



**UPDATED AMENDED AGENDA - VICTORIA CITY COUNCIL**  
**MEETING OF THURSDAY, JUNE 25, 2015, AT 7 P.M.**  
**Council Chambers, City Hall, 1 Centennial Square**

Singers Nathan McDonald and Jayne Hammond,  
accompanied by Csinszka Redai on piano  
Victoria Conservatory of Music

**A. APPROVAL OF AGENDA**

**B. MINUTES**

1. Regular Council Meeting Minutes of June 11, 2015

**C. PRESENTATION**

1. 2014 Annual Report
  - Presentation by the Director of Civic Engagement and Strategic Planning
  - Questions from the audience

To view the full-scale version of the Annual Report please go to:  
<http://www.victoria.ca/annualreport>


**D. PROCLAMATIONS**

1. "Pride Week" - June 28th - July 5th, 2015

**E. COMBINED DEVELOPMENT APPLICATION**

1. **2822 and 2826 Cedar Hill Road**

***Council is considering an application to authorize the creation of three small lots to enable the construction of one new small lot house.***

1. **Public Hearing - Zoning Regulation Bylaw, Amendment Bylaw (No. 1041)**  
 To rezone the lands known as 2822 and 2826 Cedar Hill Road from the R1-B Zone, Single Family Dwelling District, to the R1-S2 Zone, Restricted Small Lot (Two Storey) District, to permit subdivision and construction of a new small lot single family dwelling.

**New Zone:** R1-S2 Zone, Restricted Small Lot (Two Storey) District

**Legal Descriptions:**

- (a) 2822 Cedar Hill Road, legally described as Parcel B (DD 170400I) of

Lot 16, Sections 20 and 30, Victoria District, Plan 741, except that part thereof lying to the northeast of a straight boundary extending from a point on the southeast boundary of said Lot distant 3.17 feet from the most easterly corner of said Lot to a point on the northeasterly boundary of said Lot distant 41.79 feet from the said most easterly corner; and

- (b) 2826 Cedar Hill Road, legally described as Amended Parcel A (DD 171707I) of Lots 16 and 17, Sections 29 and 30, Victoria City, Plan 741

**Existing Zone:** R1-B Zone, Single Family Dwelling District

**Late Item: PowerPoint Presentation**

2. **Hearing - Development Permit Application**

The Council of the City of Victoria will also consider issuing a Development Permit for the lands known as 2822 and 2826 Cedar Hill Road, in Development Permit Area 15A: Intensive Residential – Small Lot, for the purposes of approving the exterior design and finishes for the new small lot single family dwelling as well as landscaping, and associated variances with respect to setbacks of the new small lot single family dwelling and the two existing single family dwellings.

The Development Permit will vary the following requirements of the Zoning Regulation Bylaw R1-S2 Zone, Restricted Small Lot (Two Storey) District:

Proposed Lot A

- Part 1.23(8)(c): Side yard setback from 2.4m to 0.33m
- Part 1.23(8)(c): Side yard setback from 2.4m to 1.77m
- Schedule “C” Section 12(ii): Maximum grade of a parking stall area from 8% to 13.5%.

Proposed Lot B

- Part 1.23(8)(a): Front yard setback from 6m to 3.36m
- Part 1.23(8)(c): Side yard setback from 2.4m to 1.5m
- Part 1.23(8)(c): Side yard setback from 2.4m to 1.79m.

Proposed Lot C

- Part 1.23(8)(a): Front yard setback from 6m to 4.62m
- Part 1.23(8)(c): Side yard setback from 2.4m to 1.5m
- Part 1.23(8)(c): Side yard setback from 2.4m to 1.66m
- Schedule “C” Section 12(ii): Maximum grade of a parking stall area from 8% to 14.6%.

3. **Bylaw Approval:** To consider approval of the application, a motion for Third Reading of the bylaw is in order:

*Zoning Regulation Bylaw, Amendment Bylaw (No. 1041)*

4. **Bylaw Approval:** To consider final approval of the application, a motion to Adopt the bylaw is in order:

*Zoning Regulation Bylaw, Amendment Bylaw (No. 1041)*



5. **Application Approval:** To approve the Development Permit with Variances for the application, the following motion is in order:  
*That Council authorize the issuance of Development Permit with Variances Application No. 00467 for 2822 and 2826 Cedar Hill Road, in accordance with:*
1. *Plans date stamped March 31, 2015,*
  2. *Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:*
    - a. *Part 1.23(8)(c): Reduce the side yard setback of proposed Lot A from 2.4m to 0.33m.*
    - b. *Part 1.23(8)(c): Reduce the side yard setback of proposed Lot A from 2.4m to 1.77m.*
    - c. *Part 1.23(8)(a): Reduce the front yard setback of proposed Lot B from 6m to 3.36m.*
    - d. *Part 1.23(8)(c): Reduce the side yard setback of proposed Lot B from 2.4m to 1.5m.*
    - e. *Part 1.23(8)(c): Reduce the side yard setback of proposed Lot B from 2.4m to 1.79m.*
    - f. *Part 1.23(8)(a): Reduce the front yard setback of proposed Lot C from 6m to 4.62m.*
    - g. *Part 1.23(8)(c): Reduce the side yard setback of proposed Lot C from 2.4m to 1.5m.*
    - h. *Part 1.23(8)(c): Reduce the side yard setback of proposed Lot C from 2.4m to 1.66m.*
    - i. *Schedule "C" Section 12(ii): Increase the maximum grade of a parking stall area on proposed Lot A from 8% to 13.5%.*
    - j. *Schedule "C" Section 12(ii): Increase the maximum grade of a parking stall area on proposed Lot B from 8% to 14.6%.*
  3. *Final plans to be generally in accordance with the plans identified above to the satisfaction of the Assistant Director, Development Services Division, Sustainable Planning and Community Development.*

## **F. DEVELOPMENT PERMIT APPLICATION WITH VARIANCES**

### **1. 195 Bay Street**

***Council is to consider an application to authorize an exterior deck and enclosed storage room.***

#### **1. Hearing - Development Permit with Variances Application No. 000421**



The Council of the City of Victoria will consider issuing a Development Permit with Variances for the land known as 195 Bay Street, in Development Permit Area 13: Core Songhees, for purposes of approving the exterior design and finishes of the proposed deck and enclosed storage room for the Leonardo Da Vinci Centre as well as landscaping, and associated variances with respect to setbacks.

The Development Permit will vary the following requirements of the Zoning Regulation Bylaw SSC Zone, Songhees Social Club District:

- Part 10.28, Section 3: Reduce the minimum setback of the eastern

internal boundary from 5m to 4.10m and on the southern internal boundary from 5m to 3.6m.

**Legal Description of the Land:** Lot 1, District Lot 119, Esquimalt District, Plan 45914

**Late Item: PowerPoint Presentation**

2. **Application Approval:** To approve the Development Permit with Variances for the application, the following motion is in order:  
*That Council consider authorizing the issuance of Development Permit with Variances Application No. 00421 for 195 Bay Street, in accordance with:*
  1. *Plans date stamped May 4, 2015.*
  2. *Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:*
    - a. *Part 10.28, Section 3: Reduce the minimum setback of the eastern internal boundary from 5m to 4.10m and on the southern internal boundary from 5m to 3.6m.*
  3. *The Development Permit lapsing two years from the date of this resolution.*


**G. HERITAGE DESIGNATION APPLICATION**

**1. 624 Battery Street**

***Council is to consider an application to designate the house as a municipal heritage property.***

1. **Public Hearing - Heritage Designation Application No. 000144**  
Under the provisions of the Local Government Act, the City of Victoria intends to designate the exterior of the building located at 624 Battery Street, legally described as Lot 18, Beckley Farm, Victoria City, Plan 248, as protected heritage property, under Heritage Designation (624 Battery Street) Bylaw No. 15-046.
2. **Bylaw Approval:** To consider approval of the application, a motion for Third Reading of the bylaw is in order:  
*Heritage Designation (624 Battery Street) Bylaw*
3. **Bylaw Approval:** To consider final approval of the application, a motion to Adopt the bylaw is in order:  
*Heritage Designation (624 Battery Street) Bylaw*

**H. HEARINGS - REQUESTS TO ADDRESS COUNCIL**



1. Aida Mashari, Facilitator, BC Self Advocacy Foundation, re: Creating and Supporting Customized Employment for People with Diversabilities/Disabilities
2. Cynthia Carter, HepC BC Hepatitis C Education and Society, re: Hepatitis C in Victoria
3. **Late Item:**  
 **Kai Yates, Victoria Pet Food Bank & Feral Cat Rehabilitation Society, known as Safars, re: Micro-houses & solutions for pets**

4. **Late Item:**  
 **Jason Grenier, Divest Victoria, re: Investment of Municipal Funds**

## **I. UNFINISHED BUSINESS**

1. List of Unfinished Business for the Council Meeting of Thursday, June 25, 2015
2. Rezoning Application No. 00421 for 1315 Richardson Street  
*The purpose of this report is to update Council on the status of conditions set by Council for this application, and to recommend the application proceed to public hearing. The application is to permit a one-and-a-half storey garden suite*
3. Development Permit with Variances Application No. 000401 for 1046 North Park  
*The purpose of this report is to update Council on the status of conditions set by Council for this application, and to recommend the application proceed to public hearing. The application is to permit a six unit residential building.*
4. Utility Retroactive Adjustments Bylaw Amendments  
*The purpose of this report is to inform Council about a draft bylaw that implements the direction given by Council July 10, 2014 to institute a refund mechanism for overbilled accounts and a fee for the activation or deactivation of a water meter.*
5. Reserve Fund Bylaw  
*The purpose of this report is to inform Council about a draft bylaw that responds to Council's direction of March 10, 2015 to restructure the City's Reserve Funds.*
6. Recreation Fees  
*The purpose of this report is to inform Council about a draft bylaw that responds to Council's direction of May 21, 2015 to bring into effect a 1% fee increase, with exceptions.*

## **J. REPORTS OF THE COMMITTEE**

1. **Governance and Priorities Committee**
  1. **Late Item:**  
 **Committee Report from the meeting of June 18, 2015**
2. **Planning and Land Use Committee**
  1. **Late Item:**  
 **Committee Report from the meeting of June 25, 2015**


## **K. MOTIONS**

1. **To Set Public Hearings for the Council Meeting of Thursday, July 9, 2015 for:**
  1. Rezoning Application No. 00451 for 1049 Richmond Avenue
  2. Rezoning Application No. 00477 for 819 Yates Street
  3. Development Permit with Variances Application No. 000401 for 1046 North Park Street
  4. Development Permit with Variances Application No. 000390 for 1555 Jubilee Avenue

5. Development Permit with Variances Application No. 000422 for 1143 Grant Street
6. Development Permit with Variances Application No. 000411 for 1990 Fort Street

## **L. BYLAWS**

### **1. First Reading**

1. Zoning Regulation Bylaw, Amendment Bylaw (No. 1043)  
*The purpose of this bylaw is to authorize increased density and to authorize secure bicycle storage for 819 Yates Street.*
2. Waterworks Bylaw, Amendment Bylaw (No. 9)  
  
*The purpose of this bylaw is to authorize a fee for water meter activation and deactivation, and to provide a mechanism to refund overbilled accounts.*  
**Late Item: Corrected Bylaw**
3. Reserve Fund Bylaw  
*The purpose of this bylaw is to restructure the City's Reserve Funds.*
4. Housing Agreement (819 Yates Street) Bylaw  
*The purpose of this bylaw is to authorize amendments to the Housing Agreement for 819 Yates Street.*
5. Recreation Fees Bylaw, Amendment Bylaw (No. 9)  
*The purpose of this bylaw is to revise the fees for the use of recreation facilities.*

### **2. Second Reading**

1. Zoning Regulation Bylaw, Amendment Bylaw (No. 1043)
2. Waterworks Bylaw, Amendment Bylaw (No. 9)
3. Reserve Fund Bylaw
4. Housing Agreement (819 Yates Street) Bylaw
5. Recreation Fees Bylaw, Amendment Bylaw (No. 9)

### **3. Third Reading**

1. Waterworks Bylaw, Amendment Bylaw (No. 9)
2. Reserve Fund Bylaw
3. Housing Agreement (819 Yates Street) Bylaw
4. Recreation Fees Bylaw, Amendment Bylaw (No. 9)

### **4. Adoption**

1. Housing Agreement (960-962 Yates Street) Bylaw  
*The purpose of this bylaw is to authorize a housing agreement for rental housing at 960-962 Yates Street.*

## **M. QUESTION PERIOD**

**N. CLOSED MEETING**

That Council 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)(a)** - Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the City or another position appointed by the City.
- Section 12(3)(e)** - The acquisition, disposition or expropriation of land and/or improvements, if the Council considers that disclosure might reasonably be expected to harm the interests of the City.
- Section 12(3)(i)** - The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- Section 12(3)(k)** - Negotiations and related discussions respecting the proposed provision of a City service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public.

**1. MINUTES**

1. Closed Regular Council Meeting Minutes of June 11, 2015

**2. REPORTS OF THE COMMITTEE**

1. **Late Item:**  
**Closed Governance and Priorities Committee Report from the meeting of June 18, 2015**
2. **Late Item:**  
**Closed Planning and Land Use Committee Report from the meeting of June 25, 2015**

**3. NEW BUSINESS**

1. Employee Relations - Statement of Financial Information (SOFI) - *verbal*
2. Appointment of Approving Officer

**O. ADJOURNMENT**





## **MINUTES – VICTORIA CITY COUNCIL**

### **MEETING OF THURSDAY, JUNE 11, 2015, AT 7 P.M.**

|                                 |   |
|---------------------------------|---|
| <b><u>PLACE OF MEETING:</u></b> | Council Chambers, City Hall   |
| <b><u>PRESENT:</u></b>          | Mayor Helps in the Chair, Councillors Alto, Isitt, Loveday, Lucas, Madoff and Thornton-Joe  |
| <b><u>ABSENT:</u></b>           | Councillors Coleman and Young   |
| <b><u>STAFF PRESENT:</u></b>    | J. Johnson, City Manager; P. Bruce, Fire Chief; B. Dellebuur, Assistant Director of Engineering and Public Works; K. Hamilton, Director, Civic Engagement and Strategic Planning; J. Hawkins, Council Secretary; J. Jenkyns, General Manager, Victoria Conference Centre; A. Hudson, Acting Director, Sustainable Planning and Community Development; J. MacDougall, Assistant Director of Parks; M. Miller, Senior Heritage Planner; C. Mycroft, Executive Assistant to the City Manager; T. Soulliere, Director, Parks and Recreation; S. Thompson, Director of Finance; R. Woodland, Corporate Administrator; T. Zworski, City Solicitor |

### **POETRY READING**

Zoe Duhaime, Youth Poet Laureate read a poem titled: “*Fear in a Three Part Play*”

### **APPROVAL OF AGENDA**

The Corporate Administrator outlined changes to the agenda.

*Councillor Madoff requested that Nicholas Murray speaking on Pedi-cabs be added to Requests to Address Council.*

*Councillor Alto requested that Solomon Lindsay speaking on Micro-Housing in relation to the Governance and Priorities Committee report, be added to Requests to Address Council.*

*Councillor Isitt requested that David Monk and Giselle Rumky speaking on Socially Responsible Investing be added to Requests to Address Council.*

It was moved by Councillor Madoff, seconded by Councillor Loveday, that the agenda be approved as amended.  
Carried Unanimously

### **MINUTES**

It was moved by Councillor Alto, seconded by Councillor Isitt, that the Regular Council meeting minutes of May 28, 2015, be approved.  
Carried Unanimously

### **PROCLAMATIONS**

It was moved by Councillor Isitt, seconded by Councillor Thornton-Joe, that the following Proclamations be endorsed:

1. “Victoria’s Garden Day” – June 19, 2015
  2. “World Refugee Day” – June 20, 2015
- Carried Unanimously

### **COMBINED DEVELOPMENT APPLICATION**

1. **255-259 Esquimalt Road (Roundhouse)**
  1. **Public Hearing – Official Community Plan Bylaw, 2012, Amendment Bylaw (No. 15)**  
The Official Community Plan Amendment Application proposes revisions to the Roundhouse Design Guidelines which reflect the plans dated December 22, 2014, submitted with Development Permit Application No. 000356, for the Commercial-Heritage Phase of the Roundhouse development.
  2. **Public Hearing - Heritage Revitalization Agreement**  
The Council of the City of Victoria will consider authorizing Heritage Revitalization Bylaw (251 Esquimalt Road) No. 15-011 to secure the exterior conservation of Heritage-Designated buildings and structures.

*Mayor Helps opened the public hearing at 7:10 p.m.*

Brian Sikstrom (Senior Planner): This application involves an *Official Community Plan* Amendment, a Development Permit with Variances and a Heritage Alteration Permit for 251-259 Esquimalt Road, known as The Roundhouse. The applications are for the Commercial-Heritage Phase of the Roundhouse development which includes the following components:

- Rehabilitation of the Heritage-Designated buildings and railway turntable;
- Construction of three single-storey retail buildings;
- The siting of reconditioned boxcars for retail and interpretive purposes;
- A public plaza; and
- A comprehensive program of cultural interpretive features.

The requested variance is for the setback of the proposed new building adjacent to the rail easement with relocation of open space on the opposite side of the building. The Heritage Alteration Permit and Heritage Revitalization Agreement are required to secure the proposed rehabilitation of the Roundhouse and other existing buildings on the site.

*Councillor Isitt asked if the rail right-of-way on the Roundhouse site belongs to the City or the Island Corridor Foundation.*

Robert Woodland (Corporate Administrator): Advised that Sitkum Road is the property line between the City and Roundhouse sections of the rail corridor.

***Councillor Isitt withdrew from Council Chambers at 7:14 p.m. due to a potential pecuniary conflict of interest as he is the Capital Regional District's appointee to the Island Corridor Foundation Board.***

David Fullbrook (Focus Equities): Provided background information on the project, noting the connectivity of the site. They are attempting to create a community meeting place at the Roundhouse. The area is brownfield lands, which are contaminated lands and would be useless for many types of applications. This application will restore the buildings on these lands. These buildings are National Historic buildings but they are not protected or seismically upgraded and this application will ensure that they are protected for future generations.

Norm Hotson (Architect): Provided a PowerPoint presentation regarding the proposal located at 251-259 Esquimalt Road known as the Roundhouse. The property involves four important buildings, the roundhouse with its back shop, the car shop, the stores building and the turntable. In addition to the buildings is the rail yard and all its tracks, switches, wheel stops, etc. The plan, since the rezoning was approved in 2008, has been revised by removing some of the infill buildings and reconstituted in new structures to better define the project and the heritage buildings. There will be a new entrance off Esquimalt Road, which will cross the site and the surface parking will be moved to underground parking in a later phase of development. Key elements of the new design are: rehabilitation of the heritage buildings, new building design, streetscape and public realm. They have spent considerable time on the detail of the rail yard doors. They have reached a compromise by adding some glass elements to the doors for daylight and respecting the original doors.

*Councillor Madoff asked for clarification on:*

- *How vehicles will traverse the plaza, and;*
- *How the Joint Heritage Advisory Panel and Advisory Design Panel recommendations have been responded to.*

Norm Hotson: Responded to the questions as follows:

- The roadway through the site is a multi-modal street and is defined by the use of bollards; it will not have curbs, gutters and sidewalks. This type of street is a mix of people, cars and bicycles in the same space and it reduces the traffic speed to that of the pedestrian. The turntable plaza is pedestrian only.
- With respect to the Panels' recommendations:
  - The Roundhouse doors will have the historic fabric of the doors, but with some glass to allow light into the space.
  - They can consider restoring one set of doors.
  - The contemporary door proposed for the service door will be maintained, rather than reinstating the wooden swing doors.
  - The openings into the atrium have been reduced from three to two. One opening will be the existing window.
  - There will be no mechanical equipment visible.
  - There is no conclusion about a green roof.
  - They will maintain the sand tower.

Grant Keddie (Belton Avenue): He has been active in Victoria West for 40 years and has been worried about the buildings deteriorating so he is happy to see this finally happening. Where does the railway go to? Where it went into the City before was a congested area. He would suggest that it should go into this area as there is already a small station planned in the proposal. The railway bed could be used as an esplanade for walking to the station and into the City.



Frank Bourree (Chair, Chamber of Commerce) The Chamber is in favour of this development and the developers have a good reputation and have built quality developments in the community. The Roundhouse will create a cultural and economic centre for Victoria West and an attraction on the other side of the Johnson Street Bridge. They think the Roundhouse will promote heritage values and the history of the rail.

Ron (Resident of the Promontory): He has heard about preservation of heritage; but the most important part of the project is the tenants and he heard no mention of a market analysis being done. Is a market analysis consultant involved in the project?

Roxanne Reese (Selkirk Avenue): She and her neighbours have an interest in this project and are looking forward to it moving forward as a revitalized part of Victoria West. There are a lot of young families in the area; will there be child friendly areas as part of the project?

Michael Hawkins (Tyee Co-op): This project has been very consultative and they have shared a vision rather than imposing one. It is exciting to see the changes bringing jobs, a public space and a flow of people. It is time for this to move forward and it is a bold and scary move to spend this kind of money.

Keith Dagg (Edgemont Road): He hopes Council will pass this as it will be wonderful for this area and Esquimalt.

Tom Brown (Russell Street): Having a link to the downtown is very important. It would be a super idea to have a promenade where the rail bed is that will lead from the Roundhouse to downtown.

Dan Nixon (Resident of the Promontory): He loves the City and he likes to see developments that make the City more vibrant. Council should support this and we will all be winners.

David Fullbrook: Responded to questions raised by members of the public:

- A number of market studies have been done over the years and there is a gap in Victoria West. They have seven rail cars for food or small retail applications. The architectural integrity is being maintained, which is a challenge in creating typical retail space.
- A study is being done with respect to rail as it is a critical part of the site.
- There will be animation features based on rail, such as push-pull carts on the rail, seating on the rail and the turntable. As well, there is also Sitkum Park on site and an additional park at Lime Bay Mews.

*Councillor Madoff asked which doors they are considering restoring to their original configuration.*

Norm Hotson: If they are going to make some of the doors fully solid, as originally constructed, they would be installed where they have a new glass entry behind them, which occurs in three locations.

*Councillor Loveday asked if the midblock entranceway into the development would be accessible to wheelchairs, etc., and what is the status of the rail pathway.*

Norm Hotson: The access from Esquimalt Road down to the Roundhouse is substantial, so there will be stairs. Further to the west, at the new entry point, there will be sidewalks with the appropriate slope for accessibility. The new access into the site will also be fully accessible.

Brad Dellebuur (Assistant Director, Engineering and Public Works): It is his understanding that the Esquimalt Road crossing will be upgraded by the CRD later this year and they are waiting further information on the expansion to the downtown core.

