suggested they most commonly utilize unrestricted parking areas (i.e. those streets that were observed). This suggests that the 63 observed vehicles represent 70% of all staff vehicles parked off-site and that a total of approximately 90 staff vehicles are parked in the neighbourhoods. The additional 27 vehicles are assumed to park in restricted areas, business parking lots, or on residential properties (i.e. family, friends). The single-occupant vehicle and multi-occupant vehicle mode shares applied to the average staff volumes (i.e. number of staff on site on an average day, per Table 2) suggest that staff parking demand is 1,029 vehicles. This figure is consistent with adjusted staff parking demand.

Further, anecdotal observations were conducted at the Bay Street / Richmond Road, Coronation Avenue / Richmond Road, and Lee Avenue / Fort Street intersections on a weekday<sup>15</sup> morning (7:45 - 8:15am) and afternoon (4:00 - 4:30pm) to estimate the magnitude of RJH staff walking to/from vehicles parked in surrounding neighbourhoods. A small number of pedestrians were observed travelling towards RJH, although most were assumed to be pedestrian trips originating from home or a nearby transit stop. Results do not reflect the magnitude of neighbourhood parking by staff and are not considered further.

<sup>15</sup> Observations conducted Tuesday, March 31 2015



#### Adjustment no.4:

##### Visitor + Patients Parking Off-Site

Results from the travel survey indicate that a certain number of visitors and patients are parking off-site. In the absence of a definitive measure, visitor and patient parking demand accommodated off-site during peak periods is estimated at 5% of on-site demand - a total of 22 vehicles<sup>16</sup>.

Utilization data for the Bay Street Parkade (Lot G) indicated that visitor parking is at capacity from approximately 10:00am to 2:00pm on the busiest day of the week (Thursday). Other, smaller visitor parking locations (Lots B, N, S) are also at or near capacity. This suggests that a portion of visitor and patient parking demand is not met on-site during high demand periods.

City of Victoria parking violations were summarized in the restricted areas surrounding RJH for a six month period<sup>17</sup> to determine locations where visitor and patient parking concentrate<sup>18</sup>. A large number of violations were issued in Residential Permit Only ("RPO") areas on Bay Street and Emerson Street (and Haultain St and Carrick St to a lesser extent) immediately west of RJH, assumed to be RJH visitors and patients who cannot access available parking in the Bay Street Parkade (Lot G) and instead park on nearby streets. A detailed summary is included in **Appendix D**.

#### 3.2.3 Summary of Parking Demand

Existing parking demand is estimated to be 1,747 vehicles, consisting of 1,635 vehicles observed on-site and an additional 112 vehicles estimated to park off-site. See **Table 10**.

This results in a parking demand rate of approximately one vehicle per 80m<sup>2</sup> floor area, per existing floor area figures presented in **Table 1**.

<sup>16</sup> Assumed to be two-thirds visitors and one-third patients consistent with the number of each user group vehicles observed on-site

<sup>17</sup> Violations summarized for July 1st to December 31st 2014

<sup>18</sup> Information provided by City of Victoria, Parking Services, by email March 19 2015



TABLE 10. SUMMARY OF EXISTING PARKING DEMAND, BY USER GROUP

	On-Site (Observed)	Adjustments	Total
Staff	908	+129	1,037
Physician	113	-	113
Patient	140	+7	147
Visitor	305	-13	292
Carpool / Rideshare	19	-11	8
Reserved	113	-	113
Miscellaneous	37	-	37
<b>Total</b>	<b>1,635</b>	<b>+112</b>	<b>1,747</b>

### 3.2.4 Average Duration

Average duration was determined for each major user group based on a “snap shot” of conditions in select parking areas over the course of one day<sup>19</sup>. See **Table 11**. Results suggest that patient and visitor parking average length of stay is approximately two hours, while staff and physician vehicles are parked for an average of six hours. Detailed results are presented in **Appendix B**.

TABLE 11. SUMMARY OF AVERAGE DURATION, BY USER GROUP

User Group	Total Vehicles	Total Hours	Average Duration (hours)
Staff	170	940	5.5
Physician	99	642.5	6.5
Patient	341	543.5	1.6
Visitor	131	507.5	2.5
Reserved	25	97.5	3.9
<b>Total</b>	<b>766</b>	<b>2,731</b>	<b>3.6</b>

<sup>19</sup> Average duration based on observations on Wednesday, March 04 2015 of Lots A, B, G, H, N, O, S

## SURVEY FINDINGS

In addition to quantifying the neighbourhood parking spillover, the travel survey provided interesting conclusions relative to RJH site parking, as follows:

- A significantly larger number of staff indicated they park off-site as compared to physicians, patients, and visitors.
- Nearly half (47%) of staff that indicated they park off-site do so only when they cannot find available parking on-site.
- Approximately 20% of those that park off-site use nearby business parking lots or resident driveways.
- 71% of staff indicated their experience finding available parking "challenging", while less than 50% of physicians, patients, and staff indicated their experience to be "challenging".
- Numerous staff noted frustration over buying an annual parking pass but being unable to find available parking on-site.

### 3.3 Future Parking Supply

#### 3.3.1 Parking Requirement

The City of Victoria's parking requirement is one space per four beds, plus one space per three staff, plus one space per doctor. The total requirement for the site was not calculated as the quantity of staff and physicians varies significantly from day-to-day and more accurate method of understanding parking demand is being developed through this study.

Required parking was reviewed for peer communities. See **Table 12**. Required supply rates vary from one space per 25m<sup>2</sup> to 100m<sup>2</sup> in municipalities where the requirement is based on floor area. The average rate is approximately one space per 71m<sup>2</sup> among municipalities surveyed. If applied to the floor area proposed in the MCP, the site requirement would be 2,214 parking spaces.

Communities with a composite requirement similar to the City of Victoria's (Burnaby, Courtenay, Langley, Saskatoon) are generally consistent or lower than the City's requirement.

TABLE 12. SUMMARY OF PARKING REQUIREMENTS IN OTHER MUNICIPALITIES

Municipality	Required Supply Rate
Burnaby	1 space / 2 doctors, plus 1 space / 4 staff, plus 1 space / 5 beds
Coquitlam	0.3 spaces / bed
Courtenay	1 space / 2 staff, plus 1 space / 5 beds
Edmonton	1 space / 91m <sup>2</sup>
Kamloops	2 spaces / patient room, plus 0.2 spaces / 100m <sup>2</sup>
Kelowna	4 spaces / 100m <sup>2</sup>
Langley (City)	1 space / 4 beds, plus 1 space / doctor, plus 1 space / 3 staff
Nanaimo	1 space / 56m <sup>2</sup>
New Westminster	1 space / 93m <sup>2</sup>
Penticton	1 space / 4 beds
Prince George	1.1 spaces / 100m <sup>2</sup>
Regina	1.1 spaces / 100m <sup>2</sup>
Richmond	1 space / bed
Saanich	1 space / 50m <sup>2</sup>
Saskatoon	1 space / 3 beds, plus 1 space / 4 staff
Surrey	1 space / 100 m <sup>2</sup>
Vancouver	1 space / 93m <sup>2</sup>
Vernon	5 spaces / 100m <sup>2</sup>
Victoria	1 space / 4 beds, plus 1 space / 3 staff, plus 1 space / doctor

### 3.3.2 Expected Parking Demand

The existing parking demand rate (1 vehicle per 80m<sup>2</sup>) provides a strong indication of future parking demand. Applied to the MCP land use scenario of 157,191 m<sup>2</sup> floor area by 2035<sup>20</sup>, the expected parking demand is 1,965 vehicles. If parking is supplied to meet peak demand, but not exceed it, this represents an approximately 14% increase from existing parking supply and six less parking spaces than indicated in the final MCP.

<sup>20</sup> As indicated in the revised Master Campus Plan



## 4.0 Traffic Assessment

### 4.1 Land Use Scenario

The traffic assessment is based on the land use and parking scenario presented in the draft MCP from October 2013. This includes an increase in floor area to 175,628 m<sup>2</sup> (25% increase) and 1,814 parking spaces (5% increase). Parking is proposed to be redistributed around the site altering trip distribution around the site. See **Figure 6**.

The draft MCP land use scenarios were used to conduct the traffic analysis, however; the land use scenarios have been revised in the MCP to a lower density. Therefore, the traffic analysis reflects a worst case scenario.

FIGURE 6. SUMMARY OF PARKING REDISTRIBUTION, PER DRAFT MCP



## 4.2 Study Area

The traffic assessment addresses the following intersections:

1. Richmond Road / Adanac Street
2. Richmond Road / Bay Street
3. Richmond Road / Coronation Avenue
4. Fort Street / Lee Avenue
5. Fort Street / Trent Street
6. Bay Street / Lee Avenue

## 4.3 Traffic Data

Traffic data information was gathered from the City of Victoria and Island Health. The City of Victoria data was provided in the form of a Synchro files for the AM, PM and off-peak periods and indicated a horizon year of 2014. Island Health provided 2012 traffic count data with three-hour AM and three-hour PM data collected over a two-day period.

The City's model was utilized as the base point for determining existing traffic volumes as the data is more current (2014) and provided in Synchro format, which was used for the analysis. The City's model was missing volumes for the Fort Street / Trent Street, Bay Street / Lee Avenue, and Richmond Road / Adanac Street intersection and Island Health data was used for these locations.

The City's Synchro model was also reviewed and updated for pedestrian volumes, bicycle volumes, heavy truck percentages, and peak hour factors based on the Island Health traffic counts (the City's model used typical heavy truck percentages of 2% and peak hour factors of 0.95 for all movements). Lane configuration was updated at the intersection of Richmond Road / Coronation Avenue to eliminate the eastbound left/through movements, westbound through, and northbound left turn movement that do not exist. The lane configuration on Fort Street was also modified to correctly reflect the sections with one lane and two lanes per direction.

## 4.4 Existing Traffic Conditions

### 4.4.1 AM Peak Hour

The AM peak around the RJH site occurs from 7:45am to 9:00am. **Table 13** provides a summary of traffic operations at each intersection based on the updates to the lane configurations and peak hour factors



**TABLE 13. EXISTING AM PEAK HOUR TRAFFIC CONDITIONS**

Intersection	Worst Movements
Richmond Road / Adanac Street	LOS C: Side Street – Eastbound / Westbound
Richmond Road / Bay Street	LOS C: Eastbound Through, Westbound, Southbound Through/Right
Richmond Road / Coronation Avenue	LOS C: Westbound Left
Fort Street / Lee Avenue	LOS C: Southbound Left/Through
Fort Street / Trent Street	LOS C: Side Street – Southbound
Bay Street / Lee Avenue	LOS B: Eastbound

All intersections providing access to the RJH site operate at an acceptable level of service in the AM peak hour.

#### 4.4.2 PM Peak Hour

The PM peak hour surrounding the RJH site occurs at 3:30pm to 4:30pm. Operations at several intersections are different than the City's base Synchro model with the adjustments in peak hour factor and lane configuration. **Table 14** shows the existing PM peak hour traffic operations.

**TABLE 14. EXISTING PM PEAK HOUR TRAFFIC CONDITIONS**

Intersection	Worst Movements
Richmond Road / Adanac Street	LOS D: Westbound; LOS E: Eastbound
Richmond Road / Bay Street	LOS E: Eastbound Left; LOS F: Westbound Through/Right
Richmond Road / Coronation Avenue	LOS D: Westbound Left
Fort Street / Lee Avenue	LOS D: Southbound Left/Through
Fort Street / Trent Street	LOS D: Side Street – Southbound
Bay Street / Lee Avenue	LOS A

The intersections with movements at a LOS D are operating at borderline conditions, although acceptable during peak hours as increased delays are expected. Several movements at the Richmond Road / Bay Street intersection operate at a poor level of service, resulting from several high volume movements competing with each other for signal "green time".



#### 4.5 Future Traffic Analysis

Future traffic conditions have been assessed based on the draft 2013 MCP land use and parking scenario. As noted above, the MCP land use has been revised to a reduced density. Therefore, this analysis represents a worst case scenario.

##### 4.5.1 Trip Generation

Trip generation rates were reviewed using the Institute of Transportation Engineers *Trip Generation Manual* (9<sup>th</sup> Edition) and existing traffic entering / exiting the site. See **Table 15**. Existing entering / exiting trips and site floor area was used to develop a site-specific trip generation rate for the AM and PM peak hours.

**TABLE 15. EXISTING PEAK HOUR TRIPS ENTERING / EXITING RJH**

Peak Hour	Trips In	Trips Out	Total <sup>21</sup>
AM	916	275	1,191
PM	441	867	1,308

AM and PM trip generation rates have been developed that reflect the existing peak hour trips and total site floor area (1,511,530 sqft / 140,423 m<sup>2</sup>)<sup>22</sup>. See **Table 16**.

**TABLE 16. RJH SITE SPECIFIC TRIP GENERATION RATES**

Peak Hour	Trip Rate	% In	% Out
AM	0.79	77%	23%
PM	0.87	34%	66%

**Table 17** and **Table 18** identify the number of additional trips that would be added to the site based on the MCP land use scenario.

**TABLE 17. TRIP GENERATION BASED ON ITE TRIP GENERATION RATE<sup>23</sup>**

Additional Floor Area	Trip Rate	Total	In	Out
35,204.50 m <sup>2</sup>	0.95 (AM)	360	227	133
	0.93 (PM)	352	134	218

<sup>21</sup> Existing trips include all entering/exiting trips on Trent Street

<sup>22</sup> Total floor area as identified in the draft MCP; this number has been revised in the MCP

<sup>23</sup> Based on ITE land use no.610

TABLE 18. TRIP GENERATION BASED ON OBSERVED TRIP GENERATION RATE

Additional Floor Area	Trip Rate	Total	In	Out
35,204.50 m <sup>2</sup>	0.79 (AM)	299	231	69
	0.87 (PM)	330	112	218

#### 4.5.2 Trip Assignment

Future trips have been assigned to reflect the reallocation of parking around the site, as summarized in Figure 6 (see above).

##### AM Peak Hour:

In the AM peak hour, existing traffic enters and exits the RJH site relatively similar to the existing distribution of parking on-site. Therefore existing traffic was reassigned based on **Figure 6**. For example 16% of the existing traffic using Coronation Avenue and Lee Avenue entering the site was removed and 2% of the entering traffic was added to Bay Street and 14% was added to Trent Street.

The proposed development traffic, due to the 2013 MCP, was assigned based on the proposed allocation of parking on-site which is 44% in the Bay Area, 32% in the Coronation/Lee area, and 24% in the Trent area.

##### PM Peak Hour:

In the PM peak hour, existing traffic enters and exits the RJH site with a higher preference for the Bay area than the Coronation/Lee area relative to the existing distribution of parking on-site. It was assumed that future traffic will continue to maintain the preference for the Bay area in the PM even with the change in the parking areas. The preference for the Bay area in PM peak hour is assumed to be due to higher visitor and non-staff use during this time of day. Since the existing preference for parking will be maintained the existing traffic was still adjusted based on the change in parking allocation from existing to future. The future trips were assigned based on the proposed parking allocation.

#### 4.5.3 Future Traffic Conditions

##### AM Peak Hour:

**Table 19** outlines the AM peak hour traffic conditions with traffic from the draft MCP.

**TABLE 19. POST DEVELOPMENT AM PEAK HOUR TRAFFIC CONDITIONS**

Intersection	Worst Movements
Richmond Road / Adanac Street	LOS D: Side Street – Eastbound
Richmond Road / Bay Street	LOS C: Eastbound Through, Westbound, Northbound Left, Southbound Through/Right
Richmond Road / Coronation Avenue	LOS C: Westbound Left
Fort Street / Lee Avenue	LOS C: Northbound, Southbound Left/Through
Fort Street / Trent Street	LOS C: Side Street – Southbound
Bay Street / Lee Avenue	LOS B: Eastbound

All movements remain at good condition with the exception of the low volume eastbound movement at Richmond Road / Adanac Street, which drops to LOS D. The LOS D is an acceptable conditions during the peak hour; especially since the volume of traffic is below 25 vehicles per hour.

##### PM Peak Hour:

**Table 20** outlines the PM Peak hour traffic conditions with the traffic from the 2013 MCP.

**TABLE 20. EXISTING PM PEAK HOUR TRAFFIC CONDITIONS**

Intersection	Worst Movements
Richmond Road / Adanac Street	LOS E: Westbound; LOS F: Eastbound
Richmond Road / Bay Street	LOS D: Eastbound Through; LOS E: Eastbound Left; LOS F: Westbound Through/Right
Richmond Road / Coronation Avenue	LOS D: Westbound Left
Fort Street / Lee Avenue	LOS D: Southbound Left/Through
Fort Street / Trent Street	LOS F: Side Street – Southbound
Bay Street / Lee Avenue	LOS A



The Richmond Road / Adanac Street intersection is operating at a failing condition for the side streets with the development traffic; however, the volume of left turning traffic from the side street is relatively low (less than 35 vph total) and a traffic signal at this intersection is not recommended.

The Richmond Road / Bay Street intersection will continue to operate with the same poor movements as existing conditions; however, delays will increase slightly consistent with the small increase in traffic expected.

The Richmond Road / Coronation Avenue and Fort Street / Lee Avenue intersections remain at the same LOS as existing conditions; however, have slightly reduced delays due to the reduced traffic entering / exiting RJH from these access points.

The Fort Street / Trent Street intersection will operate at a failing LOS with the addition of the parkade on the Eric Martin Pavilion ("EMP") site. A signal is not recommended due to its close proximity to Foul Bay Road and Lee Avenue (both signalized) and the offset nature of the driveway on the opposing side of Fort Street. Rather, it is recommended that an exit from the proposed parkade onto Lee Avenue is provided as the new facility is constructed to allow exiting vehicles to access the signal at Fort Street / Lee Avenue (or even the signal at Richmond Road / Bay Street). See **Figure 7**. This will serve to better balance exiting vehicles to make use of available intersection capacity and cause the intersection of Fort Street / Trent Street to improve to a LOS D and the intersection of Fort Street / Lee Avenue to remain at a LOS D or better.

**FIGURE 7. RECOMMENDED PARKADE CONNECTION**



## 5.0 Transportation Demand Management

Transportation demand management ("TDM") refers to policies, programs and services that influence whether, why, when, where and how people travel<sup>24</sup>. TDM initiatives typically aim to reduce single-occupant vehicle ("SOV") trips and encourage alternative travel options such as walking, cycling, public transit and shared rides. Successful TDM results in reduced parking demand and fewer vehicle trips – the two primary objectives at RJH – and associated benefits of decreased greenhouse gas ("GHG") emissions, improved personal health and well-being, reduced traffic congestion and lower infrastructure costs.

Since 1999, Island Health has pursued TDM initiatives at RJH with the goal of reducing parking demand and SOV trips to/from the site. The 2007 Master Development Agreement ("MDA") set out a discrete target to reduce 2007 SOV trips by 10% by 2010 and, although that target was not met, Island Health has realized progress in reducing SOV travel. The MDA states:

*"VIHA covenants and agrees to develop and implement a Transportation Demand Management Program, so that by the end of the year 2010, the total daily SOV trips of all full-time, part-time and casual Royal Jubilee Hospital employees are reduced to no more than 2,413 trips (a reduction of at least 10% of the Baseline) and therefore do not increase."*

As of 2014<sup>25</sup>, daily SOV trips have been reduced by approximately 6% from 2007 rates despite an increase in floor area and patients at RJH. The proportion of RJH staff travelling in SOVs has also decreased by 15%, as demonstrated in *Section 5.1*. Further, Island Health has prepared reports to the City of Victoria in 2010, 2012 and 2014 identifying progress toward mode split objectives and uptake / utilization of the various TDM initiatives, which has provided an opportunity to monitor progress and intervene with "course corrections" where warranted (this study presents another opportunity for course correction). The challenge with the MDA commitment is that it is based on a baseline of total SOV trips (rather than a proportion of total trips), which fails to acknowledge growth of the site and the need to constantly expand to meet the growing demand for health care in the Capital Region.

<sup>24</sup> Definition based on Transport Canada, TDM for Canadian Communities, March 2011

<sup>25</sup> Vancouver Island Health Authority, 2014 Annual TDM Summary, August 19 2014



## 5.1 Travel Characteristics

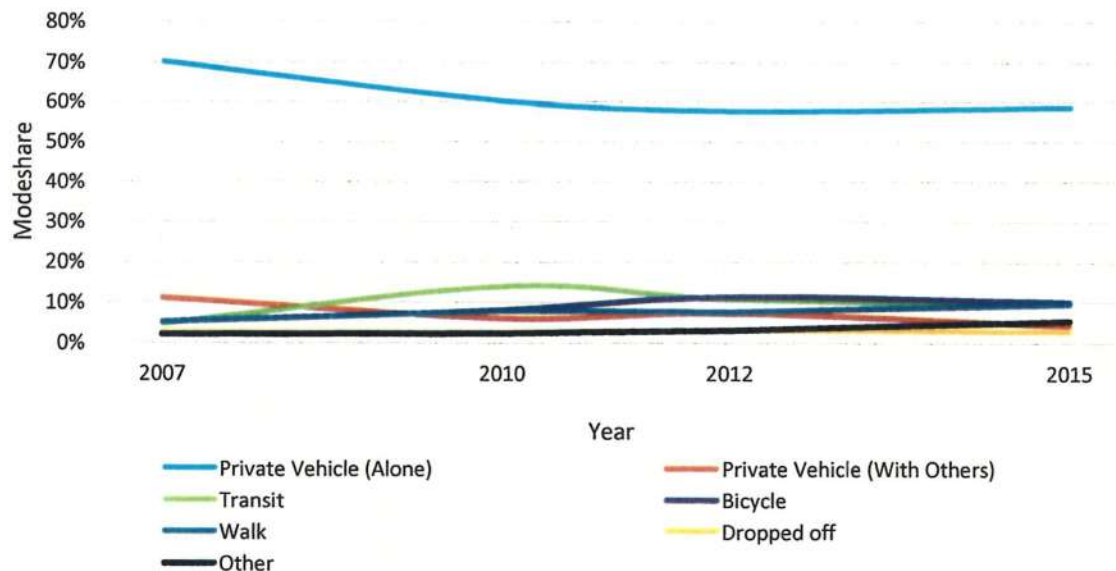
A travel survey was conducted to update the RJH mode split for 2015 and to assess progress relative to measures in 2007, 2010, and 2012. The mode share accounts for all individuals who travel to the site three days or more, consistent with previous surveys.

Most notable trends from 2015 mode split include a significant decrease in shared rides / carpool, increase in walking, and an increase in "other" trips. See **Table 21** and **Figure 8**.

TABLE 21. SUMMARY OF MODE SPLIT, 2007 - 2015<sup>26</sup>

Mode	2007	2010	2012	2015
Private Car (Alone)	70.0%	60.0%	57.5%	58.5%
Private Car (With Others)	11.0%	6.0%	7.2%	4.3%
Transit	4.5%	13.7%	10.6%	9.5%
Bicycle	5.0%	7.9%	11.2%	10.0%
Walk	5.0%	7.7%	7.5%	9.5%
Drop Off	2.5%	2.5%	2.9%	2.7%
Other	2.0%	2.3%	3.1%	5.4%

FIGURE 8. SUMMARY OF MODE SPLIT, 2007 - 2015<sup>27</sup>



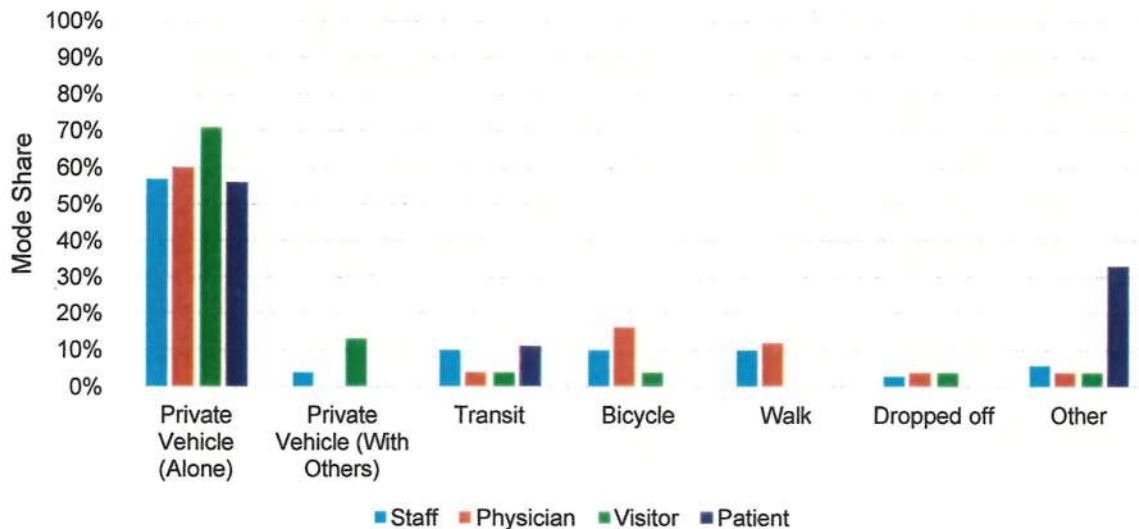
<sup>26</sup> Mode split for individuals travelling to RJH three days per week or more, all user groups

<sup>27</sup> Ibid.



Staff exhibit a relatively low SOV mode share (57%) and high transit (10%), walking (10%), and cycling (10%) mode shares relative to the other site user groups. See **Figure 9**. Visitors have the highest rate of SOV travel (71%), while patients exhibit low SOV rates and high transit and "other" usage (assumed to be ambulance, shuttle and other supported services). Physicians exhibit the highest rates of walking and cycling, but low shared ride and transit usage.

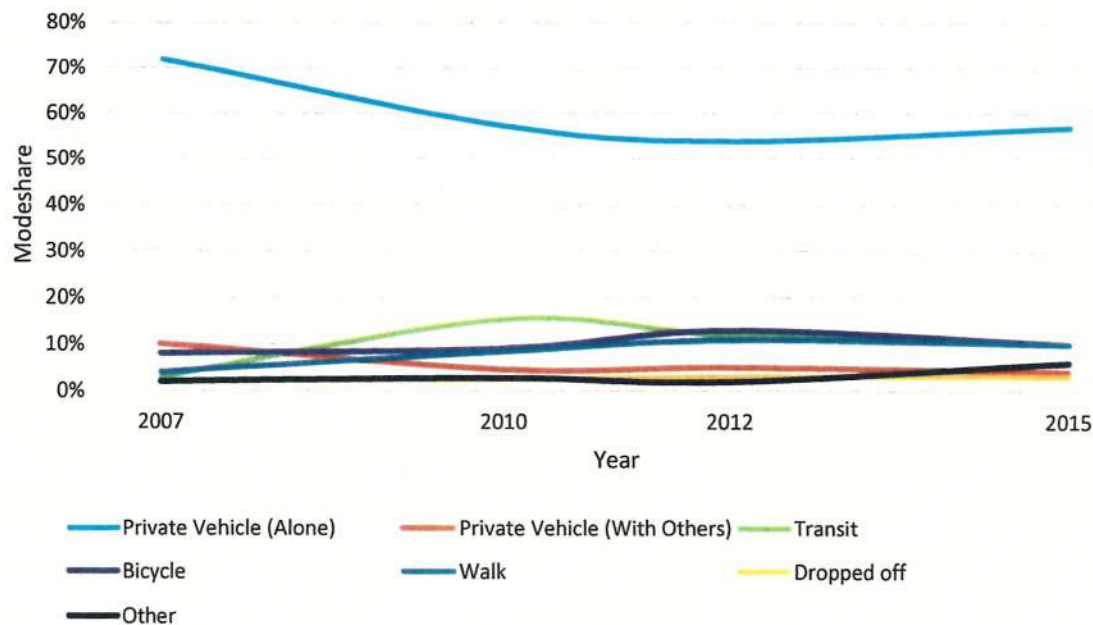
**FIGURE 9. SUMMARY OF RJH MODE SPLIT, BY USER GROUP<sup>28</sup>**



Staff mode split between 2007 and 2015 has generally reflected the desired shift away from SOV trips, which is indicative of the site as a whole. See **Figure 10**. Staff SOV mode share has decreased from 72% in 2007 to 57% in 2015, although increased slightly between 2012 and 2015. Staff walking and cycling mode shares have both increased since 2007 to 10%. Transit mode share has increased from 4.5% in 2007 to 10% in 2015, but has decreased from its peak 15% share in 2010 (resulting from significant investment in ProPASS). Ridesharing has decreased over time, from 10% in 2007 to 4% in 2015. Staff represent one of the largest site user groups (39%, per *Table 2*) and the group most effectively targeted with TDM.

<sup>28</sup> Ibid.