*Mayor Helps closed the public hearing at 8:04 p.m.*

### 3. Bylaw Approval

It was moved by Councillor Madoff, seconded by Councillor Thornton-Joe, that the following bylaws **be given third reading**:

*Official Community Plan Bylaw, Amendment Bylaw (No. 15)*

*Heritage Revitalization Agreement (251 Esquimalt Road) Bylaw*

*Councillor Loveday said that he is excited to see the project move forward. It is amazing how many housing units are in the Songhees area, but there are no commercial or meeting spaces and he thinks this development will help with that. He likes the incorporation of heritage elements in a way that is tasteful and true to the historic nature in the form and feeling.*

*Councillor Alto said that there has been a real effort to be consultative in the neighbourhood and with the neighbours. In general there seems to be a high satisfaction with the themes of preserving heritage and history. The balance between showcasing the train facility and modernizing is exciting. She is happy to see the project reach this point.*

*Councillor Madoff said that this project has been informed by experience and the consultation process. The project has benefited from the time, and she is happy to support it.*

*Councillor Thornton-Joe said that she is also happy to support the project. It has been a long time, but she has received updates along way and due to that she does not have any questions.*

*Councillor Lucas said that she has been involved in a heritage project and it is a tremendous commitment. She is excited about bringing this to our community and the vitality it is going to create; you can feel how the space will come alive. She is grateful for the owners taking this project on as it is very expensive and very difficult. Compromise and balance has been found on a historic site, which is difficult to do. She is very much in support.*

*Mayor Helps said the words that struck her are connectivity, community meeting place and emotional connection. She agrees with the notion that this project will deliver community and likes the idea that this is a heart and will be a public sphere and will accommodate the flow of people. For those reasons she is able to support. They are working with the City of Langford to try to get the train moving.*

Carried Unanimously

**4. Bylaw Approval:**

It was moved by Councillor Madoff, seconded by Councillor Alto, that the following bylaw **be adopted:**

*Official Community Plan Bylaw, Amendment Bylaw (No. 15)*

*Heritage Revitalization Agreement (251 Esquimalt Road) Bylaw*

Carried Unanimously

**5. Application Approval:**

It was moved by Councillor Madoff, seconded by Councillor Alto, that Council authorize the issuance of Development Permit with Variance Application No. 000356 for 251–259 Esquimalt Road, in accordance with:

- a. Plans for Development Permit Application No. 000356, stamped December 22, 2014;
- b. Development meeting all Zoning Regulation Bylaw requirements, except for the following variance:
  - Section 12.12.8.4 - relaxation for the distance from a railway easement from 10.00m to 1.00m;
- c. Final plans to be generally in accordance with plans identified above to the satisfaction of staff.

Carried Unanimously

**6. Application Approval:**

It was moved by Councillor Madoff, seconded by Councillor Alto, that Council authorize the issuance of Heritage Alteration Permit Application No. 00180 for 251–259 Esquimalt Road, in accordance with:

- a. Heritage Revitalization Agreement Bylaw No. 15-011;
- b. Development meeting all Zoning Regulation Bylaw requirements;
- c. Final plans to be generally in accordance with the Heritage Revitalization Agreement to the satisfaction of staff.

**Amendment:**

It was moved by Councillor Madoff, seconded by Councillor Alto, that motion be amended as follows:

That Council authorize the issuance of Heritage Alteration Permit Application No. 00180 for 251–259 Esquimalt Road, in accordance with:

- a. Heritage Revitalization Agreement Bylaw No. 15-011;
- b. Development meeting all Zoning Regulation Bylaw requirements;
- c. **That the existing train bay doors located between gridlines 3 and 4, 6 and 7 and 9 and 10 depicted on the proposed front elevation of the Roundhouse be restored to their original appearance.**
- d. Final plans to be generally in accordance with the Heritage Revitalization Agreement to the satisfaction of staff.

*Councillor Madoff acknowledged that this was a confusing discussion at the Joint Panel meeting, but there was interest in having some of the doors restored while recognizing the change of use and retail function.*

*Mayor Helps said that she will speak against the amendment. It is nothing against the heritage doors, but if the developer had wanted to put the doors in, they would have, and they didn't.*

*Councillor Thornton-Joe said normally she would not support, but since the applicant has said they are willing, she will support.*

**On the amendment:**

Defeated

**For:**

**Councillors Alto, Madoff and Thornton-Joe**

**Against:**

**Mayor Helps, Councillors Loveday and Lucas**

*Councillor Madoff said that she feels that it is unfortunate as it is an important principle and it was important to the Joint Panel members and the applicant appeared to be amenable to the proposal. This is not just a Municipal Heritage site but a National Historic site. She is very disappointed in Council not supporting this modest amendment.*

*Mayor Helps said that it is her understanding of the process that the Heritage Advisory Panel makes recommendations and the applicant has the opportunity to revise their plans. If the doors were accepted by the applicant, they would have been revised their plans.*

**On the main motion:**

Carried Unanimously

**Council recessed at 8:19 p.m. and reconvened at 8:24 p.m.**

**Councillor Isitt returned to the meeting at 8:24 p.m.**

**Mayor Helps withdrew from Council Chambers at 8:25 p.m. due to a non-pecuniary conflict of interest as she is the past Director of Community Micro-Lending, which has a business relationship with the applicant of the following item.**

**Councillor Madoff assumed the Chair at 8:25 p.m.**

**2. 2121 Douglas Street**

**1. Public Hearing - Zoning Regulation Bylaw, Amendment Bylaw (No. 1034)**

To rezone the land known as 2121 Douglas Street from the C-SS zone, Special Service Station District, to the C1-S Zone, Limited Service Station District to permit an expanded range of commercial uses.

**New Zone:** C1-S Zone, Limited Service Station District  
**Legal Description:** Lots 1 and Lot 2, Block A, Section 3, Victoria District, Plan 8 except part lying west of a boundary joining points on the northerly and southerly boundaries of said lots distant respectively 13 feet from the northwesterly and southwesterly corners of said lots  
**Existing Zone:** C-SS Zone, Special Service Station District

**2. Hearing - Development Permit Application**

The Council of the City of Victoria will also consider issuing a development permit for the land known as 2121 Douglas Street, in Development Permit Area 7A, Corridors for the purposes of approving the exterior design and finishes for the commercial building as well as landscaping.

*Acting Mayor Madoff opened the public hearing at 8:26 p.m.*

Brian Sikstrom (Senior Planner): This is a rezoning application with an associated Development Permit for the property at 2121 Douglas. The Rezoning Application is to expand the range of commercial uses for the property. The Development Permit Application is for the exterior upgrading of the existing one-storey building and the addition of landscaping along Douglas Street and a portion of Princess Avenue.

The matter for Council's consideration is the suitability of the proposed additional commercial uses for this property and the proposed exterior changes to the existing building as well as the proposed site landscaping.

Roger Tinney (Project Planner): Provided a PowerPoint presentation regarding the proposal for 2121 Douglas Street for additional commercial uses to the property. The former use of this site was a gas station which is the only use permitted under the bylaw. This site occupies a prominent place on Douglas Street and it is the owner's intent is to get the building occupied and contributing to the streetscape, the City and the economy. There are two access points off Douglas Street and one off Princess Street. The Engineering Department had requested that both accesses off Douglas be closed, but have agreed that only the access to the north would be closed. Once the property is developed further, he expects the south access will be also closed. The building has interesting features and landscaping will be added to the site.

*Acting Mayor Madoff closed the public hearing at 8:33 p.m.*

**3. Bylaw Approval**

It was moved by Councillor Alto, seconded by Councillor Isitt, that the following bylaw **be given third reading:**  
*Zoning Regulation Bylaw, Amendment Bylaw (No. 1034)*

*Councillor Isitt said that he thinks this area will be densified in the future, so for the interim this is supportable.*

*Acting Mayor Madoff said that she supports the proposal and agrees that the building does have some interesting features.*

Carried Unanimously

**4. Bylaw Approval:**

It was moved by Councillor Thornton-Joe, seconded by Councillor Alto, that the following bylaw **be adopted:**  
*Zoning Regulation Bylaw, Amendment Bylaw (No. 1034)*

Carried Unanimously

**5. Application Approval:**

It was moved by Councillor Thornton-Joe, seconded by Councillor Alto, that Council authorize the issuance of Development Permit Application No. 000355, subject to confirmation of lot consolidation in accordance with:

1. Plans stamped March 10, 2014, and April 22, 2014.
2. Development Permit meeting all Zoning Regulation Bylaw requirements.
3. Final plans to be generally consistent with the plans identified above, to the satisfaction of the Director of Sustainable Planning and Community Development.
4. The Development Permit lapsing two years from the date of this resolution.

Carried Unanimously

*Mayor Helps returned to the meeting at 8:35 p.m. and assumed the Chair.*

### **DEVELOPMENT VARIANCE APPLICATION**

**1. 821-827 Broughton Street****1. Hearing - Development Variance Permit No. 00151**

The City of Victoria will be considering the issuance of a Development Variance Permit for the land known as 821 – 827 Broughton Street for the purpose of varying certain requirements of the Zoning Regulation Bylaw namely, reducing the off-street parking requirements by four stalls for the change of use from general office to dental office within an existing building.

**Legal Description of the Land:** Lot 1, of Lots 256 and 257, Victoria City, Plan 7483

*Mayor Helps opened the public hearing at 8:36 p.m.*

Brian Sikstrom (Senior Planner): This is a Development Variance Permit application for the property at 821-827 Broughton Street. The variance is for a reduction of four parking stalls, triggered by the proposed conversion of general office space to dental office space in a Heritage Designated building. The applicant is proposing to provide secure storage for 25 bicycles in the basement of the building in addition to the existing publicly accessible bike rack. The matter for Council's consideration is the acceptability of the requested reduction in required parking spaces.

Gail Reaney (Colliers International): Provided a PowerPoint presentation regarding the proposal for 821-827 Broughton Street for secure bike storage in the basement. This is a heritage building located downtown with a full basement which the owners would like to develop 3,000 square feet or 280 square metres for secure bike storage. There are more than 1,500 public parking spaces within a one block radius and being downtown it is expected clients will already be downtown and would walk to the building. The four stall parking variance will have minimal impact on residents as there is public parking in the area.

*Mayor Helps closed the public hearing at 8:40 p.m.*

**2. Application Approval**

It was moved by Councillor Alto, seconded by Councillor Thornton-Joe, that Council authorize the issuance of Development Variance Permit Application No. 000151 for 821-827 Broughton Street in accordance with:

1. Plans date stamped April 22, 2015.
2. Development meeting all Zoning Regulation Bylaw requirements, except for Schedule C, reducing the off-street parking requirement from an additional four parking stalls to nil for the change of use from general office use to dental office.
3. The Development Variance Permit lapsing two years from the date of this resolution.

*Councillor Thornton-Joe said it is interesting as this is the third proposal recently in the area that has been referred to as being in the downtown, when in fact it is in the Fairfield neighbourhood. She is happy to support.*

*Councillor Isitt asked what process is required to revise the neighbourhood boundaries.*

Andrea Hudson (Acting Director, Sustainable Planning and Community Development): This is in the Fairfield neighbourhood, but the confusion may be arising from the reference to the downtown as this portion of Fairfield is within the Downtown Core Area, and that Plan is being applied to the proposal.

Jason Johnson (City Manager): Staff would have to look at the OCP and how it would interpolate the boundaries.

Carried Unanimously

**DEVELOPMENT PERMIT WITH VARIANCES APPLICATIONS****1. 120 Gorge Road East (Siem Lelum House)****1. Hearing - Development Permit with Variances No. 000399**

The Council of the City of Victoria will consider issuing a Development Permit with Variances for the land known as 120 Gorge Road East, in Development Permit Area 16, General Form and Character for purposes of constructing the second phase of the housing development with the addition of a three-storey residential building consisting of 15 units and a one-storey community building.

The Development Permit will vary the following requirements of the Zoning Regulation Bylaw, Gorge Road Apartment District, R-40 Zone:

- Increase the maximum site coverage from 33.3% to 37.95%
- Increase the number of allowable buildings from one to three
- Decrease the required parking from 53 parking stalls to 12 parking stalls.

**Legal Description of the Land:** Lot A, Section 10, Victoria District, Plan 27473

*Mayor Helps opened the public hearing at 8:43 p.m.*

Brian Sikstrom (Senior Planner): This is a Development Permit Application with Variances for the construction of the second phase of a supported housing development at 120 Gorge Road East consisting of 15 apartment units. This new building would replace an existing former motel building. The proposal also includes a separate one-storey community building fronting on Gorge Road between the new building and the recently refurbished (first phase) 26-unit building on the eastside of the property. The interior courtyard created by these buildings will be landscaped and include a rain garden, future water play area and a basketball court.

The application involves three variances:

- Increased site coverage;
- More than one building on the lot; and
- Reduced parking from 53 stalls to 12 stalls.

The matters for Council's consideration are the appropriateness of the variances and the form and character of the proposed buildings and landscaping.

Tim Judge (Merrick Architecture): Provided a PowerPoint presentation regarding the proposal for 120 Gorge Road East (Siem Lelum House or Respected House) for phase two of the project. As the project is funded through BC Housing they are required to follow BC Housing design guidelines. The project is targeted for LEED gold. Phase two will add two buildings; a 15 unit residential building and a community building. The original building will be demolished as it is not reusable. The form and character of the renovation takes cues from the Coast Salish and will inform future phases of this project. There will be no parking on the west side of the property and the twelve stalls on the east side will be maintained. The roofs will be a shed style to allow sunlight into the courtyard. The site coverage is over due to the bike storage, the colonnade of the community building and the phase one building. To create a village they want to have various buildings of various sizes on site. There is no tenant parking on site, the twelve stalls will be for staff, visitors, drop-off and pick-up. Bicycles and helmets will be provided to tenants. There is great connectivity on site with around 400 buses a day passing by the site.

*Councillor Thornton-Joe asked about the pedestrian experience along Gorge Road.*

Tim Judge: Phase one has a Salish motif fencing and phase two will have artwork painted on an undulating fence. The buildings are stepped back from the street with a rain garden in front. There will also be a defined entry with a welcome figure, a trellis and front gate.

Jeff Kennedy (Resident of Balfour Avenue): Expressed concerned about parking as tenants are not permitted to park on site and are parking on Balfour. People are smoking cigarettes and marijuana and parking on his street and currently it is not serving his community well.

James Lam (Balfour Avenue): He owns the property to the north. The development so far is an improvement over the previous usage of the property. He also has concerns about parking and that there is no resident parking on site. He understands that there is zero tolerance for smoking on the property, and it is his observation that residents are smoking on the street. Garbage and recycling will be on the north of the property towards Balfour and feels that there will need to be good management. He supports the aims and intentions of the project, but he is not sure the current tenants fit the profile of the project.

*Councillor Madoff asked what the parking restrictions are on Balfour*

James Lam: It is signed "Residential Only."

*Councillor Madoff asked for clarification about the residents of Gorge Road being permitted to park on Balfour.*

Brad Dellebuur (Assistant Director, Engineering and Public Works): If the property is a single parcel and a piece of it touches an adjacent street they are permitted to park on that street.

*Councillor Thornton-Joe expressed concerns that the tenants are not permitted to smoke on the property. Is there a contact number for neighbours to call with concerns?*

William Ross (Linda E. Ross Property Management) There is a designated smoking area on the property following CRD guidelines. Smoking is not permitted in the rooms. There are cell phone numbers, land lines and email addresses for neighbours to use with any concerns and management are very responsive.

*Mayor Helps asked if there are twelve parking stalls why the tenants can't park in them.*

William Ross: There are twelve parking stalls for two staff and the remainder for drop-off and pick-up. There is a contract for tenants that say there is no parking on site.

*Mayor Helps asked where the restriction of no parking for tenants came from.*

Brian Sikstrom: It is not a City restriction.

Bruce Parisian (Executive Director, Victoria Native Friendship Society): If they are allowed to use the parking stalls for the tenants then they will.

*Mayor Helps asked they will make sure these parking stalls are used by the tenants.*

William Ross: The people they work with have very few vehicles as they are poor. They have no idea how many people living there have vehicles.

Andrea Hudson (Acting Director, Sustainable Planning and Community Development): The *Zoning Regulation Bylaw* does not have any restrictions on how the parking should be allocated.

*Councillor Thornton-Joe asked if the contract for residents not owning cars applies to phase one as well as phase two.*

Williams Ross: All residential applications will be modified with respect to the availability of parking. They will have to figure out a way to deal with the ten spots for the tenants.

*Councillor Thornton-Joe asked if there is a consideration for visitor spots.*

William Ross: They will be redoing the lines and indicating visitor and staff parking.

*Councillor Isitt asked if there were restrictions at some point for this property.*

Brian Sikstrom: Not to his knowledge.

*Councillor Isitt asked if a tenant tried to park a car, what happens?*

William Ross: It would be towed as no vehicles are part of the rental agreement. The tenant agreements will be changed immediately.

Jaclyn Casler (Langford Street): She found this discussion about parking requirements interesting and feels that there should be policies in place and it shouldn't be a struggle for Council.

Riga Godron (Hillside Avenue): It is not acceptable that people who live in affordable housing shouldn't be allowed to have parking. It is also not acceptable to just have bus passes. There should be more parking at this site.

Jeff Kennedy: Requested to speak a second time.

*Councillor Isitt said that he believed that there is a maximum time, so a person could be permitted to speak a second time.*

Robert Woodland (Corporate Administrator): There is precedent that if there is new information offered during the public hearing, and someone who has spoken before wants to comment on this information then they should be given the opportunity.

Jeff Kennedy: There should be provisions to get all the way around the development to reach the pick-up and drop-off area.

Adrian (Albany Street): He feels the house rules of the tenancy agreement needs to be reviewed as it says no smoking, alcohol or drugs are permitted on the premises. He has smelled the aroma of marijuana being smoked on the sidewalk and that is not in the spirit of the agreement.

Mayor Helps closed the public hearing at 9:30 p.m.

**2. Application Approval:**

It was moved by Councillor Thornton-Joe, seconded by Councillor Lucas, that Council authorize the issuance of Development Permit Application No.000399 for 120 Gorge Road East, in accordance with:

1. Plans date stamped February 27, 2015.
2. Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:
  - i. Part 3.9.3 - Site coverage increased from 33.3% to 37.95%,
  - ii. Part 3.9.7 - Number of buildings increased from one to three,
  - iii. Part 3.9.13 (2) - Parking requirement reduced from 1.3 parking spaces per unit (53 spaces) to 0.3 parking spaces per unit (12 spaces).
3. The provision of Transportation Demand Management measures (e.g. the provision of bus passes) to lessen potential off-street parking demand to the satisfaction of the Director of Engineering and Public Works.
4. Final plans to be generally in accordance with the plans identified above to the satisfaction of the Assistant Director, Development Services, Sustainable Planning and Community Development Department.

*Councillor Thornton-Joe said that she will support as she supports Siem Lelum and the work they do and the housing being built. She does have concerns about the issues raised by the neighbours and hopes the property management company will make changes to the policies and regulations for the tenants. 'Respected House' means respect the neighbours around you as well. She does support the variance, and hopes the confusion with the parking will be addressed. The merits to provide housing outweigh the need for a certain amount of parking. If more parking was provided she would expect the community space and greening would disappear.*

*Councillor Isitt said that he supports the application. The right to housing takes priority over the right to store private vehicles. The way the City has been developed creates an unreasonable expectation that vehicles can be parked on public land and that is changing. He is happy to see this project move to completion.*

*Councillor Loveday said that he supports the proposal. He has heard the issue about parking. The Housing Affordability Task Force is looking at the idea that affordable and social housing will have a lower ratio of parking required. There is evidence that affordable housing doesn't need as much parking and by removing parking it makes development more affordable.*

*Councillor Madoff said she appreciates the thoughtfulness of the design and planning of the project. There were concerns about the interaction of the private and public realm but there is an internal aspect of this project that gives back to the street and neighbourhood. Once completed this will be a show piece. She is proud that this was a partnership with the City.*

Carried Unanimously

**Motion:**

It was moved by Councillor Thornton-Joe, seconded by Councillor Madoff, that the City consider extending the sidewalk from the Siem Lelum driveway on Balfour to Gorge Road, after consultation with the Burnside Gorge Community Association.

*Councillor Thornton-Joe said there is a healthy tree on the greenspace and she doesn't want it removed, and she would like it go to back to the Burnside-Gorge Community Association to ensure that they are interested in this.*

Carried Unanimously

**2. 1015 Rockland Avenue**

**1. Hearing - Development Permit with Variances Application No. 000408**

The City of Victoria will be considering the issuance of a Development Permit with Variances for the land known as 1015 Rockland Avenue for the purpose of varying certain requirements of the *Zoning Regulation Bylaw* namely:

- Part 3.96, R-73 Zone (Rockland Avenue Multiple Dwelling District):
  - Part 3.96.5 (b) - Allow the projection of balconies into the rear yard setback by 1.65m.
  - Part 3.96.6 (a) - Increase in the maximum allowable site coverage from 58.00% to 59.60%
  - Part 3.96.6 (b) - Reduction in the minimum open space required from 14.70% to 13.10%
  - Part 3.96.7 (b) - Reduction in onsite vehicle parking from 0.87 spaces per unit to 0.78 spaces per unit for a multiple dwelling subject to strata title ownership.

The proposed changes are amendments to an approved Development Permit to construct a four-storey, 14-unit apartment building.

**Legal Description of the Land:** Lot 1125 Victoria City

Mayor Helps opened the public hearing at 9:42 p.m.

Brian Sikstrom (Senior Planner): This Development Permit Application with Variances involves revisions to a Development Permit that was approved in 2014. The revisions result from minor changes to the previously approved site plan and design of the four-storey, 14-unit apartment building. These changes result in:

- A slight increase in site coverage and decrease in open site space;
- Reduced area for parking under the building;
- A projection of balconies in the rear yard setback; and
- The applicant proposing to increase the car share memberships from five to fourteen – one per unit.

The matter for Council's consideration is the appropriateness of the revisions being sought to previously approved variances for site coverage, open site space and parking.

Sam Ganong (Abstract Developments): Provided a PowerPoint presentation regarding the proposal for 1015 Rockland Avenue for variances for the previously approved application. Since the application was approved, discrepancies were found. The first variance is for the number of parking stalls, due to the addition of two new columns in the parking area. To offset this variance they will be purchasing car share memberships for each tenant in the building. The second variance is for site space which was miscalculated. The third variance is for the projection of the rear balconies into the setback. This was a Planning Department error by not including the balconies in the *Zoning Regulation Bylaw*.

*Mayor Helps closed the public hearing at 9:49 p.m.*

## **2. Application Approval:**

It was moved by Councillor Isitt, seconded by Councillor Lucas, that Council authorize the issuance of Development Permit Application No. 000408 for 1015 Rockland Avenue, subject to:

1. Plans date stamped March 12, 2015.
2. Development meeting all Zoning Regulation Bylaw requirements in the R-73 Zone (Rockland Avenue Multiple Dwelling District), except for the following variances:
  - i. Part 3.96.5 (b) - Allow the projection of balconies into the rear yard setback, by 1.65m.
  - ii. Part 3.96.6 (a) - Increase in the maximum allowable site coverage from 58.0% to 59.6%
  - iii. Part 3.96.6 (b) - Reduction in the minimum open space required from 14.7% to 13.1%
  - iv. Part 3.96.7 (b) - Reduction in onsite vehicle parking from 0.87 spaces per unit to 0.78 spaces per unit for a multiple dwelling subject to strata title ownership.

Carried Unanimously

## **HEARINGS – REQUESTS TO ADDRESS COUNCIL**

***Councillor Loveday withdrew from Council Chambers at 9:50 p.m.***

It was moved by Councillor Alto, seconded by Councillor Thornton-Joe, that the following speakers be permitted to address Council.

Carried Unanimously

### **1. Sally Reid and Arial, Walk On Victoria, re: Walk On Week**

Arial: They are Greater Victoria's first pedestrian advocacy group. Their mission is to improve safety and enjoy-ability of Greater Victoria's walking conditions and promote walking as a healthy sustainable form of transportation and recreation.

***Councillor Loveday returned to the meeting at 9:51 p.m.***

Arial: Since their inaugural meeting in September they have been building their presence in the community. They are working with developers and the District of Saanich and the Township of Esquimalt to incorporate pedestrian friendly elements.

Sally: Walk on Week will take place October 5<sup>th</sup> – 11<sup>th</sup> and it is an opportunity for residents to walk to work, school and for fun. She hopes that the City will provide in-kind support at the launch event on October 5<sup>th</sup>.

### **2. Andrew Wynn-Williams, Greater Victoria Coalition to End Homelessness, re: Action Plan for Housing Supports & City Services for Sheltering in City Parks**

He understands the City is managing a crisis and must give consideration to lots of options. The Coalition is pleased that the City recognizes that the recommended options within the report are not permanent and are temporary stop gaps; permanent housing is the solution. The Coalition would request that the City consult with the users as they have diverse needs, which will require diverse solutions. Camping should always be permitted, even with additional shelter spaces and if there are rules, they must be very clear. Short term options should not take away from long term solutions.

### **3. Nicholas Murray, Pedi-cabs**

He would like to see an increase in more pedi-cab licences available for university students and small scale entrepreneurs. Currently all 20 licences are held by one operator, this is an unfair monopoly. Operating a pedi-cab would allow students to pay off debts.



4. **Solomon Lindsay, re: Micro-Housing**

He is a Grade 11 student and feels the initiative for helping homelessness is amazing. He recently started participating in the Coalition on micro-housing. Housing is important and micro-housing is interesting and innovative and can contribute to ending homelessness.

5. **David Monk, Socially Responsible Investing**

Divest Victoria is a global initiative requesting that public and private investment be divested from fossil fuels and he is here to ask the City to consider looking at their investments and divest from fossil fuels.

**Council recessed at 10:09 p.m. and reconvened at 10:14 p.m.**

**UNFINISHED BUSINESS**

***Councillor Isitt withdrew from Council Chambers at 10:15 p.m. due to a direct pecuniary conflict of interest in the following item as he is the City's representative on the Greater Victoria Harbour Authority Board, who is the landlord at this site.***

1. **Liquor Primary Licence Application for Helijet International Inc., 79 Dallas Road**

Council received a report dated June 1, 2015 from the Legislative and Regulatory Services Department providing Council with a resolution regarding the public hearing that was held on May 28<sup>th</sup> for an application by Helijet International Inc. for the Helijet Victoria Terminal located at 79 Dallas Road.

Robert Woodland (Corporate Administrator): This is for a new licence application that Council must provide input on to the Liquor Control and Licensing Branch within the prescribed criteria as set in the staff recommendation, either in support of, or objecting to, the issuance of the licence. The proposed hours of liquor service are from 9am to 9pm seven days a week. The area that would be licensed is the interior of the terminal lounge, total occupancy of 30 persons, with service of alcohol to persons traveling through the terminal.

**Motion:**

It was moved by Councillor Loveday, seconded by Councillor Thornton-Joe, that Council, after conducting a review of the staff assessment of the application to obtain a Liquor Primary Licence for Helijet International Inc. (Helijet Victoria Terminal), located at 79 Dallas Road and receiving public input in accordance with the City's Liquor Licensing Fee Bylaw and Liquor Licensing Policy supports:

1. The application by Helijet International Inc. (Helijet Victoria Terminal) to obtain a Liquor Primary Liquor Licence in accordance with the terms proposed in their application summary dated October 23, 2014 and revised Letter of Intent dated May 7, 2015:
  - a. Hours of liquor service would be from 09:00h (9:00AM) to 21:00h (9:00PM) seven days per week.
  - b. Licensed capacity of 30 persons including staff.
2. The Council provides the following comments on the prescribed considerations:
  - a. The Helijet Terminal is located in the Ogden Point marine industrial area of the City and in the Activity Noise District, which allows for a higher noise threshold. The operation of a liquor-primary business must be in conjunction with the operation of a passenger transportation terminal, and the proposed liquor-primary business is an appropriate ancillary use at this location.
  - b. There is no conflict between nearby restaurants and entertainment facilities as the proposed liquor-primary business caters only to Helijet passengers.
  - c. The maximum person capacity of 30 and operating hours of 9:00AM to 9:00PM seven days a week are acceptable and do not impose a significant burden on policing. Later operating hours are not supported.
  - d. The proposed liquor-primary business is being established in an existing passenger transportation terminal and will cater only to Helijet passengers. As such, this liquor-primary business serves a niche market.
  - e. Adding a new Liquor Primary Liquor licence at this location operating in conjunction with a passenger transportation terminal is not expected to change any of the noise or nuisance impacts associated with this business.
  - f. If approved, the impact of this licence is expected to be minor in nature and positive for passengers travelling through the Helijet Terminal. The City consulted the public on this application by:
    - i. Sending out written notice to all property owners and residents within 100 metres of this business inviting comment on the application and notifying them of a public hearing;
    - ii. Having the business post a notice at the access point to the business for a period of 21 days inviting the public to provide written comment and/or attend the public hearing; and
    - iii. Holding a public hearing on May 28, 2015 to receive public input on this proposal.

As a result, one letter was received from the James Bay Neighbourhood Association providing comment after the applicant presented their proposal at a community meeting. No members of the public attended the public hearing. Based upon the public input received, the Council concludes that the community is not opposed to the application. Carried Unanimously

***Councillor Isitt returned to the meeting at 10:17 p.m.***

## REPORTS OF THE COMMITTEES

### 1. Governance and Priorities Committee – June 4, 2015

#### 1. Quarterly Report and New Operational Plan Aligned with Strategic Plan

It was moved by Councillor Isitt, seconded by Councillor Alto, that Council:

1. Direct staff to develop plan metrics and a public engagement/survey opportunity for measuring the 13 strategic objectives on an annual basis as they contribute to achieving the goal as stated in the Strategic Plan.
2. Refer the *Parks Consultation Bylaw* and *Creating a Park Zone* to the Parks Master Plan process.
3. Direct that the review of CALUC processes be included in work that is underway.
4. Refer the following issues to the Mayor's Task Force on Housing Affordability:  
*Housing Initiatives:*
  - i. Develop rental housing policy
  - ii. Create and implement Housing Action Plan
  - iii. Establish housing pilot projects
  - iv. Establish targets and create monitoring tools
5. Refer the *Inner Harbour Vitality Principles Implementation Strategy* to work that is underway.
6. Refer *Specific projects identified in the Greenways Plan and Pedestrian Master Plan* to the 2016 Capital Budget process.
7. Consider *Victoria Harbour Noise & Nuisance Issues* at Council's quarterly report after the Federal Election.
8. Refer the *Secondary Suite Enforcement Policy* to the work being done on the new Building Bylaw.
9. Direct that *CR-754 – Report on Railway Crossing* be completed as it is aligned with direction to get the railway running between Victoria and Langford.
10. Direct staff to report on models for the Greater Victoria Harbour Authority's governance.
11. Direct staff to provide information on the *Antenna Siting Protocol* issue and the *Implementation of Green Building Policy (in relation to landscape standards)* issue.
12. Direct staff to report back on the operational plan impacts of completing *R1-A Zoning Update* and *C-1 Zone Improvements*.
13. Refer *Projects listed in the Official Community Plan Implementation and Downtown Core Area Plan Implementation Strategies* to the Mayor's Task Force on Economic Development and Prosperity:
  - *Develop a Downtown Retail Strategy*
  - *Develop a Downtown Core Area Beautification Strategy*
14. Direct that staff provide a scope of work update to Committee on the following:  
*Projects listed in the Official Community Plan Implementation and Downtown Core Area Plan Implementation Strategies:*
  - *Review potential for heritage building retrofits through review of Heritage Tax Incentive program (expanding scope of program)*
15. Refer the following item to the Local Area Planning process:  
*Projects listed in the Official Community Plan Implementation and Downtown Core Area Plan Implementation Strategies:*
  - *Prepare key amendments to existing local area plans, policies, DPAs and HCAs to correct egregious inconsistencies*
16. Direct staff to report quarterly on August 20, 2015, November 5, 2015 and the first meeting in February 2016. Carried Unanimously

#### 2. Victoria West Park Improvements Engagement Plan

It was moved by Councillor Isitt, seconded by Councillor Alto, that Council endorse the proposed engagement strategy for Victoria West Park as outlined in the report dated May 22, 2015.

Carried Unanimously

#### 3. Canada 150 Community Infrastructure Fund

It was moved by Councillor Isitt, seconded by Councillor Alto, that Council:

1. Instruct staff to submit a grant application to the Canada 150 Community Infrastructure Fund for David Foster Harbour Pathway improvements.
2. Authorize the Mayor and the Corporate Administrator to execute any agreement related to a successful grant application. Carried Unanimously

#### 4. Confined Space Rescue Agreement with the Township of Esquimalt

It was moved by Councillor Isitt, seconded by Councillor Alto, that Council authorize staff to execute an agreement with the Corporation of the Township of Esquimalt, for their Fire Department to continue to provide Confined Space Rescue Service to the City of Victoria's employees when working on the water distribution system within the boundaries of the Township of Esquimalt.

Carried Unanimously

#### 5. Liquor Licence Application – Irish Times Pub and Oyster Bar

It was moved by Councillor Isitt, seconded by Councillor Alto, that Council, after conducting a review with respect to noise and community impacts regarding the application to amend the hours of liquor service for the Liquor Primary License of the Irish Times Pub and Oyster Bar, Liquor License No. 301113, located at 1200 Government Street, supports:

1. The application of the Irish Times Pub and Oyster Bar to amend its Liquor Primary Licence for their Pub to allow a change in operating hours to include 9:00AM to 1:00AM from Monday to Sunday.
2. The Council provides the following comments on the prescribed considerations;
  - a. The location is within a mixed commercial zone which authorizes offices, retail, multi-unit residential, transient accommodation, restaurants, clubs and associated uses. There is a small amount of residential use in the immediate vicinity. The Liquor Primary licensed operation is compatible with the neighbouring land uses. The business is located within the Historic Commercial District and is within the Intermediate Noise District which allows for a higher noise threshold.
  - b. This request represents a change in operating hours to enable liquor service 2 hours earlier each day. This change is expected to have minimal impact on the neighbourhood due to the time of day involved in the longer opening hours and the nature of service being provided during that time period. There have been no complaints of noise or nuisance from the pub in the past 5 years. There is no concern that this change would result in the business being operated contrary to its primary purpose.
  - c. The views of residents were solicited via a mail out to neighbouring property owners and occupiers within 50 metres of the pub and a notice posted at the property. Two responses were received by the City, both in support of the application.

Carried Unanimously

**6. Liquor Licence Application – The Bard and Banker Pub**

It was moved by Councillor Isitt, seconded by Councillor Alto, that Council, after conducting a review with respect to noise and community impacts regarding the application to amend the hours of liquor service for the Liquor Primary License of the Bard and Banker Pub, Liquor License No. 050182, located at 1022 Government Street, supports:

1. The application of the Bard and Banker Pub to amend its Liquor Primary Licence for their Pub to allow a change in operating hours to include 9:00AM to 1:00AM from Monday to Sunday.
2. The Council provides the following comments on the prescribed considerations;
  - a. The location is within a mixed commercial zone which authorizes offices, retail, residences restricted to the second and higher storeys, transient accommodation, restaurants, clubs and associated uses. There is a small amount of residential use in the immediate vicinity. The Liquor Primary licensed operation is compatible with the neighbouring land uses. The business is located within the Historic Commercial District and is within the Intermediate Noise District which allows for a higher noise threshold.
  - b. This request represents a change in operating hours to enable liquor service 2 hours earlier each day. This change is expected to have minimal impact on the neighbourhood due to the time of day involved in the longer opening hours and the nature of service being provided during that time period. The pub has had one complaint of noise in the past 5 years, which was quickly resolved by the licensee. There is no concern that this change would result in the business being operated contrary to its primary purpose.
  - c. The views of residents were solicited via a mail out to neighbouring property owners and occupiers within 50 metres of the pub and a notice posted at the property. No responses were received by the City.

Carried Unanimously

**7. Air Space Parcel – 2300 Dowler Place**

It was moved by Councillor Isitt, seconded by Councillor Alto, that Council:

1. That Council authorizes the Mayor and Corporate Administrator to execute and register the documentation required, in a form satisfactory to the City, to transfer ownership of the air space parcel with PID 001-042-173 from BC Transportation Financing Authority to the City.
2. That Council authorizes the Mayor and Corporate Administrator to execute an agreement modifying a lease dated January 1, 2009 between the City and Agropur Co-operative, a renewed and modified by an agreement dated January 1, 2013, in a form satisfactory to the City, such that the lease includes the air space parcel identified with PID 001-042-173.
3. That Council authorizes City staff to make an application to the Land Title Office to discharge Charge S127509 from the air space parcel with PID 001-042-173 after the City becomes the registered owner of that property.

Carried Unanimously

**9. Appointment of Council Member – CRD Climate Action Inter-Municipal Steering Committee**

It was moved by Councillor Isitt, seconded by Councillor Alto, that Council appoint Councillor Alto to the Capital Regional District Climate Action Inter-Municipal Steering Committee.

Carried Unanimously

**10. Proposed Strategic Plan Amendment Process**

It was moved by Councillor Isitt, seconded by Councillor Alto, that Council adopt the process laid out in Appendix A of the motion dated May 25, 2015, for proposing amendments to the 2015 – 2018 Strategic Plan, and

That *Appendix A – Process for Amending Strategic Plan* be included as part of the published Strategic Plan, and add to Appendix A that this policy be reviewed quarterly.

Carried Unanimously

**11. 2017 BC Games 55+**

It was moved by Councillor Isitt, seconded by Councillor Alto, that Council support a bid to host the BC Senior's Games in the capital region in 2017 and commit to a contribution of up to \$60,000 in cash and up to \$55,000 in kind in 2017 should the region be successful in its bid.

Carried Unanimously

## 12. Summary of Public Input on the Proposed Grant Process and Approval of Fee-for-Service Grants

It was moved by Councillor Isitt, seconded by Councillor Loveday, that Council:

1. Direct:
  - a. Staff to accept applications for the 2015 Strategic Plan grants until June 26, 2015.
  - b. Staff to report on eligible applications at the July 9, 2015 Council meeting (decisions on awards to be made on July 23 after presentations).
  - c. The approval of the 2015 Fee-For-Service Grants as outlined in Appendix B attached to the report dated May 26, 2015.
2. Approve the Grant Policy, including amendments as a result of the feedback:
  - a. A simple application form with a shorter version for the micro-grants.
  - b. A streamlined reporting form.
  - c. An interim report requirement for the 2016 intake.
  - d. Pay community garden volunteer coordination grants and micro-grants in March.
  - e. Require presentations to Council only for grant requests over \$10,000.
3. Direct staff to schedule Town Hall meetings for presentations as required.
4. Approve the terms of reference for the Community Garden Volunteer Coordinator grant as outlined in Appendix C of the report dated May 26, 2015 with the following amendments:
 

Community Garden Volunteer Coordinator Grant Terms of Reference

  - a. Eligibility:  
The neighbourhoods that have existing gardens and new gardens established in the future through the community garden policy in a neighbourhood, are therefore eligible to apply, including:
    - Vic West
    - Fairfield-Gonzales
    - Fernwood
    - Burnside-Gorge
    - James Bay
    - Hillside-Quadra
    - North Jubilee
  - b. Approve the terms of reference for the Community Garden Volunteer Coordinator grant as outlined in Appendix C of the report dated May 26, 2015, amending the terms of reference by removing the reference to funding amounts for community gardens.

### Amendment:

It was moved by Councillor Alto, seconded by Councillor Isitt, that section 4.a. of the motion be amended as follows:

4. Approve the terms of reference for the Community Garden Volunteer Coordinator grant as outlined in Appendix C of the report dated May 26, 2015 with the following amendments:
 

Community Garden Volunteer Coordinator Grant Terms of Reference

  - a. Eligibility:  
The neighbourhoods that have existing gardens and new gardens established in the future through the community garden policy in a neighbourhood, are therefore eligible to apply, including, **but not limited to:**
    - Vic West
    - Fairfield-Gonzales
    - Fernwood
    - Burnside-Gorge
    - James Bay
    - Hillside-Quadra
    - North Jubilee

Carried Unanimously

*Councillor Loveday asked if the date for funds payout could be changed from March to January to better align with the growing season.*

Susanne Thompson (Director of Finance): There would be no issues to change the date.

### Amendment:

It was moved by Councillor Loveday, seconded by Councillor Isitt, that the section 2.d. of the motion be amended as follows:

2. Approve the Grant Policy, including amendments as a result of the feedback:
  - a. A simple application form with a shorter version for the micro-grants.
  - b. A streamlined reporting form.
  - c. An interim report requirement for the 2016 intake.
  - d. Pay community garden volunteer coordination grants and micro-grants in ~~March~~ **January**.
  - e. Require presentations to Council only for grant requests over \$10,000.

*Councillor Isitt asked if there was a way to expedite this process.*

*Mayor Helps said that this motion will unlock funds for 2015.*

Susanne Thompson: The process involves groups seeking funds to approach the City advising who they are and what gardens they are looking after and staff will bring that list back to Council on July 23<sup>rd</sup> for approval.

**On the amendment**

Carried Unanimously

**On the main motion as amended:**

Carried Unanimously

**13. Action Plan for Housing Supports and City Services for Sheltering in City Parks**

It was moved by Councillor Isitt, seconded by Councillor Alto, that Council approve:

1. The *Action Plan for Housing Supports and City Services for Homeless People Sheltering in City Parks* outlined in Appendix A of the report dated May 27, 2015, with the following amendment:
  - a. Appendix A: Advocacy for Permanent Housing & Supports
    - 1.a. Increase the supply of emergency shelter spaces in the region:  
Recommendation:  
Support Cool Aid Society in seeking \$112,000 in funding to open 40 adult emergency mats and/or rent supplements between May and October.
2. A requirement that facilitating the actions outlined in Appendix A include specific outreach to current and potential residents, and;
3. Additional operating funding of up to \$350,000 from 2015 contingencies to support specific *Action Plan* initiatives, subject to final approval by the City Manager.

**Motion to Postpone:**

It was moved by Mayor Helps, seconded by Councillor Alto, that Council postpone consideration of the following recommendation until the July 9, 2015 Council meeting:

Appendix A: Advocacy for Permanent Housing & Supports,

2.b. Social and Health Service Supports:

**Status:**

- Coalition report "Creating Homes, Enhancing Communities" published with analysis of homeless populations' needs.

**Recommendations:**

- Support Coalition recommendations in *Creating Homes, Enhancing Communities* report.
- Continue to support Coalition with City funding (\$100,000) and staff support.

Carried Unanimously

*Councillor Isitt thanked staff and said that he feels this is the best report he has received since he was elected. The preferable option is proper permanent housing, but what is outlined in the report will improve the conditions for those sheltering in parks. For him to support the first reading of a bylaw, he wants to see the two substantive sheltering action items implemented, or at least one of the two. He would prefer Topaz Park, or an alternate site as determined by staff and Council.*

*Councillor Alto said that she was proud to be part of Council during this discussion. These decisions speak to housing like food and water as a human right. This is a leap of faith and pushes the boundaries of what a city usually does in terms of housing and sheltering. This is about a continuum of options. With respect to micro-housing, there is an extraordinary volunteer group in Victoria working on micro-housing and Council will need to support them, when they come forward with options.*

*Councillor Madoff asked will staff and Council make a decision in the absence of community engagement. What is the expectation of the process?*

*Mayor Helps said that an amendment was made at GPC requiring specific outreach to current and potential residents.*

*Councillor Madoff asked if it is informing or having a dialogue.*

Katie Hamilton (Director of Civic Engagement and Strategic Planning): Staff have not acted on the direction of GPC. She expects staff will seek further clarification from Council.

*Councillor Thornton-Joe thanked staff for a thorough report with understanding and compassion. She appreciates Council supporting the amendment for rent supplements. However, she would like to amend the motion to write to the Federal government for funding and a strategy.*

**Amendment:**

It was moved by Councillor Thornton-Joe, seconded by Councillor Alto, that section 1.a. of the motion be amended as follows:

Write to Provincial government to raise awareness of the issue and request additional funding and supports **and write to the Federal government to raise awareness of the issue and request a National Housing Strategy and request additional funding through the Homelessness Partnership Strategy (HPS) funding.**

**On the amendment:**

Carried Unanimously

*Councillor Loveday said the reports leads with compassion and follows through with practical steps. During his "ride along" with VicPD he had some good discussions with those camping and who could benefit from micro-housing. He does not think this is distracting from the idea of permanent solutions to housing.*

*Mayor Helps asked what initiatives can be moved forward on after tonight.*

Robert Woodland (Corporate Administrator): Staff have met twice and have assigned priorities and timelines and priorities. All items are being actioned and conversations have begun with micro-housing proponents. Immediate things that are being looked at are the washrooms and special clean-up crews. He expects to have a plan within the next two weeks.

*Mayor Helps said that she agrees with the comments of her colleagues. Hopefully we will be able to show leadership and create a Canadian model similar to the Eugene model. Right now we need to deal with the short term solutions of people camping in our parks. Of the proposed sites Topaz is the best, but we need to pick a site sooner rather than later and then move forward and engage the community.*

*Councillor Lucas said that this is a great step forward in the short term, but need to delve into the City as a whole as to what our resources are, financial and human, so that we can create a strategic plan for the long term on the needs of those in our community.*

*Councillor Isitt said that the City can help the volunteers move the process forward according to a schedule and timeline. If milestones are not met we need to know why and move them along. People are ready to partner with the City to make it happen. He is comfortable delegating as much as possible to staff and Council giving approvals when necessary.*

**Motion to Speak:**

It was moved by Councillor Loveday, seconded by Councillor Madoff, that Councillor Thornton-Joe be permitted to speak a second time. Carried Unanimously

*Councillor Thornton-Joe expressed concern that all the work that needs to be done by staff, who can only do so much so fast. Who is working on, and what is the priority for the BC Housing funds for 20 new rent subsidies and supporting Cool Aid for additional matts and rent subsidies.*

Robert Woodland: There is a team is working on all the tasks with timelines and where consultations are required.

Jason Johnson (City Manager): There is a team of staff responsible for different components of the Action Plan. We understand Council's priority and will action it as such.

***On the main motion as amended:*** Carried Unanimously

## **2. Planning and Land Use Committee – June 11, 2015**

### **1. Development Permit with Variances Application No. 000422 for 1143 Grant Street**

It was moved by Councillor Alto, seconded by Councillor Loveday, that after giving notice and allowing an opportunity for public comment, that Council consider the following motion:

"That Council authorize the issuance of Development Permit Application No. 000422 for 1143 Grant Street, in accordance with:

1. Plans date stamped May 4, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - a. Part 1.86, Section 4(b): Reduce the rear yard setback from 8m to 6.25m.
3. The Development Permit lapsing two years from the date of this resolution."

Carried Unanimously

### **2. Heritage Designation Application Nos. 000148 and 000149 for 524 and 526 Michigan Street**

It was moved by Councillor Alto, seconded by Councillor Loveday, that Council designates 524 and 526 Michigan Street as Municipal Heritage Sites. Carried Unanimously

### **3. Heritage Designation Application for 1713 Government Street**

It was moved by Councillor Alto, seconded by Councillor Loveday, that Council designate 1713 Government Street as a Municipal Heritage Site. Carried Unanimously

### **4. Developing an Accelerated Approach to Local Area Planning**

It was moved by Councillor Isitt, seconded by Councillor Loveday, that Council approve the recommended process as laid out in the report dated May 28, 2015, for developing an accelerated approach to local area planning for urban villages and transportation corridors, including holding one-on-one meetings with each Community Association.