FIGURE 10. SUMMARY OF STAFF MODE SHARE, BY YEAR



Survey respondents were asked to indicate the barriers to travel via walking, cycling, public transit, or other SOV alternatives. The following barriers were identified:

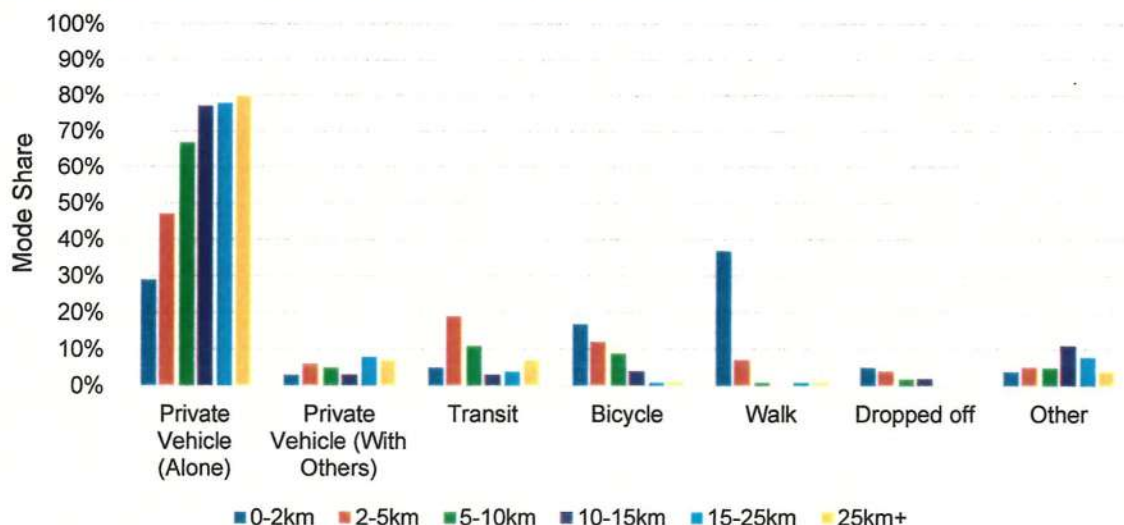
- Inconvenience (various reasons stated)
- It takes more time to travel
- Family responsibilities (school, daycare pickup) that require a vehicle
- Home is too far away to take transit, bike or walk
- Pre- or post-work responsibilities require a vehicles

Understanding these barriers is important when considering potential new TDM initiatives aimed at shifting travel choice, particularly among staff.

#### 5.1.1 Travel Distance

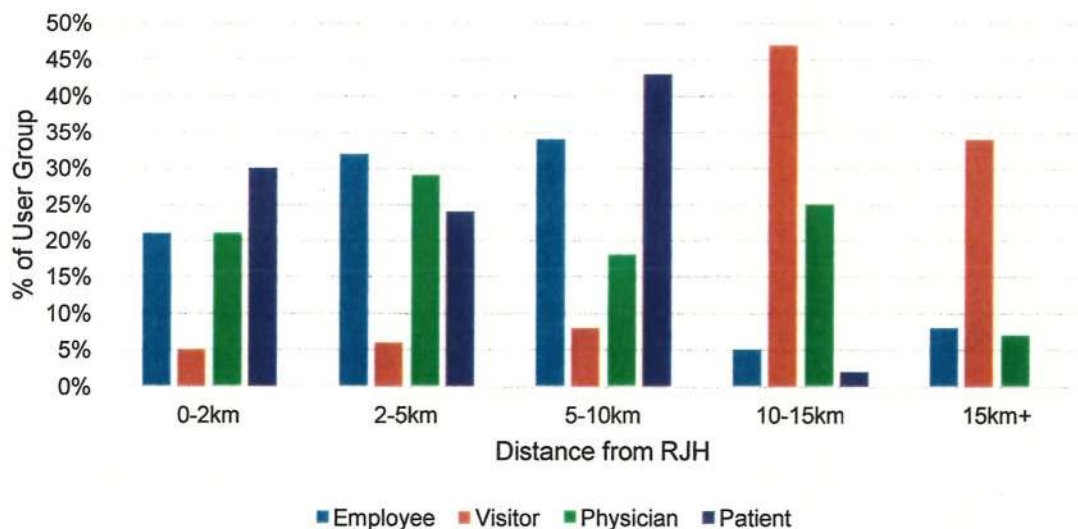
The survey concluded, as expected, that SOV mode share increases as trip distance increases. See **Figure 11**. Walking has a higher mode share (37%) than SOVs (29%) for trips 2-km or less. The transit mode share is highest (19%) for trips 2 to 5-km.

**FIGURE 11. SUMMARY OF MODE SHARE, BY COMMUTE DISTANCE**



Staff and physician travel distance varies. See **Figure 12**. Patients generally travel 10-km or less to RJH, while a large proportion of visitors travel 10-km or further. Average travel distance among staff is 11-kilometres.

**FIGURE 12. SUMMARY OF TRAVEL DISTANCE TO RJH, BY USER GROUP**





## 5.2 Existing TDM Program

Existing TDM initiatives are described in the following section to understand programs currently available and level of uptake / utilization. The existing TDM program and mode split information (see *Section 5.1*) are used to consider new, recommended TDM approaches (see *Section 5.3*).

Additional information on existing TDM Programs is provided in **Appendix F**.

### 5.2.1 Parking Management

#### Staff

The primary staff parking option is an annual permit that allows parking in designated staff parking spaces. The permit cost is \$702.00 per year and is automatically charged via payroll deduction (\$27 per pay period). See **Table 22**. There are currently 1,688 general staff permits issued<sup>29</sup>.

**TABLE 22. SUMMARY OF STAFF PARKING PERMIT COSTS, 2007-2015**

Year	Daily <sup>30</sup> (\$)	Pay Period (\$)	Monthly (\$)	Annual (\$)
2007	1.88	18.78	37.56	488.28
2008	1.94	19.35	38.70	503.10
2009	2.03	20.32	40.64	528.26
2010	2.70	27.00	54.00	702.00
2011	2.70	27.00	54.00	702.00
2012	2.70	27.00	54.00	702.00
2013	2.70	27.00	54.00	702.00
2014	2.70	27.00	54.00	702.00
2015	2.70	27.00	54.00	702.00

Staff also have the option to purchase booklets of five scratch passes. Each scratch pass allows parking in general staff parking spaces for up to 12 hours on the day indicated on the pass. Scratch pass booklets cost \$21.00 (\$4.20 per day). The scratch passes generally appeal to part-time staff and full-time staff that do not regularly drive.

<sup>29</sup> Vancouver Island Health Authority, RJH Permit Count, February 12, 2015

<sup>30</sup> Daily cost based on 260 working days per year.

Carpool permits are available to staff travelling with at least one other person in their vehicle 80% of the time and originating from a different address. Carpool permits cost \$455.00 per year, 54% less than an annual staff permit, and allow vehicles to park in designated carpool spaces. There are currently six carpool parking permits issued.

Rideshare parking spaces are located on site on Lot L. This is an informal program used by staff who purchase a yearly parking permit, but drive with others.

#### Visitor

The primary visitor parking supply is in the Bay Street Parkade. Visitor rates are \$2.25 for the first hour and \$1.25 for each additional hour, to a maximum daily cost of \$16.00. Smaller visitor parking supplies are also provided throughout the site at rates of \$0.25 for ten minutes and \$2.75 for two hours. Parking for the Vancouver Island Cancer Centre (VICC) is \$1.50 per hour.

#### Patient

Patient parking costs vary throughout the site. Parking at the VICC is \$1.50 per hour. Renal dialysis patients are not charged for parking. All other parking is the same as visitor parking.

Consistent with Island Health's vision and mandate, they will continue to accommodate and prioritize patient parking to enhance access to health care.

#### Physician

Physicians have access to a physician parking permit for \$1,024.08 annually. Physicians park in the dedicated physician parking only parking spaces (parkade and surface parking).

### 5.2.2 Transit

#### Transit Passes

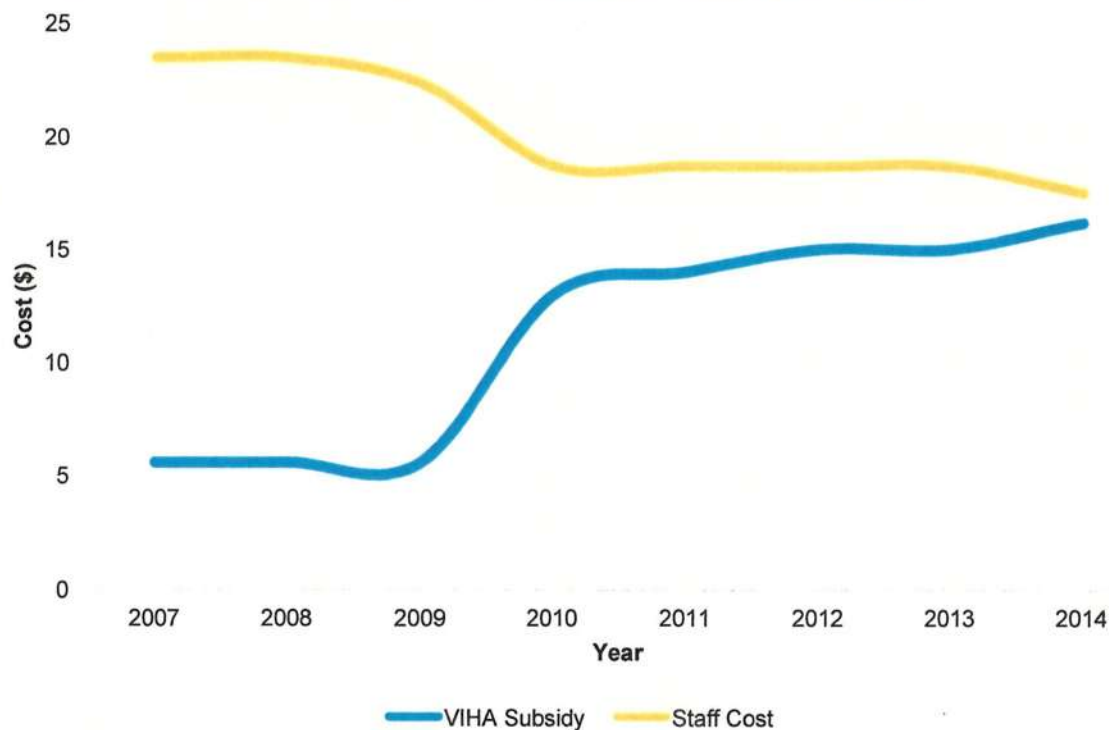
Permanent Island Health staff are eligible for a subsidized transit pass ("ProPASS") at a cost of \$17.50 per pay period. The monthly cost of the ProPASS is \$38.00, which is less than half the cost of an adult monthly pass (\$85). The ProPASS works out to be \$455 per year, approximately 54% less than the cost of an annual staff parking permit. 354 staff were enrolled in the ProPASS program as of August 19, 2014<sup>31</sup>. BC Transit's bi-weekly cost for the program has increased marginally from 2007, while Island Health has increased its subsidy from \$5.54 in 2007 to \$16.17 in 2014. See **Table 23**. The result has been a decrease in the bi-weekly cost to staff from \$23.48 in 2007 to \$17.50 in 2014 and a 250% increase in enrollment. See **Figure 13**.

<sup>31</sup> Vancouver Island Health Authority, 2014 Annual TDM Summary, August 19 2014

TABLE 23. SUMMARY OF PROPASS PROGRAM, 2007-2014

	Enrollment	Cost (\$)	VIHA Subsidy (\$)	Cost to Staff (\$, per pay period)
2007	132	29.02	5.54	23.48
2008	148	29.02	5.54	23.48
2009	210	29.02	5.54	22.36
2010	215	31.69	13.00	18.69
2011	221	32.68	14.00	18.68
2012	257	33.67	15.00	18.67
2013	305	33.67	15.00	18.67
2014	354	33.67	16.17	17.50

FIGURE 13. PROPASS COST TO STAFF + SUBSIDY RATE, 2007 – 2014



The Government of Canada offers an income tax credit for monthly transit pass holders<sup>32</sup>. Staff are encouraged to submit their ProPASS when filing their income tax return.

<sup>32</sup> More information available at: [www.cra-arc.gc.ca/transitpass](http://www.cra-arc.gc.ca/transitpass)



### Service Improvements

The no.10 – Royal Jubilee / Songhees bus route was added in 2009 to improve service to RJH, with direct service between RJH and Vic West along Bay Street.

#### 5.2.3 Shuttle Bus

A free shuttle service is available to staff between RJH and Victoria General Hospital ("VGH"). The service operates 20 trips per day between 6:30am and 8:15pm, with capacity for up to ten passengers per trip. Ridership is high during peak morning and afternoon periods, and lower during the middle of the day. Average ridership is 22.4 participants daily<sup>33</sup>.

#### 5.2.4 Carpool / Rideshare

Observations occurred on Tuesday March 17 at Lot L at 7:45 am, 8:30am, and 9:30 am. Occupancy ranged from 24%-47% (in total) with at least 9 spaces still available. Carpool parking spaces had a higher occupancy than rideshare parking spaces (averaged approximately 71% vs 30%), although it is unclear whether any ineligible vehicles were observed (i.e. general staff without carpool permits). Occupancy increased to 100% at 10:00am when the spaces become available to general staff.

Rideshare parking spaces are for those staff who purchase an annual staff parking permit but carpool with others (essentially sharing the cost of the permit). This is an informal program and Island Health is essentially "trusting" staff to only use these spaces when driving with others. This accommodates those staff who are unable to carpool 80% of the time (a requirement to obtain a carpool parking permit).

#### 5.2.5 Cycling

##### Bike Parking

The RJH site includes a total of 712 bicycle parking spaces (616 bike racks and 96 bike lockers). Bicycle storage has increased by 85% since 2003<sup>34</sup>. See **Figure 14**.

- Approximately 616 bike rack spaces are located at building entrances. Island Health has been active in adding shelters to protect racks from weather.
- There are a total of 96 bicycle lockers on the site. Lockers are rented at a cost of \$2.15 every two weeks or \$55.90 annually. There are currently 10 staff<sup>35</sup> on the waitlist to obtain access to a bike locker.

<sup>33</sup> Information received from Island Health

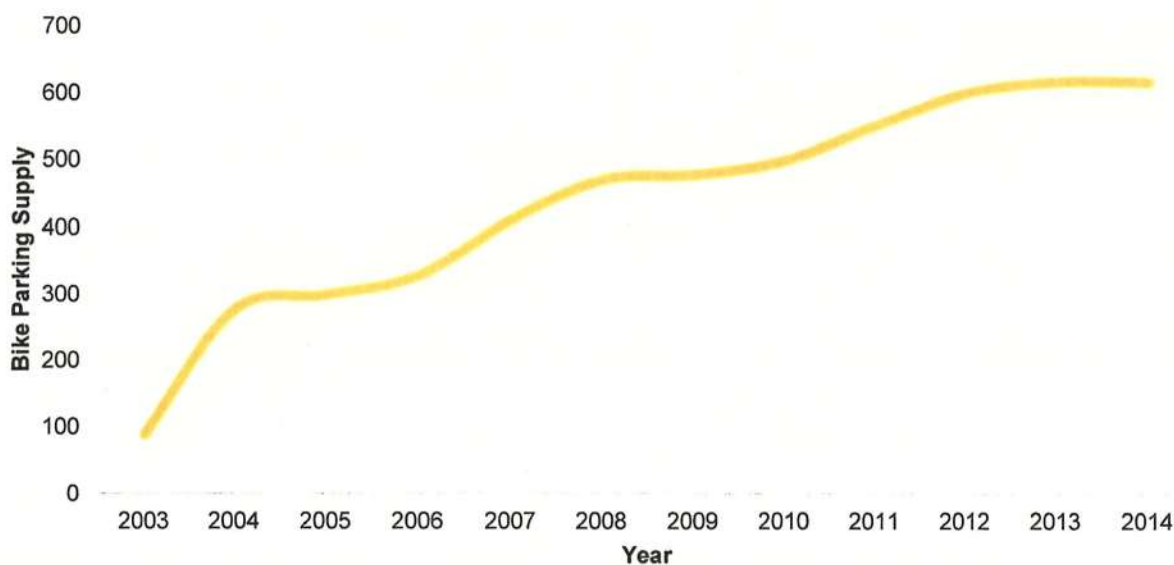
<sup>34</sup> Vancouver Island Health Authority, 2014 Annual TDM Summary, August 19 2014

<sup>35</sup> Email correspondence with parking services, May 4, 2015

Further, "bicycle compounds" are provided at the bottom of the Diagnostics & Treatment Building and underneath the Foods Building, each accessed from Lee Avenue. The compounds have capacity for approximately 134 bicycles (Diagnostics and Treatment has 57 spaces and the Foods Building has 77 spaces) and is only accessible to staff. Both compounds are in convenient locations to provide easy access to showers/change facilities.

Bicycle parking occupancy was observed for selected visible bike parking (i.e. bike racks) on Wednesday, March 04 2015. Occupancy was observed at approximately 27% overall. It should be noted this does not represent all bike parking and does not account for heightened bicycle ridership in summer months.

FIGURE 14. RJH BIKE RACK CAPACITY, 2003 – 2014



The bicycle compound beneath the D & T Building

### 5.2.6 Bike to Work Week

Island Health is an active participant in Bike to Work Week (BTWW) in late-May each year. Island Health supports a community partnership with the Greater Victoria Bike to Work Society and annually increases its sponsorship level from the Bronze minimum level to an official silver level sponsor. This includes a \$2,000 payment in exchange for extensive branded marketing, logos and messaging to promote BTWW to Island Health employees. Messaging includes a valuable profile (at the Gold Level) of an Island Health employee on a countdown poster distributed to all city team leaders and social media. Further, Island Health has a profile at a celebration station at RJH to support and promote cycling activity along the local community bike corridor. Island Health further supports the BTWW event by purchasing t-shirts provided free of charge to all registered Island Health employees. These t-shirts promote Island Health cycling participation and increased awareness as the shirts can be seen throughout the campus. RJH staff participation in Bike to Work Week has increased by approximately 60% since 2007<sup>36</sup>.

### 5.2.7 Staff Orientation

At orientation, new Island Health staff and resident physicians are given TDM information including parking options, public transit, preferred cycling routes and bike parking at RJH. This information is distributed at approximately 18 sessions per year and has been offered since 2008.

<sup>36</sup> Vancouver Island Health Authority, 2014 Annual TDM Summary, August 19 2014



### 5.3 Recommended TDM Strategy

Island Health's organizational vision is to provide "excellent health and care for everyone, everywhere, every time". Implicit in this vision is efficient patient access to health care and maintaining reasonable access for patient support - health care providers (physicians, staff), and visitors. Island Health is seeking to create a TDM program for RJH to decrease SOV trips by focusing on those user groups with the greatest potential for shift in travel behavior without negatively impacting patient care.

The recommended TDM program is identified in the following section that introduces new approaches to make effective use of resources committed to TDM.

#### 5.3.1 Parking

##### Strategy 1.1

##### Increase Cost of Staff Annual Parking Permit

Annual staff parking permit costs increased approximately 45% between 2007 and 2010 (from \$488.28 to \$702.00). The increased parking rates is one of the factors that coincided with a reduction in the staff SOV mode share from 72% in 2007 to 57% in 2010. Since 2010, annual staff permit costs have remained at \$702.00 due to restrictions to Collective Bargaining Agreements (HEU) that limit rate increases. The staff SOV mode share has increased slightly, from 54% in 2012 to 57% in 2015.

Staff parking costs were reviewed for nine representative hospitals in BC. See **Table 24**. Results suggest that Royal Jubilee Hospital's staff parking costs are considerably higher than other sites. It should also be noted that annual parking permits are not available at approximately half the hospitals that were reviewed.

TABLE 24. STAFF PARKING PERMIT COSTS AT REPRESENTATIVE HOSPITALS

Hospital	Cost	Relative Costs			
		Daily (\$)	Weekly (\$)	Monthly (\$)	Annual (\$)
Abbotsford Regional Hospital + Cancer Centre	\$20.32 monthly	1.02	5.08	20.32	264.16
Burnaby Hospital	\$26.03 bi-weekly	2.40	13.02	52.06	676.78
Chilliwack General Hospital	\$5.00 bi-weekly	0.50	2.50	10.00	130.00
Kelowna General Hospital	\$15.10 per pay period \$392.64 annually	1.51	7.55	30.20	392.60
Langley Memorial Hospital	\$11.57 bi-weekly	1.16	5.79	23.14	300.82
Penticton Regional Hospital	\$13.11 per pay period \$340.84 annually	1.31	6.56	26.22	340.86
Royal Inland Hospital	\$18.39 per pay period \$478.22 annually	1.84	9.20	36.78	478.14
Royal Jubilee Hospital	\$27.00 bi-weekly	2.70	13.50	58.50	702.00
Surrey Memorial Hospital	\$22.03 bi-weekly	2.20	11.02	44.06	572.78
Vernon Jubilee Hospital	\$13.11 per pay period \$340.84 annually	1.31	6.56	26.22	340.86
<b>Average<sup>37</sup></b>		<b>1.47</b>	<b>7.48</b>	<b>29.89</b>	<b>388.56</b>

Parking costs were also reviewed relative to daily parking costs in other locations in the Capital Region with pay parking. See **Table 25**. Results suggest that costs at RJH are approximately 70% more than the average from other sites.

TABLE 25. DAILY STAFF PARKING COSTS AT OTHER SITES IN THE CAPITAL REGION

Site	Daily Parking Cost
Camosun College	Free
Royal Jubilee Hospital – annual permit (daily cost)	\$2.70
Royal Roads University	\$0.47
University of Victoria (General)	\$3.11
<b>Average</b>	<b>\$1.57</b>

Studies of parking “elasticity” suggest that a 10% increase in parking cost will decrease vehicle trips by 1-3% and a 50% increase in cost will reduce trips by 5-15%.<sup>38</sup> Island Health may consider increasing annual staff parking permit costs by 50% by 2035 to approximately \$1,050 to achieve a 5% reduction in staff parking demand (approximately 45 vehicles). In order to achieve this increase, costs may be incrementally increased each year to be 25% higher in

<sup>37</sup> Average excludes RJH

<sup>38</sup> Todd Litman, Transportation Elasticity's, VTPI, May 2010, available at [http://vtpi.org/tdm/tdm11.htm#\\_Toc161022578](http://vtpi.org/tdm/tdm11.htm#_Toc161022578)

2025 (approximately \$880) and 35% higher in 2030 (approximately \$960); the major horizon years.

Two significant challenges are currently presented to increasing staff permit rates that will ultimately need to be addressed before significant progress is made, as follows:

1. The current provincially negotiated Collective Agreement will need to change in order to increase parking rates above actual costs of employee parking spaces. Island Health should increase the rates for employees who are not bound by the collective agreement, and investigate ways to increase all employee rates once the collective agreements are re-negotiated at the Provincial level; and
2. The current Island Health funding/budget structure allocates a portion of parking revenues to general funds, and not necessarily used to fund parking- or transportation-related expenditures. Part of the rationale behind increasing staff rates is to generate revenue to fund TDM initiatives that support alternative travel modes. Island Health should explore options to commit a portion of new parking revenues to fund ProPASS subsidy, new parking management systems, or other TDM initiatives to reduce SOV trips.



**Strategy 1.2:****Phase-Out Annual Parking Permit + Staff Scratch Parking Passes**

Island Health should explore putting a permit cap on the annual parking permit and scratch passes with the long-term plan to eliminate altogether. This may only be conducted once the majority of staff parking spaces are located in parkades, as indicated in the MCP.

**Strategy 1.3:****Develop an Integrated Parking System**

Phasing out the annual staff parking permit in favor of a pay-by-day approach (see previous section) requires moving away from scratch passes toward an automated system. There are a variety of systems / technologies that may be pursued, with further consideration given by Island Health at a later date. See **Table 26** for a summary of options.

**TABLE 26. PARKING TECHNOLOGY OPTIONS**

Name	Description
Pay-and-Display	Customer pays at a pay station in advance and places their receipt on their vehicle. The customer selects the amount of time and makes a payment. Enforcement officers audit by looking in vehicles for receipts.
Pay-by-Phone	Enables a customer to pay using a cell phone or mobile application. The service provider charges the parking fees and reimburses the parking operator. Enforcement officers audit by checking online databases for valid plates.
Pay-by-Plate	Customer pays at a pay station in advance. The customer enters license plate number and makes payment. Enforcement officers audit by checking the pay station or going online to view a list of license plates marked as paid
Pay-by-Space	Customer pays at a pay station in advance. The customer selects parking space locations (usually numbered) and makes payment. Enforcement officers audit by checking the pay station for a list of paid-for spaces.
Pay-on-Entry	Customer pays for parking when enters. Can be used as customers paying a deposit and receive some portion of that money back on exit, if there is more than one rate in effect at a given time.
Pay-on-Foot	Customer pays for parking at a pay station before exiting the facility. Customers insert their ticket into a machine and make payment, and the machine returns their ticket. Customers return to their vehicle and insert their ticket into the exit station.
Pay-on-Exit	Customer pays in-lane while exiting a facility. Payment may be made to a cashier or use credit card payment in the exit lane.

Moving to the automated parking management system will afford a range of options to enhance parking service provision, better manage parking demand, and implement new TDM programs.

The following options may be pursued as part of or subsequent to implementing automated parking systems.

#### Alert System

An "alert system" may be implemented to provide real-time travel information communicated via website and/or mobile application. This may include the following:

- Real-time mapping indicating where parking is available on-site
- Real-time payment updates to alert parkers when time is up, offering the option for remote payment via online payment and/or mobile payment machines
- Day-by-day travel tracking providing individuals with information on their travel characteristics (total distance, calories burned, etc) and Island Health with travel data for future planning purposes

#### Smart Card

Moving to an automated system also presents the opportunity to implement a transportation (or broader) SmartCard system that allows staff pre-pay for transportation and parking services, track progress, and integrate with other administrative and security access. The specific transportation functions of the SmartCard are as follows:

- Parking: Used to gain access and make payment to parking facilities through controlled access locations or centralized metres (which will occur through MCP buildout).
- Cycling: Used to gain access to secured bike parking facilities (bike centre, compound, bike lockers), as well as tracking staff cycling.
- Shuttle: Used to board the shuttle and would track staff shuttle use
- Transit: Used to verify enrollment in the ProPASS or make payment from a pre-paid transit fund (possibly with subsidization), as well as to track staff transit rides.

#### Strategy 1.4:

##### Vary Visitor Parking Costs by Time of Day

Peak visitor (and site-wide) parking demand is from 10:00am-2:00pm, and drops significantly outside of those times. To better distribute parking demand throughout the day, Island Health should explore varying parking rates by time-of-day with rates higher in peak periods than in off-peak periods. Variable rates will be more easily managed once visitor parking is managed via an automated system in new parkades.



### CITY OF SEATTLE

Seattle has recently installed new smart parking stations which automatically change the price of parking depending on the time of day. From 8:00am-11:00am the cost is \$3.00/hour and from 11:00am to 6:00pm the cost is \$4.00/hour.

Public parking (visitor) at representative hospitals were reviewed. See **Table 27**. Results suggest that RJH hourly visitor parking prices are average compared to representative hospitals.

**TABLE 27. VISITOR PARKING COSTS AT REPRESENTATIVE HOSPITALS**

Hospital	Hourly Cost (S)
Abbotsford Regional Hospital + Cancer Centre	2.50
Burnaby Hospital	4.25
Chilliwack General Hospital	1.75
Kelowna General Hospital	1.50
Langley Memorial Hospital	3.50
Lions Gate Hospital (North Vancouver)	1.75
Nanaimo Regional General Hospital	2.25
Penticton Regional Hospital	1.00
Richmond Hospital	3.00
Royal Inland Hospital (Kamloops)	1.50
Royal Jubilee Hospital	2.25 <sup>39</sup>
St. Joseph's General Hospital (Comox)	1.50
St. Paul's Hospital (Vancouver)	n/a
Surrey Memorial Hospital	3.88
Vancouver General Hospital	6.00
Vernon Jubilee Hospital	1.00
Victoria General Hospital	1.38
<b>Average</b>	<b>2.29</b>

<sup>39</sup> For purposes of this comparison, the price for the first hour in the Bay Street Parkade was used



### 5.3.2 Transit

#### Strategy 2.1:

#### Increase ProPASS Subsidy

Island Health has increased the ProPASS subsidy by nearly triple since 2009, from \$5.54 per pay period in 2009 to \$16.17 in 2014. The subsidy contribution was an estimated \$170,000 over the past two fiscal years (2013-2014, 2014-2015). ProPASS enrollment has increased each year since the program was introduced, with an average of 32 new participants each year. Coordination with Fraser Health Authority and Interior Health was conducted to determine their transit pass program. It was indicated that neither health authority provides a subsidized transit pass to staff, suggesting that Island Health is a leader in the province.

The University of Victoria is the only other campus-based employer in Greater Victoria offering a further subsidy on the ProPASS. The monthly cost is similar to the cost to RJH staff. Other campus-based employers are enrolled in the ProPASS program but do not provide a further subsidy. See **Table 28**.