*Councillor Isitt said that the neighbourhood plan for Quadra Village was to follow after the plan for Burnside-Gorge; how do they fit into this accelerated approach.*

Andrea Hudson (Acting Director, Sustainable Planning and Community Development: Staff will come back to Council in the fall with a proposed approach, taking into consideration the priority areas noted in the *Official Community Plan*.

Carried Unanimously

**MOTIONS**

1. **To Set Public Hearings for the Council Meeting of Thursday, June 25, 2015 for:**  
It was moved by Councillor Thornton-Joe, seconded by Councillor Madoff, that the following Public Hearings be held in Council Chambers, City Hall, on **THURSDAY, JUNE 25, 2015, at 7:00 p.m.:**
1. Rezoning Application No. 00467 for property known as 2822 and 2826 Cedar Hill Road
  2. Development Permit with Variances Application No. 000421 for property known as 195 Bay Street
  3. Heritage Designation Application No. 000144 for property known as 624 Battery Street
- Carried Unanimously

**BYLAWS**

1. **FIRST READING**  
It was moved by Councillor Alto, seconded by Councillor Isitt, that the following bylaw **be given first reading:**  
Housing Agreement (960-962 Yates Street) Bylaw  
*The purpose of this bylaw is to authorize an agreement for rental housing for 960-962 Yates Street*  
Carried Unanimously
2. **SECOND READING**  
It was moved by Councillor Alto, seconded by Councillor Thornton-Joe, that the following bylaw **be given second reading:**  
Housing Agreement (960-962 Yates Street) Bylaw  
Carried Unanimously
3. **THIRD READING**  
It was moved by Councillor Madoff, seconded by Councillor Thornton-Joe, that the following bylaw **be given third reading:**  
Housing Agreement (960-962 Yates Street) Bylaw  
Carried Unanimously

**QUESTION PERIOD**

**Motion:**  
It was moved by Councillor Isitt, seconded by Councillor Thornton-Joe, to extend the Council meeting past 11 p.m.  
Carried Unanimously

*A question period was held.*

**CLOSED MEETING**

It was moved by Councillor Isitt, seconded by Councillor Madoff, that Council 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)(a)** - personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the City or another position appointed by the City.
- Section 12(3)(e)** - the acquisition, disposition or expropriation of land and/or improvements, if the Council considers that disclosure might reasonably be expected to harm the interests of the City.
- Section 12(3)(i)** - the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- Section 12(4)(b)** - the consideration of information received and held in confidence relating to negotiations between the City and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

**RISE AND REPORT**

1. **Consideration to Rise and Report on Council Motions from 1st Quarter of 2015**  
Council received a report dated June 2, 2015 from the Director, Legislative & Regulatory Services making recommendations respecting the public disclosure of Council resolutions passed over the past three months that Council may now wish to disclose publically.

**Motion:**  
It was moved by Councillor Madoff, seconded by Councillor Isitt, that Council rise and report on the following Council resolutions recommended for public disclosure:

1. **Council Meeting of January 22, 2015**
1. **Art in Public Places Committee – Appointment Process**  
That Council:
1. Rescind the appointment of Jennifer Button to the Art in Public Places Committee, and;
  2. Direct staff to conduct a new recruitment process in order to identify candidates to fill this vacancy.

## 2. Council Meeting of January 29, 2015

### 1. New Lease / 726 Johnson Street

That Council authorizes the Mayor and Corporate Administrator to execute a new lease in a form satisfactory to the City Solicitor, for premises at 726 Johnson Street with Keun Ho Kim for a period of three years commencing December 1, 2014 at a base rent of \$30,495.00 per annum, subject to the publication of the statutory notices required by the *Community Charter*.

### 2. New Lease / 738 Johnson Street

That Council authorizes the Mayor and Corporate Administrator to execute a new lease in a form satisfactory to the City Solicitor, for premises at 738 Johnson Street with Study Wise International Student Centre Victoria Ltd. commencing December 1, 2014 at a rent of \$14,224.00 per annum, subject to the publication of the statutory notices required by the *Community Charter*.

### 3. New Lease / 744 Johnson Street

That Council authorizes the Mayor and Corporate Administrator to execute a new lease in a form satisfactory to the City Solicitor, for premises at 744 Johnson Street with Scruples Perfumes Ltd. commencing December 1, 2014, at a rent of \$15,872.00 per annum, subject to the publication of the statutory notices required by the *Community Charter*.

### 4. New Lease / 748 Johnson Street

That Council authorizes the Mayor and Corporate Administrator to execute a new lease in a form satisfactory to the City Solicitor, for premises at 748 Johnson Street with 550269 BC Ltd. for a period of three years commencing December 1, 2014, at a rent of \$15,184.00 rising to \$17,520.00 per annum, subject to the publication of the statutory notices required by the *Community Charter*.

### 5. Victoria Airport Authority Board Nomination

That Victoria City Council:

1. Nominate [REDACTED] and Eric Donald as the City's nominees to the Victoria Airport Authority Board.
2. Forward the two nominations for consideration by the Victoria Airport Authority Board for the appointment of one City of Victoria representative for a term commencing immediately and expiring December 31, 2016.

### 6. Appointment Process – Advisory Design Panel

That Council rescind the appointment of Larry Podhora to the Advisory Design Panel.

## 3. Council Meeting of March 12, 2015

### 1. Tribunal Hearing affecting the City

*WHEREAS* the mayors of municipalities including the City of Burnaby and City of Vancouver have expressed a lack of confidence in the National Energy Board review of the proposed Trans-Mountain Pipeline Expansion Project;

*AND WHEREAS* the City of Victoria is an Intervenor in this process and, as a coastal community at the confluence of tanker traffic from Haro Strait, Puget Sound and the Juan de Fuca Strait, has a strong interest in marine safety and the protection of coastal waterways from the environmental, social and economic impacts of marine accidents including oil spills;

*THEREFORE BE IT RESOLVED* that the City of Victoria joins other local governments in calling upon the Government of Canada to put the current National Energy Board review of the Trans-Mountain Pipeline Expansion Project on hold until an adequate process is in place, and further calls upon the provincial and federal governments, through their appropriate and respective roles, to develop, in consultation with local governments, First Nations and citizens, the restoration of a full Public Hearing process to be applied to the National Energy Board's consideration of all applications for major infrastructure projects;

*AND BE IT FURTHER RESOLVED* that the City of Victoria joins other local governments in calling upon the Government of British Columbia to re-assert its role in environmental assessment of the Trans-Mountain Pipeline Expansion Project, to establish a provincial process with proper public hearings to assess this major infrastructure project.

## 4. Council Meeting of March 26, 2015

### 1. Appointment – Victoria Family Court and Youth Justice Committee

That Council appoint Helen Hughes to the Victoria Family Court and Youth Justice Committee for a term ending December 31, 2015.



5. Council Meeting of October 23, 2014

1. Victoria Airport Authority

That Council recommence a recruitment process for candidates with a strong sense of the public interest, for the nomination for appointment to the Victoria Airport Authority Board.

6. Council Meeting of July 24, 2014

1. Intergovernmental Relations

That Council direct staff to explore the option of a combined bio solids / liquid waste treatment facility as part of the Council resolution of June 12, 2014 on Liquid Waste Treatment Options. Carried Unanimously

ADJOURNMENT

It was moved by Mayor Helps, seconded by Councillor Alto, that the Council meeting adjourn.

Time: 11:07 p.m.

Carried Unanimously

CERTIFIED CORRECT:

\_\_\_\_\_  
CORPORATE ADMINISTRATOR

\_\_\_\_\_  
MAYOR OF THE CITY OF VICTORIA





## Council Report

### For the Meeting of June 25, 2015

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**To:** Governance and Priorities Committee      **Date:** June 16, 2015  
**From:** Susanne Thompson, Director of Finance  
 Katie Hamilton, Director of Citizen Engagement and Strategic Planning  
**Subject:** 2014 Annual Report

---

### Executive Summary

The purpose of this report is to present the 2014 annual report. The public are invited to provide comment and ask questions about the 2014 annual report at the Council meeting on Thursday, June 25, 2015.

The Community Charter requires municipalities to produce an annual municipal report. The annual municipal report must be prepared before June 30, and include the following:

- the municipality's audited annual financial statements for the previous year;
- a list of the permissive tax exemptions provided by council, and for each exemption, the amount of property tax that would have been imposed during the previous year if the exemption had not been granted;
- a report on the municipality's services and operations for the previous year;
- a progress report on the performance of the municipality with respect to established objectives and measures;
- a statement of objectives and measures that will be used as the basis for determining the municipality's performance during the current year and following year; and
- the details of any declarations of disqualification made against individual council members during the previous year.

In addition to noting the key highlights of the past year, this year's annual report uses infographics to outline specific projects and initiatives, as well as breadth of services offered by department. It is presented in a visual format to provide greater public accessibility and ease of reference. This is informed by positive feedback received by residents with regards to making City services and initiatives more meaningful and easier to understand.

The 2015 annual report will report on progress made towards objectives outlined in the 2015-2018 strategic plan, including 2015 completed actions, outcomes and measures for each objective. This approach is consistent with the integration of key strategic planning and financial processes underway within the organization, and is consistent with requirements within the Community Charter.

**Recommendation**

That Council receive this report for information.


Respectfully submitted

  
Susanne Thompson  
Director, Finance

  
Katie Hamilton  
Director, Citizen Engagement and Strategic Planning

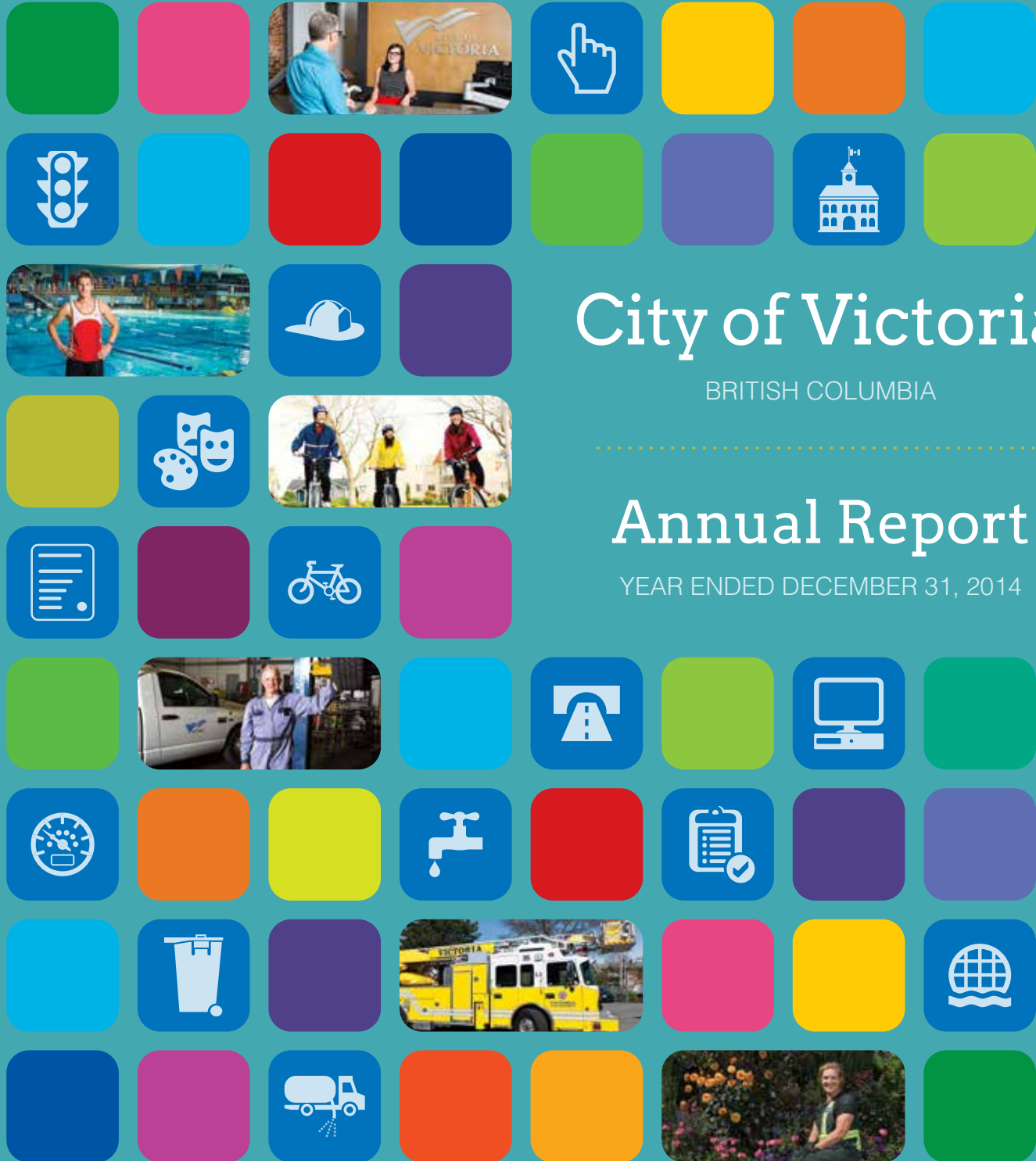
Report accepted and recommended by the City Manager:

Date:

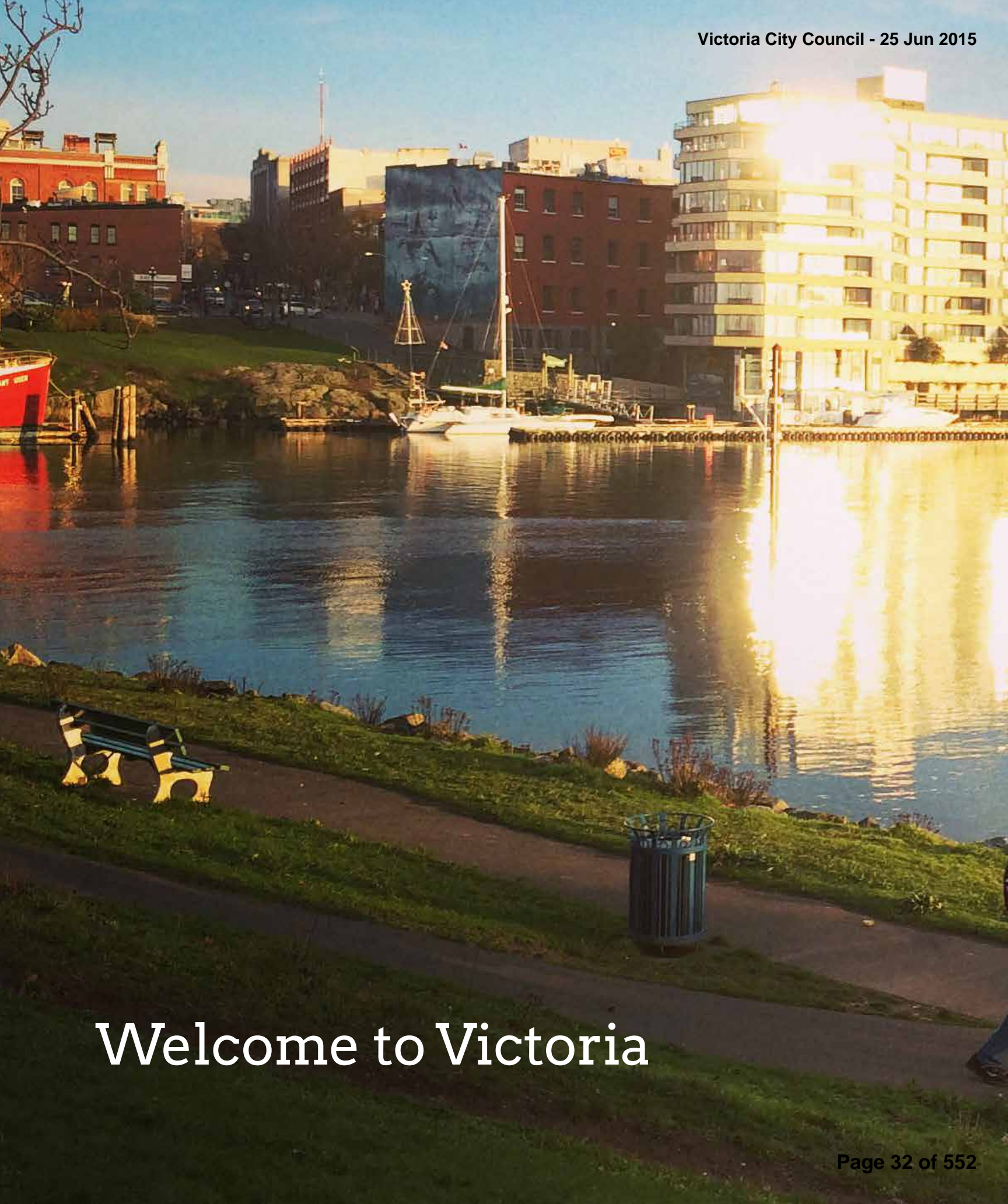
  
June 19, 2015

**List of Attachments:**

2014 Annual Report







# Welcome to Victoria







Map of Victoria





# Table of Contents

## Annual Report

|  |    |
|--|----|
| City of Victoria at a Glance .....         | 4  |
| Community Overview .....                   | 5  |
| Mayor and City Council .....               | 6  |
| Message from the Mayor .....               | 7  |
| City Council .....                         | 8  |
| Message from the City Manager .....        | 10 |
| Message from the Director of Finance ..... | 11 |
| Measuring Our Progress .....               | 12 |

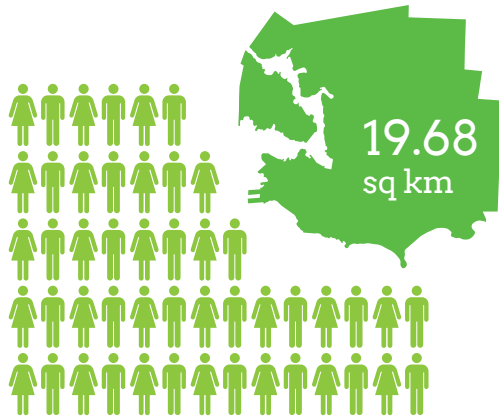
## A Year in the Life of the

|   |    |
|---|----|
| City of Victoria .....                                  | 13 |
| Highlights of 2014 .....                                | 14 |
| Citizen Engagement and<br>Strategic Planning .....      | 16 |
| Engineering and Public Works .....                      | 18 |
| Finance .....   | 20 |
| Human Resources .....                                   | 22 |
| Legal Services .....                                    | 24 |
| Legislative and Regulatory Services .....               | 26 |
| Parks and Recreation .....                              | 28 |
| Sustainable Planning and<br>Community Development ..... | 30 |
| Victoria Conference Centre .....                        | 32 |
| Victoria Fire Department .....                          | 34 |
| Victoria Police Department .....                        | 36 |
| Organizational Chart .....                              | 79 |
| Strategic Plan 2015–2018 .....                          | 80 |

## Financial Report

|   |    |
|---|----|
| Consolidated Financial Statements .....                         | 39 |
| Management's Responsibility .....                               | 40 |
| Auditors' Report .....  | 41 |
| Statement of Financial Position .....                           | 42 |
| Statement of Operations .....                                   | 43 |
| Statement of Change<br>in Net Financial Assets .....            | 44 |
| Statement of Cash Flows .....                                   | 45 |
| Notes to Financial Statements .....                             | 46 |
| Statistical Information .....                                   | 64 |
| Taxable Assessments of Land<br>and Improvements 2010–2014 ..... | 65 |
| Property Tax Rates 2010–2014 .....                              | 66 |
| New Construction 2010–2014 .....                                | 66 |
| Labour Force Activity 2010–2014 .....                           | 66 |
| Property Tax Levied and Collected<br>2010–2014 .....            | 67 |
| 2014 Principal Corporate Tax Payers .....                       | 68 |
| Debenture Debt 2010–2014 .....                                  | 69 |
| Consolidated Statement<br>of Financial Position 2010–2014 ..... | 69 |
| Revenue and Expenses 2010–2014 .....                            | 70 |
| Consolidated Statement<br>of Operations 2010–2014 .....         | 70 |
| Reserve Funds and Statement<br>of Surplus 2010–2014 .....       | 71 |
| Capital Expenditures and Funding<br>Sources 2010–2014 .....     | 72 |
| 2014 Grants .....   | 73 |

# City of Victoria at a Glance



Population **80,017**  
(14th largest city in British Columbia)

## Property taxpayers\*

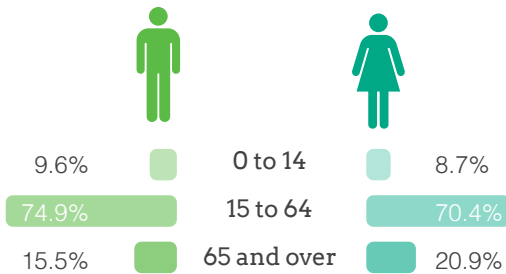
**30,863**

### Rent vs Own

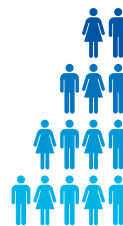


Average household income .. \$58,648  
Median household income .... \$45,827

## Demographics by age and gender



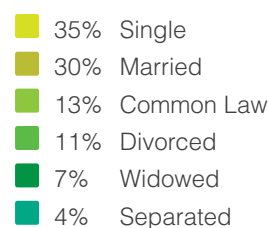
## Family size



Married couples with children ..... 3,475  
Married couples without children ..... 6,845  
Common-law-couples with children ..... 820  
Common-law-couples without children .... 3,815



## Marital Status



Source: Stats Canada, 2011 Census  
\*City of Victoria

# Community Overview

Located on the southern tip of Vancouver Island, the City of Victoria is home to 80,000 people, and is the economic and entertainment centre for the 345,000 residents of Greater Victoria. The Capital City of British Columbia, Victoria is a community of choice for its temperate climate, natural beauty, recreational sites and superior economic opportunities.

Anchored by the spectacular Inner Harbour, downtown Victoria is the economic heart of the region that includes 13 municipalities. The region's strategic location as a gateway to the Pacific Rim, its proximity to American markets, and its many sea and air links, make Victoria a hub for tourism, business development and economic investment.

Located in a sub-Mediterranean zone, Victoria enjoys the mildest climate in Canada. This, combined with spectacular outdoor settings adorned with ocean views and mountain vistas, encourage year round recreational opportunities including hiking, golfing, cycling, gardening and kayaking.

Victoria is home to a vibrant and eclectic arts and culture community, from world class performing arts, museums and festivals to local authors and artisans. The juxtaposition of heritage charm and modern urban living is part of what makes Victoria one of the most uniquely special places in Canada.

## Victoria at a glance:

- Incorporated on August 2, 1862
- Population: 80,000
- Serves as the metropolitan core for a region of 345,000
- Capital City of British Columbia
- Over 3 million visitors annually
- Average of 2,183 hours of sunshine each year
- Average rainfall is 66.5 centimetres per year

# Mayor and City Council

The Mayor and Council of the City of Victoria were each elected for a four-year term in the municipal election held in November 2014. Each member is appointed to specific portfolios and City standing committees, and is responsible for a particular Victoria neighbourhood. Some members of Council are also appointed to the Board of the Capital Regional District (CRD). Appointments are made by the City to internal committees as well as external boards and committees. There are also external sub-committees or other groups to which members are appointed by those external bodies.

In 2014, Council had four committees: Governance and Priorities, Planning and Land Use, Corporate and Strategic Services and Community Services. The Governance and Priorities Committee and Planning and Land Use Committee are committees of the whole comprised of the Mayor and all eight Councillors. Governance and Priorities Committee focuses on broad policy issues that affect the community or organization as a whole, and Planning and Land Use Committee deals with land development regulations and policy, and specific land development applications. The other two standing committees were comprised of four Councillors each and focused on specific areas of interest.



# Message from the Mayor



*Mayor's Community Drop-in*

On behalf of Victoria City Council, I am proud to share our 2014 Annual Report with you. Every year, staff and Council work hard to ensure that Victoria remains one of the best places to live, work and play. In 2014 we made some good strides to continue to improve our quality of life and invest in our infrastructure.

As a councillor in the 2014 fiscal year I was proud to work alongside my colleagues and the former Mayor as we did our best to balance competing demands on finite resources and to move forward. I would like to acknowledge the hard work of Mayor and Councillors, staff, businesses, non-profit groups and all members of the community

who work so hard to build and maintain the Victoria that we all love. Together, we accomplished a lot.

In 2015 and beyond I look forward to working with council, staff and the community to implement the recently adopted bold and innovative strategic plan which focuses on policies and actions that create prosperity, well-being and happiness.

A handwritten signature in black ink, appearing to read 'Lisa Helps'.

Lisa Helps  
Mayor



# City Council

## Councillor Neighbourhood Liaisons and Regional Service and Civic Committees



**Marianne Alto**

malto@victoria.ca

**Neighbourhood Liaison:**

- Oaklands Community Association

**Regional Service and  
Civic Committees**

- Canadian Capital Cities Organization Board
- Community Action Plan on Discrimination
- Te'mexw Treaty Advisory Committee
- Victoria Regional Transit Commission
- Capital Regional District Board
  - Lead, First Nations Task Force
  - Member: Core Area Liquid Waste Committee, Eastside Wastewater Treatment and Resource Recovery Select Committee, Finance Committee, Transportation Select Committees



**Chris Coleman**

ccoleman@victoria.ca

**Neighbourhood Liaison:**

- Fairfield Gonzales Community Association

**Regional Service and  
Civic Committees**

- Capital Regional District Board 2nd Alternate
- Capital Regional District Board Water Supply Commission
- Federation of Canadian Municipalities Board of Directors
- Greater Victoria Labour Relations Association
- Te'mexw Treaty Advisory Committee – Alternate



**Margaret Lucas**

mlucas@victoria.ca

**Neighbourhood Liaison:**

- Downtown Residents Association, including Harris Green  
– *Shared appointment with Councillor Thornton-Joe*
- James Bay Neighbourhood Association

**Regional Service and  
Civic Committees**

- Capital Region Emergency Service Telecommunications (CREST)
- Capital Regional District Board 5th Alternate
- Greater Victoria Airport Authority – Airport Consultative Committee
- Greater Victoria Harbour Authority Member Representative
- Tourism Victoria Board of Directors
- Victoria Civic Heritage Trust
- Victoria Conference Centre Advisory Committee



**Pamela Madoff**

pmadoff@victoria.ca

**Neighbourhood Liaison:**

- North Jubilee Neighbourhood Association
- South Jubilee Neighbourhood Association
- Rockland Neighbourhood Association

**Regional Service and  
Civic Committees**

- Capital Regional District Board Arts Council
- Capital Regional District Board 3rd Alternate
- Greater Victoria Public Library Board
- Royal and McPherson Theatres Society Board
- Victoria Civic Heritage Trust
- Victoria Conference Centre Advisory Committee
- Victoria Heritage Foundation



### Ben Isitt

bisitt@victoria.ca

#### Neighbourhood Liaison:

- Hillside-Quadra Neighbourhood Action Group

#### Regional Service and Civic Committees

- Capital Regional District Board
- Capital Regional District Board Water Supply Commission
- Community Action Plan on Discrimination
- Greater Victoria Harbour Authority Board
- Victoria Parks and Recreation Foundation Society



### Jeremy Loveday

jloveday@victoria.ca

#### Neighbourhood Liaison:

- North Park Neighbourhood Association
- Victoria West Community Association

#### Regional Service and Civic Committees

- Capital Regional District Board 1st Alternate
- Capital Regional District Board Water Supply Commission
- City of Victoria Youth Council



### Charlayne Thornton-Joe

cthorton-joe@victoria.ca

#### Neighbourhood Liaison:

- Downtown Residents Association, including Harris Green – *Shared appointment with Councillor Lucas*
- Fernwood Community Association

#### Regional Service and Civic Committees

- Canadian Capital Cities Organization Representative
- Capital Regional District Board 4th Alternate
- Greater Victoria Family Court and Youth Justice Committee
- Regional Housing Trust Fund Commission



### Geoff Young

gyoung@victoria.ca

#### Neighbourhood Liaison:

- Burnside-Gorge Community Association

#### Regional Service and Civic Committees

- Board of Cemetery Trustees of Greater Victoria
- Capital Regional District Board
- Capital Regional District Board Water Supply Commission
- Municipal Insurance Association of British Columbia



# Message from the City Manager

2014 was a busy year in the Capital City. It was a year of positive reflection and renewed focus on operational effectiveness and delivering results for Mayor and Council.

Our City staff team worked hard to deliver on the vision and direction set out by the City Council to deliver high quality services to Victoria taxpayers, businesses and residents.

Some highlights of the year included:

## Improving customer service

- This year we worked hard to connect people with information and services faster. In City Hall, a new customer service centre opened and a customer service ambassador was introduced. We introduced free Wi-Fi and customer parking, as well as more seating and new technology to make City Hall more inviting and accessible.
- We held our first "Development Summit" to build stronger relationships with the local development community and to identify ways to improve processing and turnaround times.
- Several changes were introduced to encourage high parking turnover on street and make parking easier in the Capital City.

## Harnessing "great ideas" across the organization

- Staff across the organization engaged in generating ideas and overhauling our financial planning process. Hundreds of ideas to improve customer service and save money were generated and are being implemented across the City of Victoria.
- We embraced a "better is possible" approach to all that we do, collaborating on doing more of what works well and identifying what can be done better.

## Increased public involvement

- Thousands of residents provided input into decisions about land-use, where to put bike lanes, how to improve parking services, as well as how to improve City playgrounds and parks. Great efforts were made to encourage voter engagement during the municipal election and in 2014 we saw the highest voter turnout in decades.

## A new Police Agreement

- A new police agreement was established between Victoria and Esquimalt, renewing a long-standing relationship and the delivery of police services by Victoria Police Department.

## An unprecedented land exchange

- The City and the Province of BC facilitated future development of harbourfront properties for the marine industry, and the City gained two new parks and the historic Crystal Garden property.

2015 holds great potential as we build on the successes of the past year. In partnership with the community, City Council has established a clear vision and desired outcomes for the next four years and as a collective staff team, we are aligning our talents and resources to deliver on that vision through all aspects of our operations.

We are blessed with the opportunity to serve Victoria taxpayers and ensure the Capital City is one of the best places to live and do business in Canada. We look forward to working with you.

Sincerely,

Jason Johnson  
City Manager

jjohnson@victoria.ca





# Message from the Director of Finance

I am pleased to present the City of Victoria's audited consolidated financial statements for the year ended December 31, 2014. The financial statements are the responsibility of the City of Victoria's management and have been prepared in compliance with Section 167 of the Community Charter and in accordance with generally accepted accounting principles approved by the Public Sector Accounting Board (PSAB). The City maintains a system of internal accounting controls, including policies and procedures, designed to safeguard the assets of the corporation and provide reliable financial information. The financial statements have been audited by KPMG LLP who have expressed that in their opinion these statements present fairly, in all material aspects, the financial position of the City as at December 31, 2014.

To ensure comparability between government organizations nationally, the reporting standards require that four statements and notes to those statements be prepared. The format of these statements is complex and may be difficult for the reader to interpret; however we are legislated to comply with the national reporting standards. To provide a better explanation of the financial activity for the year, the summary below describes significant operating results for 2014.

## Operational Results

The City continued to build its net financial position, reflecting the ongoing commitment to strengthening the City's capacity to meet financial obligations. Unlike senior government organizations, municipalities are legislated not to incur deficits and debt for operations. Debt can only be incurred

for capital purposes, and an accumulated surplus must be maintained.

The accumulated surplus grew in the year to a total of \$483 million. This balance reflects the accumulation of the City's increases in equity in capital assets and reserve balances since its inception. Equity in capital assets, such as roads, underground infrastructure, land, and buildings, makes up the most significant portion of the accumulated surplus balance (\$319 million), followed by reserve balances (\$166 million).

Consolidated revenues for 2014 were \$11.6 million more than 2013, primarily due to increased government transfers for Johnson Street Bridge funding and increased taxes levied. The largest expense increases were \$2.3 million in General Government, and \$1.7 million in Protective Services, as a result of increased amortization of capital assets and contractual wage and benefit increases. The net result for 2014 is a contribution to accumulated surplus of \$47.1 million for the year. This balance consists primarily of increased investment in tangible capital assets, followed by growth in reserve balances, with a small portion of general operating fund surplus which is available for future spending.

## Highlights

Throughout 2014 Finance guided the City through a major transformation of the financial planning process to incorporate greater detail on the budget, including revenues, costs and benefits of the various programs and capital projects as well as increased public consultation. The process change involved all areas of the organization and the resulting process is designed to

continuously evolve and will align with the City's strategic objectives and goals.

As part of the financial planning process, Council is required to outline its objectives and policies regarding revenue proportions by funding source; distribution of property taxes among property classes; and permissive property tax exemptions. The City's Revenue and Tax Policy outlines these objectives and policies. In 2014, the City initiated a review that resulted in a policy that will see the tax share between property taxes remain unchanged as well as keeping the tax rates for the industrial classes the same as that for business.

In 2014 the City initiated a review of its Reserve Fund Policy. The review assessed the relevance of the City's reserve funds, identified the City's commitment to reserve funding and proposed a methodology for determining target reserve fund balances, which Council approved in March 2015.

The changes made in 2014 aim to increase transparency and improve understanding of the services provided and assets maintained by the City.

The City's commitment to continuous improvement and long term financial sustainability is reflected in its financial policies and processes; increasing investment in capital assets and reserves; and prudent management of debt.

Sincerely,

Susanne Thompson, CPA, CGA  
Director of Finance

April 23, 2015

# Measuring Our Progress

Each year the City reports on its financial statements and progress towards achieving the objectives established in its strategic plan. The Annual Report demonstrates to the public the activities of the past year, and provides an opportunity to reflect on past performance and prepare for future achievement.

The Annual Report highlights municipal results and value for service, as well as an overview of municipal operations and services.

## 2013–2015 Strategic Plan Priorities

1. Enhance community well-being
2. Improve financial sustainability
3. Strengthen the economy
4. Enhance customer service
5. Foster informed and open decision-making

## Four Strategic Areas

**“Our City Government” focuses on Council decision-making and the organization’s performance.**

- The City of Victoria is fiscally prudent and sustainable
- The City of Victoria is open and accountable
- The City of Victoria is a great place to work
- The City of Victoria is recognized for excellent customer service to residents, businesses and visitors

**“Our Community” concentrates on issues of livability and social well-being.**

- The City of Victoria is an outstanding place to live, work, play and visit
- The City of Victoria is vibrant, with a distinctive sense of place, urban design and beauty
- The City of Victoria is safe, caring, inclusive and resilient

**“Our Economy” focuses on what is needed to encourage economic growth and vitality.**

- The City of Victoria is prosperous, innovative and entrepreneurial
- The City of Victoria is a vibrant centre for government, business, arts and culture

**“Our Environment” targets our ability to protect and sustain the natural and built environment and reduce our ecological impact.**

- The City of Victoria is home to a natural environment that is celebrated and stewarded for current and future generations
- The City of Victoria is recognized for a built environment that meets the needs of residents and businesses, utilizing best management practices



For the full 2013–2015 Strategic Plan and performance indicators and targets visit [victoria.ca](http://victoria.ca)



# A Year in the Life of the City of Victoria



From the provision of clean water, garbage collection and emergency services to parks and recreation programs, community planning and land use development, first rate City services are the foundation for building a safe, healthy and sustainable community. The role of each of our departments is critical to the quality of life of an individual and a business' ability to provide goods and services.

We invite you to review the highlights of 2014, and experience a year in the life of the City of Victoria...



# Highlights of 2014

2014 was an exciting year at the City of Victoria. Great strides were made in several key areas, improving community vibrancy and quality of life for Victoria citizens.

## City Hall Customer Service Improvements

Opened a new customer service centre in City Hall and introduced a customer service ambassador and dedicated 15 minute free customer parking at City Hall.

## Parking Improvements

Implemented improvements to the downtown parking experience, including one hour free in City parkades as well as free evenings, a parkade SafeWalk service, and better signage and lighting in parkades.

## Bike Master Plan

Consulted with the community to garner input on future cycling improvements. Established a renewed focus on bike lanes for all ages and abilities.

## Municipal Election

Held a Municipal Election with a turnout of 39%, the highest turnout in recent history. Introduced new tools for voters including a Candidate Profile Guide and a "Future Voter" sticker for children.

## Land Exchange with BC Government

Exchanged key harbourfront lands with the BC Government to create opportunities for new investment and job creation. The City received the historic Crystal Garden and two additional parks.

## David Foster Harbour Pathway

Received a \$1.4 million funding contribution from the Trans Canada Trail to advance pathway connections.

## New Policing Agreement

Signed a policing agreement with the Township of Esquimalt regarding VicPD policing for the two communities.

## New Playgrounds and Fitness Equipment

Revitalized four City parks and playgrounds, including Alexander Park, Hollywood Park, Oaklands Park and Hereward Park. Three new outdoor fitness stations installed at Topaz Park, Cecilia Ravine Park and Oaklands Park.

## Johnson Street Bridge Construction

Construction continued on the new bridge, as well as realignment of road approaches on the westside occurred. A new four way intersection at Esquimalt and Harbour Roads was introduced.

## Reducing Speed Limits

Speed limits were reduced to 40 km in several areas throughout Victoria to create a more inviting environment for people who walk and ride bikes.

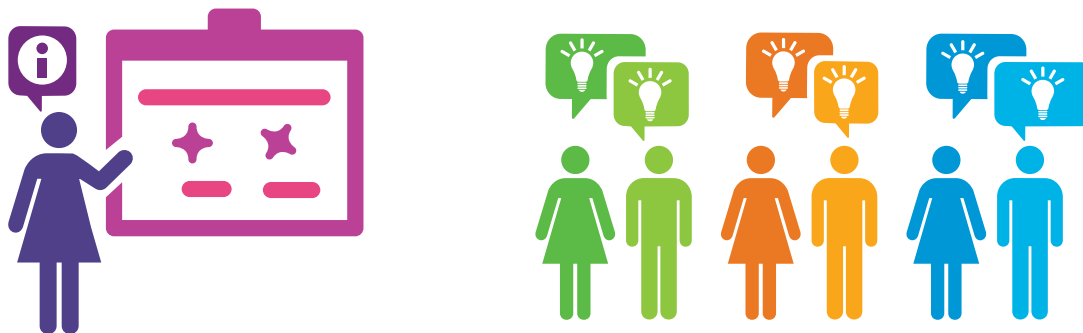


# Citizen Engagement and Strategic Planning

The Citizen Engagement and Strategic Planning department monitors and reports on progress made towards achieving organizational objectives to improve the lives of Victorians, while providing opportunities for ongoing public input and customer feedback into those priorities.

The department provides timely and effective two-way communications to support the delivery of high quality services and programs, and provide meaningful opportunities for citizens to understand, participate and access City services and information.

In mid-2014, the department was created, aligning various service areas in one department for greater coordination.



Engaged with approximately **3,500** citizens

In person at engagement events




- Collected approximately **2,800** survey responses
- Held or supported **25** public engagement events

➔ **12** Great Ideas sessions hosted with  
**280** City staff generating **672** ideas

Media Releases



**2,500**   
Media Enquiries  
average of 7 per day

**100** Dog biscuits and **1 million**  
(approx) smiles handed out  
by Customer Service Ambassador  
at City Hall.





# Friends and Followers

9,862



Increase of 1,462

18,551



Increase of 6,551

2,500

VIEWS



Added



## Produce key City publications:

Annual Report • Strategic Plan • CityVibe  
Active Living Guide • Connect Newsletter

Connect newsletter delivered to  
**27,500** households, **2** times a year

**76,000**  
Active Living Guides produced

Johnson Street Bridge eNews  
sent to **1,663** subscribers each month

### Produce:

- 4** Brochures
- 21** Factsheets
- 27** Postcards and Inserts
- 31** Posters
- 22** Publications
- 239** Signs



## Key Web Stats

**1,271,016**  
visits

**781,985**  
users

**30%**  
mobile usage

**23**  
sets of open data added

**146**  
"Latest News" updates

**14,728**  
Unique visitors  
to Council webcasting



## Election

**2,000**  
downloads of Victoria Votes app

**Nov. 14**  
saw highest web visitation  
to the site ever

**6th**  
most accessed section of the  
website for the whole year

### Produced online Candidate Guide

for first time, with  
**18,576** unique page views

**2,000**  
"Future Voter" stickers

**25,000**  
"I Voted" stickers

**1** Blood Donor Clinic hosted,  
collecting **48** units of blood



Supported **Council orientation** for **1** new City  
Council consisting of **9** members, participating  
in **17** orientation sessions and **1** fire boat tour.



**1** New intranet launched  
for **990** employees

## Promote:



**29**  
Summer events/  
festivals

**44**  
Concerts in  
the Park

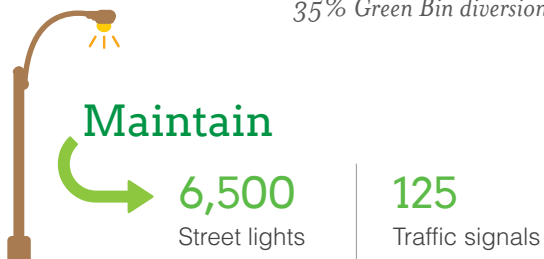
**34**  
Lunchtime Concerts  
in the Square



**7,000**  
Households served by **1** garbage  
collection reminder widget and app



**4,000**  
Downloads of Park  
Victoria app



Public Works Day  
650 students from 12 schools



88% of city blocks have sidewalks for a total of 464 km of sidewalk  
680 metres added in 2014





## 2014 Transportation Projects





- 3** Crosswalk upgrades
- 2** New bike lane areas
- 5** Bus shelter installations
- 2** Intersection redesigns and traffic signal work

- 2** Street light installations
- 5** LED pedestrian signals
- 6** Major pedestrian improvements
- 2** Major street rehabilitations

- 2** Major arterial upgrades
- 4** Local street rehabilitations
- 4** Pavement improvements

### Maintain

**41 km**   
bike lanes  
*1,500 metres added in 2014*

**280 km**   
roadway


**270 km**   
stormwater mains

**3** stormwater rehabilitation units

**73** stormwater outlets



**558**   
vehicles and heavy equipment  
(including VicPD)

**250**   
parking pay stations

### Operate

**4**   
Surface Lots

**5**  
City Parkades



**1,900**   
On-street parking spots



### Energy use from

Civic Buildings: 98,415 GJ (*gigajoules*)

Vehicle Fleet: 896,178 litres

### Greenhouse gas emissions from

Civic Buildings: 1,718 tCO<sub>2</sub>e  
(*tonnes of carbon dioxide equivalent*)

Vehicle Fleet: 1,694 tCO<sub>2</sub>e

Total Carbon Footprint: 3,412 tCO<sub>2</sub>e

*Does not include VicPD building and fleet statistics*



### VicMap

**153** Layers → **69,797** Visits

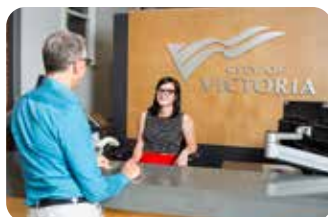
**Highest Visitation to VicMap**  
November 15, Election Day



**17** Sub-division and strata conversion reviews and approvals

# Finance

The Finance Department is responsible for safeguarding the City's financial assets and planning to ensure the financial stability and viability of the City. The department provides financial reporting and control and is responsible for the implementation of financial management policies. The department also provides financial information and advice to Council, City departments and the general public, and is responsible for the City's information technology systems.



**5,000**

Visitors each month  
to the Public Service Centre



Increasing to  
9,000 in the month of June = **64,000** in-person transactions



**90,000+**

Transactions and inquiries

(including telephone)  
at Public Service Centre



**\$31.5 million**

Online transactions

amount processed



**59,400**

Utility bills produced



**1,200**

Utility bill address changes



**58,000**

Water meter reads

Non-tax revenue  
as a % of total revenue:

**42.37%**

Own source revenue  
as a % of total revenue:

**35.41%**

**\$128.7 million**

growth in assessed business  
property value over 2013 (3.21%)



Competitions posted: **165** Tender, RFO, RFP

## Accounts



### Receivable

1,656  
Invoices prepared

27,704  
Pre-authorized withdrawals



### Payable

47,833  
Invoices paid

33,899  
Pay stubs processed

## Home Owner Grants



7,108

Applications  
applied for online

## Business Licences

9,155

Issued  
(179 net new licences)



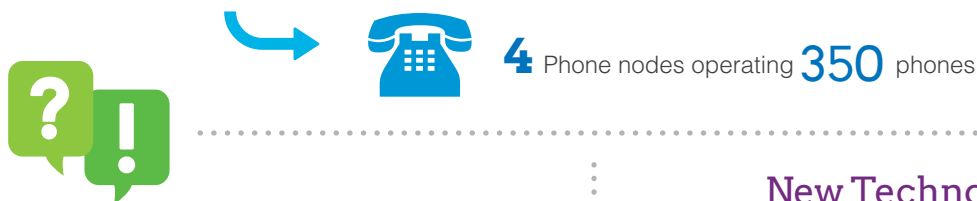
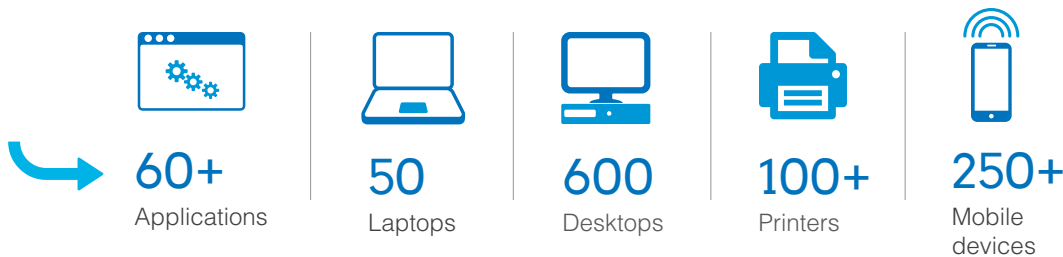
506 Busker Licences issued

## Property Taxpayers

30,863



## Technology Support



30 Helpdesk calls/day (7,400+/year)  
90% resolved same day

### New Technology Implemented:

- Mobile inspections for Building, Electrical and Plumbing inspections



- eRegistration for recreation programs
- eBilling for Business Licence, Property Tax and utility billing



130  
Servers

800  
Network users

33  
Network sites

200  
Network devices

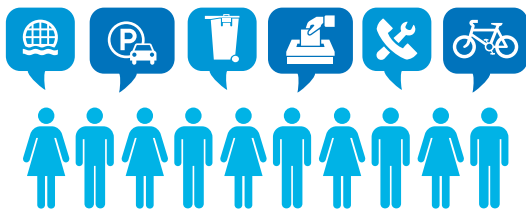
# Human Resources

The Human Resources Department provides high quality services to achieve staff and service excellence. The department applies innovative human resources practices to support the City as high-performing organization.