**TABLE 28. COST OF STAFF TRANSIT PASS AT CAMPUS-BASED EMPLOYERS IN VICTORIA**

Site	Monthly Transit Cost (\$)
Royal Jubilee Hospital	35.56
University of Victoria	38.50
Camosun College	73.00
Royal Roads University	73.00
<b>Average</b>	<b>55.02</b>

Island Health should continue increasing the ProPASS subsidy to reduce the cost to staff and encourage more staff to enroll. A target reduction to staff of 20% per pay period by 2035 (approximately \$14.50 per pay period) should be considered to bring the annual cost of the ProPASS to approximately 35% the cost of annual staff parking, providing a significant financial incentive to use transit. In order to achieve this decrease, the cost may be decreased incrementally each year to be a 10% decrease in 2025 (approximately \$15.50 per pay period) and a 15% decrease in 2030 (approximately \$15.00). The cost to staff will largely be dependent on the actual cost of the ProPASS and the amount of subsidy Island Health provides.

### Strategy 2.2:

#### Provide ProPASS for Casual Staff

The staff ProPASS is currently offered to permanent Island Health staff only. Island Health should consider coordinating with BC Transit to alter criteria to accommodate casual staff. The cost of the ProPASS would be the same from BC Transit, however, Island Health could provide a subsidy that is 50% of the subsidy offered to permanent staff, as casual staff could be using the transit pass for more trips that are not related to their commute to RJH. A monthly pass from BC Transit currently costs \$85; suggesting casual staff will be saving approximately \$20 per month if the program starts in 2015. The existing limitation to implementation of this program is related to the accounting system.

### Strategy 2.3:

#### Accommodate Proposed Frequent Transit Network

Fort Street is identified in BC Transit's *Transit Future Plan* as part of the "Frequent Transit Network", suggesting that service frequency will be 15 minutes or better between 7:00am and 10:00pm and that enhanced bus stops will be provided at select locations to include level door boarding, off-board fare payment, real time customer information and bike storage<sup>40</sup>. RJH is a significant generator of transit trips and planning by Island Health and the City of Victoria should ensure that bus stops on Fort Street are appropriately integrated with the site, as follows:

- Work with the City of Victoria and BC Transit to select bus stop locations that minimize walking distance to the site (see **Figure 15**)
- Ensure the MCP provides for direct pedestrian routes from bus stops to key buildings / destinations on site
- Ensure convenient, safe crossing of Fort Street from the south side bus stop

Further, Island Health may give consideration to implement real-time bus schedule / arrival information in key locations on-site (i.e. PCC courtyard, D+T entrance). Such systems would become operational if the BC Transit real-time information system is established.

<sup>40</sup> Available online at: <http://bctransit.com/servlet/documents/1403641054473>



FIGURE 15. PREFERRED FORT STREET BUS STOP LOCATIONS



### 5.3.3 Shuttle Service

#### Strategy 3.1:

#### Modify Shuttle Schedule

Many people indicated through the travel survey that the shuttle bus frequency needs to increase to make the service more attractive, particularly during AM and PM peak periods. The majority of shifts at the site are from 7:00am-7:00pm and 8:00am-4:00pm (plus or minus 30 minutes).

A modified shuttle schedule is proposed to better accommodate peak periods with three added trips and the existing shuttle vehicles (i.e. no new vehicles needed). See **Table 29**. The following summarized key changes:

- The regular shuttle bus should begin earlier and leave RJH at 6:20am so staff can arrive at VGH for their 7:00am shift;
- The enhanced shuttle bus in the morning should begin 10 minutes earlier in order to get staff to their designated sites 15 minutes before shift change;
- The afternoon schedule is deemed appropriate for shifts ending around 4:00pm;
- Shuttles should be added to accommodate those shifts ending at 7:00pm. A shuttle should leave RJH at 7:10pm and arrive at VGH at 7:35 and drive back to RJH;
- The shuttle bus in the evening should leave 5 minutes later to give staff more time to get organized.



TABLE 29. PROPOSED SHUTTLE BUS SCHEDULE

EXISTING				PROPOSED			
Eastbound		Westbound		Eastbound		Westbound	
Depart VGH	Arrive RJH	Depart RJH	Arrive VGH	Depart VGH	Arrive RJH	Depart RJH	Arrive VGH
6:30am	6:55am	7:00am	7:25am	6:20am	6:45am	6:20am	6:45am
7:30am	8:00am	7:50am	8:20am	6:50am	7:15am	6:50am	7:15am
8:40am	9:20am	9:55am	10:25am	7:20am	7:45am	7:20am	7:45am
10:45am	11:10am	12:00pm	12:30pm	8:40am	9:20am	7:50am	8:20am
12:50pm	1:15pm	1:50pm	2:20pm	10:45am	11:10am	9:55am	10:25am
2:40pm	3:10pm	3:15pm	3:45pm	12:50pm	1:15pm	12:00pm	12:30pm
3:50pm	4:15pm	3:30pm	4:10pm	2:40pm	3:10pm	1:50pm	2:20pm
4:25pm	4:50pm	4:20pm	5:00pm	3:50pm	4:15pm	3:15pm	3:45pm
5:55pm	6:20pm	5:10pm	5:40pm	4:25pm	4:50pm	3:30pm	4:10pm
7:50pm	8:15pm	7:05pm	7:30pm	5:55pm	6:20pm	4:20pm	5:00pm
				7:40pm	8:15pm	5:10pm	5:40pm
						7:10pm	7:35pm

**Strategy 3.2:****Create Shuttle Transfer Point**

The shuttle operates on a direct route between VGH and RJH. The current routing accommodates trips between hospital sites, as well as VGH staff living nearby RJH and RJH staff living nearby VGH.

To better accommodate staff living elsewhere, consideration should be given to adding transfer points along the route. A transfer in the vicinity of the Uptown Mall / Saanich Road area would facilitate transfer between the shuttle and numerous bus routes nearby (16x, 26, 30, 31, 50, 70, 71, 72, 75). See **Figure 16**. Further, cyclists could access the transfer point via the Lochside Regional Trail or Galloping Goose Regional Trail and use shuttle bike racks (see following section) and/or park their bike at the transfer point. Consideration should be given to a location that has existing bike parking or where new facilities could be provided.

FIGURE 16. PROPOSED SHUTTLE TRANSFER POINT



The following may also be considered in the future:

1. Add additional transfer points at locations along the shuttle route (potentially at Tillicum Rd, Hillside Ave/Gorge Rd, Bay St/Douglas St);
2. Add a new route(s) with transfer points along them to appeal to staff residing elsewhere in the Capital Region (Gordon Head/UVic, Royal Oak/Saanich Peninsula); and
3. Establish Uptown transfer point as future BC Transit service along Douglas Street increases and planned exchange is developed immediately west of Uptown.



### SURREY MEMORIAL HOSPITAL, SURREY BC

A shuttle service is offered between Surrey Memorial Hospital and the King George Skytrain station with monthly ridership of 3,400 passengers.

#### Strategy 3.3:

##### Install Bike Racks on Shuttle Vehicles

Staff indicated a desire in the travel survey for shuttle vehicles to accommodate bicycles so they may use the shuttle for the morning or afternoon portion of their commute and bicycle for the other, or accommodate staff seeking to bicycle to/from VGH and shuttle to RJH (particularly applicable for staff residing in View Royal and the Western Communities). Island Health should install bike racks on existing shuttle vehicles. Bike racks can be placed on the rear hitch of the vehicle and may have the ability to accommodate four bicycles at one time with having the ability to access the trunk. The rack will cost approximately \$1,000 depending on the model selected. Further research may be required to determine the exact bike rack and mounting system required.

#### 5.3.4 Carpool

##### Strategy 4.1:

##### Relocate Carpool Parking Spaces

The primary carpool and rideshare parking supply is located adjacent the Food Services Building on Lee Avenue. This is not a central location and remote from key staff destinations (PCC, D+T, Royal Block). It is recommended that the carpool / rideshare spaces are relocated to a more convenient location with improved pedestrian access to key staff building entrances to make them more desirable to potential carpoolers.

#### 5.3.5 Cycling

##### Strategy 5.1:

##### Create a Bicycle Centre

The existing bicycle parking compounds under the Diagnostics + Treatment Building and the Foods Services building provides secure bicycle parking and bicycle lockers. Consideration should be given to expand these facilities as cycling demand increases.

Further, a long-term plan should be established to create an on-site "Bicycle Centre" that provides a variety of bicycle parking options (racks, lockers, cages), bicycle repair tools and/or



service, personal lockers, lighting and surveillance, and charge facilities for electric bicycles. Consideration should be given in future buildings as to where this facility will be accommodated, ensuring the location is easily accessed by bicycle and centrally located near key end-points.

With the installation of the bike centre, continual increases in bike parking supply (bike racks) should occur in order to accommodate future demand.

### UVIC CAMPUS BIKE CENTRE

The University of Victoria's "Campus Bike Centre" should be used as a model for a similar facility at RJH. The UVic Centre includes bike racks, bike lockers, tire pumps, repair tools, personal lockers, surveillance cameras and the office for the "SPOKES" program that provides a part-time bike mechanic and bicycle loan service to students/staff requiring assistance.



**Table 30** provides a summary of cycling and electric vehicle resources at representative hospitals in the Fraser Health Authority. Results indicate that all hospitals provide short-term bike parking and shower/change facilities. All but one hospital provides long-term bike parking, and only select hospitals provide cycling workshops and electric vehicle charging stations.

TABLE 30. SUMMARY OF CYCLING/EV RESOURCES AT REPRESENTATIVE SITES

Hospital	Short-term Bike Parking	Long-term Bike Parking	Shower/ Change Facilities	Cycling Workshops	EV Charging Station
Royal Jubilee Hospital	✓	✓	✓	✓	
Abbotsford Regional Hospital and Cancer Centre	✓	✓	✓		✓
Burnaby Hospital	✓	✓	✓	✓	✓
Chilliwack General Hospital	✓	✓	✓		
Delta Hospital	✓		✓		
Langley Memorial Hospital	✓	✓	✓		
Surrey Memorial Hospital	✓	✓	✓	✓	✓

**Strategy 5.2:****Install Personal Lockers in New Buildings**

Personal lockers should be installed in each new building to accommodate staff seeking a shower and change facility after cycling (or other active mode) to the site.

**Strategy 5.3:****Ensure Adequate Bike Route Signage**

The Capital Regional District (CRD) has developed Interim Cycling Destination Wayfinding Guidelines<sup>41</sup> to create uniform cycling wayfinding signs through the Capital Region. With funding support from CRD, member municipalities have begun installing cycling wayfinding signs. Island Health should coordinate with the City of Victoria, District of Saanich, and District of Oak Bay to ensure that RJH is included as a destination on bicycle wayfinding signs.

Further, consideration should be given to installing on-site bicycle wayfinding signs to guide cyclists from adjacent cycling routes to the future Bicycle Centre (see above). On-site signs should be consistent with the CRD guidelines.

<sup>41</sup> Interim Cycling Destination Wayfinding Guidelines available at: [www.crd.bc.ca/project/pedestrian-cycling-master-plan](http://www.crd.bc.ca/project/pedestrian-cycling-master-plan)



### 5.3.6 Alternative Schedules

#### Strategy 6.1:

##### Modify Clinic Service Hours to Off-Peak Periods

Currently, it is understood that the majority of clinic and outpatient medical services are offered during typical weekday business hours, and concentrated mid-week from 10:00am to 2:00pm (parking observations reflect this assumption). Parking capacity is created to address conditions during peak periods, but is then under-utilized during off-peak periods. Island Health could modify clinic service hours to offer treatments outside peak periods to shift parking demand (and traffic) away from peak periods to make use of available parking during off-peak times.

Of all potential TDM approaches, modifying clinic hours could have the largest impact on reducing peak period parking demand. This would represent a significant change in philosophy from Island Health and may take time to be supported by administration. This may not be feasible for certain clinics / service providers.

#### Strategy 6.2:

##### Stagger Staff Shifts

Staggering staff shifts involves altering shift schedules so that not all staff arrive at the site at once, reducing intersection capacity needed to provide acceptable conditions for vehicles entering/exiting the site at that time. This will also require support from Island Health administration and may take some time before realized, and may not be appropriate for certain staff positions.

#### **FRASER HEALTH AUTHORITY**

The Fraser Health Authority provides the option for staff to participate in alternative schedules including teleworking, video/teleconferencing, working from home and flex time.

### 5.3.7 Promo

#### Strategy 7.1:

##### Allocate Hours to Create a Transportation Promo Program

A promotional program should be created on site to further increase cycling, transit, walking and rideshare usage on site. It is imperative a program is created, as if staff are not told about their travel options, they would not know to take them. An existing position at Island Health should be modified to include the promo program as a key duty. A certain number of their hours shall be



allocated out of their regular role and given to implementing this program. The programs that will be implemented are up to the discretion of this dedicated staff member. However, it should include promotional materials and events throughout the year. An annual budget of \$10,000 should be used for promo programs.

#### 5.3.8 Miscellaneous

##### Strategy 8.1:

##### Provide a Chaperone

Protection Services are currently available on-site during the evening to chaperone staff to and from bus stops, cycling facilities or parking facilities far from building entrances. Further promotion should occur to increase uptake and awareness of this program.

##### Strategy 8.2:

##### Retain Pedestrian Access on Site

Retaining pedestrian access and routes throughout the site is important to encourage walking and to ensure connectivity between the different roads surrounding the site. The MCP outlines existing and future pedestrian routes surrounding the site.

##### TDM Options for Future Consideration

1. Consider modifying transit routes to accommodate those locations which are currently not served by transit.
2. Consider modifying transit schedules to accommodate major shift changes
3. Advocate for more cycling routes that connect major destination in the area with RJH. For example, staff who live in the western communities travel via the Galloping Goose Trail but then there is a missing link from the trail to the site.
4. Develop a Guaranteed Ride Home program that provides a limited supply of taxi vouchers for staff who walk, bicycle or take transit and require an emergency ride.

#### 5.4 Summary of Recommended TDM Strategies

Table 31 provides a summary of all recommended TDM Strategies as outlined in Section 5.0.

TABLE 31. SUMMARY OF RECOMMENDED TDM STRATEGIES

Section	Recommended Strategy
Parking	1.1 Increase Cost of Staff Annual Parking Permit 1.2 Phase-Out Annual Parking Permit and Scratch Staff Parking Passes 1.3 Develop an Integrated Parking System 1.4 Vary Visitor Parking Costs by Time of Day
Transit	2.1 Increase ProPASS Subsidy 2.2 Provide ProPASS for Casual Staff 2.3 Accommodate Proposed Frequent Transit Network
Shuttle Service	3.1 Modify Shuttle Schedule 3.2 Create Shuttle Transfer Point 3.3 Install Bike Racks on Shuttle Vehicles
Carpool	4.1 Relocate Carpool Parking Spaces
Cycling	5.1 Create a Bicycle Centre 5.2 Install Personal Lockers in New Buildings 5.3 Ensure Adequate Bike Route Signage
Alternative Schedules	6.1 Modify Clinic Service Hours to Off-Peak Periods 6.2 Stagger Staff Shifts
Promotional	8.1 Allocate Hours to Create a Transportation Promo Program
Miscellaneous	9.1 Provide a Chaperone 9.3 Retain Pedestrian Access on Site

APPENDIX A

## **Average Daily Volumes by Hospital User Group**





Our Vision: Excellent care - for everyone, everywhere, every time

## Royal Jubilee Hospital: Parking and Transportation Study Average Daily Volumes of Hospital User Groups

March 10, 2015

RJH STAFF EMPLOYEES		Total	Notes	Source
General Staff	1569	avg M-Th (day time staff, night shift not included)	Gael Forster ( <i>Consultant, Performance Monitoring and Reporting</i> )	
Food Service	55	avg M-Th	Jennifer Phillips ( <i>Director, Patient Food Services</i> )	
Acciona	120	Regular basis	Sylvie Chenier ( <i>Operations Manager - Patient Care Centre / Royal Jubilee Hospital</i> )	
TOTAL		1744		
RJH PATIENTS		Total	Notes	Source
Outpatient	1293	numbers confirmed and adjusted by PACE team as per follow up with departments	Peter Gonzo ( <i>Consultant, Performance Monitoring and Reporting</i> )	
Inpatient	469	Avg daily inpatient census numbers (at 11:59pm) for RJH for 2014 calendar year	Will Collishaw: Admission, Discharge, and Transfer dataset (ADT)	
Emergency Department Visits	77	Avg daily ED visit volumes from 8am to 4pm for RJH for the 2014 calendar year	Will Collishaw: Emergency Fact Table	
TOTAL		1839		
RJH PHYSICIANS		Total	Notes	Source
General Physicians	39	Avg daily, w/ inpatient intervention Mon-Fri: 2014 calendar year (includes hospitalists)	Will Collishaw: Discharge Abstract Database	
Anaesthetists	14	Avg daily, w/ inpatient anaesthesia intervention Mon-Fri: 2014 calendar year	Will Collishaw: Discharge Abstract Database	
Emergency Department	8	Avg number ED physicians who saw patients 8am and 4pm RJH: 2014 calendar year	Will Collishaw: Emergency Fact Table	
TOTAL		61		
RJH Students & Educators		Total	Notes	Source
RJH/VGH Students	40	4 classes of 32 students each, but only 40 would use the sites on any given day	Anne Beaton ( <i>Island Medical Program RJH Receptionist</i> )	
UBC Student	1	from other UBC distributed medical sites across BC		
Post Grad Residents	12			
Technicians	2	assist with simulation lab (not paid by VIHA)		
Uvic Faculty/Staff	5	attending meetings from UVic to RJH/VGH		
Instructors	6			
Volunteers	4			
TOTAL		70		
RJH Volunteers		Total	Notes	Source
Hospital Volunteers	30	avg M-Th, email confirmation	Clara Stewart ( <i>Manager, Volunteer Services</i> )	
TOTAL		30		
VI Cancer Centre		Total	Notes	Source
Employees (students/ staff/ volunteers)	325	Average 300-350 per day	Kelly, Nystedt, Regional Director, BC Cancer Agency	
Physicians	40	Average daily		
Outpatients	325	Average 300-350 per day		
TOTAL		690		
GRAND TOTAL		4434		

APPENDIX B

## On-Site Parking Observations

ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy  
Summary, by lot

		Wed, March 4 10:00am		Wed, March 4 2:00pm		Thurs, March 5 10:00am		Thurs, March 5 12:00pm		Thurs, March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
A. Adanac Services Lot	No. Spaces	10	67%	11	73%	9	60%	8	53%	12	80%
B. Memorial Pavilion, Side Lot	15	28	93%	27	90%	28	93%	28	93%	30	100%
C. Memorial Pavilion, Front Lot	30	8	100%	7	88%	8	100%	7	88%	8	100%
D. Memorial Pavilion, Rear Lot	8	23	100%	19	83%	18	78%	20	87%	23	100%
E. Vancouver Island Cancer Centre, Rear Lot	23	15	100%	15	100%	15	100%	15	100%	12	80%
F. Vancouver Island Cancer Centre, Side Lot	15	38	100%	37	97%	38	100%	37	97%	38	100%
G. Parkade	38	368	96%	341	93%	359	98%	357	97%	354	96%
H. Vancouver Island Cancer Centre, Patient Lot	368	78	94%	65	83%	57	73%	67	86%	67	86%
I. Lee Ave Staff Lot	78	93	100%	88	95%	93	100%	92	99%	88	95%
J. Vancouver Island Cancer Centre, Front Lot	93	7	86%	5	71%	6	86%	5	71%	5	71%
K. Main Entrance / Emergency Lot	7	48	92%	47	98%	48	100%	45	94%	48	100%
L. Carpool / Rideshare Lot	48	17	100%	17	100%	17	100%	17	100%	17	100%
M. Old Admitting Lot	17	51	86%	33	65%	41	80%	44	86%	39	76%
N. Hospice Lot	51	20	100%	19	95%	20	100%	20	100%	17	85%
O. SEC Lot	20	191	96%	180	94%	187	98%	185	97%	170	89%
P. Begbie, Front Lot	191	7	71%	4	57%	7	100%	7	100%	6	86%
Q. Begbie, Rear Lot	7	89	80%	67	75%	64	72%	82	92%	62	70%
R. Main Staff Lot	89	443	95%	415	94%	443	100%	443	100%	432	98%
S. Eric Martin Pavilion Lot	443	179	96%	164	92%	169	94%	156	87%	156	87%
TOTALS		1,720	94%	1,561	91%	1,627	95%	1,635	95%	1,584	92%
PEAK OBSERVATION											



ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy  
Summary, by type of space

ALL SPACE TYPES

ALL SPACE TYPES		Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
	No. Spaces	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
Staff Parking	918	886	97%	866	94%	910	99%	908	99%	883	96%
Physician Parking	118	121	103%	113	96%	111	94%	113	96%	106	90%
Visitor Parking	322	305	95%	297	92%	320	99%	305	95%	303	94%
Patient Parking	164	149	91%	133	81%	127	77%	140	85%	139	85%
Reserved Parking	129	106	82%	100	78%	100	78%	113	88%	97	75%
Carpool / Rideshare Parking	19	19	100%	19	100%	19	100%	19	100%	19	100%
Misc. Parking	50	38	76%	33	66%	41	82%	37	74%	37	74%
TOTAL	1,720	1,624	94%	1,561	91%	1,628	95%	1,635	95%	1,584	92%
PEAK OBSERVATION											

STAFF PARKING

	Lots	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
			Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
Employee Parking	S	109	109	100%	107	98%	109	100%	108	99%	106	97%
VIHA Staff Parking	F, I, O, R	661	638	97%	624	94%	660	100%	660	100%	639	97%
Staff Permit Parking	Q	7	7	100%	7	100%	7	100%	7	100%	7	100%
Staff Parking (parkade)	G	141	132	94%	128	91%	134	95%	133	94%	131	93%
<b>TOTAL</b>		<b>918</b>	<b>886</b>	<b>97%</b>	<b>866</b>	<b>94%</b>	<b>910</b>	<b>99%</b>	<b>908</b>	<b>99%</b>	<b>883</b>	<b>96%</b>

PHYSICIAN PARKING

	Lots	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
			Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
Physician Parking	E, F, O, S	87	87	100%	84	97%	85	98%	84	97%	79	91%
Annual Doctor Permit	E	7	7	100%	7	100%	7	100%	7	100%	5	71%
Physician 90 Minute Max.	O	5	5	100%	5	100%	5	100%	4	80%	5	100%
Physician Emergency Call Back	K	9	9	100%	8	89%	9	100%	8	89%	9	100%
Physician Parking (parkade) <sup>1</sup>	G	10	13	130%	9	90%	5	50%	10	100%	8	80%
<b>TOTAL</b>		<b>118</b>	<b>121</b>	<b>103%</b>	<b>113</b>	<b>96%</b>	<b>111</b>	<b>94%</b>	<b>113</b>	<b>96%</b>	<b>106</b>	<b>90%</b>

ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy  
Summary, by type of space

VISITOR PARKING

	Lots	No. Spaces
Visitors (parkade) <sup>1</sup>	G	207
Visitors	C, K, M, P, S	73
Visitor + Outpatient (Staff 5pm-8am)	B, N	42
<b>TOTAL</b>		<b>322</b>

Wednesday March 4 10:00am	
Vehicles	% Occupied
200	97%
65	89%
40	95%
<b>305</b>	<b>95%</b>

Wednesday March 4 2:00pm	
Vehicles	% Occupied
196	95%
63	86%
38	90%
<b>297</b>	<b>92%</b>

Thursday March 5 10:00am	
Vehicles	% Occupied
212	102%
67	92%
41	98%
<b>320</b>	<b>99%</b>

Thursday March 5 12:00pm	
Vehicles	% Occupied
206	100%
59	81%
40	95%
<b>305</b>	<b>95%</b>

Thursday March 5 2:00pm	
Vehicles	% Occupied
207	100%
56	77%
40	95%
<b>303</b>	<b>94%</b>

PATIENT PARKING

	Lots	No. Spaces
Outpatient	A, D, M	27
VICC Patient	H	69
VICC Client Pay Parking	H	6
Emergency Patient Parking	K	7
Patient	M	25
HDP Restricted (Mon-Fri)	M	6
Hemodialysis Patient	O	14
Patient Transfer	M	1
TB Clinic	O	9
<b>TOTAL</b>		<b>164</b>

Wednesday March 4 10:00am	
Vehicles	% Occupied
24	89%
66	96%
6	100%
5	71%
25	100%
6	100%
10	71%
0	0%
7	78%
<b>149</b>	<b>91%</b>

Wednesday March 4 2:00pm	
Vehicles	% Occupied
23	85%
60	87%
3	50%
7	100%
17	68%
4	67%
11	79%
0	0%
8	89%
<b>133</b>	<b>81%</b>

Thursday March 5 10:00am	
Vehicles	% Occupied
21	78%
54	78%
3	50%
7	100%
17	68%
4	67%
12	86%
1	100%
8	89%
<b>127</b>	<b>77%</b>

Thursday March 5 12:00pm	
Vehicles	% Occupied
22	81%
62	90%
4	67%
7	100%
25	100%
1	17%
13	93%
0	0%
6	67%
<b>140</b>	<b>85%</b>

Thursday March 5 2:00pm	
Vehicles	% Occupied
26	96%
65	94%
0	0%
7	100%
20	80%
4	67%
8	57%
1	100%
8	89%
<b>139</b>	<b>85%</b>

RESERVED PARKING

	Lots	No. Spaces
Reserved	D, F, P, Q	104
TTR/VIC Reserved	H	2
Reserved MHAS Only	S	6
Reserved Hospice Permit	N	7
Reserved (parkade)	G	10
<b>TOTAL</b>		<b>129</b>

Wednesday March 4 10:00am	
Vehicles	% Occupied
85	82%
1	50%
5	83%
7	100%
8	80%
<b>106</b>	<b>82%</b>

Wednesday March 4 2:00pm	
Vehicles	% Occupied
79	76%
1	50%
5	83%
7	100%
8	80%
<b>100</b>	<b>78%</b>

Thursday March 5 10:00am	
Vehicles	% Occupied
79	76%
0	0%
6	100%
7	100%
8	80%
<b>100</b>	<b>78%</b>

Thursday March 5 12:00pm	
Vehicles	% Occupied
95	91%
0	0%
3	50%
7	100%
8	80%
<b>113</b>	<b>88%</b>

Thursday March 5 2:00pm	
Vehicles	% Occupied
76	73%
1	50%
6	100%
6	86%
8	80%
<b>97</b>	<b>75%</b>

ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy  
Summary, by type of space

CARPPOOL / RIDESHARE PARKING

	Lots	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
			Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
VIHA Carpool Permit (7-10am)	D	1	1	100%	1	100%	1	100%	1	100%	1	100%
Carpool Space	H, L	8	8	100%	8	100%	8	100%	8	100%	8	100%
Rideshare only	L	10	10	100%	10	100%	10	100%	10	100%	10	100%
<b>TOTAL</b>		<b>19</b>	<b>19</b>	<b>100%</b>	<b>19</b>	<b>100%</b>	<b>19</b>	<b>100%</b>	<b>19</b>	<b>100%</b>	<b>19</b>	<b>100%</b>

MISC. PARKING

	Lots	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
			Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
Handicap	A,B,C,D,J,K,M,O,P,S	38	32	84%	28	74%	32	84%	30	79%	32	84%
Taxi	K	2	2	100%	2	100%	2	100%	2	100%	2	100%
Shuttle	J, K	3	3	100%	2	67%	2	67%	0	0%	2	67%
HandyDART	M, O	4	0	0%	0	0%	4	100%	3	75%	0	0%
30 min. Pick-up/Drop-off	A	2	0	0%	0	0%	0	0%	1	50%	0	0%
Commercial Parking	K	1	1	100%	1	100%	1	100%	1	100%	1	100%
<b>TOTAL</b>		<b>50</b>	<b>38</b>	<b>76%</b>	<b>33</b>	<b>66%</b>	<b>41</b>	<b>82%</b>	<b>37</b>	<b>74%</b>	<b>37</b>	<b>74%</b>

Notes:

1. 217 combined Visitor and Physician vehicles permitted in parkade, supply assumed to be 207 Visitor and 10 Physician for purposes of this study (allocation may vary by day)



ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy

A. Adanac Services Lot

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
30 min. Pick-up/Drop-off	2	0	0%	0	0%	0	0%	1	50%	0	0%
Physio Outpatient	11	9	82%	10	91%	9	82%	6	55%	11	100%
Handicap	2	1	50%	1	50%	0	0%	1	50%	1	50%
	15	10	67%	11	73%	9	60%	8	53%	12	80%

ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy

**B. Memorial Pavilion, Side Lot**

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
Handicap	1	1	100%	1	100%	0	0%	1	100%	1	100%
Visitor and Outpatient (Staff Parking 17:00-8:00)	29	27	93%	26	90%	28	97%	27	93%	29	100%
	30	28	93%	27	90%	28	93%	28	93%	30	100%

ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy

**D. Memorial Pavilion, Rear Lot**

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
Reserved 24 Hour Tow Away	8	8	100%	8	100%	8	100%	7	88%	8	100%
VIHA Carpool, 7am-10am	1	1	100%	1	100%	1	100%	1	100%	1	100%
Outpatient	12	12	100%	10	83%	8	67%	12	100%	12	100%
Handicap (Outpatient)	2	2	100%	0	0%	1	50%	0	0%	2	100%
	23	23	100%	19	83%	18	78%	20	87%	23	100%



ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy

E. Vancouver Island Cancer Centre, Rear Lot

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
Annual Doctor Permit	7	7	100%	7	100%	7	100%	7	100%	5	71%
Physician	8	8	100%	8	100%	8	100%	8	100%	7	88%
	15	15	100%	15	100%	15	100%	15	100%	12	80%

ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy

**F. Vancouver Island Cancer Centre, Side Lot**

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
Reserved Permit	10	10	100%	9	90%	10	100%	9	90%	10	100%
VIHA Staff	20	20	100%	20	100%	20	100%	20	100%	20	100%
Physician	8	8	100%	8	100%	8	100%	8	100%	8	100%
	38	38	100%	37	97%	38	100%	37	97%	38	100%

ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy

**G. Parkade<sup>1</sup>**

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
Visitor <sup>2</sup>	217	200	98%	196	94%	212	100%	206	100%	207	99%
Physician <sup>2</sup>		13		9		5		10		8	
Staff	141	132	94%	128	91%	134	95%	133	94%	131	93%
Reserved <sup>3</sup>	10	8	80%	8	80%	8	80%	8	80%	8	80%
	368	353	96%	341	93%	359	98%	357	97%	354	96%

Notes:

1. Occupancy based on automated parkade data provided by Robbins Parking (not observations)
2. 217 total Visitor and Physician vehicles permitted in parkade (primarily Visitors)
3. Assumed 8 of 10 Reserved spaces occupied (data provided does not differentiate between Physician and Reserved vehicles)



ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy

H. Vancouver Island Cancer Centre, Patient Lot

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
VICC Patient	69	66	96%	60	87%	54	78%	62	90%	65	94%
TTR/VIC permit	2	1	50%	1	50%	0	0%	0	0%	1	50%
VICC Patient Street Meters	6	6	100%	3	50%	3	50%	4	67%	0	0%
Carpool	1	1	100%	1	100%	1	100%	1	100%	1	100%
	78	73	94%	65	83%	57	73%	67	86%	67	86%

ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy  
I. Lee Ave Staff Lot

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
VIHA Staff	93	93	100%	88	95%	93	100%	92	99%	88	95%
	93	93	100%	88	95%	93	100%	92	99%	88	95%

ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy

**J. Vancouver Island Cancer Centre, Front Lot**

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
Handicap (Patient)	6	5	83%	5	83%	6	100%	5	83%	5	83%
Vancouver Island Lodge Shuttle Van	1	1	100%	0	0%	0	0%	0	0%	0	0%
	7	6	86%	5	71%	6	86%	5	71%	5	71%



ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy

K. Main Entrance / Emergency Lot

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
Taxi	2	2	100%	2	100%	2	100%	2	100%	2	100%
VIHA Shuttle	2	2	100%	2	100%	2	100%	0	0%	2	100%
Public Short Term Meter	6	6	100%	6	100%	6	100%	6	100%	6	100%
Public Street Meter	9	7	78%	9	100%	9	100%	9	100%	9	100%
Handicap (Street Meter)	10	10	100%	10	100%	10	100%	10	100%	10	100%
Emergency Patient	7	5	71%	7	100%	7	100%	7	100%	7	100%
Physician Call Back	9	9	100%	8	89%	9	100%	8	89%	9	100%
Public Street Meter	2	2	100%	2	100%	2	100%	2	100%	2	100%
Commercial Parking	1	1	100%	1	100%	1	100%	1	100%	1	100%
	48	44	92%	47	98%	48	100%	45	94%	48	100%

ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy

**L. Carpool / Rideshare Lot**

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
Carpool	7	7	100%	7	100%	7	100%	7	100%	7	100%
Rideshare	10	10	100%	10	100%	10	100%	10	100%	10	100%
	17	17	100%	17	100%	17	100%	17	100%	17	100%

Notes:

1. Carpool and Rideshare spaces are reserved from 7:00am to 10:00am, then available for staff parking.
2. Observations on Tuesday, March 17 determined that 8 vehicles occupied Carpool/Rideshare spaces at 9:45am, suggesting that approximately 9 staff vehicles occupy these spaces after 10:00am.

ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy  
M. Old Admitting Lot

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
HDP Restricted (Mon-Fri) Street Meter	6	6	100%	4	67%	4	67%	1	17%	4	67%
Handicap (Patient)	5	3	60%	3	60%	5	100%	5	100%	3	60%
Lab Outpatient Street Meter	4	3	75%	3	75%	4	100%	4	100%	3	75%
Public Street Meter	6	6	100%	4	67%	6	100%	6	100%	6	100%
Patient	25	25	100%	17	68%	17	68%	25	100%	20	80%
handyDART	2	0	0%	0	0%	2	100%	1	50%	0	0%
Patient Transfer	1	0	0%	0	0%	1	100%	0	0%	1	100%
Handicap	2	1	50%	2	100%	2	100%	2	100%	2	100%
	51	44	86%	33	65%	41	80%	44	86%	39	76%



ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy  
**N. Hospice Lot**

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
Reserved Hospice Permit Only	7	7	100%	7	100%	7	100%	7	100%	6	86%
Outpatient/Family	13	13	100%	12	92%	13	100%	13	100%	11	85%
	20	20	100%	19	95%	20	100%	20	100%	17	85%

ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy

O. SEC Lot

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
Physician	54	54	100%	54	100%	54	100%	53	98%	49	91%
Physician 90 Minute Max.	5	5	100%	5	100%	5	100%	4	80%	5	100%
VIHA Staff	105	105	100%	101	96%	104	99%	105	100%	99	94%
Handicap	2	2	100%	1	50%	2	100%	2	100%	1	50%
handyDART	2	0	0%	0	0%	2	100%	2	100%	0	0%
TB Clinic (7:00 to Noon)	9	7	78%	8	89%	8	89%	6	67%	8	89%
Hemodialysis Patient	14	10	71%	11	79%	12	86%	13	93%	8	57%
	191	183	96%	180	94%	187	98%	185	97%	170	89%

ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy  
P. Begbie, Front Lot

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
Reserved Permit	4	3	75%	2	50%	4	100%	4	100%	3	75%
Handicap (Street Meter)	1	1	100%	1	100%	1	100%	1	100%	1	100%
Public Street Meter	2	1	50%	1	50%	2	100%	2	100%	2	100%
	7	5	71%	4	57%	7	100%	7	100%	6	86%



ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy  
**Q. Begbie, Rear Lot**

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
Reserved Permit	82	64	78%	60	73%	57	70%	75	91%	55	67%
Staff Permit	7	7	100%	7	100%	7	100%	7	100%	7	100%
	89	71	80%	67	75%	64	72%	82	92%	62	70%

ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy  
R. Main Staff Lot

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
VIHA Staff	430	407	95%	402	93%	430	100%	430	100%	420	98%
VIHA Staff (one-way lane)	13	13	100%	13	100%	13	100%	13	100%	12	92%
	443	420	95%	415	94%	443	100%	443	100%	432	98%

ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

Parking Occupancy  
S. Eric Martin Pavilion Lot

Restrictions	No. Spaces	Wednesday March 4 10:00am		Wednesday March 4 2:00pm		Thursday March 5 10:00am		Thursday March 5 12:00pm		Thursday March 5 2:00pm	
		Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied	Vehicles	% Occupied
Reserved MHAS Only	6	5	83%	5	83%	6	100%	3	50%	6	100%
Public	25	25	100%	25	100%	25	100%	25	100%	22	88%
Physician Only	17	17	100%	14	82%	15	88%	15	88%	15	88%
Public Street Meter	19	14	74%	12	63%	13	68%	5	26%	5	26%
Handicap (Street Meter)	3	2	67%	1	33%	1	33%	0	0%	2	67%
Employee Only	109	109	100%	107	98%	109	100%	108	99%	106	97%
	179	172	96%	164	92%	169	94%	156	87%	156	87%



APPENDIX C

# Neighbourhood Parking Observations

## ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

## Neighbourhood Parking Observations

## Summary

Road Segment	Side	Vehicles Attributed to RJH (assumed)	
West (Victoria)	Begbie Street, Belmont Ave to Fern St	N 1	
	S 6		
	Belmont Avenue, Pembroke St to Gladstone Ave	E 1	
	W 0		
	Belmont Avenue, Gladstone Ave to Vining St	E 1	
	W 0		
	Belmont Avenue, Vining St to Grant St	E 0	
	W 2		
	Vining Street, Belmont Ave to Begbie St	N 1	
	S 1		
	Gladstone Avenue, Belmont Ave to Shakespeare St	N 3	
	S 2		
	Denman Street, Victor St to Forbes St	N 5	
	S 6		
	Forbes Street, Pembroke St to Denman St	E 7	
	Belmont Avenue, Pembroke St to Denman St	E 0	
	W 0		
	Belmont Avenue, Denman St to Bay St	E 2	
	W 2		
	Haultain Street, Forbes St to Victor St	N 2	
	S 6		
	Haultain Street, Victor St to Shakespeare St	N 2	
	S 3		
	Bay Street, Victor St to Shakespeare St	S 5	
East (Oak Bay)	Kings Road, Wooton Cres to Foul Bay Rd	N 2	
	S 0		
	Fair Street, Eastdowne Rd to Epworth St	N 0	
	S 1		
	Eastdowne Road, Fair St to Haultain St	E 0	
	W 2		
Total Vehicles		63	

APPENDIX D

## Neighbourhood Parking Violations



## ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

**Neighbourhood Parking Violations**

Total violations issued in areas surrounding Royal Jubilee Hospital from Jul 1st to Dec 31st 2014

	Side	Adjacent Land Use	Parking Restriction <sup>1</sup>	No. Spaces	Parking Violations	
					Total <sup>2</sup>	Ratio <sup>3</sup>
WEST:						
	N	SF Residential	RPO	41		
Carrick St, west of Richmond (1700 block)	S	SF Residential	RPO	38	9	0.11
		Commercial	2 hour, 8am-6pm, Mon-Fri	3		
Haultain St, Shelbourne to Richmond (1700 block)	N	SF Residential	RPO	46	6	0.07
	S	SF Residential	RPO	36		
Adanac St, west of Richmond (1700 block)	N	SF Residential	RPO	36	1	0.01
	S	SF Residential	RPO	33		
	N	SF Residential	RPO	46		
Emerson St, west of Richmond (1700 block)	S	Commercial	1 hour, 8am-6pm, Mon-Sat	4	86	0.99
		SF Residential	RPO	37		
Bay St, Shelbourne to Richmond (1700 block)	N	SF Residential	RPO	18	41	1.24
	S	SF Residential	RPO	15		
Albert Ave, east of Shelbourne (1700 block)	N	SF Residential	RPO	9	0	0.00
	S	SF Residential	RPO	12		
Denman St, Shelbourne to Richmond (1700 block)	N	SF Residential	RPO	29	2	0.03
	S	SF Residential	RPO	38		
Denman St, west of Shelbourne (1600 block)	N	SF Residential	RPO	20	0	0.00
	S	SF Residential	RPO	22		
		Commercial	2 hour, 8am-6pm, Mon-Fri	4		
Coronation Ave, Shelbourne to Richmond (1700 block)	N	SF Residential	RPO	22	1	0.02
	S	SF Residential	RPO	31		
Pembroke St, Shelbourne to Richmond (1700 block)	N	SF Residential	RPO	18	0	0.00
	S	SF Res, Commercial	1 hour at all times	6		
Shelbourne St, Kings to Haultain (2500 block)	E	SF Residential	RPO	16	0	0.00
	W	SF, MF Residential	RPO	12		
Shelbourne St, Haultain to Bay (2300 block)	E	SF Residential	RPO	14	0	0.00
	W	SF Residential	RPO	14		
Howard St, Bay to Denman (2300 block)	E	SF Residential	RPO	19	1	0.03
	W	SF Residential	RPO	18		
Lydia St, Denman to Pembroke (2200 block)	E	SF Residential	RPO	25	0	0.00
	W	SF Residential	RPO	19		

ROYAL JUBILEE HOSPITAL PARKING + TRANSPORTATION STUDY

**Neighbourhood Parking Violations**

Total violations issued in areas surrounding Royal Jubilee Hospital from Jul 1st to Dec 31st 2014

					Parking Violations	
	Side	Adjacent Land Use	Parking Restriction <sup>1</sup>	No. Spaces	Total <sup>2</sup>	Ratio <sup>3</sup>
SOUTHWEST:						
Birch St, Begbie to Fort (1900 block)	E	SF Residential	RPO	4	138	7.26
		Commercial	1 hour at all times	6		
	W	Commercial, MF Res	1 hour at all times	9	20	0.49
	E	SF, MF Residential	RPO	21		
Ashgrove St, Begbie to Fort (1900 block)	W	SF, MF Residential	RPO	20	0	0.00
Chestnut St, Begbie to Fort (1800 block)	E	SF Residential	RPO	29		
	W	SF, MF Residential	RPO	28		
	E	SF Residential	RPO	28	17	0.37
	W	SF Residential	RPO	5		
Fern St, Begbie to Fort (1800 block)	W	MF Residential	2 hour, 8am-6pm, Mon-Sat	13		
SOUTH:						
Bank St, Fort to Leighton (1700 block)	E	SF Residential	RPO	22	22	0.48
	W	SF Residential	RPO	10		
		Commercial	1 hour, 8am-6pm, Mon-Sat	14	4	0.04
	E	SF Residential	RPO	48		
Duchess St, Fort to Leighton (1700-1900 block)	W	SF Residential	RPO	50	4	0.08
Davie St, Fort to Leighton (1700-1900 block)	E	SF Residential	RPO	52		
	W		No Parking		4	0.04
Lee Ave, Fort to Leighton (1700-1900 block)	E	SF Residential	RPO	36		
	W	SF, MF Residential	RPO	56		
				1,096	356	0.32

Notes:

1. RPO = Residential Parking Only
2. Total number of violations received by City of Victoria, Parking Services for six month period (July 01 to December 31 2014)
3. Violations per parking space

APPENDIX E

# Travel Survey Results



**Royal Jubilee Hospital Parking and Transportation Study**  
Summary of Survey Results

A travel survey was conducted from March 17-April 7, 2015 at Royal Jubilee Hospital (RJH) and Victoria General Hospital (VGH). The purpose of the survey is to understand staff, physician, volunteer, patient and visitor travel. The survey was available in hardcopy at each hospital, and online via Fluid Survey. There were a total of 1,511 surveys received.

1. What is your primary role at RJH or VGH?	Number of Responses	Percentage of Responses
Employee	1131	75%
Visitor	120	8%
Student	30	2%
Physician/Resident	32	2%
Patient	84	6%
Volunteer/Auxillary	59	4%
Service Provider	20	1%
Other	28	2%
<b>Total</b>	<b>1504</b>	<b>100%</b>
<b>Did not respond</b>	<b>7</b>	

2. Please indicate the Municipality where you live	Number of Responses	Percentage of Responses
Saanich	335	23%
Victoria	296	20%
Oak Bay	242	16%
Esquimalt	131	9%
Central Saanich	115	8%
Metchosin	63	4%
Sidney	59	4%
Chemainus	51	3%
Sooke	44	3%
North Saanich	41	3%
Duncan	31	2%
Langford	11	1%
View Royal	9	1%
Lower Mainland	3	0%
Rest of Vancouver Island	33	2%
Rest of BC	18	1%
Outside of BC	6	0%
<b>Total</b>	<b>1488</b>	<b>100%</b>
<b>Did not respond</b>	<b>23</b>	

3a. How frequently do you typically travel to RJH?	Number of Responses	Percentage of Responses
1 day a week	85	6%
2 days a week	75	5%
3 days a week	106	7%
4 days a week	148	10%
5 days a week	628	43%
6 days a week	29	2%
7 days a week	31	2%
Less than once a week	156	11%
Never	201	14%
<b>Total</b>	<b>1459</b>	<b>100%</b>
<b>Did not respond</b>	<b>52</b>	

3b. Approximately how many hours per day do you typically spend at RJH?	Number of Responses	Percentage of Responses
Less than 1 hour	36	2%
1-2 hours	71	5%
2-4 hours	108	7%
4-6 hours	85	6%
6-8 hours	358	25%
8-10 hours	428	29%
10 hours or more	135	9%
Not Applicable	237	16%
<b>Total</b>	<b>1458</b>	<b>100%</b>
<b>Did not respond</b>	<b>53</b>	

3c. When do you typically arrive at RJH?	Number of Responses	Percentage of Responses
6:00-7:00am	208	14%
7:00-8:00am	426	29%
8:00-9:00am	246	17%
9:00-10:00am	67	5%
10:00-11:00am	52	4%
11:00am-12:00pm	28	2%
12:00-1:00pm	44	3%
1:00-2:00pm	44	3%
2:00-3:00pm	31	2%
3:00-4:00pm	16	1%
4:00-5:00pm	6	0%
5:00-6:00pm	2	0%
6:00-7:00pm	10	1%
7:00pm-6:00am	15	1%
Not Applicable	263	18%
<b>Total</b>	<b>1458</b>	<b>100%</b>
<b>Did not respond</b>	<b>53</b>	

3d. How do you typically travel to RJH?	Number of Responses	Percentage of Responses
Private Vehicle, alone	757	52%
Private Vehicle, with others	66	5%
Transit	120	8%
Bicycle	119	8%
Walk	105	7%
Motorcycle/Scooter	11	1%
Volunteer Shuttle (patients)	2	0%
RJH/VGH Staff Shuttle	20	1%
Dropped off	34	2%
Not Applicable	183	13%
Other	40	3%
<b>Total</b>	<b>1457</b>	<b>100%</b>
<b>Did not respond</b>	<b>54</b>	



4a. How frequently do you typically travel to VGH?	Number of Responses	Percentage of Responses
1 day a week	56	4%
2 days a week	48	3%
3 days a week	45	3%
4 days a week	73	5%
5 days a week	137	10%
6 days a week	8	1%
7 days a week	10	1%
Less than once a week	210	15%
Never	851	59%
<b>Total</b>	<b>1438</b>	<b>100%</b>
<b>Did not respond</b>	<b>73</b>	

4b. Approximately how many hours per day do you typically spend at VGH?	Number of Responses	Percentage of Responses
Less than 1 hour	42	3%
1-2 hours	57	4%
2-4 hours	58	4%
4-6 hours	45	3%
6-8 hours	138	10%
8-10 hours	98	7%
10 hours or more	106	7%
Not Applicable	894	62%
<b>Total</b>	<b>1438</b>	<b>100%</b>
<b>Did not respond</b>	<b>73</b>	

4c. When do you typically arrive at VGH?	Number of Responses	Percentage of Responses
6:00-7:00am	94	7%
7:00-8:00am	172	12%
8:00-9:00am	83	6%
9:00-10:00am	35	2%
10:00-11:00am	19	1%
11:00am-12:00pm	4	0%
12:00-1:00pm	12	1%
1:00-2:00pm	21	1%
2:00-3:00pm	18	1%
3:00-4:00pm	9	1%
4:00-5:00pm	2	0%
5:00-6:00pm	2	0%
6:00-7:00pm	5	0%
7:00pm-6:00am	8	1%
Not Applicable	954	66%
<b>Total</b>	<b>1438</b>	<b>100%</b>
<b>Did not respond</b>	<b>73</b>	

4d. How do you typically travel to VGH?	Number of Responses	Percentage of Responses
Private Vehicle, alone	432	30%
Private Vehicle, with others	33	2%
Transit	36	3%
Bicycle	38	3%
Walk	10	1%
Motorcycle/Scooter	7	0%
Volunteer Shuttle (patients)	1	0%
RJH/VGH Staff Shuttle	14	1%
Dropped off	9	1%
Not Applicable	836	58%
Other	23	2%
<b>Total</b>	<b>1439</b>	<b>100%</b>
<b>Did not respond</b>	<b>72</b>	

5. If you work at RJH or VGH and drive a vehicle (alone) to the site, why do you choose not to travel via an alternative mode (carpool, bus, bike, walk, etc.)? Please select all that apply	Number of Responses	Percentage of Responses
It is inconvenient	416	15%
Takes too much time	330	12%
Road safety concerns	62	2%
Bad weather	115	4%
Rushed in the morning	173	6%
Awareness/access to facilities (e.g., change rooms, lockers)	25	1%
Family responsibilities	250	9%
Need a vehicle for work	99	4%
Too far away (e.g., distance)	229	8%
It is unreliable	119	4%
Need to run errands	211	7%
Not Applicable	572	20%
Other	215	8%
<b>Total</b>	<b>2816</b>	<b>100%</b>

6. How would you describe your experience finding available parking at RJH?	Number of Responses	Percentage of Responses
Challenging	733	51%
Somewhat Challenging	238	17%
Not Challenging	134	9%
Unsure/Not Applicable	325	23%
<b>Total</b>	<b>1430</b>	<b>100%</b>
<b>Did not respond</b>	<b>81</b>	



7. How would you describe your experience finding available parking at VGH?	Number of Responses	Percentage of Responses
Challenging	52	4%
Somewhat Challenging	118	8%
Not Challenging	531	37%
Unsure/Not Applicable	729	51%
<b>Total</b>	<b>1430</b>	<b>100%</b>
<b>Did not respond</b>	<b>81</b>	

8. In the past year have you parked in neighbourhoods surrounding RJH and walked to the site?	Number of Responses	Percentage of Responses
Yes, often	285	20%
Yes, infrequently	319	22%
No	514	36%
Not Applicable	312	22%
<b>Total</b>	<b>1430</b>	<b>100%</b>
<b>Did not respond</b>	<b>81</b>	

9. Which statements describe why you park off-site? Select all that apply	Number of Responses	Percentage of Responses
I know I will not find parking on-site, so I choose to park off-site	157	21%
I park off-site only when I cannot find parking on-site	324	44%
On-site parking is expensive and I prefer free parking off-site	199	27%
Other	58	8%
<b>Total</b>	<b>738</b>	<b>100%</b>
<b>Did not respond</b>	<b>773</b>	

10. When parking in surrounding neighbourhoods, where do you most commonly park?	Number of Responses	Percentage of Responses
North (Camosun, Richmond Road)	173	29%
East (Fort Street, Foul Bay Road)	126	21%
South (Jubilee neighbourhood, Oak Bay Avenue)	109	18%
West (Fernwood)	125	21%
Other	59	10%
<b>Total</b>	<b>592</b>	<b>100%</b>
<b>Did not respond</b>	<b>919</b>	

11. When parking in surrounding neighbourhoods, what kind of parking do you most commonly utilize?	Number of Responses	Percentage of Responses
On-street in unrestricted areas	383	64%
On-street in "Resident Parking Only" areas	67	11%
Off-street in a resident's driveway or property	20	3%
Off-street in a nearby business parking lot	74	12%
Other	50	8%
<b>Total</b>	<b>594</b>	<b>100%</b>
<b>Did not respond</b>	<b>917</b>	

#### Open-Ended Question Summary

Respondents were asked to provide additional comments related to travel and parking at RJH or VGH. There were approximately 850 comments in total; a summary is provided below of the most frequent comments

Cannot find parking between 8am and 315pm. It is not fair when you are paying for the pass and are not able to find a parking space.

Parking is too expensive

Shift work makes it hard to carpool

Shuttle bus needs more frequency during the AM and PM peaks.

Why are transit passes only available to permanent employees? Non-contract should be allowed to use it.

Need more covered bike parking, and lockers for day use. There should be more signage from RJH to VGH via Galloping Goose.

Bike rack on shuttle bus – sometimes it is only usable one way due to times.

Many staff who cannot find parking will park in visitor, patient parking which displaces these people.

Students should not be allowed to use staff parking

Need on or near-site daycare



APPENDIX F

## Summary of Existing TDM Programs



**VANCOUVER ISLAND HEALTH AUTHORITY**  
**2014 ANNUAL TDM SUMMARY**

19 August 2014

**EXECUTIVE SUMMARY:**

The Vancouver Island Health Authority (VIHA) has been committed to reducing the Single Occupant Vehicle (SOV) trips to the Royal Jubilee Hospital (RJH) site with the original goal as set out in the Master Development Agreement (MDA) to be a 10% reduction in SOV by 2010 from a benchmark that was set in 2007. This process has involved formal reports to the City of Victoria (CoV) every two years which started in 2010 and followed by 2012, detailing the progress of the various TDM strategies. VIHA conducted Travel-TDM Surveys at the RJH and Victoria General Hospital (VGH) along with vehicle counts to identify groups of vehicles entering the campus. The surveys were completed to assess the challenges and opportunities users face when travelling to and from the hospital sites. The survey was part of VIHA's ongoing commitment to renew and encourage its TDM program and promote the use of alternative transportation methods.

Table A below illustrates that the TDM program has had a tremendous impact on the reduction of single private car trips to the RJH campus since the origin of the 2007 baseline. Even though survey results indicate a 12.5% reduction in SOV to the RJH campus since 2007, the 2007 RJH Trip Reduction baseline has not been met. Results indicate that VIHA is short of its daily SOV target goal by 109 daily trips. Since 2007, VIHA has reduced its Daily SOV daily trip vehicle count by 5.9% and that does not meet the forecasted 10% reduction.

**TDM SURVEY SUMMARIES:**

**Table A: Modal Split of Individuals Travelling to Victoria General Hospital (VGH) and Royal Jubilee Hospital (RJH) over 3 days per week\***

Mode	2007 Survey		2010 Survey		2012 Survey	
	VGH	RJH	VGH	RJH	VGH	RJH
Private Car (Alone)	80.8%	70.0%	75.2%	60.0%	65.1%	57.5%
Private Care (With Others)	5.8%	11.0%	10.3%	6.0%	9.8%	7.2%
Transit	3.8%	4.5%	4.1%	13.7%	10.6%	10.6%
Bicycle	4.7%	5.0%	4.8%	7.9%	5.9%	11.2%
Walk	1.5%	5.0%	1.4%	7.7%	3.4%	7.5%
Drop Off	1.7%	2.5%	3.4%	2.5%	2.7%	2.9%
Other	1.70%	2.00%	0.70%	2.30%	2.50%	3.10%

\*Only those individuals travelling to the site 3 days or more were included.

**Table B: Modal Split of Individuals Travelling to Victoria General Hospital (VGH) and Royal Jubilee Hospital (RJH) 1 or more days per week**

Mode	2007 Survey		2010 Survey		2012 Survey	
	VGH	RJH	VGH	RJH	VGH	RJH
Private Car (Alone)	74.6%	67.4%	73.9%	57.8%	65.1%	56.9%
Private Care (With Others)	9.7%	13.2%	10.4%	9.0%	9.8%	9.3%
Transit	3.4%	4.3%	5.9%	13.5%	10.6%	11.1%
Bicycle	5.2%	5.3%	3.2%	7.1%	5.9%	10.0%
Walk	3.1%	5.2%	2.3%	7.1%	3.4%	6.9%
Drop Off	2.0%	2.3%	3.6%	3.3%	2.7%	2.9%
Other	2.0%	2.3%	0.9%	2.1%	2.5%	2.8%



## VIHA TDM PROGRAM (Historical Account):

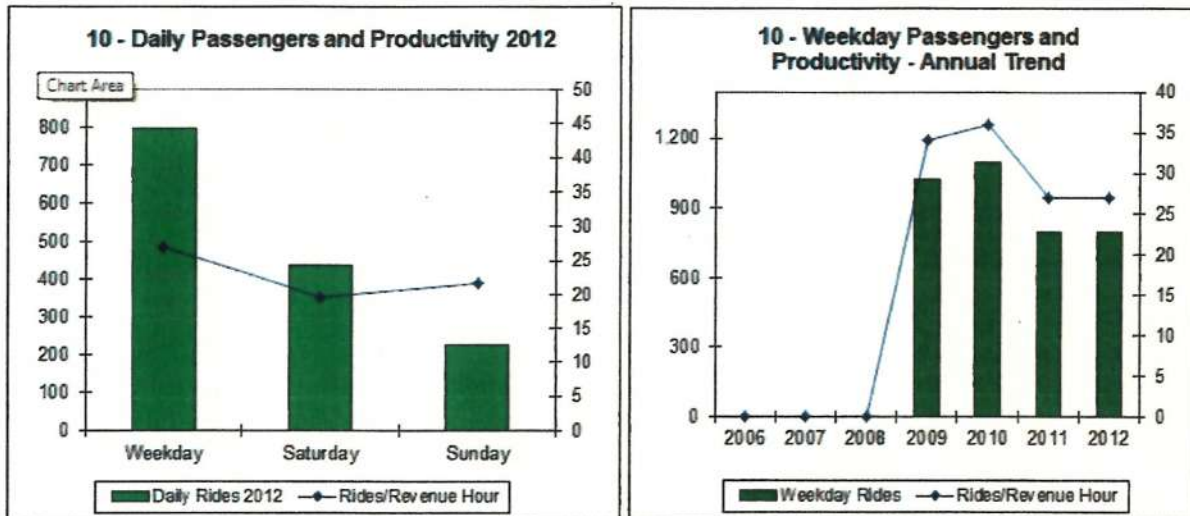
Since 1999, the Vancouver Island Health Authority (VIHA) has been committed to promoting and supporting Transportation Demand Management (TDM) for all of its sites, including the Royal Jubilee Hospital (RJH). An effort to reduce the demand for parking and decrease single occupant vehicle travel to and from the campus resulted in a strategy to identify and support alternative modes of transportation for site users. With the development of the Patient Care Centre in 2008, alternative transportation modes to the traditional vehicle mode seemed obvious and necessary as the demand for parking increased with new development taking place on the site. VIHA Parking Services (PS) has identified elements that supported bicycling (increased bicycle storage capacity), Formal & Informal Carpools, Rideshare, Employer-subsidized Transit, internal orientation of employees, bicycling programs, and increased parking rates. All of these measures support a healthy alternative for employees to arrive at VIHA hospitals. VIHA's commitment has demonstrated a strong support for the reduction of Single Occupant Vehicles (SOV) and an ability to achieve objectives during periods of campus growth and redevelopment for the long term. The overall objective of this plan is for shifting the modal split towards fewer single occupant vehicles (SOV). A key component of this plan is to enhance existing strategies and review for effectiveness to support potential strategies. VIHA has endeavored to continually support those tools that have been most effective in helping to reduce SOV with the understanding that there may be a number of tools available with some being more successful than others. Regular monitoring and "course corrections" are important to the success of this program.