The department's role is to assist in creating a safe, healthy and supportive work environment where staff are valued and respected, and are given the opportunity to achieve their potential through training and development. This is achieved by providing strategic and tactical advice in recruitment, organizational development, job evaluation, labour and employee relations, and related programs.

 **990**  
**Number of City Employees**  
 (full-time, part-time, auxiliary, seasonal)

 **Includes**  
**94** Seasonal positions  
 to support City programs and initiatives including to beautify parks, lead summer camps and provide construction assistance.



Average age of city employees



Planning for future:



**42%**

% of employees eligible to retire in next 5 years



Applications Received

**4,500**



**279** Vacancies



Growing from  
Within **60%**

were filled by existing staff



Most visted section  
of the website

(jobs section busiest on Monday)

The City offers a variety of learning events to support staff in their ongoing professional development including coaching and career planning, and training for specific operational needs.



**4,009**

Learning hours offered



**109**

Learning Events

Number of Unions **4**

Negotiations completed with three of four unions in 2014

- Canadian Union of Public Employees
- International Association of Firefighters Collective
- International Brotherhood of Electrical Workers
- United Brotherhood of Carpenters and Joiners



**↓ 37**

Grievances  
30% over  
10 years

The goal of Occupational Health and Safety is to reduce injuries and accidents in the workplace.



Safety Claims

**22.5%**

Reduction in WorkSafe costs



**11%**

Reduction in  
sick leave costs



# Legal Services

Legal Services provides timely, accurate and practical legal advice and services to assist in the management and mitigation of risks to the City and to assist in protecting the City's legal rights and interests.

Services are provided utilizing in-house resources and engaging external legal resources where necessary and appropriate.



Respond to approximately **1,300**

↪ legal inquiries and requests for legal advice from Council and City staff

## In 2014:

Number of hours worked by in-house lawyers: **5,500**  
(approximate value \$1,500,000)

Number of hours worked by external counsel: **650**  
(approximate value \$180,000)



## Estimated number of electronic filings at land title office: **180** annually

housing agreements • statutory rights of way • development permit notices • heritage designation notices • easements • restrictive covenants

### Negotiated, prepared, or reviewed



over **130**  
agreements and covenants



### Provided legal support



for real estate  
transactions  
worth over  
**\$20** million

success ratio:  
**100%**

Time spent preparing  
for and attending court  
and arbitration hearings:  
**approx. 10** weeks



### In 2014:

**203**

New matters



**174**

Matters concluded



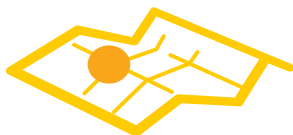
**6**

Secondary suite agreements registered



Number of successful challenges  
to City decisions since in-house  
legal department was  
re-established: **0**

### Amendments and updates



to the Zoning Regulations Bylaw: **46**



Aggregate years of legal  
experience of in-house  
lawyers in 2014: **31** years

### Continuing Development

by in-house lawyers  
in 2014:

**132** hours

(teaching and learning)



# Legislative and Regulatory Services

The Legislative and Regulatory Services Department provides legislative, policy, administrative and regulatory expertise and services to Council and City departments to ensure that the City conducts its business in a manner consistent with City bylaws and Provincial legislation.

The department also coordinates records management, printing services, public records access requests and operates the City Archives, all of which provide access to important City records. Bylaw enforcement services, including animal control, provide community patrols and response to bylaw complaints to ensure compliance with expected community standards. The City's Property Management service is responsible for leasing and licensing the use of City property to ensure the City gets the best return from its property assets.



## Property Management

Leased out **57** properties, including:



**31**

Commercial units

**31**

Agreements with  
community groups

**92%**

Occupancy rate in  
City-owned properties

**\$915,519**

Annual gross revenue



## Election



86

Requests for records completed under  
*Freedom of Information and Protection of Privacy Act*



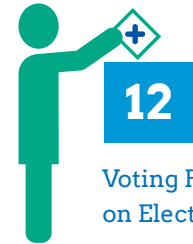
39%

Voter turnout 24,665 ballots cast

50%

Increase in voter turnout

4 Advance Voting opportunities



Voting Places  
on Election Day



2,000

Individuals assisted  
by City Archives



12

New or changed  
Liquor Licences

## Coordinated visits and welcomed



over 379

visitors from Twin Cities, Friendship  
Cities and other delegations

## Bylaw and Licensing

7,099

Public Contracts



## Received and processed

2,103

Bylaw and Licensing  
calls for service



## That resulted in

2,023

Investigations into  
violations of City Bylaws



## Produced through in-house Print Shop:

9,541

Business licences

48,407

Utility bills and inserts

1,468

Dog licences

105,375

Parking tickets, warnings  
and reminders

## Initiated 9

Privacy Impact  
Assessments



## Administered

Over 74 Council and committee meetings  
(average of 1 every 3.5 business days)



Honourary Citizen  
awards given

# Parks and Recreation

Working with, and for, our residents, the City focuses on initiatives that build strong families and create a safe and vibrant community for all.

The Parks and Recreation Department provides diverse opportunities for recreation and sports, and creating enjoyable outdoor spaces, parks, and natural areas.



## Manage and Maintain

72

City parks

72

Hectares of  
natural landscape

191

Hectares of parkland  
(8% of total City land base)

32,500

City-owned trees

300

Kilometres of City-owned  
boulevards



- 45 ball diamonds and soccer fields
- 1 pool and fitness centre
- 1 stadium
- 1 skateboard park
- 1 bicycle park
- 3 public docks
- 12 dog leash-optional areas
- 17 public washrooms
- 23 tennis courts
- 40 playgrounds



### Operate and develop

City trails and greenways program, including the 5 kilometre David Foster Way project

### Park and Playground upgrades: 4

- Alexander Park Playground
- Hollywood Park Playground
- Oaklands Park Greenway
- Hereward Park Greenway



92,000

Ladybugs released to  
protect trees from aphids



### New outdoor fitness equipment installations: 3

- Topaz Park
- Cecelia Ravine Park
- Oaklands Park

➔ Introduced interm Boulevard Gardening Guidelines

## Crystal Pool and Fitness Centre

**250,000**

visits



**5,223** Registrants at Crystal Pool and Fitness Centre  
through **1,703** registered programs



**101** courses offered  
through new online  
registration



**1,982**  
Camp  
registrants

**963**  
Drop-in fitness  
classes

**6,367**  
Drop-in fitness  
participants

**816**  
Aqua Fit classes

**8,858**  
Aqua Fit  
participants

**1,929**  
Children learned  
to swim



**1,350**  
Hanging Baskets



**190**  
Trees planted



**183** Annual  
flower plantings



**1** Planted orca  
sculpture



**1** New Rose Garden  
at Beacon Hill Park



### Maintain



**7**  
Community  
Centres

**3**  
Senior  
Centres

**9**  
Rain Gardens

**76**  
Bookings of Royal  
Athletic Park

**70,000**  
Attendance at Royal  
Athletic Park

**2**  
Victoria Book  
Prize recipients



**1**  
Poetry Month



**1**  
Little Lending  
Library introduced



**230**  
cubic metres of woodchips from residential branch pick up



**1** Edible garden  
planted at Centennial  
Square with a variety  
of plants

Operate Ross  
Bay Cemetery,  
a national  
heritage site on  
**11** hectares

**44**

Concerts  
in Centennial Square  
and Beacon Hill Park



Film permits



### Financially Support

**29**  
Festivals and Events

issue  
**311**  
Special Event Permits  
with over 700,000 participants

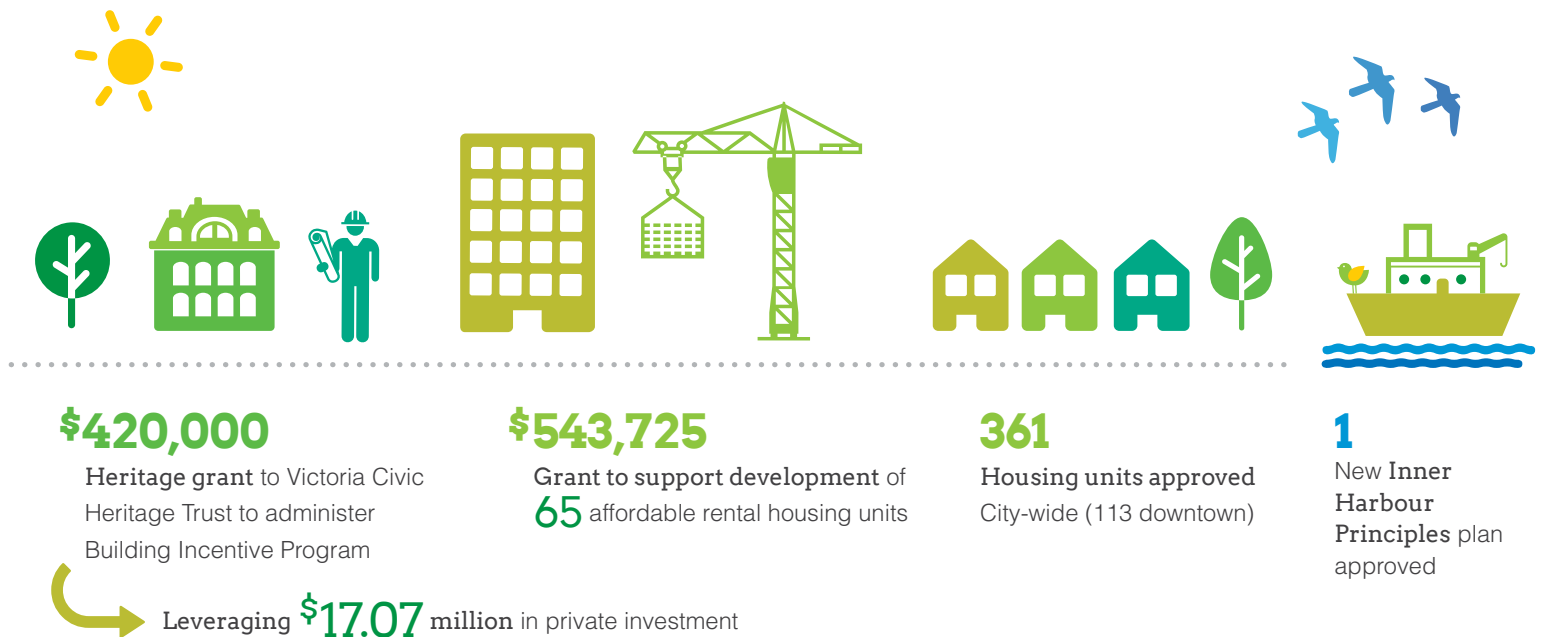


**3,300+**  
Calls for service

# Sustainable Planning and Community Development

Sustainable Planning and Community Development is key to supporting quality development and economic health of the city. The department is committed to balancing economic prosperity, social development and environmental sustainability in order to address Victoria's future.

The department has a broad range of policy, regulatory and program responsibilities including: community and city-wide land use planning; urban design; heritage; planning applications including zoning, development and variance permits; demographic and other planning information services; and permitting and inspection services.



## Encouraging Economic Growth and Development in our Downtown, for



**345,000**

Regional Residents  
*Stats Canada 2011 Census*



**1,950+**

Businesses in Downtown



**33,800**

People who work within  
downtown core area



**6,050+**

Residents in downtown core area



APPROX.

**2,500** People served each month  
(at the Development Centre)

**8,725**

Inspections performed



**1,303**

Zoning Regulation  
Bylaw Plan Checks



**18,053** notices generated for → **38** Community Association  
Land Use Committee meetings

**182**

Reports to Council, Governance  
and Priorities or Planning and  
Land Use Committee



### Permits

**3,452**


Construction permits issued,  
for a total value of \$156 million




**758**   
Building

**951**   
Plumbing

**1,604**   
Electrical

**34**   
Demolition

**88**   
Signage

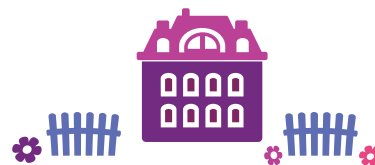
**17**   
Other

### Meetings Resourced



- 16** Board of Variance
- 9** Advisory Design Panel
- 8** Heritage Advisory Committee
- 24** Technical Review Committee

### Heritage



- 8** new Heritage Designations
- 13** Heritage Alteration Permits
- 34** Heritage Minor Amendment  
Permit applications

### Community Planning

- 1** Official Community Plan (OCP)
- 13** Neighbourhoods
- 30** Year life span

Input from **6,000** Citizens



### Applications

**38**  
Rezoning

**52**  
Development  
Permits

**13**  
Development  
Variance Permits

**57**  
Development Permit  
Minor Amendments

**37**  
Board of Variance

# Victoria Conference Centre

The Victoria Conference Centre is responsible for strengthening the City's economy through the implementation of a vision and action plan for economic sustainability and growth in Victoria. Economic development in Victoria focuses on the prospects for the future as a city with a high quality of life which supports the building of a vibrant, prosperous, fiscally sound and economically robust community.

Late in 2014 the Arts and Culture division merged with the Victoria Conference Centre staff.

**151,524**  
Participant Days  
(97,827 non-resident only)



**\$44 million**  
Direct spending by  
non-resident delegates

**552**  
Average  
conference size

**41**  
Associations hosted

**39**  
Trade shows

27,168



Hotel room nights generated

53,993



Cups of coffee served

6,807



Service orders generated

## Building Owners and Managers Association of Canada

Level 4 Accreditation achieved for BESt (Building Environmental Standards)

Electricity

**-10.5%**

reduction equivalent to 21 average homes' annual use

Water

**-48%**

reduction equivalent to nearly 6 Olympic-sized swimming pools

Paper

**-68%**

reduction equivalent to saving 41 trees

Landfill  
Diversion Rate

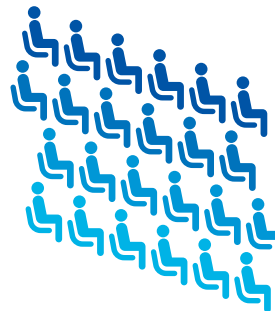
Up to **5%** to a total of **68%**

**73,000** square feet  
of rentable space



Meeting Rooms

**400** Seat theatre



**181** Events

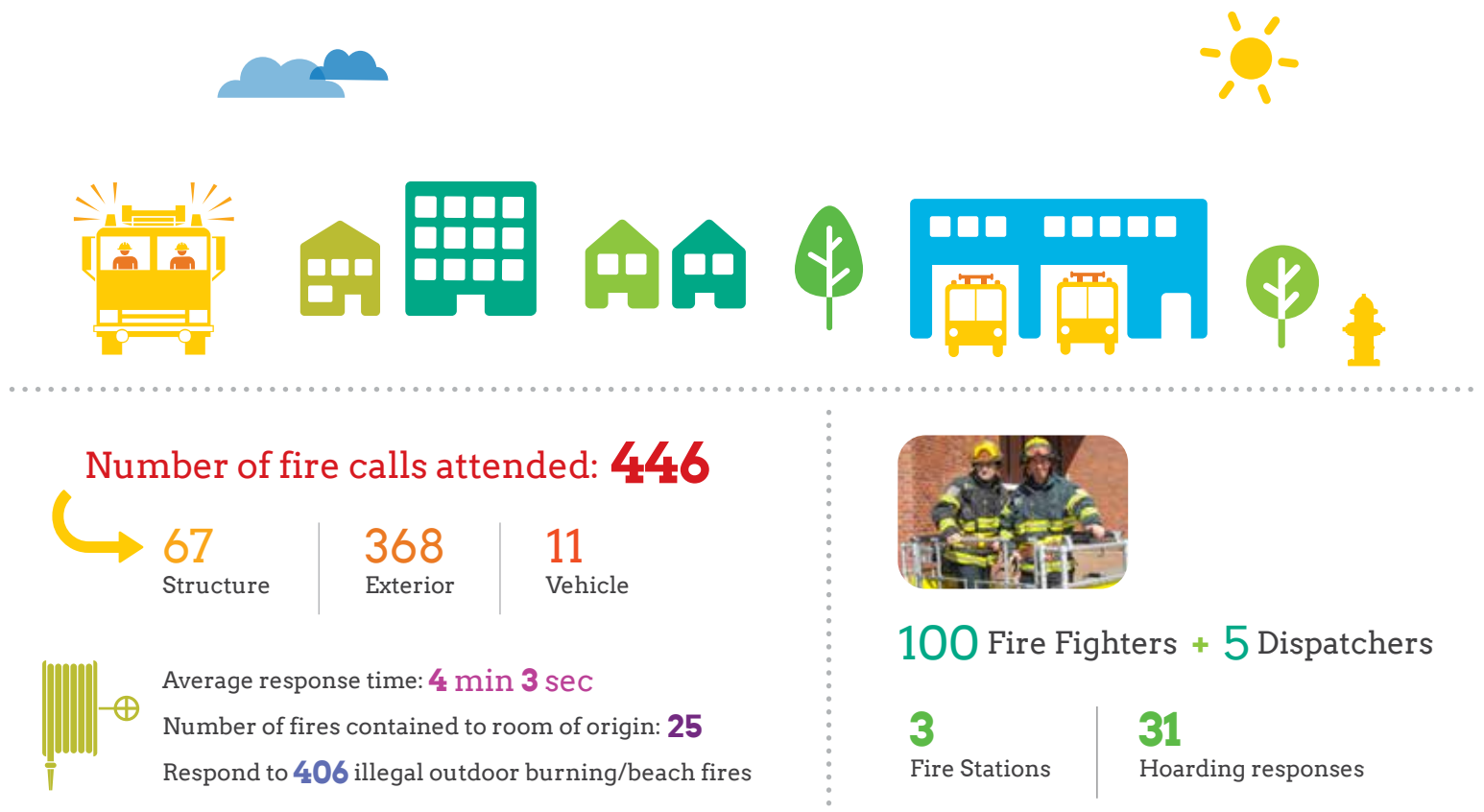




# Victoria Fire Department

The Victoria Fire Department (VFD) has a proud history of providing exceptional fire rescue services to the citizens of Victoria in an efficient and cost effective manner. The department's goal is to ensure our citizens are safe, educated on fire safety and provided a highly-skilled professional fire service that is ready to respond when required. The VFD serves citizens out of three strategically located fire stations to ensure optimal response times to incidents.

Operations are supported through seven divisions: Fire Suppression Division, Fire Prevention Division, Mechanical Division, Emergency Management, Communications Division, Training Division, and the Administration Division.



# Victoria Emergency Management Agency (VEMA)



**Volunteers: 130**

(training, communication, deployment)

## Emergency Preparedness Week:

- Participated in 2nd Annual Great BC ShakeOut
- Emergency preparedness talks delivered: **50** to **1,226** attendees



**23** of participants in **Tour Disaster**,  
to train volunteer cyclists in emergency response

**2**

Emergency Operations  
Centre exercises with



**111**

City staff

**1**

VEMA Volunteer Exercise

**1**

Red Cross Exercise

**1**

Regional Evacuee  
Assistance Exercise



**Property saved**

**\$54.89**

million



**46**

Public education sessions  
with **3,190** participants



**1,586**

Fire inspections performed



**30**

Smoke alarm test  
and installations  
(program started in 2013)



**Vehicles maintained:**

**45**

In our own fleet

**19**

From outside agencies



**6,645**

Calls for service



School tours/visits:

**474** children



**Training Hours:**

(aggregate)

**14,898**



**People assisted through Evacuee Assistance**

Response: **187** during **12** evacuations

# Victoria Police Department

The Victoria Police Department (VicPD) continued its efforts in 2014 to enhance its connection with the communities of Victoria and Esquimalt through its sustained community engagement efforts. Since 1858, VicPD has served its citizens based on input from the community and 2014 saw a continuation of that proven approach. VicPD conducted its largest-ever survey of citizens and businesses and held a series of public consultations to find out what really matters in our community. Using this feedback as a foundation, VicPD initiated work on a new strategic plan that will chart the department's course well into the future.



## Composition of the VicPD Team

(and number of hours that volunteers contribute to community safety)

243

Officers

90

Volunteers

64

Reserves

100

Professional Support Staff



14,000

Hours of volunteer time donated by Volunteers and Reserves



Total calls for service  
(NEARLY)  
**60,000**



Calls to 911  
**33,000**



SERVE NEARLY

**100,000** People

(the population of Victoria and Esquimalt)

as well as an estimated **3.5** million tourists and broader regional residents who work or play in Victoria

## Social Media Stats

**1.7** million



People reached on Twitter

**998** Victoria residents surveyed as part of VicPD's Community Survey project.

Results at: [vicpd.ca/listening](http://vicpd.ca/listening)



Satisfaction Rate: **87%**



**252**

Media releases



**10**

Presentations and engagement sessions

Property Items Returned via Pinterest: **15**

"Is This Yours?" board  
— bikes, photos, phones





CONSOLIDATED FINANCIAL STATEMENTS OF

# The Corporation of the City of Victoria

Year Ended December 31, 2014

# Management’s Responsibility for the Consolidated Financial Statements

The accompanying financial statements of The Corporation of the City of Victoria (the “City”) are the responsibility of management and have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards for local governments as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in Note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management’s judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The City’s management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

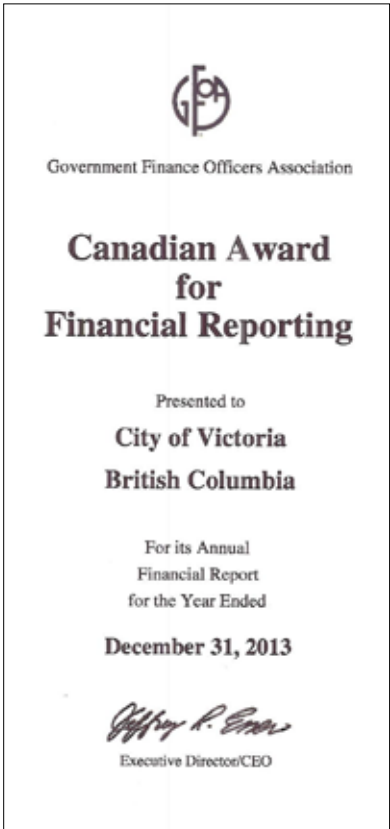
The financial statements have been audited by KPMG LLP, independent external auditors appointed by the City. The accompanying Independent Auditors’ Report outlines their responsibilities, the scope of their examination and their opinion on the City’s financial statements.



Chief Administrative Officer



Susanne Thompson  
Director of Finance





# Independent Auditors' Report

## To the Mayor and Councillors of The Corporation of the City of Victoria

We have audited the accompanying financial statements of The Corporation of the City of Victoria, which comprise the statement of financial position as at December 31, 2014, the statements of operations, change in net financial assets and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

## Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

## Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of The Corporation of the City of Victoria as at December 31, 2014, and its results of operations, its changes in net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.