Included is a historical demonstration of the commitment to the reduction of SOV to our campuses while supporting those employees that participate in alternative methods of transportation. The historical account of these TDM initiatives are in no particular order of results:

### 1. BC Transit Route 10

Transit route 10 started December 28, 2009. Substantial uptake of arriving patients, employees.

Table C: Summary of BC Transit Route #10 Annual Ridership:



### 2. VIHA Enhanced Shuttle

- Expanded Shuttle Service started on a trial basis from March 17, 2008 to April 28, 2008
- VIHA Parking Services enhanced the morning and evening run of the shuttle to support an uptake of employees that are arriving to the RJH and VGH for shifts that start before 08:00 and after 16:00.
- Original requests for the service were by Microbiology Lab that had moved from RJH to VGH. They completed an internal survey for ridership and proved sufficient uptake to start a trial.
- Service had positive uptake.
- Shuttle service started full time in May 2008 and as of July 2014 averages 27.0 participants ridership per day.

**3. BC Transit Employee ProPASS Program:**

- VIHA provides permanent full time employees a subsidized annual bus pass through the BC Transit ProPASS program. Table C below details the number of employees using the program since 2005 as well as the subsidy rate and the cost to the employee per pay period.
- The bus pass is paid through payroll deductions at a 54% annual savings compared to an RJH employee general parking permit (see Table D below which compares the cost of an employee ProPass to the cost of an employee parking permit at RJH).

**Table D: Summary of VIHA ProPASS Program:**

VIHA ProPASS Program					
YEAR	# of Employees	BC Transit ProPASS Cost (\$)	VIHA ProPASS Subsidy Rate	New Cost to Employee (per PP)	Notes
2005	73	\$23.77	\$5.54	\$18.23	No ProPASS increase from BC Transit
2006	122	\$23.77	\$5.54	\$18.23	
2007	132	\$29.02	\$5.54	\$23.48	
2008	148	\$29.02	\$5.54	\$23.48	
2009	210	\$29.02	\$5.54	\$22.36	05-Mar-09
2010	215	\$31.69	\$13.00	\$18.69	Subsidy increased Sept 17, 2010
2011	221	\$32.68	\$14.00	\$18.68	Subsidy increased April 1, 2011
2012	257	\$33.67	\$15.00	\$18.67	Subsidy increased April 1, 2012
2013	305	\$33.67	\$15.00	\$18.67	Under review for increase to subsidy.
2014	354	\$33.67	\$16.17	\$17.50	Subsidy increased April 11, 2014

**Table E: Annual Employee ProPASS Cost vs. Employee Payroll Deductions (RJH Rate)**

Year	ProPASS				RJH Payroll Deduction Permit	
	ProPASS Subsidy Rate (\$)	Bi-weekly cost to Employee (\$)	Bi-Weekly Rate	Annual Cost to Employee	Bi-Weekly Rate	Annual Cost to Employee
2005	5.54	18.23	23.77	\$473.98	\$18.23	\$474.05
2006	5.54	20.21	25.75	\$525.46	\$18.23	\$474.05
2007	5.54	23.48	29.02	\$610.48	\$18.78	\$488.28
2008	5.54	23.48	29.02	\$610.48	\$19.35	\$503.10
2009	5.54	22.36	29.02	\$581.36	\$20.32	\$528.26
2010	13.00	18.69	\$31.69	\$485.94	\$27.00	\$702.00
2011	14.00	18.68	\$32.68	\$485.68	\$27.00	\$702.00
2012	15.00	18.67	\$33.67	\$485.42	\$27.00	\$702.00
2013	15.00	18.67	33.67	\$485.42	\$27.00	\$702.00
2014	16.17	17.50	33.67	\$455.00	\$27.00	\$702.00



#### 4. NEW VIHA Employee Orientation

- Since 2007, Parking Services has included a TDM Package in all new employee orientation to promote and increase awareness of VIHA Supported Commuting Options. Orientations are also directed to separate orientation sessions to arriving students and Intern/Residents in 1 to 4 year programs at RJH.
- Since 2007, approximately 18 sessions per year have been completed and between 60 – 70 TDM Packages given to new employees totaling 1080 new employees.

#### 5. VIHA Rideshare Parking

- Parking stalls are open to participants in either the organized Jack Bell Rideshare Vanpools or simply employees that wish to share a car to get to work.
- The end goal is saving for the employees in sharing the cost of the commuting, as well as the overall goal to reduce the number of SOV trips to the RJH site.

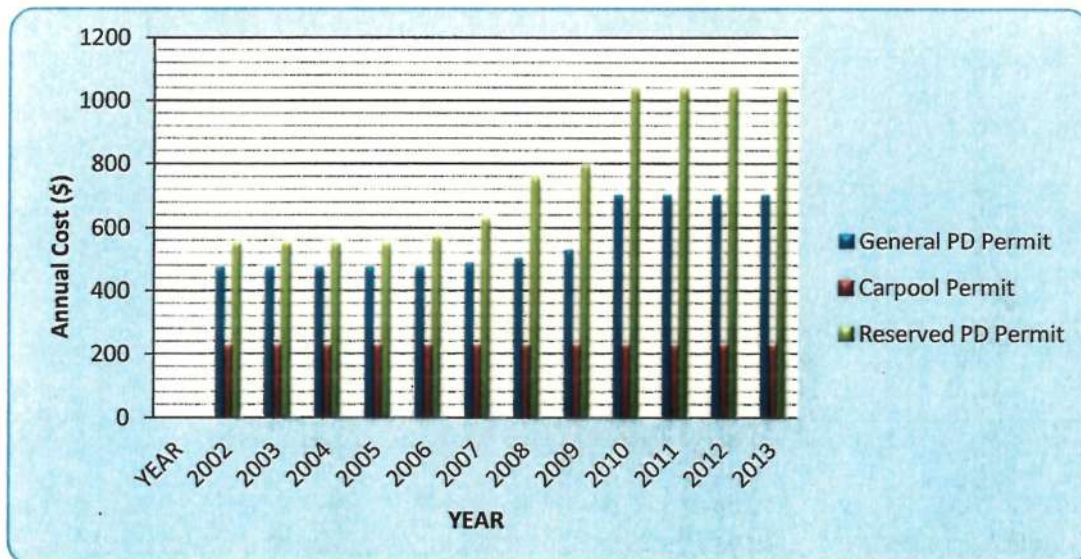
#### 6. VIHA Formal Carpool Program

- The carpool program on the South Island offers preferred parking stalls and reduced parking fees for the shared group, plus a guaranteed ride home in case of emergencies.
- The criteria requires two (2) or more permanent staff members traveling together in the same vehicle from different addresses to the same site for 80% of the time or more.

##### CARPOOL BENEFITS:

- ✓ The annual cost of a VIHA carpool permit (minimum 2 people) is \$455.00. An actual comparison for a dedicated stall (one person) is \$227.50 compared to a Reserved parking permit which costs \$1035.45; this equates to a 78% savings in parking cost.
- ✓ Reserved parking spaces adjacent to building entrances allow for priority parking.

Table F: Comparison of VIHA General, Reserved and Carpool Permits



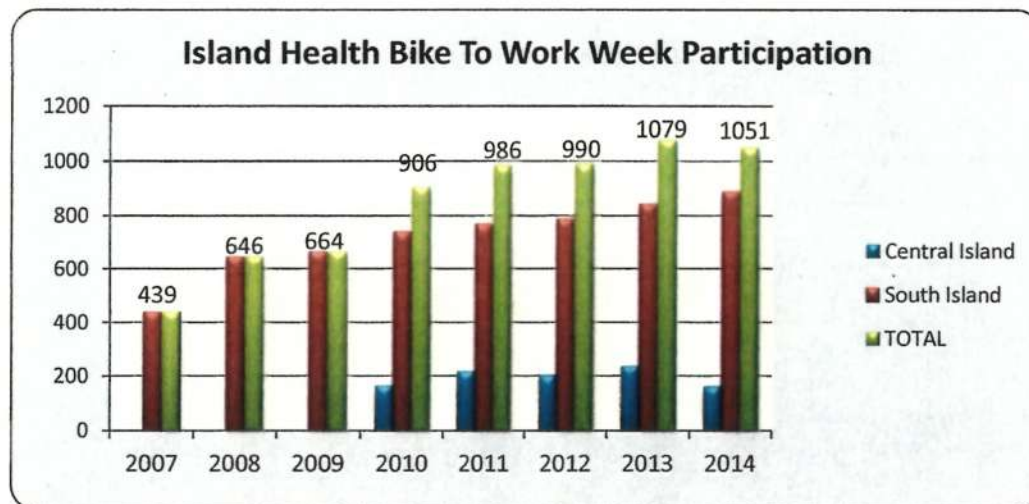
Annual cost savings for a carpool permit is based on one employee participating in program.



## 7. Bike To Work Week

- Once a year VIHA Employees register and participate in the week long activities promoted through the Greater Victoria Bike to Work Week (BTWW) Society.
  - VIHA as an employer has a significant role in employee participation in BTWW.
  - Annually VIHA engages its employees that participate in BTWW and host Celebration Stations at both RJH and NRGH. As well, the BTWW Society hosts a station beside VGH on the Galloping Goose Trail.
  - The celebration stations include free food and refreshments, free VIHA bike registration and engraving, and a free bicycle tune up from a local mechanic.
  - BTWW participation is a strong reason why VIHA employees now bicycle year round to our facilities. VIHA Employee participation since 2007 has increased 59.4%.
- ✓ BTWW 2008 – Was the first year that VIHA had a dedicated Celebration Station arranged with BTWW society. The location was in Old Town and was promoted through BTWW Society and drew not only VIHA employees but also the public participants in BTWW. VIHA annually continues to support a Celebration Station at RJH.
  - ✓ Since 2010 VIHA has supported a Celebration Station at NRGH.
  - ✓ Every year VIHA supports BTWW Society by placing a increasing its financial support by raising its sponsorship level from a Bronze to Silver Level.

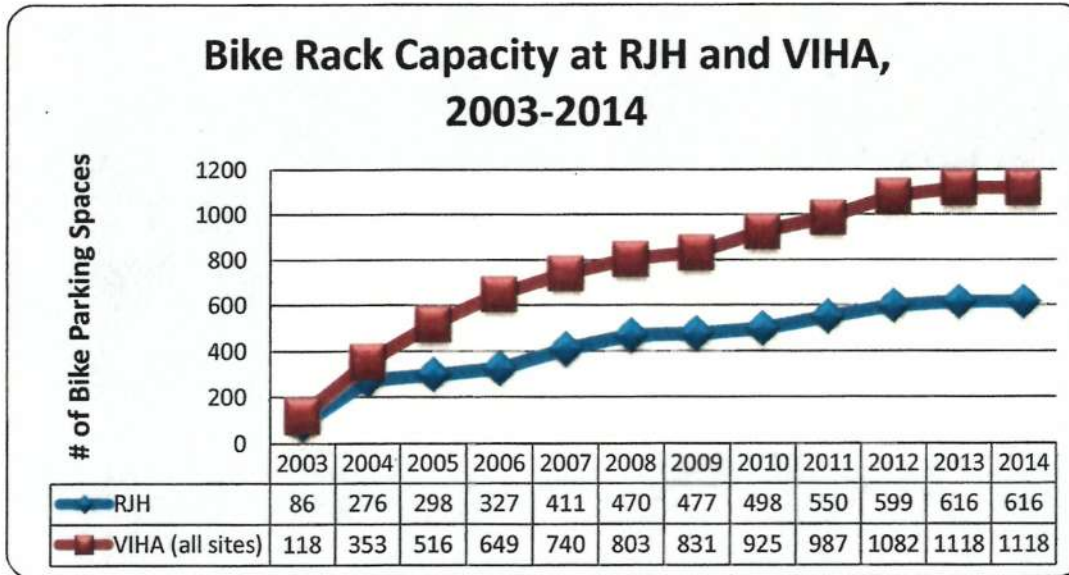
**Table G: Summary of BTWW Program Participation:**



## 8. Bicycling Storage Facilities

- VIHA Parking Services has made a commitment to increase storage capacity by expanding bicycle racks, lockers and secured bicycle compounds.
- Bicycle storage capacity (VIHA SI and NRGH Pay Parking Facilities). Since 2003 bicycle storage has increased approximately 85%.
- 1995 (77 bicycles) were installed in the RJH Foods Service secured bicycle compound.
- 2008 (57 bicycles) plus 2 electrical outlets for electric bicycles were installed in the RJH PES secured bicycle compound.
- 2010 (32 bicycles) + 2 electrical outlets for electric bicycles were installed in the VGH secured bicycle compound
- Installed 2005 (96 lockers) bicycle lockers at RJH.
- Installed 2011 (30 lockers) bicycle lockers at the RJH Patient Care Centre.

Table H: Summary of Bicycle Storage Capacity:



#### 9. VIHA Parking Rate Increases:

- VIHA reviews annually the Public and Employee parking rates as a comparison to current market rates surrounding in the city. Incremental increases of these parking rates have aligned more closely to the current market value.
- Current employee parking rates are more expensive than a Carpool Permit or BC Transit Employee ProPASS.
- Certain restrictions to Collective Bargaining Agreements (HEU) limit parking rate increases.

Table I: VIHA Parking Rate Increase (RJH Specific):







# ROYAL JUBILEE HOSPITAL • MASTER CAMPUS PLAN 2015 - 2035

JUNE 2015







1.0	INTRODUCTION AND PLANNING CONTEXT	1.1 PREAMBLE	1
		1.2 PURPOSE OF THE MASTER CAMPUS PLAN	1
		1.3 OVERVIEW	1
		1.4 PUBLIC CONSULTATION PROCESS	1
		1.5 PLANNING AND PROJECT CONTEXT	2
2.0	CAMPUS VISION, GOALS AND OBJECTIVES	2.1 VISION	4
		2.2 GOALS AND OBJECTIVES	4
		2.3 PRINCIPLES FOR OVERALL CAMPUS DEVELOPMENT	5
3.0	PROPOSED DEVELOPMENT SCENARIO	3.1 PROPOSED DEVELOPMENT SCENARIO	6
		3.2 IMPLEMENTATION OF THE PLAN	8
4.0	THE RJH MASTER CAMPUS PLAN 2015 - 2035	4.1 RJH MASTER CAMPUS PLAN	12
		4.2 PROPOSED MCP KEY FEATURES	12
5.0	DESIGN GUIDELINES		19
APPENDIX	A. PUBLIC CONSULTATION OUTCOMES		30
	B. FUTURE TRANSPORTATION DEMAND MANAGEMENT STRATEGIES AT RJH		31

## 1.0 INTRODUCTION AND PLANNING CONTEXT

### 1.1 PREAMBLE

Island Health's department of Planning and Community Engagement has prepared the Royal Jubilee Hospital (RJH) Master Campus Plan (MCP or "the Plan") in consultation with other departments within the Health Authority, under the direction and guidance of Island Health Executive Leadership. The MCP has been a combined effort involving the local community, the City of Victoria, and the District of Saanich.

### 1.2 PURPOSE OF THE MASTER CAMPUS PLAN

The purpose of this MCP is:

- To fulfill the terms of a Master Development Agreement (MDA) between Island Health and the City of Victoria. This Agreement requires the preparation of an MCP that is approved by the City of Victoria Council prior to the construction of any new buildings on the RJH campus;
- To provide a planning framework that offers clear and concise design guidelines for the physical and operational development and character of the campus including its buildings, landscape, circulation, public realm, and infrastructure; and,
- To provide approving authorities, surrounding communities, and Island Health itself with as much certainty as possible in developing the character and form of the campus during economic uncertainty and healthcare delivery challenges. This document is shaped by Island Health's commitment to providing excellent prevention, care, and recovery services in

a safe, health-oriented, and sustainable environment.

### 1.3 OVERVIEW

Founded in 1890, the Royal Jubilee Hospital has been an integral part of the surrounding community over the past 120 years. In addition to being a major employment centre, the facility provides specialized services and emergency care, as well as outpatient and inpatient services for the residents of Victoria and Vancouver Island, the Gulf and Discovery Islands, and part of the mainland opposite northern Vancouver Island.

Island Health engaged Stantec Architecture Ltd. (Stantec) to prepare an MCP for the RJH Campus lands which are under the jurisdiction of the District of Saanich and the City of Victoria. Stantec has managed a stakeholder engagement process, assessed the condition of the existing buildings and infrastructure, and, using existing documentation, created an MCP for 2015 to 2035.

Key to the development of the RJH MCP is the significant participation and contribution of the members of the RJH Neighbourhood Association. Many hours of volunteer time were invested by neighbours from the surrounding community associations and the Bowker Creek Society to attend public consultation sessions, open houses and focused meetings to develop the Plan. The community members provided valuable feedback and worked with Island Health to develop a collective vision, as well as principles, and goals and objectives for the Plan, which in turn set the foundation for the design guidelines.

Continually evolving demands for healthcare services have presented challenges for Island Health and the consultant team in providing a development and functional program for the campus that would enable a concrete plan to take shape. To address this challenge, Island Health conducted long term projections to estimate healthcare needs and economic demands that are expected to affect the region over the coming years. Understanding these factors

enabled the consulting team and Island Health to plan for development that reasonably addresses these future needs. Another key challenge is the lack of expansion space for new development and therefore, Island Health must look to increasing density on the existing RJH site for its future requirements. With this in mind, Island Health and the consulting team have made a significant effort to carefully plan the spatial and functional development of the campus that respects and integrates with surrounding residential communities, the sensitive environmental assets, and the future growth plans of the Jubilee Neighbourhood Urban Village described in the 2012 City of Victoria Official Community Plan.

The planning of the MCP has been informed by best practices in healthcare campus design which focus on, amongst other things, contributing to the surrounding neighbourhood context, through a balance between open space and buildings, and encouraging animated spaces, safe movement and wayfinding. More fundamentally, campus spaces in the Plan provide supportive and healing environments for patients, staff, and families alike.

With the opening of the Patient Care Centre in 2011, approximately 450 total beds are in operation at RJH. The MCP provides a framework that will guide the development of the RJH campus from 2015 to 2035. By the end of that period, it is estimated that between 600 to 650 total beds will be needed to address increasing demands brought about by the region's growing and aging population. Based on this projection, and on other comparable projects in BC and Canada, the consultant team formulated a rational assessment of required gross development area in square metres, a floor space ratio (FSR) to accommodate growth and density, and a development implementation strategy for the site.

In summary, RJH will continue to be a vital asset to the community as a:

- key urban healthcare facility;
- major employment centre;
- significant contributor to the local economy; and,
- research and educational hub linking with major educational institutions such as the University of Victoria, and the University of British Columbia.

In the final analysis, healthcare needs will always be the primary planning consideration for the RJH site. There may be occasions when functional and operational needs of the campus make this a challenge. Island Health is committed to negotiating reasonable solutions with its community partners through the RJH Good Neighbour Agreement. The MCP anticipates potential growth patterns and needs for the next 20 years. During that time, it will serve as a planning framework to guide the execution and evaluation of major development projects on the RJH campus.

### 1.4 PUBLIC CONSULTATION PROCESS

#### Public Consultation Background

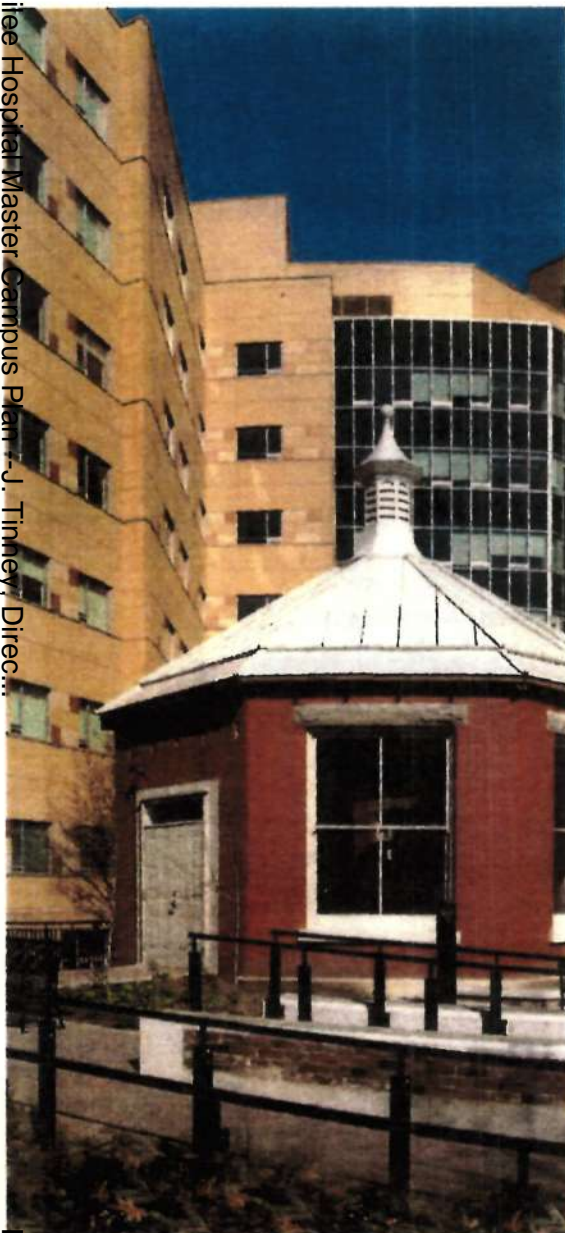
The development of the RJH MCP followed two paths: technical research and analysis, and public consultation.

Any development on the RJH campus affects neighbouring residents, businesses, community organizations and other stakeholders. To ensure that these people and groups had opportunities to understand the issues, raise concerns and contribute ideas during the development of the MCP, the consultant team created a Public Consultation Plan.

As required by the MDA, this Consultation Plan was submitted to the City of Victoria Planning Department for approval, and guided the team in their interactions with stakeholders, including municipalities and residents of surrounding neighbourhoods.







## Public Consultation Goals and Objectives

### Goals

All neighbouring residents, community organizations and stakeholders will have opportunities to contribute their concerns and ideas during the development of the RJH MCP.

### Objectives

- Provide opportunities for internal and external stakeholders to have input into the MCP.
- Seek advice and guidance from the RJH Neighbourhood Liaison Committee at key points in the development of the Plan.
- Engage a broad cross section of the community in the development of the Plan, to ensure that it reflects community perspectives and values.

### Consultation Process

During the public consultation process, the team provided stakeholders with an analysis of existing site conditions and draft planning principles and design guidelines. All stakeholders had an opportunity to review these and provide comments and suggestions. The team used stakeholder feedback to amend the document and develop site planning options. Additionally, stakeholders had the opportunity to take part in a site tour, where they were able to contribute observations and ideas about how existing features and conditions may impact the planning process in the future.

The consultant team, in coordination with Island Health:

- Clarified project scope and gathered information;
- Reviewed existing documentation and prepared a facility analysis report;
- Met with Island Health management and staff;
- Developed a Public Consultation Plan;
- Met with the RJH Neighbourhood Liaison Committee;
- Met with City of Victoria and District of Saanich planning staff;
- Conducted a site analysis of the RJH campus;
- Researched precedent MCP documents;

- Prepared for and facilitated public open houses and workshops;
- Prepared for and facilitated Island Health staff open houses;
- Prepared draft design guidelines, site planning options, and recommended a planning option;
- Developed illustrative massing; and,
- Prepared the final Draft MCP document.

The team also sought input from the City of Victoria, District of Saanich, and the RJH Neighbourhood Committee, and revised the final draft in response to their input.

### Community Feedback

Feedback from the public consultation process expressed the core values and concerns of the participating stakeholders. Island Health and the consultants heard many concerns and suggestions about the future development of the RJH campus. The consultant team has summarized and categorized these concerns into several themes.

The outcomes from the Public Consultation session can be found in Appendix A.

## 1.5 PLANNING AND PROJECT CONTEXT

### Jurisdictions and Neighbourhoods

The borders of the Hospital campus site are: Bowker Creek on the northeast corner, Adanac Street to the north, Fort Street and Richmond Road to the south and west, and Trent Street to the east (See map on page 3).

The respective zoning bylaws of the City of Victoria and the District of Saanich, Official Community Plans, and local Neighbourhood Plans guide development on this site. The City of Victoria currently zones three development areas within the campus as well as a Public Buildings District, stipulating site areas and boundaries, building heights, floor area, setbacks and other requirements. The surrounding neighbourhoods include a mix of single-family residential housing, multi-family apartments, health services support office buildings, local retail shops, and small businesses. The District of Saanich zones their lands in the Hospital campus as a Personal Care Zone, and regulates buildings and structures, density and permitted uses. It also has goals and objectives for open spaces and parks to be included in Bowker Creek multi-use trail and greenway. See Table 1 for a summary of the current zoning on the RJH campus.



RJH Campus | MCP TIMELINE



RJH Campus | CURRENT ZONING MAP FOR RJH



RJH Campus | TABLE 1 Current Site Areas Per Zone

Site Area Data	Area M <sup>2</sup>
Zone DA-1	10,400.00
Zone DA-2	67,100.00
Zone DA-3	6,600.00
D3	13,024.00
Site Area Victoria (m <sup>2</sup> )	97,124.00
Site Area Saanich (m <sup>2</sup> )	48,300.00
Total Site Area (m <sup>2</sup> )	145,424.00

1. D3 (6600 m<sup>2</sup>) subtracted from total site area used as open space only

## 2.0 CAMPUS VISION, GOALS AND OBJECTIVES

The following MCP Vision, Goals and Objectives, and Principles were collaboratively developed by Island Health and its community partners through a series of engagement, including open houses, consultation working sessions, and community association meetings. They reflect the core values and desires of the surrounding community and are intended to guide future development on the campus.

### 2.1 VISION

A flexible, dynamic, and environmentally sustainable hospital campus that contributes to the health and well-being of patients, staff, physicians, visitors, neighbours, and the region as a whole.

### 2.2 GOALS AND OBJECTIVES

#### Goal 1: Demonstrate Environmental Stewardship

##### OBJECTIVE 1.1 CHAMPION ENVIRONMENTAL SUSTAINABILITY

- Strive for leading-edge practices in sustainable design and operation of buildings, landscape, and service systems and work to minimize the environmental impacts of new hospital developments. Mandate future new construction and renovations of existing campus buildings to achieve a minimum standard of LEED® Gold (or equivalent).
- Achieve a balance between ecological and human needs, and model sustainable practices in future development initiatives.

##### OBJECTIVE 1.2 RESPECT THE NATURAL ENVIRONMENT

- Protect and enhance open spaces and natural areas to provide places of respite and beauty for patients, staff, physicians, visitors, and neighbours, promote a feeling of interconnection with nature, and a healing environment.
- Support the vision, goals and objectives of the Bowker Creek Watershed Management Plan and the Bowker Creek Blueprint as part of Island Health's commitment to monitor and maintain public health, clean water, and healthy communities. Commit to continued consultation with local government and community groups such as the Friends of Bowker Creek and the Bowker Creek Initiative.
- Protect and preserve mature landscapes and Garry Oak stands (management may include ongoing pest control, pruning, inter-planting, or other horticultural best practices).

##### OBJECTIVE 1.3 LEVERAGE THE NATURAL LANDSCAPE

- Design the campus to incorporate natural site characteristics that enhance the sense of respite and well-being, and ensure that the built environment and landscape work together to enhance the site's overall form and function.

#### Goal 2: Create a Safe and Healthy Campus

##### OBJECTIVE 2.1 ENHANCE CAMPUS SAFETY AND ACCESSIBILITY

- Design a safe and secure campus environment for the people who use it. Attention to enhanced safety in the design and planning of buildings, open spaces, and circulation is vital to all future development.
- Consider the unique needs of all hospital users, including seniors, and ensure universal accessibility in

all future developments.

##### OBJECTIVE 2.2 MAINTAIN A SMOKE-FREE ENVIRONMENT

- Uphold Island Health's policy that prohibits on-site smoking (Smoke-Free Premises Policy) in health facilities, including the whole RJH campus, while also continuing to be a Good Neighbour and investigating ways to discourage smokers from going into the surrounding community and disturbing the neighbourhood.

##### OBJECTIVE 2.3 PROVIDE OPPORTUNITIES FOR ACTIVE LIVING AND HEALTH PROMOTION ON CAMPUS

- Promote health and wellness on the campus by providing active living opportunities for walkability, mobility and open spaces.
- Design the campus and facilities to contribute to improved staff, physician, patient, and visitor health and safety.

#### Goal 3: Integrate/Harmonize the Hospital Campus with the Built and Natural Environment, Both Locally and Regionally

##### OBJECTIVE 3.1 INTEGRATE RJH WITH THE SURROUNDING NEIGHBOURHOOD

- Ensure that the composition, massing scale, colour, materials, texture, and articulation of potential Hospital buildings are appropriate and connected to the surrounding neighbourhood urban context, as well as to the existing buildings on campus.
- Integrate buildings with safe, easily navigated, coherent, pedestrian circulation and public open spaces, and ensure that there are pedestrian links between the Hospital campus and the surrounding community.

##### OBJECTIVE 3.2 PROVIDE AND ENCOURAGE OPTIONS FOR TRANSPORTATION AND CONTINUE TO REDUCE THE DEMAND FOR PARKING ON THE CAMPUS

- Continue to implement strategies to reduce parking demand on the site and in surrounding neighbourhoods by providing additional incentives for site users to choose alternative modes of transportation such as transit, carpooling, cycling, and walking.

#### Goal 4: Be a Connected Leader of Health and Care Services

##### OBJECTIVE 4.1 PART OF AN INTEGRATED NETWORK OF HOSPITALS

- Continue to be a significant contributor to regional healthcare by providing a unique set of programs and services that, together with other facilities, create an essential continuum of healthcare services.

##### OBJECTIVE 4.2 BECOME A "CENTRE OF EXCELLENCE FOR HEALTH"

- Contribute to excellence in health service and user experience by providing highly specialized services at RJH that are not provided anywhere else on Vancouver Island, and ensuring continued quality and service improvement, as well as a greater collaboration between patients and their healthcare providers.
- Continue to shift the culture of health care from being disease-centred and provider-focused to being patient-centred with the objective of improving the overall patient experience, including at Island Health care facilities such as RJH.



#### OBJECTIVE 4.3 ATTRACT AND RETAIN HEALTHCARE PROFESSIONALS

- Create a dynamic and supportive work environment, as well as a built campus that brings together quality, safety, and excellence for patients, clients, and families. This will also improve the experience of providing care and therefore, is attractive to skilled healthcare professionals.

### 2.3 PRINCIPLES FOR OVERALL CAMPUS DEVELOPMENT

#### 1. Preserve History and Built Heritage

The Hospital campus contains several heritage buildings that have both historical and cultural value to the community and municipalities. The campus also contains significant mature landscape areas including Garry Oak stands.

The MCP acknowledges the importance of protecting the heritage value of existing buildings on the campus, and this has been an important consideration in its development. The Government of Canada, City of Victoria, and the District of Saanich all prescribe a specific process and requirements that must be followed when any changes, additions or alterations are considered for registered or designated sites or buildings. On the Hospital campus, heritage designated buildings include the Pemberton Operating Theatre, Pemberton Chapel, Adonac Services, and the Memorial Pavilion. It should be noted that Begbie Hall is designated as a National Historic Site of Canada, and a Heritage Registered site in the City of Victoria.

To protect and celebrate the history and heritage of the Royal Jubilee Hospital, Island Health will follow and adhere to all municipal and national requirements when considering the future of heritage buildings, as well as work to ensure that urban design, architecture and landscape, and the cultural and architectural resources of the site reflect the history of the Royal Jubilee Hospital.

#### 2. Use Best Practices in Urban Design

Island Health will use best practice urban design principles to strengthen the sense of place and character of RJH through a cohesive campus environment. The campus will reflect

both its geographic context and the special characteristics of the site, responding to the existing topography, landscapes, views in and out of the site, and urban setting. Development of the Royal Jubilee Hospital will be informed by design guidelines that maximize adaptability while maintaining a connection with existing buildings and the natural environment.

#### 3. Provide a Safe, Universally Accessible Campus

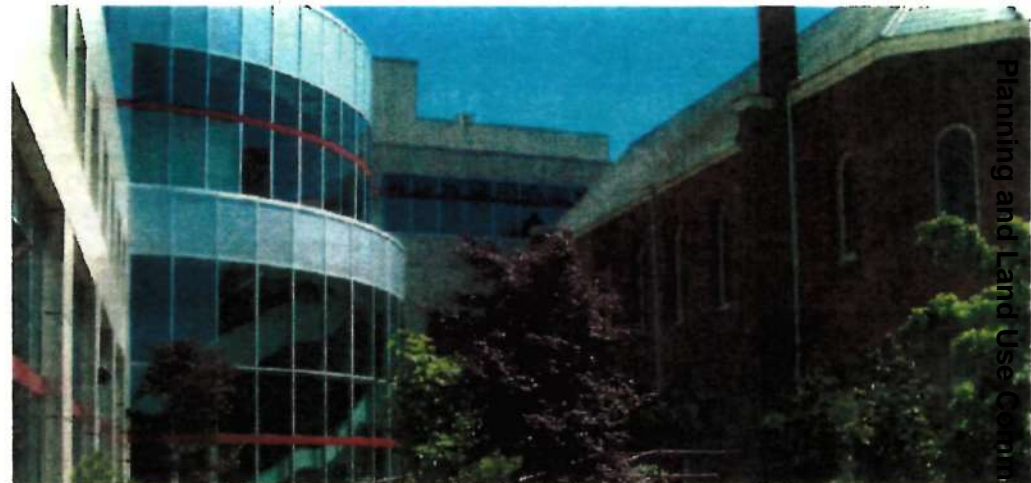
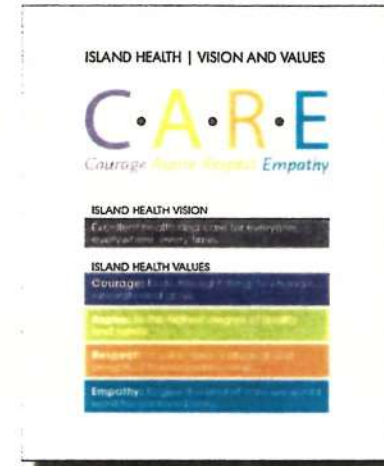
Providing a safe, universally accessible environment for all users is an important component of planning for the future of the RJH campus. All development on this site will consider the unique needs of seniors, offer enhanced integration of services for high-needs populations, and be universally accessible.

The site will refer to the principles of Universal Design developed by the Centre for Universal Design at the North Carolina State University, including:

- Equitable use;
- Flexibility in use;
- Simple and intuitive use;
- Perceptible information;
- Tolerance for error;
- Low physical effort; and,
- Size and space for approach and use.

#### 4. Preserve Existing Utilities and Servicing Right-of-ways

To minimize development costs, Island Health will plan around existing utility systems. The Health Authority will also utilize best practices in the preparation and execution of utility and services design and construction projects. Comply with all current provincial and municipal codes and standards.





## 3.0 PROPOSED DEVELOPMENT SCENARIO

### 3.1 PROPOSED DEVELOPMENT SCENARIO

The proposed development scenario is based on analysis of the site, as well as on various conceptual options that were presented to stakeholders during the consultation process. Difficulty in anticipating the precise way healthcare needs and services will develop over the coming years makes it challenging to create a definitive architectural program for the site. Instead the consultant team has followed a "model" development approach that aligns with the goals and objectives of the site, and with the planning and land use context of the Royal Jubilee Hospital. The core issues that will influence growth of the campus include:

- Demographic changes;
- Changing models of care and technologies; and,
- Improvements in efficiency and productivity.

This development scenario assumes that the RJH campus will host approximately 600 to 650 total beds by 2035. This would be an increase of 200 beds from the current supply. This number is based on forecasting conducted by Island Health's department of Operations Research and Advanced Analytics to project future healthcare trends and economic demands that are expected to impact the region over the next 20 years.

In order to help the City of Victoria and the District of Saanich make a well-informed assessment of this MCP, and address rezoning applications for the property, the proposed development scenario illustrates maximum growth on the RJH site from 2015 to 2035. The proposed distribution of buildings and open space is based on the following core

development principles:

- Taller buildings and structures will be located toward the centre of the campus and adjacent to existing critical care and supporting services;
- The location and uses of future buildings will generally follow the current distribution of functions and activities on the site;
- Proposed open spaces located in the south portion of the campus will be integrated with future Fort Street Streetscape plans and Jubilee Village initiatives; and,
- A balance between open space and buildings will be maintained to ensure a campus-like feel and character on the Hospital grounds.

#### 3.1.1 DEVELOPMENT ASSUMPTIONS AND RATIONALE

As noted, 'detailed spatial programming of future uses has not been conducted to determine a definite area requirement, and therefore these projections are based on best practice requirements for contemporary hospitals. The projected space demand for 200 additional beds would require, conservatively, (factoring in ancillary, service, outpatient clinical support, circulation and storage space), 140 m<sup>2</sup> in Total Floor Area (TFA) per bed. This results in an additional TFA of 28,000 m<sup>2</sup> by 2035.

A review of available, developable land on the campus demonstrated that the area zoned DA-2 provides the best opportunity for expansion, especially with the demolition of the "old town" buildings (South, East and Central Blocks) freeing up site area. Currently, the DA-2 Zone is limited to a 22 m maximum height allowance and a Floor Space Ratio (FSR) of 0.97:1. This means:

- The total floor area permitted in this zone is 65,087 m<sup>2</sup>. The current total floor area in DA-2 is estimated at 63,005 m<sup>2</sup> which brings the current FSR to 0.94:1 (63,005 m<sup>2</sup>/67,100 m<sup>2</sup>); and,

- Based on the current allowable FSR of 0.97:1, the remaining available TFA is approximately 2,082 m<sup>2</sup>.

#### 3.1.2 PROPOSED DEVELOPMENT

In determining the appropriate amount of development for the campus, several factors were considered in the allocation of the future development space.

- Achieving a balance between open space and buildings to maintain the campus-like feeling of the site.
- Removal of Wilson Block, Rixford Services and Food Services Buildings (providing 6,207 m<sup>2</sup>).
- Meeting on-site parking requirements based on a ratio of one stall per 80 m<sup>2</sup> floor area.
- Logical placement of new development for ease of access and adjacency to current uses.
- Align development with the healthcare strategies of Island Health.

Taking these factors into account, the proposed development scenario is as follows:

- 63,005 m<sup>2</sup> (existing) – 6,207 m<sup>2</sup> (demolished buildings) = 56,798 m<sup>2</sup>
- Total new floor area: 22,808 m<sup>2</sup>
- Total new development area for DA-2 Zone: 56,798 m<sup>2</sup> + 22,808 m<sup>2</sup> = 79,606 m<sup>2</sup>
- Proposed new FSR for the DA-2 Zone is 1.19:1 (79,606 m<sup>2</sup>/67,100 m<sup>2</sup>)

A summary of FSR for the property broken down by zone is provided in Tables 3 and 4 (page 7). These tables outline the current estimated statistics for the site area, TFA, and FSR for the entire RJH site. The proposed development scenario is provided on page 9.

RJH Campus | TABLE 2  
Development Summary for DA-2 Zone

Current Development Area m <sup>2</sup> (TFA)	Future Development Area m <sup>2</sup> (TFA)	Proposed FSR
63,005.00	79,606.00	1.19:1

#### 3.1.3 DEVELOPMENT IMPLEMENTATION

It should be emphasized that the proposed build-out requirements can be achieved through a combination of development tactics which can include (in order of impact) the following:

- Renovations of existing vacant space;
- Additions to existing buildings;
- Construction of standalone buildings on campus; and,
- Relocation of services to other Island Health sites.

Building on this assumption, the consultant team developed a scenario that would:

- Align with current building heights across the site;
- Develop building massing and forms to complement the existing urban context and take advantage of orientation and site permeability;
- Work with existing landscape components such as open space areas and protected tree stands;
- Work with existing utility right-of-ways;
- Provide efficient circulation and orientation for vehicles, bicycles, and pedestrians;
- Provide opportunities for public space and connectivity to Fort Street; and,
- Provide opportunities for phasing of projects to minimize disruption to the Hospital operations.



### 3.1.4 SUMMARY OF PROPOSED DEVELOPMENT

Summary plans and supporting statistics are provided below on pages 9 and 10. These illustrate existing and proposed developments respectively.

### 3.1.5 PARKING

An important component of the MCP is ensuring there is an appropriate parking supply associated with future campus growth. In order to determine the expected demand, a Parking and Transportation study was conducted for RJH. The study reviewed on and off-site parking conditions, off-site traffic conditions, and transportation demand management (TDM) practices. A previous transportation study was conducted at RJH in 2010; however, an updated study was required as the Patient Care Centre was not occupied and South, East, and Centre blocks had not yet been demolished.

The proposed MCP provides a parking strategy that is based upon the parking demand ratio recommended in the 2015 RJH Parking and Transportation Study of 1 space per 80 m<sup>2</sup> TFA. This ratio is based on a study of the current parking demand from all user groups, the off-site demand of vehicles parking in the surrounding neighbourhood, information gathered in the 2015 RJH Travel Survey, a peer hospital review of similar hospital campuses, and in consideration of the existing TDM program.

This forms the basis of the parking summary calculations in Table 7 on Page 11.

The proposed site plan will result in a reduction of surface parking in the south end of the campus, and will include one new parkade located to the east of EMP off of Trent Street, with integrated parking in the new Central and Fort Street buildings. There will still be some surface parking remaining in the southern portion of the campus; however, it will be better connected to the campus buildings. The parking supply will meet or exceed the expected demand ratio of 1 space per 80 m<sup>2</sup>.

### 3.1.6 TRANSPORTATION DEMAND MANAGEMENT AT RJH

Transportation Demand Management (TDM) is a series of infrastructure and program initiatives or strategies that influence transportation behaviour to achieve specific objectives. TDM initiatives typically aim to reduce single

occupant vehicle (SOV) trips and encourage alternative travel options such as cycling, walking, public transit and shared rides. Collective transportation mode choice is a product of the options made available. If the most attractive option is driving, then people tend to drive, which raises demand for parking. Successful TDM results in reduced parking demand and fewer vehicle trips and associated benefits of reduced greenhouse gas emissions, improved personal health and well-being, reduced traffic congestion, and lower infrastructure costs. Since 1999, Island Health has been committed to promoting and supporting TDM for all of its sites, including RJH. An effort to reduce the demand for parking and decrease SOV travel to and from the campus resulted in a strategy to identify and support alternative modes of transportation for site users. A comprehensive TDM Strategy was developed for the RJH campus in 2007 as part of the development process for the Patient Care Centre, and as a requirement in the MDA. The strategy was targeted at Island Health employees and regular site users where there is a captive audience to shift travel habits. The strategy included a number of recommendations to reduce the volume of SOV traffic, as well as to reduce the demand on parking.

Since the strategy was developed, Island Health has endeavoured to continually support those tools that have been most effective in helping to reduce SOV traffic. Regular monitoring and course corrections are important to the success of this program and are therefore conducted on a regular basis. Island Health has prepared bi-annual reports for the City of Victoria identifying progress toward mode split objectives and uptake/utilization of the various TDM initiatives. Overall, daily SOV trips by staff have been reduced from 72% in 2007 to 57% in 2015. The subsidized ProPass program at RJH has had significant uptake with 132 staff in the program in 2007 to 354 staff on a ProPass in 2014. Cycling and walking mode shares have also seen an increase since the program's inception from 5% each in 2007 to 10% each in 2015.

### 3.1.7 FUTURE TRANSPORTATION DEMAND MANAGEMENT

TDM strategies for the Hospital will continue to be implemented and monitored in support of reducing vehicle trips and on-site parking, and providing complementary infrastructure for alternative modes. Island Health is committed to providing adequate parking for all of its new buildings at a ratio of 1 space per 80 m<sup>2</sup>; however, the

Health Authority recognizes the importance of TDM in ensuring that the demand is managed and that there is a more efficient parking and transportation system for those who use it. Access to health care is an important priority for Island Health and therefore, the TDM program will continue to focus on those user groups with the greatest potential for shifts in travel behaviour without negatively impacting patient care.

RJH Campus | TABLE 3  
Existing Zoning Floor Space Ratio (FSR)

Floor Space Ratio	
Existing Development 2015 Baseline	
Soanich FSR (F3)	0.52
Victoria FSR OVERALL	1.19
Zone DA-1	3.70
Zone DA-2	0.94
Zone DA-3	-
PS	1.07
Overall FSR	1.01

Site Area	Area (m <sup>2</sup> )
Site Area Soanich (m <sup>2</sup> )	10,400.00
Site Area Victoria (m <sup>2</sup> )	97,124.00
Site Area Soanich (m <sup>2</sup> )	48,300.00
Total Site Area (m <sup>2</sup> )	145,424.00

1.03 (4600 m<sup>2</sup>) subtracted from total site area used as open space only

RJH Campus | TABLE 4  
Existing Zoning with Revised Floor Space Ratio (FSR)

Floor Space Ratio	
Development to include Full Build Out to 2030	
Soanich FSR (F3)	0.52
Victoria FSR OVERALL	1.34
Zone DA-1	3.70
Zone DA-2	1.19
Zone DA-3	-
PS	1.07
Overall FSR	1.08

The 2015 RJH Parking and Transportation Study did a comprehensive review of Island Health's existing TDM programs at RJH and identified strategies to further enhance the TDM program and make effective use of resources committed to TDM. New development will also bring opportunities for new alternative transportation facilities, as well as advancement in technologies such as automated parking systems that will result in improved efficiency of the resources available. See Appendix B for a summary of the recommended TDM strategies for RJH that Island Health will strive to implement over the next 20 years.



### 3.2 IMPLEMENTATION OF THE PLAN

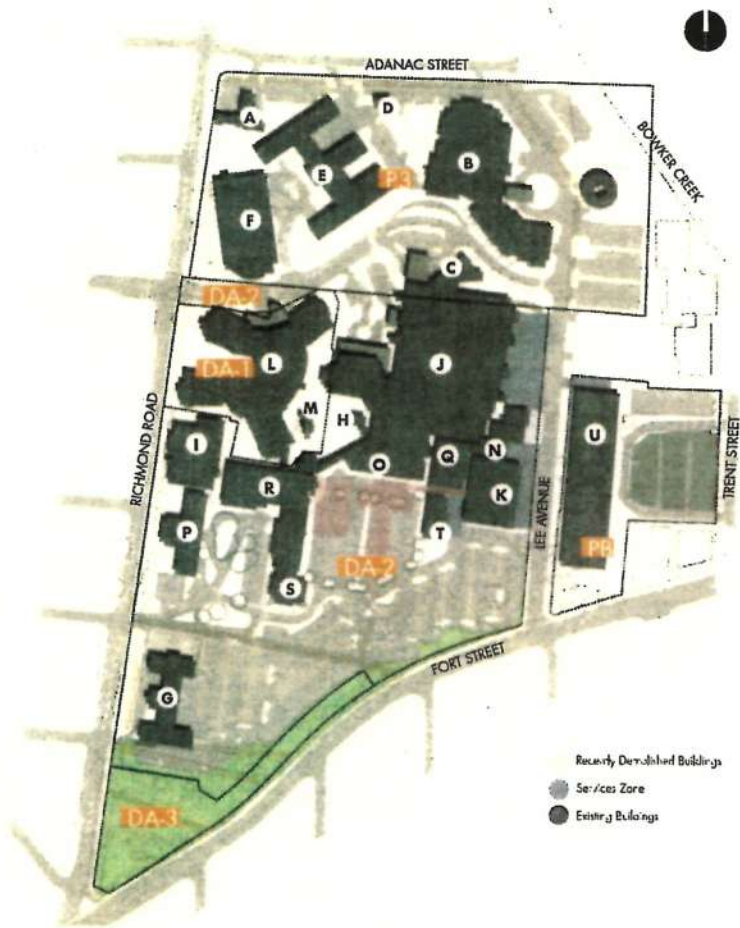
Upon approval of this MCP, in accordance with the terms of the MDA, Island Health will, in due course, proceed with a rezoning application to provide for the proposed density and development scenario outlined in this summary. Implementation timelines of potential projects will not be established until funding and strategic planning for Island Health regional services and facilities is completed. However, emerging demand for an Energy Centre to replace aging campus infrastructure, as well as the potential for an additional parkade structure to ensure that the parking supply is meeting the demand will likely be a priority in the foreseeable future.

The MCP will be used as a foundational plan to guide ongoing campus development, the procurement of development and construction services (such as architects, construction companies, landscape architects, etc.), as well as an ongoing reference and basis for Rezoning and Development Permit application.





RJH Campus | EXISTING LAYOUT - 2015



RJH Campus | PROPOSED DEVELOPMENT SCENARIO TO 2035



Note: See Table 6 on page 10 for a reference of building names on campus.

RJH Campus | TABLE 5  
Existing Development Baseline 2015

Existing Development Baseline 2015		
Zoning and Areas Summary Statistics Royal Jubilee Hospital (All Jurisdictions combined)		
Plan ID	Jurisdiction + Zoning Building Name	Total Floor Area (m <sup>2</sup> )
<b>Zoning PS</b>		
A	Adanac Services	524.50
B	Cancer Centre	10,273.00
C	D&T	2,886.50
D	Flammables Storage	99.00
F	Security Offices/Parkade	390.00
E	Memorial Pavilion	10,984.00
Estimated Current Total		25,157.00
<b>City of Victoria</b>		
<b>Zoning SA1</b>		
L	PCC	38,341.00
M	Pemberton Theatre	87.00
Estimated Current Total		38,428.00
<b>Zoning SA3</b>		
G	Begbie Hall	5,296.00
H	Chapel	210.00
I	Coronation Annex	3,164.00
J	D&T Vic.	26,393.00
K	Food Services	3,764.00
N	Power House/Boiler House	1,070.00
O	Renal Building	2,303.00
P	Richmond Pavilion	4,870.00
Q	Rixford Services	1,596.00
R	Royal Block + Annex	8,270.00
S	West Block	5,222.00
T	Wilson Block	847.00
Total		63,005.00
<b>Zoning SA 3</b>		
Open Space Only		-
Estimated Current Total		-
<b>Zoning PS</b>		
U	Eric Marlin Pavilion (w/o basement)	14,000.00
Estimated Current Total		14,000.00
Total Current Total Floor Area of All Zones All Jurisdictions m <sup>2</sup>		140,590.00

RJH Campus | TABLE 6  
Potential Development Scenario 2035

Potential Development Scenario 2035		
Zoning and Areas Summary Statistics Royal Jubilee Hospital (All Jurisdictions combined)		
Plan ID	Jurisdiction + Zoning Building Name	Total Floor Area (m <sup>2</sup> )
<b>Zoning PS</b>		
A	Adanac Services	524.50
B	Cancer Centre	10,273.00
C	D&T	2,886.50
D	Flammables Storage	99.00
F	Security Offices/Parkade	390.00
E	Memorial Pavilion	10,984.00
Estimated Current Total		25,157.00
<b>City of Victoria</b>		
<b>Zoning SA1</b>		
L	PCC	38,341.00
M	Pemberton Theatre	87.00
Estimated Current Total		38,428.00
<b>Zoning SA3</b>		
G	Begbie Hall	5,296.00
H	Chapel	210.00
I	Coronation Annex	3,164.00
J	D&T Vic.	26,393.00
Food Services (To be demolished)		-
N	Power House/Boiler House	1,070.00
O	Renal Building	2,303.00
P	Richmond Pavilion	4,870.00
Rixford Services (To be demolished)		-
R	Royal Block + Annex	8,270.00
S	West Block	5,222.00
Wilson Block (To be demolished)		-
1	Energy Centre	983.00
2	Central Block	15,000.00
3	Port Building East	4,500.00
4	Renal Infill	2,100.00
5	Patient Link (EMP+D&T)	225.00
Total		79,604.00
<b>Zoning SA 3</b>		
Open Space Only		-
Estimated Current Total		-
<b>Zoning PS</b>		
U	Eric Marlin Pavilion (w/o basement)	14,000.00
Estimated Current Total		14,000.00
Total Proposed Total Floor Area of All Zones All Jurisdictions m <sup>2</sup>		157,191.00

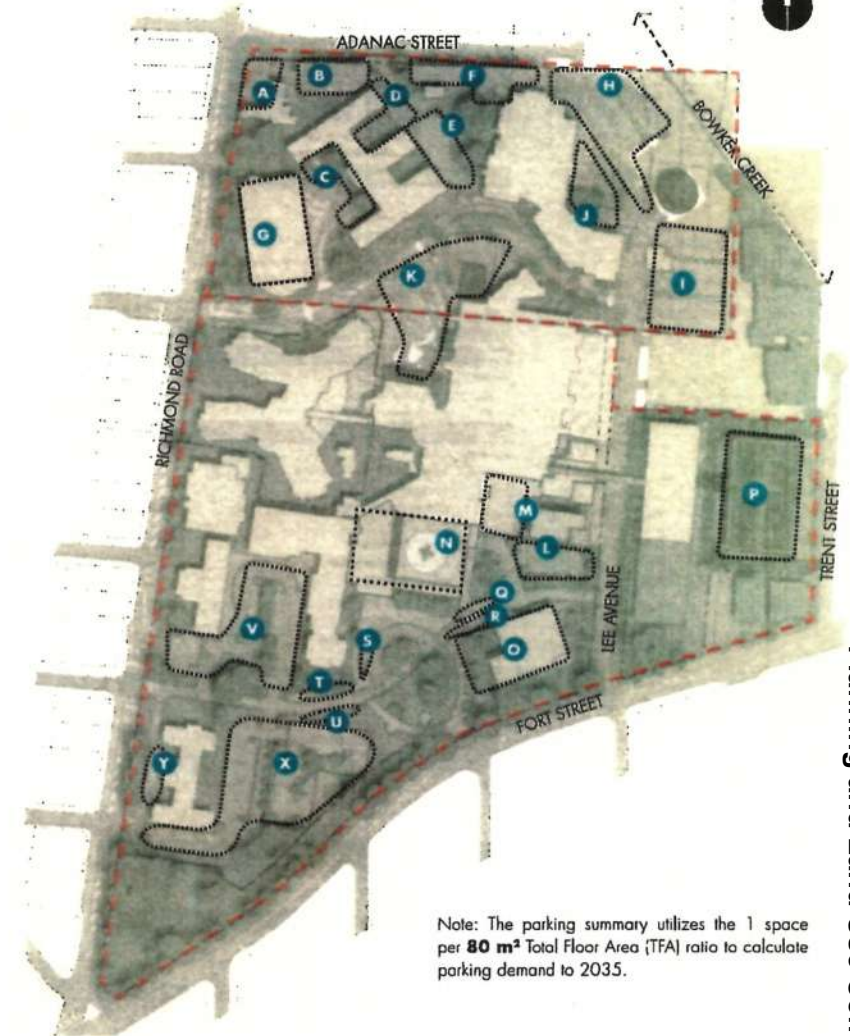


RJH Campus | TABLE 7 Parking Summary

Parking Summary			
Existing Conditions		Future Conditions	
Adanac Services Lot	15	A Adanac Services Lot	15
Memorial Pavilion, Side Lot	30	B Memorial Pavilion, Side Lot	30
Memorial Pavilion, Front Lot	8	C Memorial Pavilion, Front Lot	8
Memorial Pavilion, Rear Lot	23	D Memorial Pavilion, Rear Lot	23
Vancouver Island Cancer Centre, Rear Lot	15	E Vancouver Island Cancer Centre, Rear Lot	15
Vancouver Island Cancer Centre, Side Lot	38	F Vancouver Island Cancer Centre, Side Lot	38
Parkade	368	G Parkade	368
Vancouver Island Cancer Centre, Patient Lot	78	H Vancouver Island Cancer Centre, Patient Lot	78
Lee Ave Staff Lot	93	I Lee Ave Staff Lot	93
Vancouver Island Cancer Centre, Front Lot	7	J Vancouver Island Cancer Centre, Front Lot	7
Main Entrance / Emergency Lot	48	K Main Entrance / Emergency Lot (upgraded)	50
Carpool / Rideshare Lot	17	L Carpool / Rideshare Lot	27
Old Admitting Lot	51	M Renal Infill	24
Hospice Lot	20	N Central Block U/G Parkade	320
SEC Lot	191	O Fort Street East U/G Parkade	235
Begbie, Front Lot	7	P Trent Street Parkade	380
Begbie, Rear Lot	89	Q Coronation Ave. Onstreet Parking	3
Main Staff Lot	443	R Coronation Ave. Onstreet Parking	3
Eric Martin Pavilion Lot	179	S Central Block Drop Off	7
		T Coronation Ave. Onstreet Parking	4
		U Coronation Ave. Onstreet Parking	4
		V Old Admitting Lot	81
		X Reconfigured Begbie/Staff Lot	151
		Y Begbie Front Lot	7
Total 1720		Total 1971	

Parking Assumptions	
Total Projected Development Area (TFA) m <sup>2</sup> (2035)	157,191
Total Parking Stalls Required based on 1 stall per 80m <sup>2</sup> TFA	1965
Total Parking Projected for 2035	1971
Surplus	6

RJH Campus | KEY PLAN PARKING LAYOUT TO 2035





## 4.0 THE RJH MASTER CAMPUS PLAN 2015-2035

### 4.1 RJH MASTER CAMPUS PLAN

This MCP is not based on architectural functional programming of spaces, due to the evolving demands of healthcare services and funding on a regional level. Rather, the RJH MCP is intended to act as a framework for Island Health and key stakeholders to evaluate and guide future development opportunities. Its purpose is to enable the Health Authority to make informed and consistent decisions with respect to growth impacts on the campus for the next 20 years, and work closely with the municipalities in future zoning and development applications. The MCP is built upon the development scenario rationale in Section 3 and provides a "model" campus layout that incorporates the key goals and principles set out in the planning and consultation process. Key features of the Plan are illustrated on the following pages.