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Chartered Accountants

April 24, 2014  
Victoria, Canada

KPMG LLP

Chartered Accountants

St. Andrew's Square II      Telephone 250.480.3500  
800-730 View Street      Fax 250.480.3539  
Victoria, BC V8W 3Y7      kpmg.ca

# Statement of Financial Position

December 31, 2014, with comparative information for 2013

|   | 2014                  | 2013                  |
|---|-----------------------|-----------------------|
| <b>Financial assets:</b>                          |                       |                       |
| Cash and cash equivalents (NOTE 2)                | \$ 97,385,214         | \$ 77,029,860         |
| Accounts receivable:                              |                       |                       |
| Property taxes                                    | 3,795,694             | 3,689,048             |
| Other (NOTE 3)                                    | 25,587,485            | 23,990,209            |
| Investments (NOTE 4)                              | 93,700,066            | 79,947,834            |
| Other assets                                      | 1,036,018             | 820,177               |
|   | 221,504,477           | 185,477,128           |
| <b>Financial liabilities:</b>                     |                       |                       |
| Accounts payable and accrued liabilities (NOTE 5) | 23,620,327            | 25,713,605            |
| Deposits and prepayments                          | 8,193,837             | 8,165,942             |
| Deferred revenue (NOTE 6)                         | 11,734,791            | 11,374,879            |
| Long term debt (NOTE 7)                           | 68,353,996            | 48,684,183            |
| Obligations under capital lease (NOTE 8)          | 284,587               | 428,679               |
| Employee future benefit obligations (NOTE 9)      | 15,501,792            | 14,139,728            |
|   | 127,689,330           | 108,507,016           |
| <b>Net financial assets</b>                       | 93,815,147            | 76,970,112            |
| <b>Non financial assets:</b>                      |                       |                       |
| Tangible capital assets (NOTE 10)                 | 387,765,232           | 357,742,684           |
| Inventory of supplies                             | 845,240               | 861,738               |
| Prepaid expenses and deposits                     | 913,358               | 633,735               |
|   | 389,523,830           | 359,238,157           |
| <b>Accumulated surplus</b> (NOTE 11)              | <b>\$ 483,338,977</b> | <b>\$ 436,208,269</b> |

Commitments (NOTE 15)

Contingent liabilities (NOTE 16)

The accompanying notes are an integral part of these financial statements.

On behalf of the City:



Director of Finance

# Statement of Operations

Year ended December 31, 2014, with comparative information for 2013

|  | Financial Plan        | 2014                  | 2013                  |
|--|-----------------------|-----------------------|-----------------------|
|  | (NOTE 17)             |                       |                       |
| <b>Revenue:</b>  |                       |                       |                       |
| Net taxes available for municipal purposes (NOTE 12)         | \$ 121,394,360        | \$ 121,800,171        | \$ 117,527,959        |
| Net grants in lieu of taxes available for municipal purposes | 6,077,500             | 5,657,610             | 6,002,398             |
| Sale of goods and services                                   | 38,396,853            | 40,075,210            | 39,213,870            |
| Sale of water  | 17,702,850            | 19,712,023            | 18,014,368            |
| Licences and permits   | 3,705,500             | 3,809,220             | 3,762,836             |
| Fines  | 5,080,000             | 3,976,072             | 4,648,084             |
| Rentals and leases   | 683,000               | 915,519               | 964,149               |
| Other penalties and interest                                 | 780,000               | 886,207               | 796,462               |
| Investment income  | 1,700,000             | 3,567,450             | 2,344,116             |
| Government transfers (NOTE 13)                               | 29,634,386            | 15,380,134            | 10,354,581            |
| Actuarial adjustment on debt                                 | –                     | 553,700               | 473,053               |
| Miscellaneous  | 3,260,416             | 4,827,449             | 5,442,979             |
| <b>Total revenue</b>   | <b>228,414,865</b>    | <b>221,160,765</b>    | <b>209,544,855</b>    |
| <b>Expenses:</b>   |                       |                       |                       |
| General government   | 37,832,171            | 39,202,029            | 36,887,351            |
| Protective services  | 65,708,051            | 65,930,883            | 64,194,738            |
| Transportation services                                      | 19,021,898            | 19,618,419            | 20,345,311            |
| Environmental and public health services                     | 6,960,133             | 6,795,319             | 6,573,576             |
| Community planning   | 3,084,908             | 2,874,152             | 2,883,739             |
| Parks recreation and community development                   | 23,848,106            | 23,772,456            | 24,916,529            |
| Water utility  | 12,285,895            | 12,375,086            | 12,895,938            |
| Sewer utility  | 2,664,214             | 3,461,713             | 5,233,134             |
| <b>Total expenses</b>  | <b>171,405,376</b>    | <b>174,030,057</b>    | <b>173,930,316</b>    |
| <b>Annual surplus</b>  | <b>57,009,489</b>     | <b>47,130,708</b>     | <b>35,614,539</b>     |
| Accumulated surplus, beginning of year                       | 436,208,269           | 436,208,269           | 400,593,730           |
| <b>Accumulated surplus, end of year</b>                      | <b>\$ 493,217,758</b> | <b>\$ 483,338,977</b> | <b>\$ 436,208,269</b> |

The accompanying notes are an integral part of these financial statements.

# Statement of Change in Net Financial Assets

Year ended December 31, 2014, with comparative information for 2013

|   | Financial Plan       | 2014                 | 2013                 |
|---|----------------------|----------------------|----------------------|
|   | (NOTE 17)            |                      |                      |
| <b>Annual surplus</b>                           | \$ 57,009,489        | \$ 47,130,708        | \$ 35,614,539        |
| Acquisition of tangible capital assets          | (89,911,495)         | (40,429,276)         | (28,522,210)         |
| Amortization of tangible capital assets         | –                    | 10,406,728           | 9,584,265            |
| Gain on disposal of tangible capital assets     | –                    | (84,540)             | (172,514)            |
| Proceeds on disposal of tangible capital assets | –                    | 84,540               | 2,551,741            |
|   | (89,911,495)         | (30,022,548)         | (16,558,718)         |
| Consumption of inventory of supplies            | –                    | 16,498               | (50,023)             |
| Purchase of prepaid expenses and deposits       | –                    | (279,623)            | 126,997              |
|   | –                    | (263,125)            | 76,974               |
| Change in net financial assets                  | (32,902,006)         | 16,845,035           | 19,132,795           |
| Net financial assets, beginning of year         | 76,970,112           | 76,970,112           | 57,837,317           |
| <b>Net financial assets, end of year</b>        | <b>\$ 44,068,106</b> | <b>\$ 93,815,147</b> | <b>\$ 76,970,112</b> |

The accompanying notes are an integral part of these financial statements.

# Statement of Cash Flows

Year ended December 31, 2014, with comparative information for 2013

|  | 2014                 | 2013                 |
|--|----------------------|----------------------|
| Cash provided by (used in):                          |                      |                      |
| <b>Operating activities:</b>                         |                      |                      |
| Annual surplus                                       | \$ 47,130,708        | \$ 35,614,539        |
| Items not involving cash:                            |                      |                      |
| Amortization of tangible capital assets              | 10,406,728           | 9,584,265            |
| Gain on disposal of tangible capital assets          | (84,540)             | (172,514)            |
| Change in employee benefits and other liabilities    | 1,362,064            | 873,310              |
| Actuarial adjustment on debt                         | (553,700)            | (473,053)            |
| Change in non cash operating assets and liabilities: |                      |                      |
| Accounts receivable other                            | (1,597,276)          | (3,322,021)          |
| Property taxes receivable                            | (106,646)            | 360,051              |
| Other financial assets                               | (215,841)            | 16,842               |
| Accounts payable and accrued liabilities             | (2,093,278)          | 5,737,626            |
| Deposits and prepayments                             | 27,895               | 668,446              |
| Deferred revenue                                     | 359,912              | 120,636              |
| Inventory of supplies                                | 16,498               | (50,023)             |
| Prepaid expenses and deposits                        | (279,623)            | 126,997              |
|  | 54,372,901           | 49,085,101           |
| <b>Capital activities:</b>                           |                      |                      |
| Cash used to acquire tangible capital assets         | (40,429,276)         | (28,522,210)         |
| Proceeds on disposal of tangible capital assets      | 84,540               | 2,551,741            |
|  | (40,344,736)         | (25,970,469)         |
| <b>Investing activities:</b>                         |                      |                      |
| Increase in investments                              | (13,752,232)         | (11,981,792)         |
| <b>Financing activities:</b>                         |                      |                      |
| Debt issued  | 23,200,000           | —                    |
| Debt repaid  | (2,976,487)          | (2,636,284)          |
| Capital lease repaid                                 | (144,092)            | (141,240)            |
|  | 20,079,421           | (2,777,524)          |
| Increase in cash and cash equivalents                | 20,355,354           | 8,355,316            |
| Cash and cash equivalents, beginning of year         | 77,029,860           | 68,674,544           |
| <b>Cash and cash equivalents, end of year</b>        | <b>\$ 97,385,214</b> | <b>\$ 77,029,860</b> |

The accompanying notes are an integral part of these financial statements.

# Notes to Financial Statements

Year ended December 31, 2014

The Corporation of the City of Victoria (the "City") is incorporated and operates under the provisions of the Local Government Act and the Community Charter of British Columbia.

The City provides municipal services such as police, fire, public works, engineering, planning, parks, recreation, community development, conference facilities and other general government operations.

## 1. Significant accounting policies:

The financial statements of The Corporation of the City of Victoria (the "City") are prepared by management in accordance with Canadian generally accepted accounting principles for governments as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant accounting policies adopted by the City are as follows:

### (a) Reporting entity:

The financial statements include a combination of all the assets, liabilities, accumulated surplus, revenues and expenses of all of the City's activities and funds. Inter departmental balances and organizational transactions have been eliminated.

#### (i) Consolidated entities

The City does not control any significant external entities and accordingly no entities have been consolidated in the financial statements.

#### (ii) Funds held in trust

The financial statements exclude trust assets that are administered for the benefit of external parties (note 14).

### (b) Basis of accounting:

The City follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

### (c) Government transfers:

Government transfers are recognized in the financial statements as revenues in the period the transfers are authorized and any eligibility criteria have been met, except when and to the extent that the transfer gives rise to an obligation that meets the definition of a liability for the recipient government. Transfers received which meet the definition of a liability are included in deferred revenue.

### (d) Deferred revenue:

Certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred or the services are performed.

### (e) Deposits and prepayments:

Receipts restricted by third parties are deferred and reported as deposits and are refundable under certain circumstances. Deposits and prepayments are recognized as revenue when qualifying expenditures are incurred.

### (f) Property tax revenue:

Property tax revenue is recognized on the accrual basis using the approved bylaw rates and the anticipated assessment related to the current year. As tax revenues are based on assessed value, unresolved assessment appeals at year end represent a property tax revenue loss. Expected losses are accrued at year end using assessment projections by the Capital Assessment Office. Assessments that have been not been appealed or are resolved prior to year end are highly collectible due the Provincial statutes regarding property tax sale.

### (g) Investment income:

Investment income is reported as revenue in the period earned. When required by the funding government or related Act, investment income earned on deferred revenue is added to the investment and forms part of the deferred revenue balance.

### (h) Cash and cash equivalents:

Cash equivalents include short term highly liquid investments with a term to maturity of 90 days or less at acquisition. Cash equivalents also include investments in the Municipal Finance Authority of British Columbia ("MFA") Money Market Funds which are recorded at cost plus earnings reinvested in the funds.

### (i) Long term debt:

Long term debt is recorded net of related sinking fund balances and actuarial earnings.

# Notes to Financial Statements

Year ended December 31, 2014

## (j) Employee future benefits:

- (i) The City and its employees make contributions to the Municipal Pension Plan. As this is a multi employer pension plan, contributions are expensed as incurred.
- (ii) Sick leave and other retirement benefits are also available to the City's employees. The costs of these benefits are actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. The obligations under these benefit plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits.

## (k) Non financial assets:

Non financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

### (i) Tangible capital assets

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The costs, less residual value, of the tangible capital assets, excluding land, are amortized on a straight line basis over their estimated useful lives as follows:

| Asset   | Useful life – years |
|---|---------------------|
| Buildings   | 20 – 50             |
| Furniture, equipment, technology and motor vehicles | 5 – 25              |
| Roads, bridges and highways                         | 10 – 80             |
| Water infrastructure                                | 35 – 125            |
| Sewer infrastructure                                | 50 – 100            |
| Drainage infrastructure                             | 50 – 100            |

Tangible capital assets are written down when conditions indicate that they no longer contribute to the City's ability to provide goods and services, or when the value of future economic benefits associated with the asset are less than the book value of the asset.

Amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

### (ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

### (iii) Natural resources

Natural resources are not recognized as assets in the financial statements.

### (iv) Works of art and cultural and historic assets

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

### (v) Interest capitalization

The City does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

### (vi) Leased tangible capital assets

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

### (vii) Inventories of supplies

Inventories of supplies held for consumption are recorded at the lower of cost and replacement cost.



# Notes to Financial Statements

Year ended December 31, 2014

## 1. Significant accounting policies: (CONTINUED)

### (l) Use of estimates:

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Significant estimates include assumptions used in estimating historical cost and useful lives of tangible capital assets, estimating provisions for accrued liabilities and in performing actuarial valuations of employee future benefits. Actual results could differ from these estimates.

### (m) Foreign currency:

Monetary items denominated in U.S. dollars are converted to Canadian dollars for financial statement purposes at exchange rates in effect at the reporting date. Non monetary items are translated at rates of exchange in effect when the assets were acquired or obligations incurred. Revenues and expenses are translated at rates in effect at the time of the transactions. Gains and losses on foreign currency translations are included as revenue (expenses).

### (n) Comparative figures:

Certain comparative figures have been reclassified to conform with presentation adopted in the current year.

### (o) Future accounting pronouncements:

A number of new standards and amendments to standards are not yet effective for the year ended December 31, 2014 and have not been applied in preparing these financial statements. Those expected to potentially impact the financial statements of the City are as follows:

#### (i) PS 3450 Financial Instruments:

Financial Instruments PS 3450 and Foreign Currency Translation PS 2601 have been approved by the PSAB and are effective for years commencing on or after April 1, 2015. The standards are to be adopted prospectively from the date of adoption. The new standards provide comprehensive requirements for the recognition, measurement, presentation and disclosure of financial instruments and foreign currency transactions. Under PS 3450, all financial instruments, including derivatives, are included on the statement of financial position and are measured either at fair value or amortized cost based on the characteristics of the instrument and the entity's accounting policy choices.

#### (ii) PS 3260 Contaminated Sites:

This section establishes recognition, measurement and disclosure standards for liabilities relating to contaminated sites. The City will be required to recognize a liability when contamination exceeds an accepted environmental standard and the City is directly responsible, or accepts responsibility for, the damage. The liability will be measured at the City's best estimate of the costs directly attributable to remediation of the contamination. The Section is effective for fiscal periods beginning on or after April 1, 2014. The impact of adoption of this standard is being evaluated by management.

## 2. Cash and cash equivalents:

|                                    | 2014                 | 2013                 |
|------------------------------------|----------------------|----------------------|
| Cash and cash equivalents:         |                      |                      |
| Cash                               | \$ 4,426,944         | \$ 3,798,671         |
| MFA Money Market Funds             | 86,958,270           | 73,231,189           |
| Guaranteed investment certificates | 6,000,000            | —                    |
|                                    | <b>\$ 97,385,214</b> | <b>\$ 77,029,860</b> |

# Notes to Financial Statements

Year ended December 31, 2014

## 3. Accounts receivable:

|                     | 2014                 | 2013                 |
|---------------------|----------------------|----------------------|
| Sewer               | \$ 2,628,561         | \$ 2,494,417         |
| Water               | 11,264,255           | 9,644,264            |
| Grants              | 4,197,802            | 3,440,140            |
| Miscellaneous       | 8,181,564            | 9,053,148            |
| Valuation allowance | (684,697)            | (641,760)            |
|                     | <b>\$ 25,587,485</b> | <b>\$ 23,990,209</b> |

## 4. Investments:

Investments consist of bonds and guaranteed investment certificates and have costs that approximate market values. They have stated interest rates of 1.60% – 3.85% and various maturity dates to December 24, 2015.

## 5. Accounts payable and accrued liabilities:

|                            | 2014                 | 2013                 |
|----------------------------|----------------------|----------------------|
| Trade accounts payable     | \$ 12,838,605        | \$ 15,816,656        |
| Payroll accounts payable   | 6,242,420            | 6,283,072            |
| Contract holdbacks         | 2,380,840            | 893,784              |
| School authorities         | 850,629              | 837,855              |
| Capital Regional District  | 373,190              | 398,210              |
| Legal settlements          | 517,670              | 1,090,930            |
| Integrated recreation      | 105,204              | 106,600              |
| BC Transit                 | 173,788              | 156,288              |
| Regional Hospital District | 112,565              | 105,181              |
| BC Assessment Authority    | 25,416               | 25,029               |
|                            | <b>\$ 23,620,327</b> | <b>\$ 25,713,605</b> |

## 6. Deferred revenue:

Deferred revenue includes the following:

|                                    | 2014                 | 2013                 |
|------------------------------------|----------------------|----------------------|
| Building permit fees               | \$ 1,964,003         | \$ 1,999,061         |
| Development cost charges           | 8,405,584            | 7,615,303            |
| General operating deferred revenue | 1,365,204            | 1,760,515            |
| <b>Total deferred revenue</b>      | <b>\$ 11,734,791</b> | <b>\$ 11,374,879</b> |

### Schedule of Building Permit Fees

|   | 2014                | 2013                |
|---|---------------------|---------------------|
| Opening balance of building permit fees | \$ 1,999,061        | \$ 2,092,533        |
| Add:                                    |                     |                     |
| Fees and contributions                  | 1,866,032           | 1,651,399           |
|   | 3,865,093           | 3,743,932           |
| Less revenue earned                     | (1,901,090)         | (1,744,871)         |
|   | <b>\$ 1,964,003</b> | <b>\$ 1,999,061</b> |

# Notes to Financial Statements

Year ended December 31, 2014

## 6. Deferred revenue: (CONTINUED)

### Schedule of Development Cost Charges

|   | 2014                | 2013                |
|---|---------------------|---------------------|
| Opening balance of unspent funds                      | \$ 7,615,303        | \$ 6,673,707        |
| Add:  |                     |                     |
| Development cost charges received during year         | 747,110             | 858,176             |
| Interest earned                                       | 95,191              | 83,420              |
|   | 8,457,604           | 7,615,303           |
| Less amount spent on projects and recorded as revenue | (52,020)            | –                   |
|   | <b>\$ 8,405,584</b> | <b>\$ 7,615,303</b> |

### Development Cost Charges include the following:

|                       | 2014                | 2013                |
|-----------------------|---------------------|---------------------|
| Water and environment | \$ 912,817          | \$ 901,548          |
| Streets               | 19,999              | 19,752              |
| Transportation        | 3,197,355           | 2,959,628           |
| Water                 | 323,792             | 289,082             |
| Drainage              | 194,176             | 174,802             |
| Sewage                | 1,178,926           | 1,027,484           |
| Parkland acquisition  | 1,917,016           | 1,662,332           |
| Parkland development  | 661,503             | 580,675             |
|                       | <b>\$ 8,405,584</b> | <b>\$ 7,615,303</b> |

There were no waivers and/or reductions in development cost charges during 2014 or 2013.

## 7. Long term debt:

The City issues debt instruments through the MFA, pursuant to security issuing bylaws under authority of the Community Charter, to finance certain capital expenditures. The debt is issued on a sinking fund basis, whereby MFA invests the City's principal payments so that the payments, plus investment income will equal the original outstanding debt amount at the end of the repayment period. Actuarial earnings on debt represent the repayment and/or forgiveness of debt by the MFA using surplus investment income generated by the principal payments.

Interest rates on long term debt range from 2.10% to 4.90%. The weighted average interest rate for 2014 was 3.50 % (2013 – 4.65%).

(a) Gross amount of debt and the repayment and actuarial earnings to retire the debt are as follows:

|                             | Gross debt           | Repayment<br>and actuarial<br>earnings | Net debt<br>2014     | Net debt<br>2013     |
|-----------------------------|----------------------|--|----------------------|----------------------|
| <b>General Capital Fund</b> | <b>\$ 84,114,785</b> | <b>\$ 15,760,789</b>                   | <b>\$ 68,353,996</b> | <b>\$ 48,684,183</b> |

# Notes to Financial Statements

Year ended December 31, 2014

- (b) Current period and future aggregate payments of net outstanding debenture debt, including sinking fund payments, over the next five years are as follows:

|      | General Capital Fund |
|------|----------------------|
| 2015 | \$ 2,518,805         |
| 2016 | 2,533,917            |
| 2017 | 2,549,617            |
| 2018 | 2,565,928            |
| 2019 | 2,582,873            |

Scheduled debt repayments may be suspended in the event of excess sinking fund earnings within the MFA. Principal paid during the year was \$2,976,487 (2013 – \$2,636,284). Interest paid during the year was \$ 2,261,491 (2013 – \$2,848,064).

## 8. Obligations under capital lease:

The City has financed a fire truck by entering into capital leasing arrangements with the MFA. The City will acquire ownership of the equipment at the end of the lease term. Repayments are due as shown:

|  |                   |
|--|-------------------|
| 2015   | \$ 151,347        |
| 2016   | 138,974           |
|  | 290,321           |
| Less amount representing interest (at a rate of 2%)        | 5,734             |
| <b>Present value of net minimum capital lease payments</b> | <b>\$ 284,587</b> |

## 9. Employee future benefit obligations:

The City provides sick leave and certain benefits to its employees. These amounts will require funding in future periods and are recorded as follows:

|   | Fire and<br>other   | Police              | Total<br>2014       | Total<br>2013       |
|---|---------------------|---------------------|---------------------|---------------------|
| Employee benefit obligations:               |                     |                     |                     |                     |
| Vested benefits                             | \$ 3,072,184        | \$ 6,412,601        | \$ 9,484,785        | \$ 9,400,209        |
| Non vested benefits                         | 4,753,918           | 1,263,089           | 6,017,007           | 4,739,519           |
| Accrued employee benefit obligation         | 7,826,102           | 7,675,690           | 15,501,792          | 14,139,728          |
| Less funded amount                          | (4,319,252)         | (6,184,547)         | (10,503,799)        | (9,964,793)         |
| <b>Unfunded employee benefit obligation</b> | <b>\$ 3,506,850</b> | <b>\$ 1,491,143</b> | <b>\$ 4,997,993</b> | <b>\$ 4,174,935</b> |

Vested benefits represent the actuarially determined value of the City's liability for future employee benefits which the City is contractually obligated to pay upon retirement to an employee, independent of his or her future employment. These benefits include sick leave and vacation in year of retirement for Police and Firefighters, deferred vacation for Police, and lump sum retirement payments.

Non vested benefits represent the actuarially determined value of the City's liability for future employee benefits which the City is not contractually obligated to pay upon retirement to an employee, but is instead conditional on future employment. These benefits include sick leave, long service leave, personal leave program and benefit continuation while disabled.

# Notes to Financial Statements

Year ended December 31, 2014

## 9. Employee future benefit obligations: (CONTINUED)

Information about the City's benefit plans is as follows:

|   | 2014                 | 2013                 |
|---|----------------------|----------------------|
| Accrued benefit obligation:                   |                      |                      |
| Balance, beginning of year                    | \$ 14,139,728        | \$ 13,266,418        |
| Service cost                                  | 1,115,300            | 1,151,200            |
| Interest cost                                 | 600,300              | 527,600              |
| Benefits payments                             | (864,800)            | (909,000)            |
| Plan amendment                                | 100,500              | –                    |
| Actuarial loss                                | 313,677              | 46,841               |
| Pension overcontributions                     | 97,087               | 56,669               |
| <b>Accrued benefit liability, end of year</b> | <b>\$ 15,501,792</b> | <b>\$ 14,139,728</b> |

The accrued benefit obligations and the net periodic benefit cost were estimated by actuarial valuation as of December 31, 2014.