The objective of the MCP is to strengthen the sense of place and campus character of RJH. This Plan strives to improve the cohesiveness of buildings and landscapes, and to ensure the campus reflects the quality and stature of a major urban healthcare facility. The Design Guidelines located in Section 5 have been developed to guide, coordinate, and regulate project design throughout the campus, and to deliver those character improvements over the next 20 years.

The guidelines are grounded in an understanding of existing campus design opportunities and constraints, as well as balancing healthcare needs projected for the catchment area. A key feature of the MCP is the use of open space to reinforce the existing nodes of gardens and landscape that define the character of RJH within a strong sense of community and history in the area. To this end, buildings and structures are not only placed to logically connect into existing facilities, but also articulate and define outdoor

spaces. Combined with a preference for a pedestrian oriented campus, this contributes to the overall urban design quality.

The MCP proposes a campus that will accommodate a total of 600 to 650 beds by 2035. The majority of new development projects will be located in the current DA-2 Zone within the City of Victoria. The current landscape open-space system, comprised of the heritage and patient gardens and other dedicated landscape nodes, will be expanded by the inclusion of a new public plaza area to the south. This will provide connections to Fort Street and integrate with existing south perimeter open spaces and landscape areas. The open space area located on the southwest corner of the campus, south of Begbie Hall, will remain.

Where feasible, small landscape improvements to existing areas will be contemplated as the campus evolves. Opportunities to enhance or add landscape screening around the perimeter of the campus will be encouraged along with better definition of entry features into the site. A north and south gateway feature is proposed to complement the existing entries at Bay Street and Coronation Avenue along Richmond Road.

An outcome of the planning process is a recommended change to the existing Fort Street Setback of 52 metres to approximately 13 metres aligned with the current Open Space Zone (DA-3). This will allow the construction of a building to accommodate a range of uses, including parking. This will be subject to municipal approval.

Improvements to pedestrian access on the north side of the campus will be developed from Adanac Street on both sides of the Memorial Pavilion. Materials, landscaping, wayfinding, planting and site furniture will enhance the pedestrian and campus experience of the property.

Although Lee Avenue is the primary service road for RJH, improvements to the overall streetscape and pedestrian

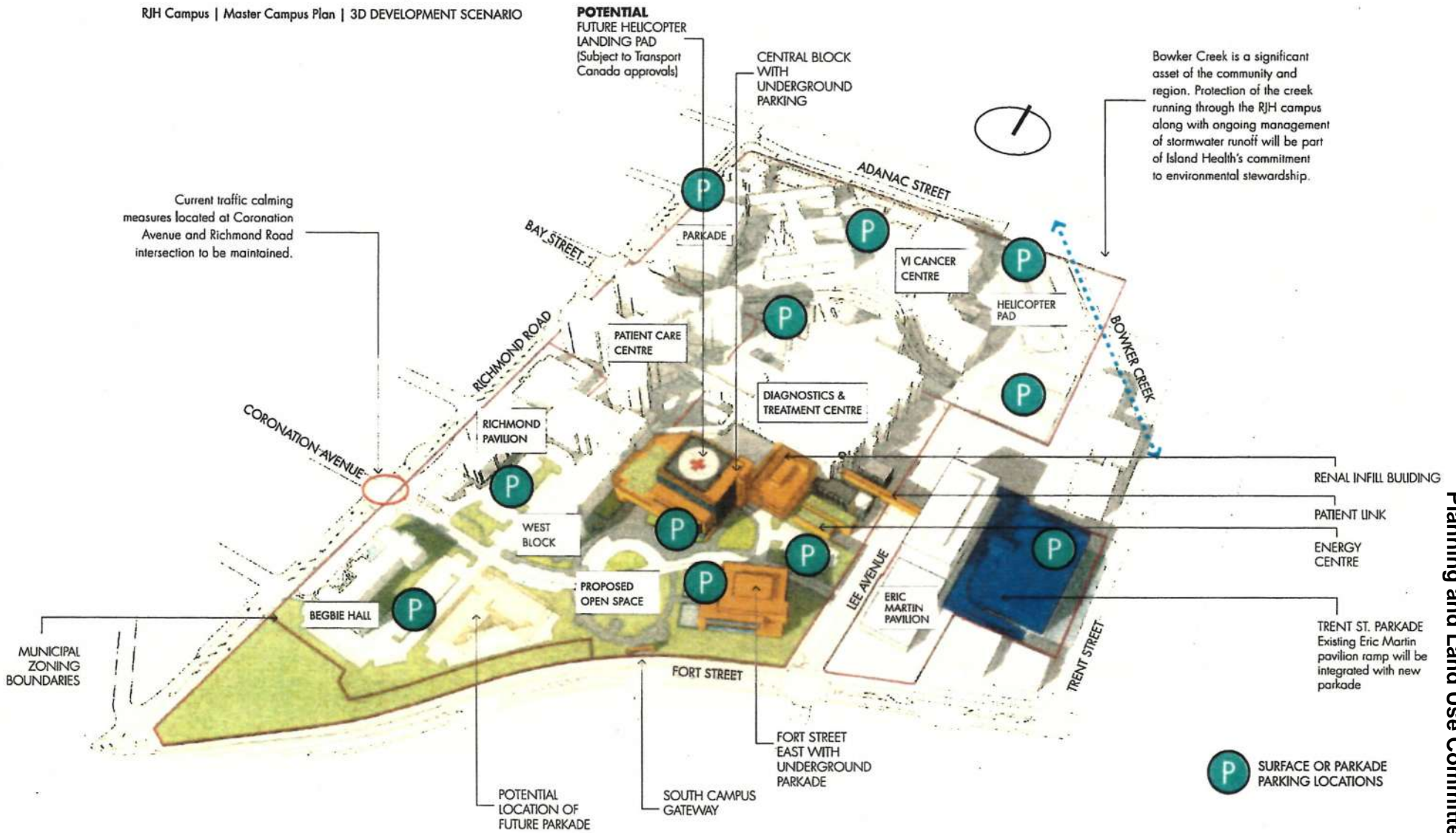
experience will greatly enhance the look and feel of the campus overall.

### 4.2 PROPOSED MCP KEY FEATURES

The following are some of the key features of the proposed MCP and provide a general idea of the major planning and design approaches for the campus:

- Building heights of new development are set to meet existing building height limitations, or are located towards the centre of campus if increased heights are needed to achieve density. This is intended to minimize building footprint coverage, and avoid placing taller buildings on the campus boundary.
- Building form and massing is as compact as possible. Articulation and transitions of building façades will be implemented to maintain pedestrian scale and architectural definition. Where feasible, future parkades are integrated within buildings and screened by other building uses or landscape screening.
- A south campus formal open space provides a strong focal point for surrounding building entries and a connection to Fort Street, as well as provides outdoor seating and greenspace.

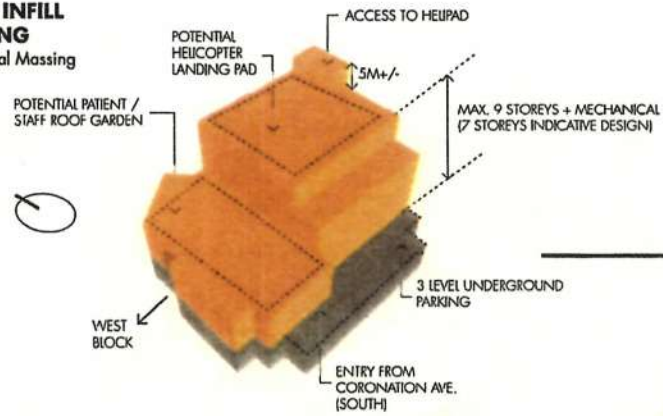




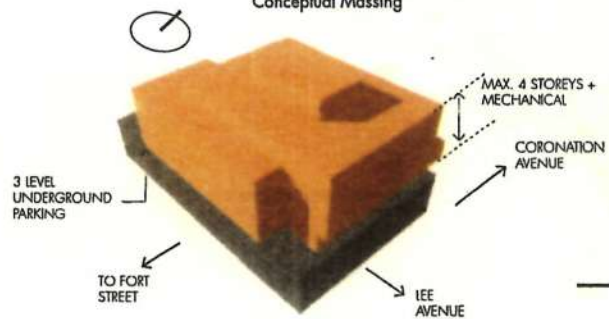


RJH Campus | Master Campus Plan | PROPOSED CONCEPTUAL MASSING

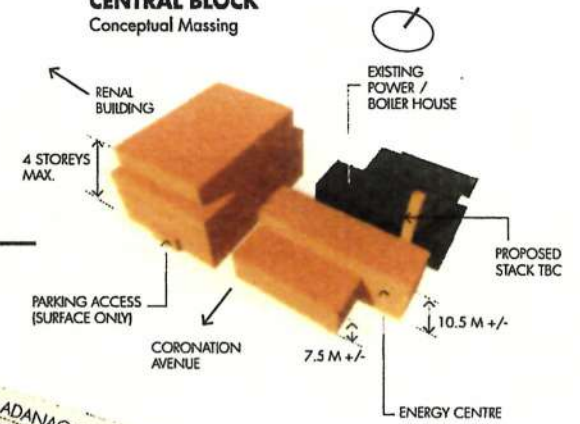
**RENAL INFILL BUILDING**  
Conceptual Massing



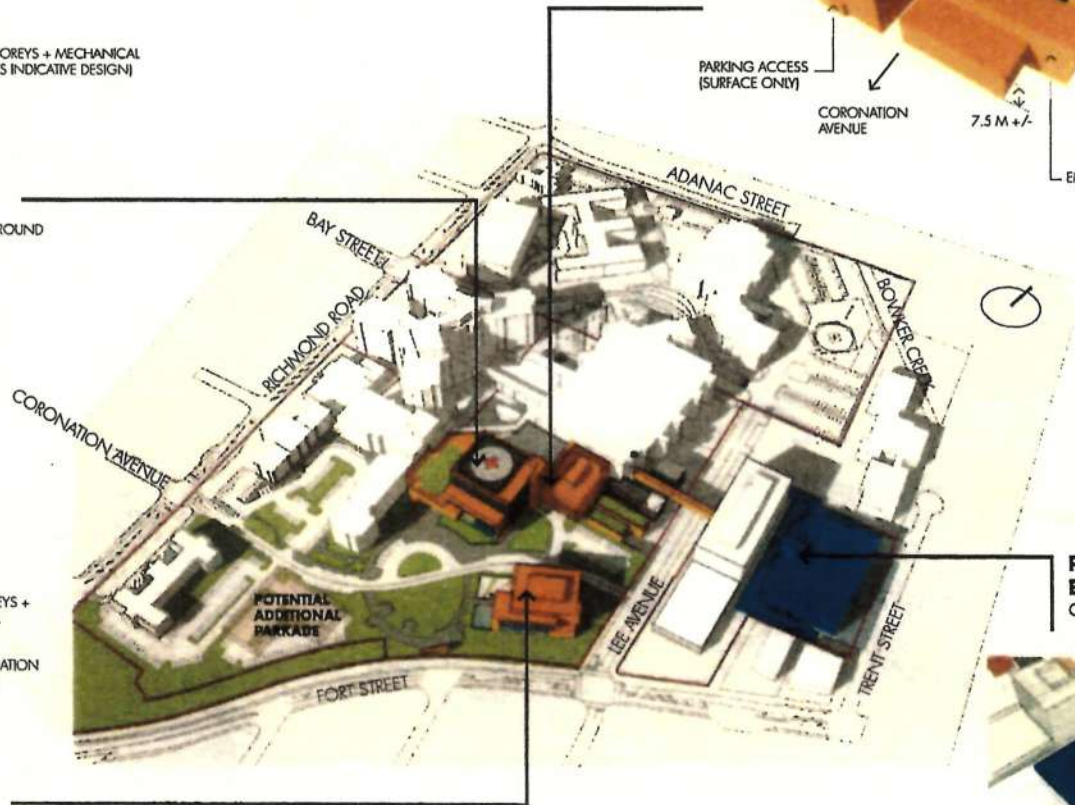
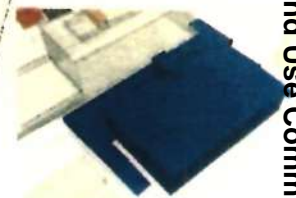
**FORT ST. EAST**  
Conceptual Massing



**CENTRAL BLOCK**  
Conceptual Massing



**PARKADE BUILDING**  
Conceptual Massing





RJH Campus | Master Campus Plan | Circulation - EXISTING



RJH Campus | Master Campus Plan | Circulation - PROPOSED



RJH Campus | Master Campus Plan | Green Spaces - FUTURE

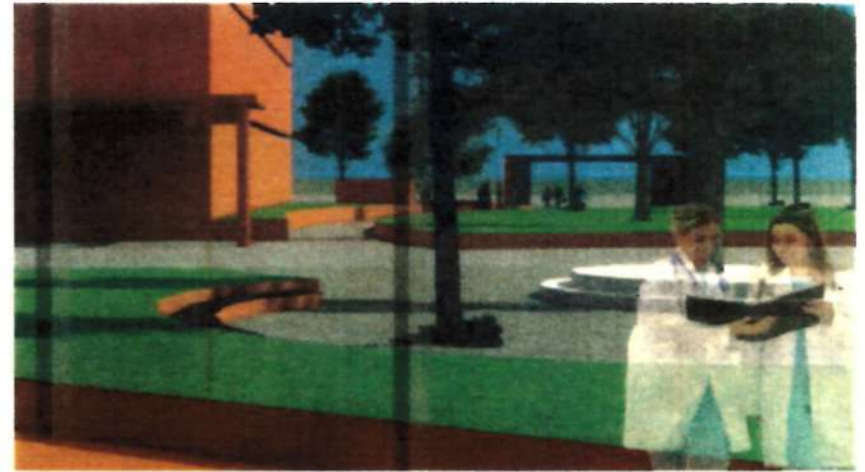




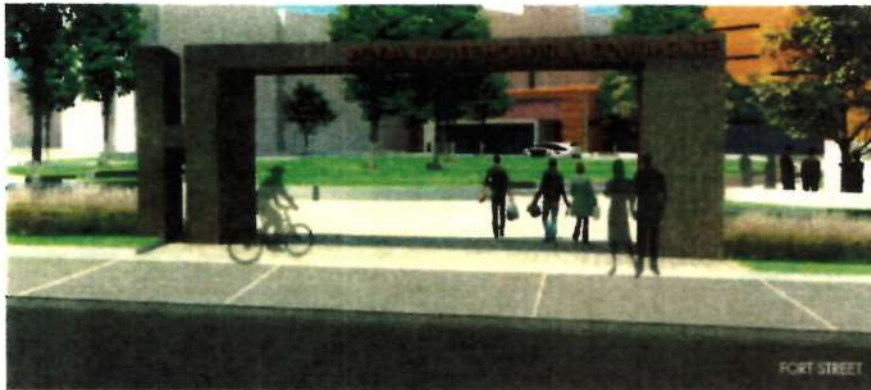
## CONCEPTUAL SKETCH VIEWS



RJH Campus | Master Campus Plan | Conceptual View towards Central Block Main Entry



RJH Campus | Master Campus Plan | Interior view towards South Gate, from Central Block

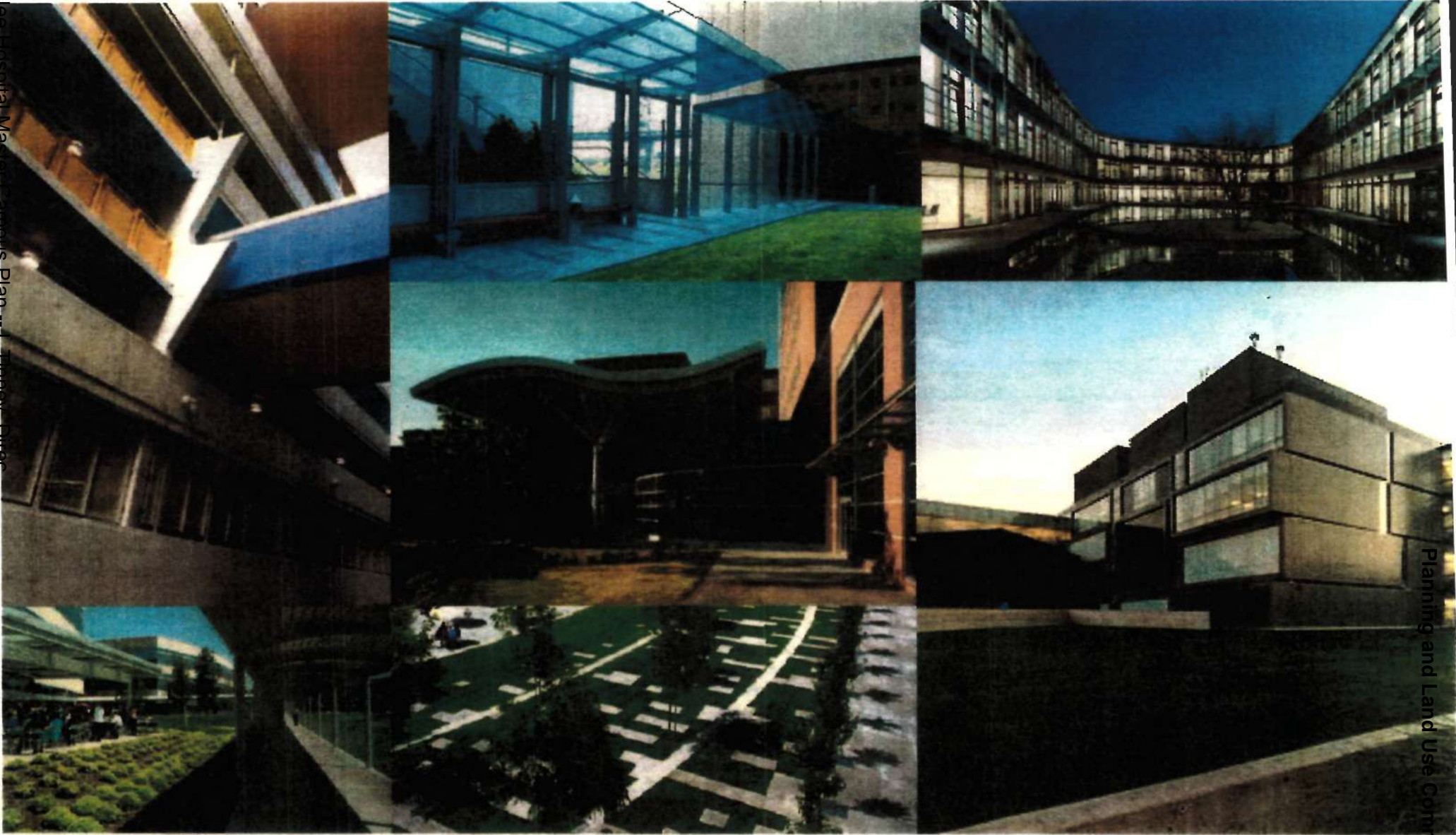


RJH Campus | Master Campus Plan | Pedestrian South Gate Concept from Fort Street



RJH Campus | Master Campus Plan | North Campus Gateway Concept










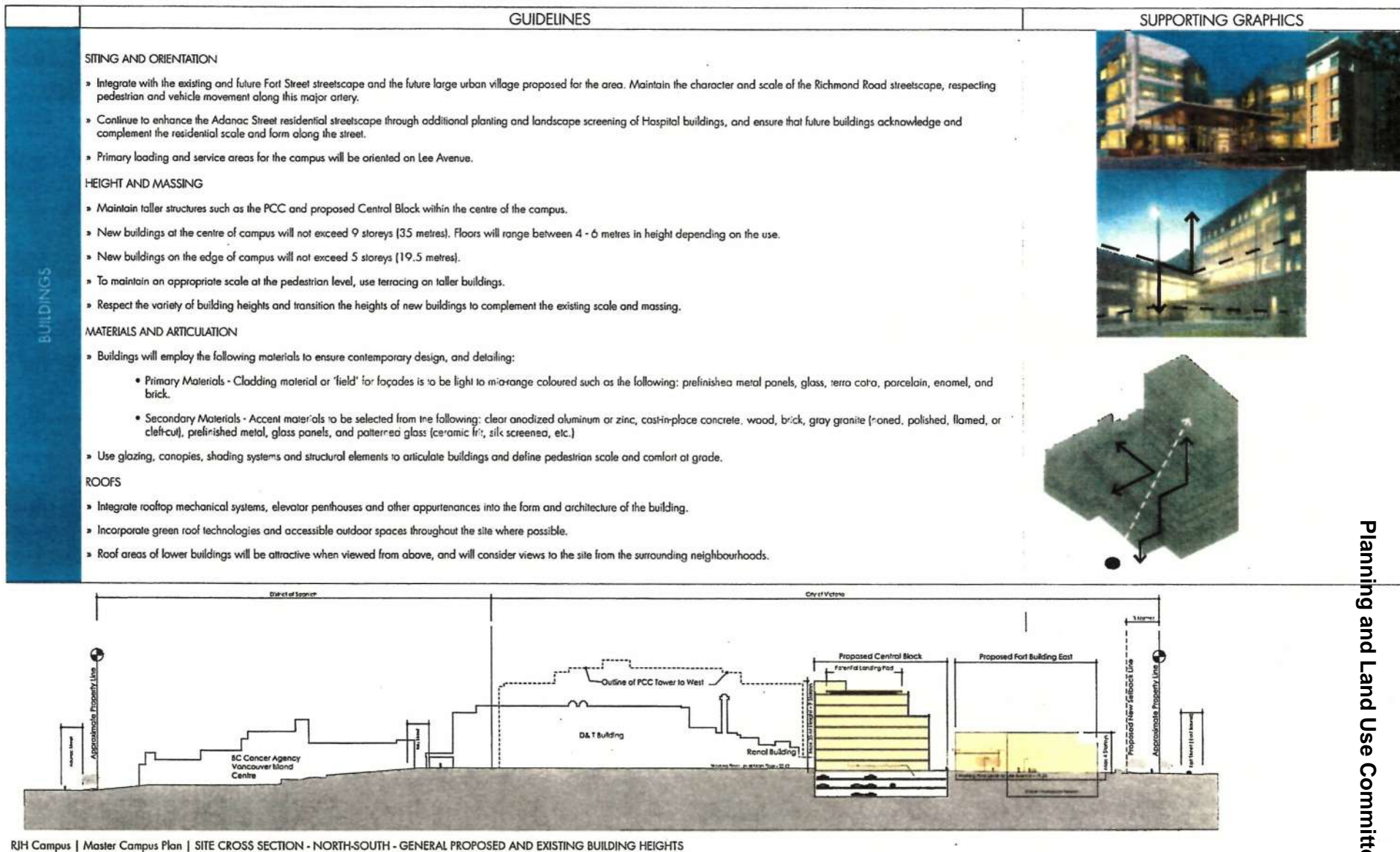
## 5.0 DESIGN GUIDELINES

The goal of the Design Guidelines is to create a more cohesive campus environment and improve the overall character of the site. The physical character of the campus has evolved over the past 120 years with a variety of buildings that reflect the architectural styles of their time. The following Design Guidelines will be used to create a campus that reflects the appropriate scale, integration, and functionality of buildings and open spaces.

	GUIDELINES	SUPPORTING GRAPHICS
CAMPUS FORM AND CHARACTER	<ul style="list-style-type: none"> <li>The location of streets, open spaces, development parcels and buildings will generally be as illustrated in the MCP.</li> <li>Buildings will be sited and articulated to maximize daylighting opportunities where possible. This is particularly important for the Central Development overlooking the Heritage garden area, as well as the proposed public plaza and usable open spaces in the southern portion of the campus.</li> <li>Where practical, buildings shall utilize natural changes of grade to facilitate opportunities for parking under buildings.</li> <li>Buildings will be placed in a way that provides easy access from common public spaces and open areas, and avoids impact on existing right-of-ways and mature or projected tree stands located around the campus.</li> <li>Buildings will be sited to maximize security, wayfinding and safety for all campus users.</li> </ul>	 <p>Proposed Building Setbacks for RJH MCP</p>
SETBACKS AND STREET EDGES	<p><b>SETBACKS</b></p> <ul style="list-style-type: none"> <li>Setbacks will be in conformance with the existing zoning bylaws in both Soanich and Victoria with the following proposed exceptions: <ul style="list-style-type: none"> <li>Provide an 8-9 metre setback between Trent Street and the proposed new parkade.</li> <li>Provide a 13 metre setback on the north side of Fort Street between Lee Avenue and Richmond Road.</li> </ul> </li> <li>Provide a minimum 30 metre buffer between the east façade of Begbie Hall and any future development to the east.</li> </ul> <p><b>STREET EDGES</b></p> <ul style="list-style-type: none"> <li>Orient main building entrances to the street, and identify them with architectural features, canopies, or signage. Provide overhangs, arcades, or awnings against the façade to shelter passing pedestrians.</li> <li>Animate street edges with ground-level activity such as outpatient clinics, and outdoor seating areas that contribute to liveliness and street activity.</li> </ul>	 <p>Building Height Strategy for RJH MCP</p>

	GUIDELINES	SUPPORTING GRAPHICS
<p>HISTORY AND BUILD HERITAGE</p>	<ul style="list-style-type: none"><li>Any rehabilitation or addition to heritage buildings or features will follow municipal requirements and will be respectful of original materials, colour palettes, and heritage standards.</li><li>Promote creative, contemporary design that respects the historic context of the campus. New additions will be compatible in character, but readily recognized as contemporary architectural connections.</li><li>Preserve and protect existing heritage landscapes such as Garry Oak groupings and mature planting</li><li>New development will be designed to enhance the Heritage Courtyard as a public space that will be used for both celebration and as a gathering place in the heart of the campus.</li></ul>	 The supporting graphics consist of four photographs. The top-left photo shows a modern hospital building at night with its interior lights glowing through large glass windows. The top-right photo shows a modern building with a glass facade and a blue-tinted sky. The bottom-left photo shows a historic brick building with a small, ornate gazebo in the foreground. The bottom-right photo shows a historic brick building with a red roof and a small gazebo in the foreground.





GUIDELINES	SUPPORTING GRAPHICS
<div data-bbox="251 657 278 971" data-label="Section-Header"> <p>LANDSCAPE AND OPEN SPACES</p> </div> <div data-bbox="314 442 421 464" data-label="Section-Header"> <p>OPEN SPACES</p> </div> <div data-bbox="314 469 846 750" data-label="List-Group"> <ul style="list-style-type: none"> <li>» Explore ways to celebrate the campus history through sculpture and other forms of public art and landscape design, integrating the story of the Hospital and the local community with open spaces and architecture.</li> <li>» Develop key gateways and entrances for pedestrians at the north and south ends of the site.</li> <li>» Provide landscape screening and a buffer between Trent Street and the proposed Eric Martin Pavilion Parkade.</li> <li>» Preserve the existing open space at the corner of Fort Street and Richmond Road.</li> <li>» Preserve and protect Bowker Creek and its watershed following the principles established in the Bowker Creek Blueprint.</li> <li>» Where possible, orient outdoor areas for optimum sun and light exposure.</li> </ul> <div data-bbox="314 761 412 783" data-label="Section-Header"> <p>LANDSCAPES</p> </div> <div data-bbox="314 794 846 1053" data-label="List-Group"> <ul style="list-style-type: none"> <li>» Manage existing mature landscape. This may include ongoing pest control, pruning, inter-planting, or other horticultural best practices.</li> <li>» Permeable paving materials and grass paver blocks will be used to reduce stormwater runoff from hard surfaced areas.</li> <li>» Durable paving materials such as concrete or concrete unit pavers, stone and masonry will be used for pedestrian and wheeled use.</li> <li>» Soften the campus edges and provide a buffer between Hospital buildings and surrounding neighbourhoods with native landscape planting.</li> <li>» Utilize native, low maintenance planting as appropriate. Allow for seasonal colour and limit non-native plantings in key entry and patient outdoor areas.</li> </ul> <div data-bbox="314 1065 449 1087" data-label="Section-Header"> <p>SITE FURNISHINGS</p> </div> <div data-bbox="314 1098 846 1186" data-label="List-Group"> <ul style="list-style-type: none"> <li>» Site furnishing will be a visually coordinated system that works well with other elements like signage and hard surfaces to enhance the character of the campus.</li> <li>» Furnishings will be comfortable, durable and attractive under low maintenance conditions.</li> </ul> </div></div></div>	<div data-bbox="846 249 1406 1153" data-label="Image"> </div> <div data-bbox="1406 249 1987 827" data-label="Image"> </div> <div data-bbox="846 1153 1200 1376" data-label="Image"> </div> <div data-bbox="1200 1153 1534 1376" data-label="Image"> </div> <div data-bbox="1534 1153 1987 1376" data-label="Image"> </div>





# Royal Jubilee Hospital Master Campus Plan

Planning and Land Use Committee Meeting  
October 15<sup>th</sup>, 2015







# Overview

1. Background and Site Context
2. MCP Process
3. Proposed Development Scenario
4. Parking/Transportation
5. History and Heritage
6. Design Guidelines
7. Next steps

# RJH Site Context

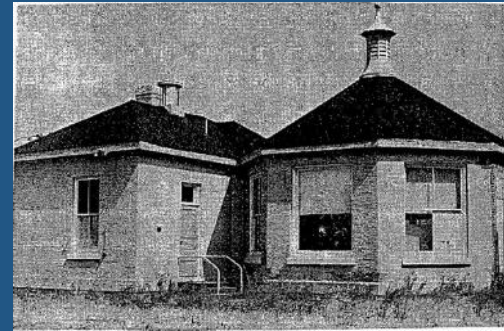
Founded in 1890

Acute Care Tertiary Centre

- Inpatient and outpatient services
- Emergency department

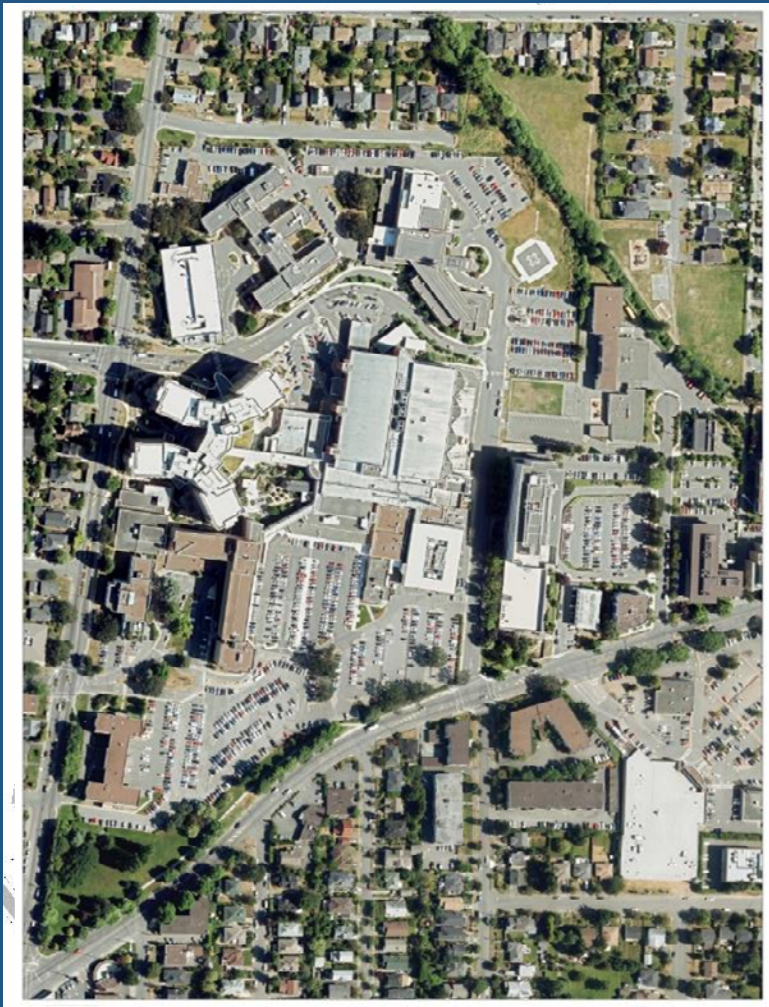
Major employment centre

BC Cancer Agency - Vancouver  
Island Clinic



# Background

Master Development  
Agreement (MDA) 2008  
Clear Planning Framework  
for RJH  
Future Development  
Scenario to 2035





# MCP Process

	2008	2009	2010	2011	2012	2013	2014	2015
Signed	★							
Information Gathering								
Feasibility Assessment								
Development Options								
Document Preparation (MCP)								
Community Consultation								
Rezoning Process								

Master Campus Plan Preparation

# Community Consultation

Public Consultation Plan

JH Neighbourhood Liaison Committee

Open Houses, workshops, meetings

Important Goals, Objectives, Principles





# Vision

*A flexible, dynamic, and environmentally sustainable hospital campus that contributes to the health and well-being of patients, staff, physicians, visitors, neighbours, and the region as a whole.*

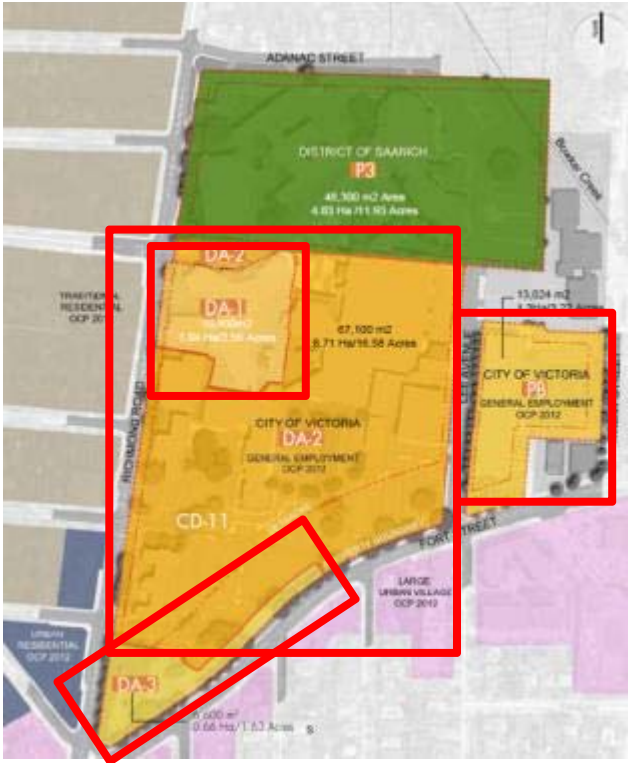


## Development Considerations

- 600 to 650 total beds by 2035
- City of Victoria OCP initiatives
- Maintain a campus-like setting
- Enable functionality and accessibility
- Logical connection to existing buildings

# Existing Site Zoning

Zone	Area	Existing Floor Area	Existing FSR
Zone DA-1	10,400m <sup>2</sup>	38,428m <sup>2</sup>	3.70: 1
Zone DA-2	67,100m <sup>2</sup>	63,005m <sup>2</sup>	0.94:1
Zone DA-3	6,600m <sup>2</sup>	-	-
PB	13,024m <sup>2</sup>	14,000m <sup>2</sup>	1.07:1
City of Victoria	97,124m <sup>2</sup>	115,433m <sup>2</sup>	1.19:1

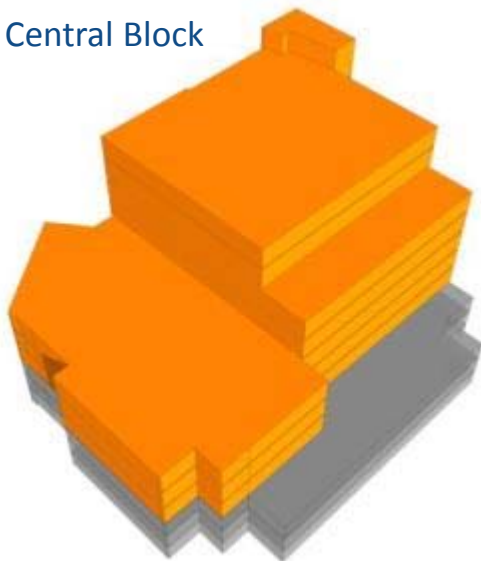


## Proposed Development Scenario (2035)

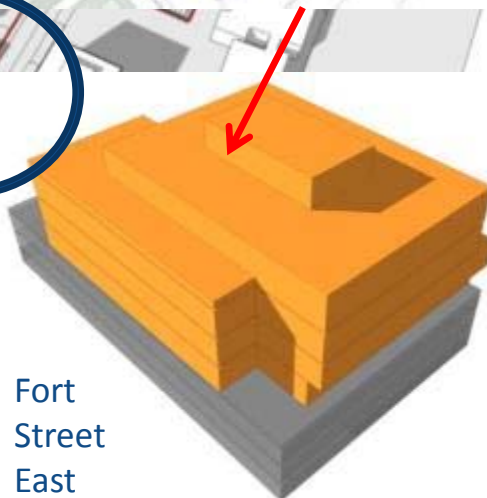
Note: Indicative Design

g Floor	56,798m <sup>2</sup>
floor Area in	76,606m <sup>2</sup>
r DA-2	1.19:1
A-1/DA-2)	1.52:1

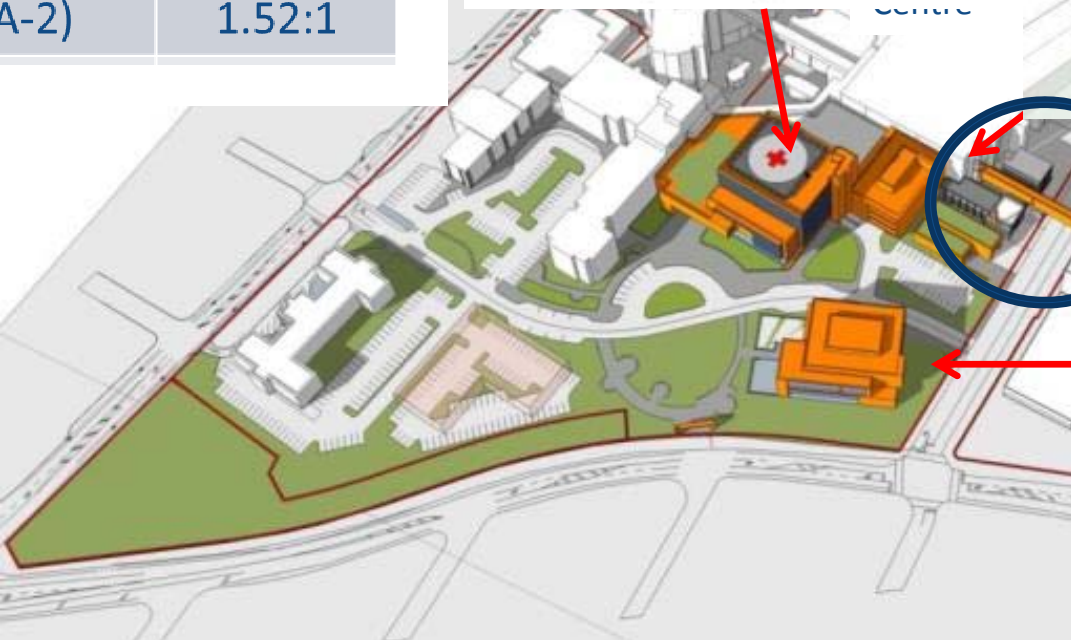
Central Block



Parkade



Fort Street East







# Parking and Transportation

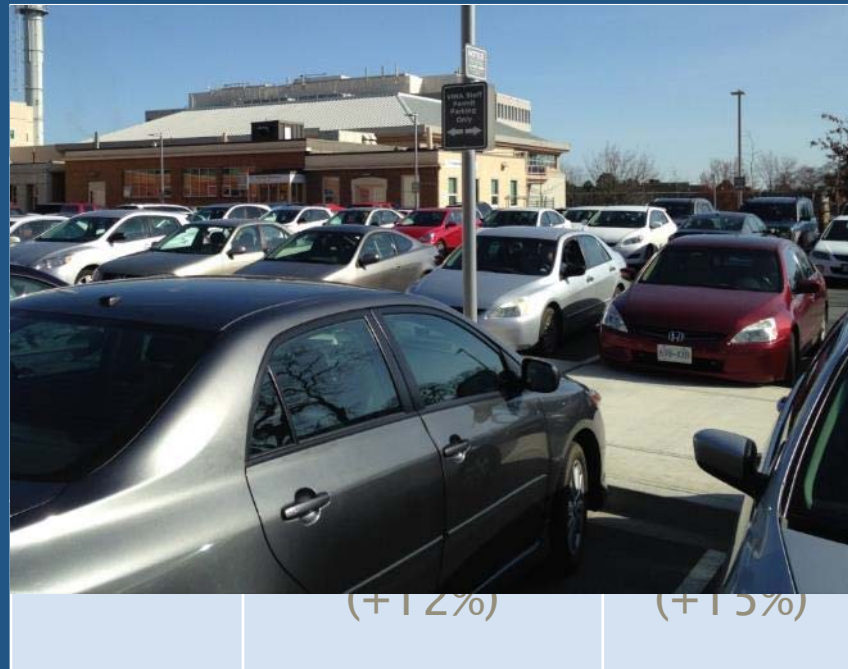
Parking and Transportation  
Study (2010 and 2015)

Demand ratio of 1 space per  
30m<sup>2</sup> TFA

Ensure provision of adequate  
parking

Continued commitment to  
TDM...

Applied to the MCP land use  
scenario, the expected parking  
demand is **1,965 vehicles.**



# TDM



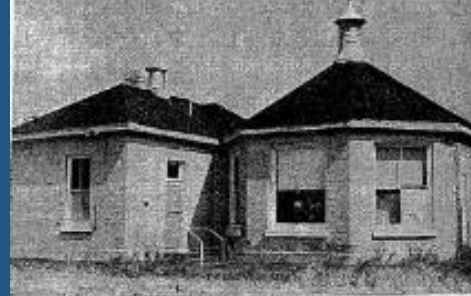
- SOV trips (72% in 2007 to 57% in 2015)
- Transit ridership (354 on a ProPass)
- Cycling and Walking (5% in 2007 to 10% in 2015)
- Continue TDM Strategy at Island Health
- Opportunities with new development





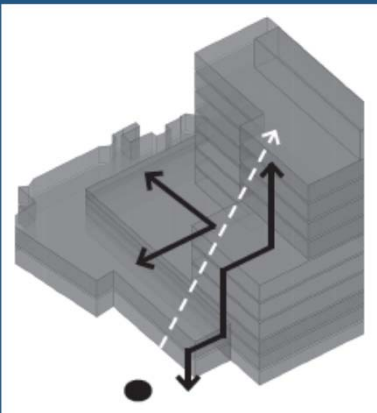
# Preserve History and Built Heritage

Historical and Cultural importance  
No plan to demolish heritage  
buildings  
Municipal, provincial, and national  
requirements



# Design Guidelines

Create a more cohesive campus environment  
and improve overall form and character  
Use for future development applications



# Next Steps

MCP becomes “The Plan” for RJH  
Presentation to District of Saanich  
Rezoning of the site to provide for proposed density and adopt design guidelines





# Thank you!

Jani Urquhart

Planning, Island Health

[Janice.Urquhart@viha.ca](mailto:Janice.Urquhart@viha.ca)





# Royal Jubilee Hospital Master Campus Plan

Planning and Land Use Committee Meeting  
October 15<sup>th</sup>, 2015



Stantec



island health





# Overview

1. Background and Site Context
2. MCP Process
3. Proposed Development Scenario
4. Parking/Transportation
5. History and Heritage
6. Design Guidelines
7. Next steps

# RJH Site Context

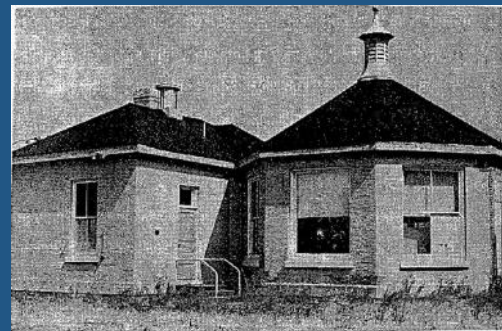
Founded in 1890

Acute Care Tertiary Centre

- Inpatient and outpatient services
- Emergency department

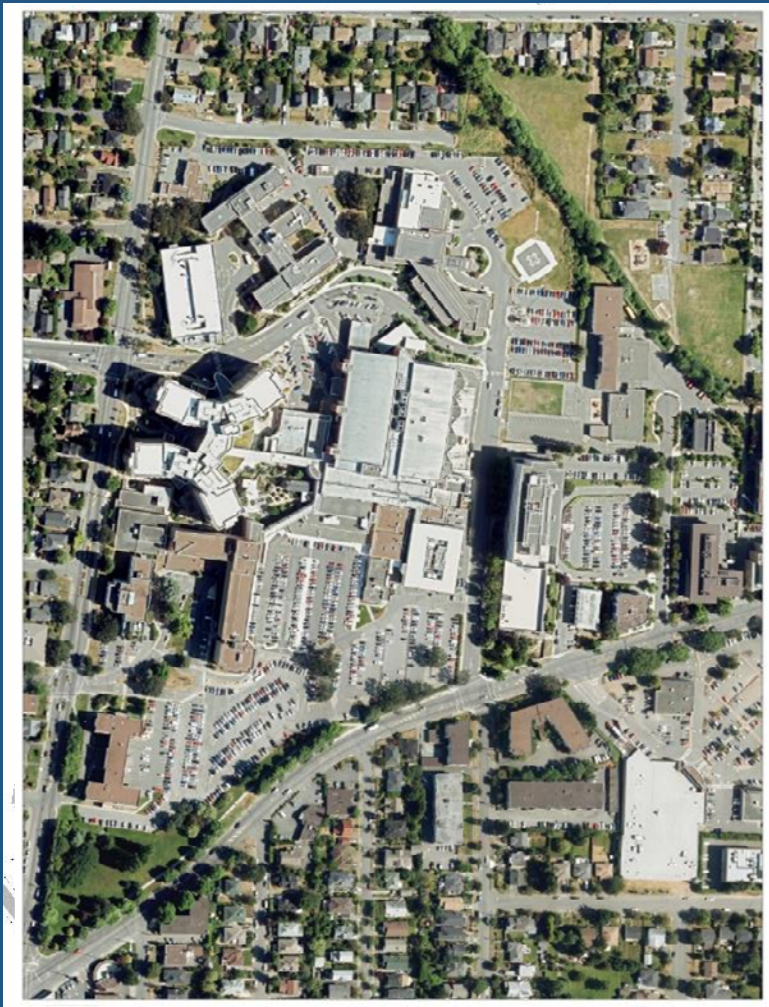
Major employment centre

BC Cancer Agency - Vancouver  
Island Clinic



# Background

Master Development  
Agreement (MDA) 2008  
Clear Planning Framework  
for RJH  
Future Development  
Scenario to 2035





# MCP Process

	2008	2009	2010	2011	2012	2013	2014	2015
Signed	★							
Information Gathering								
Feasibility Assessment								
Development Options								
Document Preparation (MCP)			Master Campus Plan Preparation					
Community Consultation								
Rezoning Process								

# Community Consultation

Public Consultation Plan

JH Neighbourhood Liaison Committee

Open Houses, workshops, meetings

Important Goals, Objectives, Principles





# Vision

*A flexible, dynamic, and environmentally sustainable hospital campus that contributes to the health and well-being of patients, staff, physicians, visitors, neighbours, and the region as a whole.*

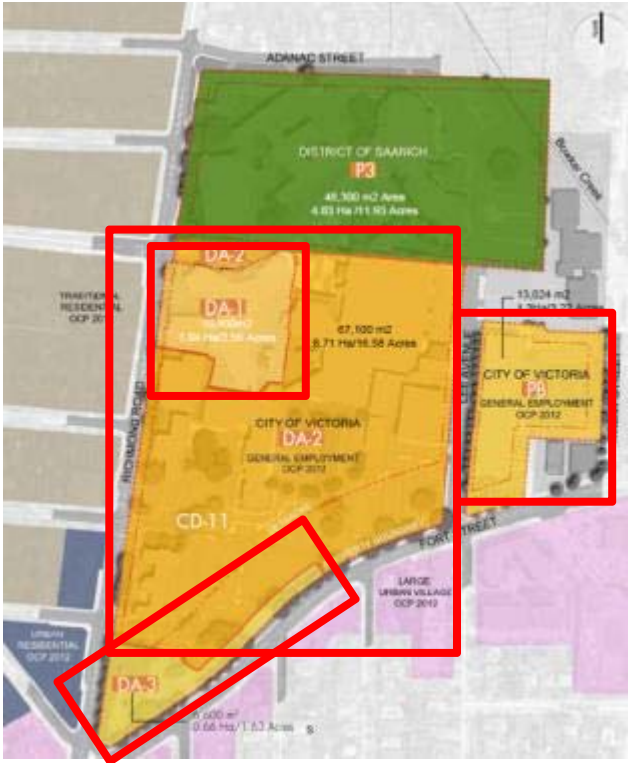


## Development Considerations

- 600 to 650 total beds by 2035
- City of Victoria OCP initiatives
- Maintain a campus-like setting
- Enable functionality and accessibility
- Logical connection to existing buildings

# Existing Site Zoning

Zone	Area	Existing Floor Area	Existing FSR
Zone DA-1	10,400m <sup>2</sup>	38,428m <sup>2</sup>	3.70: 1
Zone DA-2	67,100m <sup>2</sup>	63,005m <sup>2</sup>	0.94:1
Zone DA-3	6,600m <sup>2</sup>	-	-
PB	13,024m <sup>2</sup>	14,000m <sup>2</sup>	1.07:1
City of Victoria	97,124m <sup>2</sup>	115,433m <sup>2</sup>	1.19:1

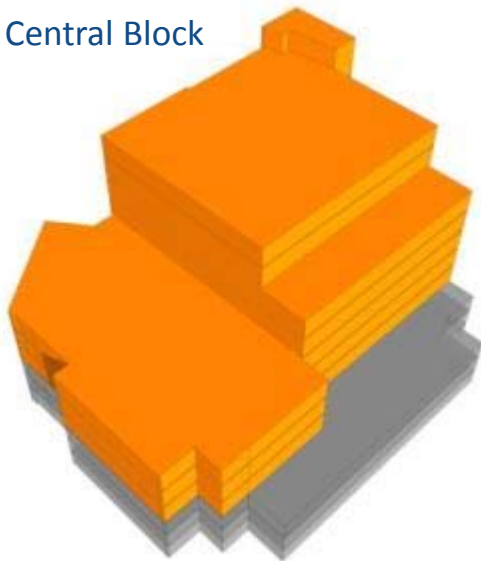


## Proposed Development Scenario (2035)

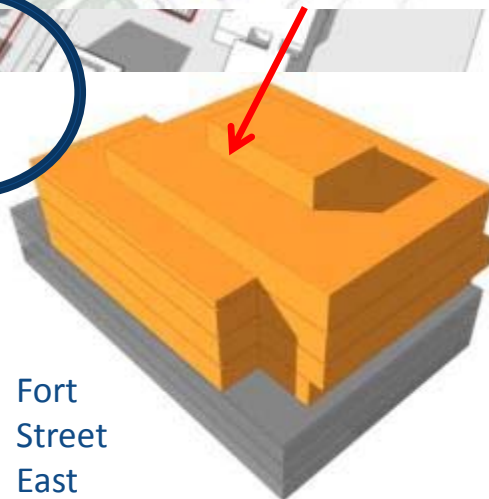
Note: Indicative Design

g Floor	56,798m <sup>2</sup>
floor Area in	76,606m <sup>2</sup>
r DA-2	1.19:1
A-1/DA-2)	1.52:1

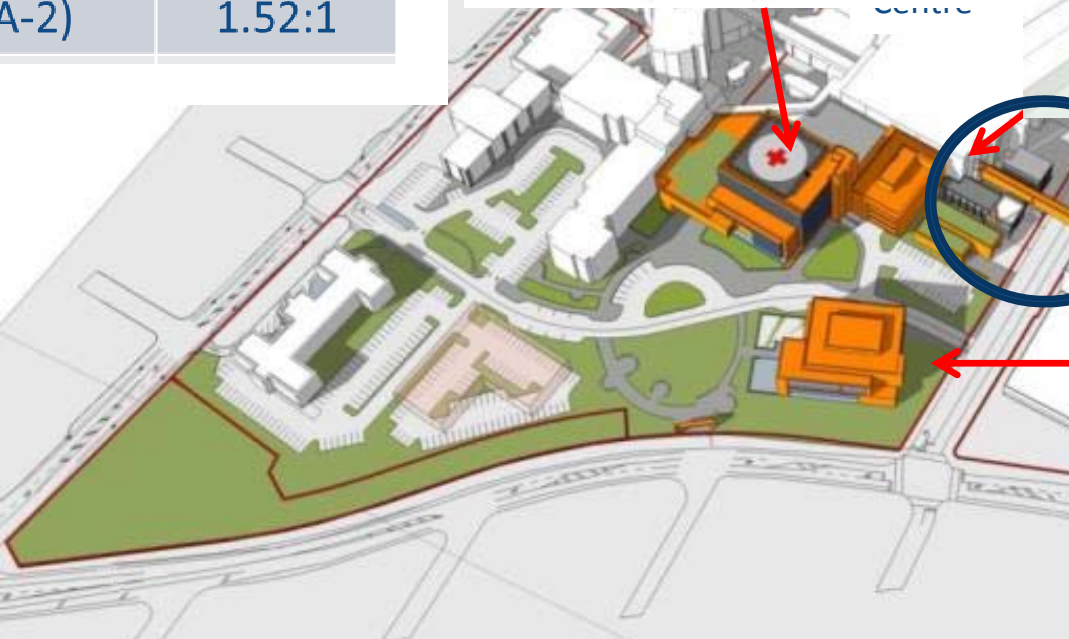
Central Block



Parkade



Fort  
Street  
East







# Parking and Transportation

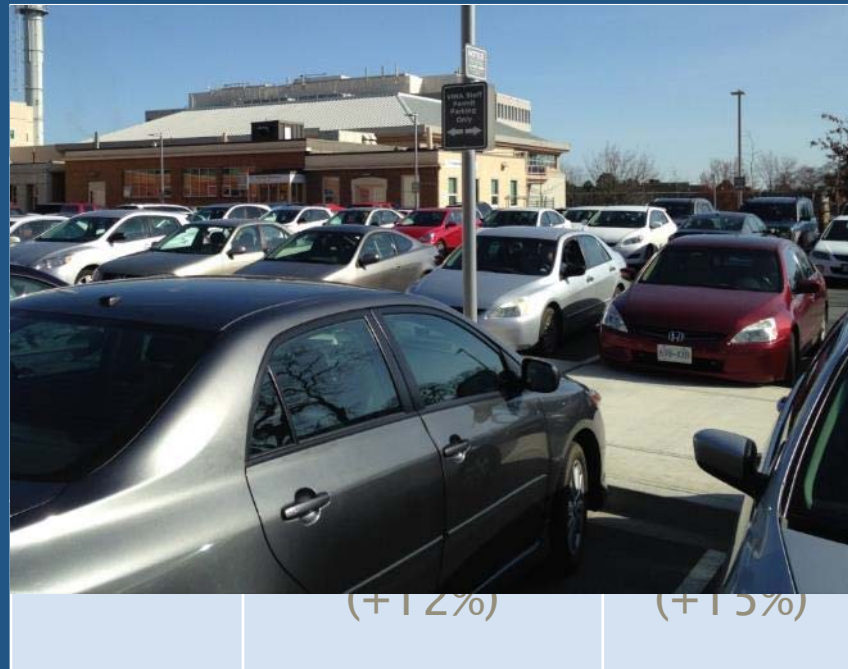
Parking and Transportation  
Study (2010 and 2015)

Demand ratio of 1 space per  
30m<sup>2</sup> TFA

Ensure provision of adequate  
parking

Continued commitment to  
TDM...

Applied to the MCP land use  
scenario, the expected parking  
demand is **1,965 vehicles.**



# TDM



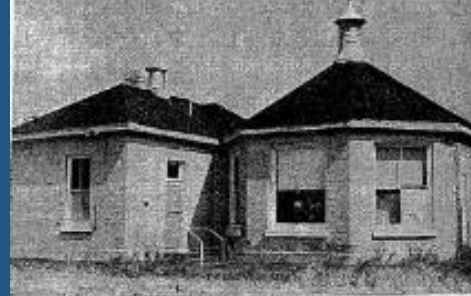
- SOV trips (72% in 2007 to 57% in 2015)
- Transit ridership (354 on a ProPass)
- Cycling and Walking (5% in 2007 to 10% in 2015)
- Continue TDM Strategy at Island Health
- Opportunities with new development





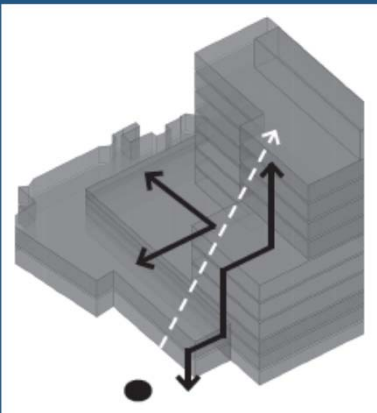
# Preserve History and Built Heritage

Historical and Cultural importance  
No plan to demolish heritage  
buildings  
Municipal, provincial, and national  
requirements



# Design Guidelines

Create a more cohesive campus environment  
and improve overall form and character  
Use for future development applications



# Next Steps

MCP becomes “The Plan” for RJH  
Presentation to District of Saanich  
Rezoning of the site to provide for proposed density and adopt design guidelines





# Thank you!

Jani Urquhart

Planning, Island Health

[Janice.Urquhart@viha.ca](mailto:Janice.Urquhart@viha.ca)