The significant actuarial assumptions adopted in measuring the City's accrued benefit obligations are as follows:

|                                    | 2014           | 2013           |
|------------------------------------|----------------|----------------|
| Discount rates                     | 3.10%          | 4.00%          |
| Expected future inflation rates    | 2.25%          | 2.50%          |
| Expected wage and salary increases | 2.33% to 4.38% | 2.58% to 4.63% |

The difference between the actuarially determined accrued benefit obligation as at December 31, 2014 of \$15,037,885 and the accrued benefit liability of \$15,501,792 is pension over contributions of \$463,907. There is an unamortized actuarial loss of \$2,234,415 at December 31, 2014 that is being amortized over a period equal to the employees' average remaining service lifetime of 12 years.

### Other pension plans

The City and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trustee pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi employer contributory pension plan. Basic pension benefits provided are based on a formula. The plan has about 182,000 active members and approximately 75,000 retired members. Active members include approximately 1,200 contributors from the City of Victoria.

The most recent actuarial valuation as at December 31, 2012 indicated a \$1,370 million funding deficit for basic pension benefits. The next valuation will be as at December 31, 2015, with results available in 2016. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the plan in aggregate with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan.

The City of Victoria paid \$9,808,373 (2013 – \$9,163,984) for employer contributions and City of Victoria employees paid \$7,807,076 (2013 – \$7,204,310) for the plan in fiscal 2014.

### GVLRA – CUPE Long Term Disability Trust

The Trust was established January 1, 1987 as a result of negotiations between the Greater Victoria Labour Relations Association representing a number of employers and the Canadian Union of Public Employees representing a number of CUPE locals. The Trust's sole purpose is to provide a long term disability income benefit plan. The City and its employees each contribute equal amounts into the Trust. The total plan provision for approved and unreported claims was actuarially determined as of December 31, 2014. At December 31, 2014, the total plan provision for approved and unreported claims was \$15,368,300 with a net surplus of \$270,044. The City paid \$539,704 (2013 – \$528,571) for employer contributions and City employees paid \$539,704 (2013 – \$528,571) for employee contributions to the plan in fiscal 2014.

# Notes to Financial Statements

Year ended December 31, 2014

## 10. Tangible capital assets:

|  | Land<br>and land<br>improvements | Buildings         | Furniture,<br>equipment,<br>technology and<br>motor vehicles | Roads, bridges<br>and highways | Water<br>infrastructure | Sewer<br>infrastructure | Drainage<br>infrastructure | Assets<br>under<br>construction | Total 2014           | Total 2013           |
|--|----------------------------------|-------------------|--|--------------------------------|-------------------------|-------------------------|----------------------------|---------------------------------|----------------------|----------------------|
| <b>Cost:</b>                           |                                  |                   |  |                                |                         |                         |                            |                                 |                      |                      |
| Balance,<br>beginning<br>of year       | \$136,693,576                    | 90,770,544        | 58,088,624   | 86,295,730                     | 53,077,355              | 16,440,681              | 12,436,445                 | 34,846,843                      | \$488,649,798        | \$463,247,783        |
| Additions                              | 5,192,139                        | 10,451,192        | 4,782,673  | 4,477,100                      | 2,572,336               | 2,338,921               | 4,014,755                  | 23,018,169                      | 56,847,285           | 38,518,947           |
| Disposals/<br>transfers                | (6,257,782)                      | (143,695)         | (1,798,322)  | –                              | –                       | –                       | –                          | (10,030,902)                    | (18,230,701)         | (13,116,932)         |
| Balance,<br>end of year                | 135,627,933                      | 101,078,041       | 61,072,975   | 90,772,830                     | 55,649,691              | 18,779,602              | 16,451,200                 | 47,834,110                      | 527,266,382          | 488,649,798          |
| <b>Accumulated amortization:</b>       |                                  |                   |  |                                |                         |                         |                            |                                 |                      |                      |
| Balance,<br>beginning<br>of year       | 115,340                          | 35,494,879        | 35,221,759   | 44,334,753                     | 7,952,315               | 5,155,964               | 2,632,104                  | –                               | 130,907,114          | 122,063,817          |
| Disposals                              | –                                | (14,370)          | (1,798,322)  | –                              | –                       | –                       | –                          | –                               | (1,812,692)          | (740,968)            |
| Amortization                           | 43,163                           | 2,434,973         | 4,911,535  | 2,200,817                      | 498,026                 | 175,919                 | 142,295                    | –                               | 10,406,728           | 9,584,265            |
| Balance,<br>end of year                | 158,503                          | 37,915,482        | 38,334,972   | 46,535,570                     | 8,450,341               | 5,331,883               | 2,774,399                  | –                               | 139,501,150          | 130,907,114          |
| <b>Net book value,<br/>end of year</b> | <b>\$135,469,430</b>             | <b>63,162,559</b> | <b>22,738,003</b>  | <b>44,237,260</b>              | <b>47,199,350</b>       | <b>13,447,719</b>       | <b>13,676,801</b>          | <b>47,834,110</b>               | <b>\$387,765,232</b> | <b>\$357,742,684</b> |

# Notes to Financial Statements

Year ended December 31, 2014

## 10. Tangible capital assets: (CONTINUED)

### (a) Work in progress

Assets under construction totaling \$47,834,110 (2013 – \$34,846,843) have not been amortized. Amortization of these assets will commence when the asset is available for service.

### (b) Contributed assets

No contributed assets have been recognized during 2014 or 2013.

### (c) Tangible capital assets disclosed at nominal values

Where an estimate of fair value could not be made, the tangible capital asset was recognized at a nominal value.

### (d) Works of art and historical treasures

The City manages and controls various works of art and non operational historical cultural assets. These assets are not recorded as tangible capital assets.

### (e) Write down of tangible capital assets

No write down of tangible capital assets occurred during 2014 or 2013.



# Notes to Financial Statements

Year ended December 31, 2014

## 11. Accumulated surplus:

Accumulated surplus consists of individual fund surplus and reserves and reserve funds as follows:

|   | 2014                  | 2013                  |
|---|-----------------------|-----------------------|
| <b>Surplus:</b>                               |                       |                       |
| Equity in tangible capital assets             | \$ 319,126,649        | \$ 308,629,822        |
| Operating Fund                                | 2,765,431             | 3,342,583             |
| Unfunded employee benefit obligations         | (4,997,993)           | (4,174,935)           |
| Total surplus                                 | 316,894,087           | 307,797,470           |
| <b>Reserves:</b>                              |                       |                       |
| Financial Stability Reserves                  | 3,087,284             | 2,598,515             |
| Equipment and Infrastructure Replacement Fund | 78,903,972            | 53,479,694            |
| Gas Tax                                       | 8,439,766             | 6,436,998             |
| Economic Development                          | 743,626               | 734,445               |
| Debt Reduction                                | 25,319,981            | 21,255,012            |
| Self Insurance                                | 3,780,040             | 3,733,373             |
| Working Capital Fund                          | 3,885,046             | 3,837,082             |
| Tax Sale Lands Fund                           | 7,201,808             | 9,663,642             |
| Parks and Greenways Acquisition Fund          | 2,297,832             | 2,269,464             |
| Local Amenities                               | 103,320               | 102,044               |
| Affordable Housing                            | 2,140,697             | 1,896,984             |
| Climate Action                                | 505,768               | 380,950               |
| Water Utility                                 | 8,488,272             | 4,900,973             |
| Sewer Utility                                 | 20,614,264            | 16,403,688            |
| Tree Conservation                             | 418,801               | 339,873               |
| Art in Public Places                          | 436,960               | 301,565               |
| Downtown Core Area Public Realm Improvements  | 58,090                | 57,373                |
| Heritage Building Seismic Upgrades            | 19,363                | 19,124                |
| Total reserves                                | 166,444,890           | 128,410,799           |
|   | <b>\$ 483,338,977</b> | <b>\$ 436,208,269</b> |

# Notes to Financial Statements

Year ended December 31, 2014

## 12. Taxation:

Taxation revenue, reported on the statement of operations, is comprised of the following:

|   | 2014                  | 2013                  |
|---|-----------------------|-----------------------|
| General taxation:                                   |                       |                       |
| Property and business taxes                         | \$ 201,629,044        | \$ 194,541,230        |
| Utility 1% tax                                      | 1,361,099             | 1,377,495             |
| Special assessments:                                |                       |                       |
| Boulevard frontage                                  | 545,639               | 563,885               |
| Specified area improvement                          | 195,131               | 129,053               |
| Sewer frontage                                      | 787,181               | 762,423               |
| Hotel tax:  |                       |                       |
| Tourism Victoria – Destination Marketing Commission | 2,153,910             | 2,058,724             |
| Victoria Conference Centre                          | 581,200               | 581,200               |
|   | 207,253,204           | 200,014,010           |
| Less taxes levied for other authorities:            |                       |                       |
| Capital Regional District                           | 16,315,717            | 14,404,133            |
| School Authorities                                  | 50,249,369            | 50,143,568            |
| Regional Hospital District                          | 7,396,246             | 7,128,838             |
| Municipal Finance Authority                         | 4,802                 | 4,771                 |
| BC Assessment Authority                             | 1,589,930             | 1,589,638             |
| BC Transit  | 8,917,165             | 8,253,915             |
| Business Improvement Association                    | 979,804               | 961,188               |
|   | 85,453,033            | 82,486,051            |
|   | <b>\$ 121,800,171</b> | <b>\$ 117,527,959</b> |

## 13. Government transfers:

The City recognizes the transfer of government funding as expenses or revenues in the period that the events giving rise to the transfer occurred. The Government transfers reported on the statement of operations and accumulated surplus are:

|                              | 2014                 | 2013                 |
|------------------------------|----------------------|----------------------|
| Traffic fine revenue sharing | \$ 1,872,920         | \$ 1,867,217         |
| Jail                         | 46,095               | 59,288               |
| Gas Tax                      | 3,316,307            | 2,146,763            |
| Infrastructure grants:       |                      |                      |
| General capital              | 406,916              | 2,183,326            |
| Sewer                        | –                    | –                    |
| Water                        | –                    | –                    |
| Johnson Street Bridge        | 9,648,373            | 3,935,188            |
| General capital              | 89,523               | 162,799              |
| <b>Total revenue</b>         | <b>\$ 15,380,134</b> | <b>\$ 10,354,581</b> |

# Notes to Financial Statements

Year ended December 31, 2014

The Traffic Fine Revenue Sharing program is an unconditional grant provided to municipalities to assist in ensuring community safety and addressing community specific strategic priorities. The program returns 100% of net revenues from traffic violations to municipalities that are directly responsible for paying for policing.

Gas Tax is provided by the Government of Canada. The use of the funding is established by a funding agreement between the City and the Union of British Columbia Municipalities. These funds may be used towards designated infrastructure projects that fall within one of the eligible project categories.

Infrastructure grants related to the Johnson Street Bridge Replacement Project are restricted to eligible expenses as defined by the funding agreement established between the City, Union of British Columbia Municipalities and The Government of Canada's Build Canada Fund Program.

## 14. Trust funds:

Trust funds administered by the City have not been included in the statement of financial position nor have their operations been included in the statement of operations and accumulated surplus.

|                               | 2014                | 2013                |
|-------------------------------|---------------------|---------------------|
| Ross Bay Cemetery             | \$ 888,385          | \$ 868,370          |
| Nature Interpretation Centre  | 597,326             | 589,951             |
| Bastion Square Revitalization | 228,975             | 226,148             |
|                               | <b>\$ 1,714,686</b> | <b>\$ 1,684,469</b> |

The Ross Bay Cemetery Trust is a fund for the non commercial Ross Bay Cemetery and is used for perpetual maintenance. The Nature Interpretation Centre is a trust for the construction of a nature interpretation centre in Beacon Hill Park. The Bastion Square Revitalization Trust is a trust received from the Bastion Square Association Society for the sole purpose of improving Bastion Square.

## 15. Commitments:

In the normal course of business, the City enters into commitments for both capital and operational expenses. These commitments have been budgeted for within the appropriate annual budget and have been approved by Council.

In 2010 residents authorized the City, by referendum, to borrow up to \$49,200,000 for the planning, study, design, and construction of a bridge to replace the Johnson Street Bridge and to decommission the existing bridge. The City has assumed a low interest loan of \$33,400,000 from the CMHC under the Municipal Infrastructure Lending Program in respect of the authorized borrowing for this project. The estimated cost for the Johnson Street Bridge is \$92.8 million and completion is expected in 2017. At December 31, 2014, construction contracts of \$70 million were in process with estimated costs to complete of \$48 million.

On March 23, 2011, the City signed a contribution agreement with the Federal Government agreeing to financial assistance towards the project of \$21 million through the Building Canada Fund. On March 3, 2012, the Federal Government announced an additional commitment of \$16.5 million towards the project through the Federal Gas Tax Fund.

# Notes to Financial Statements

Year ended December 31, 2014

## 16. Contingent liabilities:

The City is a defendant in various lawsuits. The City records an accrual in respect of legal claims that are likely to be successful and for which a liability amount is reasonably determinable. The remaining claims, should they be successful as a result of litigation, will be recorded when a liability is likely and determinable. Included in accumulated surplus is an insurance reserve of \$3,780,040 (2013 – \$3,733,373) which is maintained to offset settlements and insurance coverage has been maintained to provide for insurable claims in excess of insurance deductibles.

In 2008 the City joined the Municipal Insurance Association (the "MIA") and all insurable claims from that date forward are subject to a liability deductible of \$250,000, prior to 2008, claims are subject to a deductible of \$1,000,000. Should the MIA pay out claims in excess of premiums received, it is possible that the City, along with other participants, would be required to contribute towards the deficit.

Change orders for significant additional construction costs have been presented to the City by contractors engaged in the construction of the Johnson Street Bridge. The City represented by lawyers are currently in a mediation process. Any settlement is subject to City Council approval.

Under borrowing arrangements with the Municipal Finance Authority, the City is required to lodge security by means of demand notes and interest bearing cash deposits based on the amount of the borrowing. As a condition of these borrowings, a portion of the debenture proceeds is withheld by the MFA as a debt reserve fund. These deposits are included in the City's financial assets as other assets and are held by the MFA as security against the possibility of debt repayment default. If the debt is repaid without default, the deposits are refunded to the City. At December 31, 2014 the balance of the deposits was \$1,032,325 (2013 – \$814,660). At December 31, 2014 there were contingent demand notes of \$2,197,196 (2013 – \$1,794,839) which are not included in the financial statements of the City.

Capital Regional District debt, under provisions of the Local Government Act, is a direct, joint and several liability of the Capital Regional District and each member municipality within the Capital Regional District, including the City.

The City is reviewing environmental objectives and potential liabilities for its activities and properties including potential site reclamation obligations. The amount of any such obligations is not presently determinable.

The City is a shareholder and member of Capital Regional Emergency Service Telecommunications (CREST) Incorporated, which provides centralized emergency communications and related public safety information services to municipalities, regional districts, the provincial and federal governments and their agencies, and emergency service organizations throughout the Greater Victoria region and the Gulf Islands. Members' obligations to share in funding ongoing operations and any additional costs relating to capital assets are to be contributed pursuant to a Members' Agreement.

In 2011, the Federal Government of Canada entered into an agreement with the Capital Regional District to provide a financial contribution for the new, permanent, safe, transitional and supportive housing. Subsequently, the Capital Regional District entered into a sub project funding agreement in which \$1,200,000 was contributed to the City towards the purchase of two properties within the City. The agreement states that if the properties are not operated for their intended purpose or are sold and the proceeds of disposition are not applied to providing similar services then the City will be required to repay the contribution amount. The amount of the required repayment is dependent on the length of the time that the intended purpose of the contribution is met and extends to March 31, 2026 at which point no further repayment is required. In 2013, the purchase of one of the properties by Provincial Rental Housing Corp included transfer of the funding agreement repayment obligation applicable to that property. The funding agreement conditions of the remaining property held by the City continue to be applicable.

# Notes to Financial Statements

Year ended December 31, 2014

## 17. Financial plan data:

The financial plan data presented in these financial statements is based upon the 2014 operating and capital financial plan approved by Council on May 8, 2014. The chart below reconciles the approved financial plan to the financial plan figures reported in these financial statements.

|                                   | <b>Budget amount</b> |
|-----------------------------------|----------------------|
| Revenues:                         |                      |
| Operating financial plan          | \$ 295,217,825       |
| Capital financial plan            | 89,911,495           |
|                                   | 385,129,320          |
| Less:                             |                      |
| Transfers from other funds        | (71,354,090)         |
| Collections for other Governments | (85,360,365)         |
| Total revenue                     | 228,414,865          |
| Expenses:                         |                      |
| Operating financial plan          | 295,217,825          |
| Capital financial plan            | 89,911,495           |
| Amortization                      | 8,000,000            |
| Stormwater overhead allocation    | 350,000              |
|                                   | 393,479,320          |
| Less:                             |                      |
| Capital expenditures              | (89,911,495)         |
| Transfer to other funds           | (41,222,464)         |
| Debt principal payments           | (5,579,620)          |
| Collections for other Governments | (85,360,365)         |
| Total expenses                    | 171,405,376          |
| <b>Annual surplus</b>             | <b>\$ 57,009,489</b> |

# Notes to Financial Statements

Year ended December 31, 2014

## 18. Segmented information:

The City of Victoria is a diversified municipal organization that provides a wide range of services to its citizens. For management reporting purposes, the City's operations and activities are organized and reported by Fund. Funds were created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations. City services are provided by departments and their activities reported within these funds. Certain functions that have been separately disclosed in the segmented information, along with the services they provide, are as follows:

### (i) General Government:

The General Government operations provide the functions of Building Services and Maintenance, Corporate Administration, Finance, Human Resources, Legislative Services and any other functions categorized as non departmental.

### (ii) Protective Services:

Protective Services is comprised of four different functions, including the City's Emergency Management Agency, Fire, Police and Regulatory and Development Services. The Emergency Management Agency prepares the City to be more prepared and able to respond to, recover from, and be aware of, the devastating effects of a disaster or major catastrophic event that will impact the community. The Fire Department is responsible for providing critical, life saving services in preventing or minimizing the loss of life and property from fire and natural or man made emergencies. The Police Department ensures the safety of the lives and property of Victoria as well as Esquimalt citizens through the enforcement of municipal bylaws, criminal laws and the laws of British Columbia, the maintenance of law and order, and the prevention of crime. The mandate of the Regulatory and Development Services is to promote, facilitate and enforce general compliance with the provisions of bylaws that pertain to the health, safety and welfare of the community and provide a full range of planning services related to zoning, development permits, variance permits, and current regulatory issues.

### (iii) Transportation Services:

Transportation Services is responsible for a wide variety of transportation functions such as Parking, Engineering Operations and Streets. Services provided include infrastructure development and maintenance, traffic control, transportation planning, review of land development impacts on transportation, traffic management, pedestrian and cycling issues, on street parking regulations, including street signs and painting as well as traffic signal timing.

### (iv) Environmental and Public Health Services:

The Environmental and Public Health Services is comprised of four sections in the areas of Solid Waste Services, Storm Drains, Street Cleaning and Public Works. The Solid Waste Collection and Recycling Operations Section is responsible for the collection of household garbage. Storm Drains section provides the design, inspection and technical supervision of civil engineering projects related to the construction and maintenance of the storm drain collection systems to protect public health. The Street Cleaning Section is responsible for the collection and disposal of litter and debris from streets, sidewalks and squares. The Public Works department is responsible for the delivery of municipal public works services related to the planning, development and maintenance of roadway systems, the maintenance of parks and open space, and street lighting.

### (v) Community Planning:

Community Planning works to achieve the City's community planning goals through the official community plan, neighbourhood plans, special sector and precinct plans, urban design and other policy initiatives. The division is also responsible for the heritage program, downtown vitality and public use of space.

# Notes to Financial Statements

Year ended December 31, 2014

## (vi) Parks, Recreation and Community Development:

Parks is responsible for the maintenance, planning and development of all park facilities such as ornamental gardens, natural ecosystems, sport and entertainment venues and playgrounds for recreational and cultural enjoyment in a beautiful and safe environment; preserves and enhances green spaces on public lands. Recreation Services facilitates the provision of recreation and wellness programs and services through the City's pool, arena, Royal Athletic Park, Community and Seniors' Centres. Community Development coordinates and leads efforts to enhance our neighbourhoods, foster arts and culture, and works to create a city that is vibrant and people centred. This function also includes the Victoria Conference Centre which is one of the largest conference facilities in BC and plays a significant economic impact on the local economy.

## (vii) Water and Sewer Utilities:

The Sewer Utility protects the environment and human health from the impacts of liquid wastes generated as a result of human occupation and development in the City. The Water Utility delivers clean, safe and aesthetically pleasing potable water, in accordance with the Provincial Drinking Water Protection Act, to the citizens of the City of Victoria and Township of Esquimalt. The water is for the purpose of domestic consumption and fire fighting.

Certain allocation methodologies have been employed in the preparation of the segmented financial information. The General Fund reports on municipal services that are funded primarily by taxation such as property taxes and other tax revenues. Taxation and payments in lieu of taxes are apportioned to the General Fund services based on budgeted taxation revenue as presented in the financial plan.

The allocation to other expenses includes the interdepartmental recoveries of asset charges which results in negative expense balances for certain departments.

The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in note 1.



# Notes to Financial Statements

Year ended December 31, 2014

## 18. Segmented information (CONTINUED):

| 2014                                   | General<br>Government | Protective<br>Services | Transportation<br>Services | Environmental<br>and Public<br>Health<br>Services | Community<br>Planning | Parks<br>Recreation<br>and<br>Community<br>Development | Water Utility       | Sewer Utility       | Total                |
|--|-----------------------|------------------------|----------------------------|---|-----------------------|--|---------------------|---------------------|----------------------|
| <b>Revenue:</b>                        |                       |                        |                            |   |                       |  |                     |                     |                      |
| Taxation                               | \$ 41,313,773         | \$ 53,067,422          | \$ 5,915,117               | \$ 8,692,565                                      | \$ 1,633,376          | \$ 16,048,347  | \$ -                | \$ 787,181          | \$ 127,457,781       |
| Goods and<br>services                  | 272,660               | 7,541,507              | 11,378,852                 | 2,806,516   | 220                   | 9,072,224  | 20,205,038          | 8,510,216           | 59,787,233           |
| Government<br>transfers                | 3,858,841             | 1,872,920              | 9,648,373                  | -   | -                     | -  | -                   | -                   | 15,380,134           |
| Other                                  | 9,084,133             | 377,370                | 4,792,229                  | -   | 2,868,747             | 1,212,178  | 200,960             | -                   | 18,535,617           |
| Total revenue                          | 54,529,407            | 62,859,219             | 31,734,571                 | 11,499,081  | 4,502,343             | 26,332,749   | 20,405,998          | 9,297,397           | 221,160,765          |
| <b>Expenses:</b>                       |                       |                        |                            |   |                       |  |                     |                     |                      |
| Salaries and<br>wages                  | 14,260,213            | 59,668,010             | 10,835,409                 | 4,237,841   | 2,646,245             | 12,047,808   | 1,994,829           | 1,617,744           | 107,308,099          |
| Materials,<br>supplies and<br>services | 4,533,201             | 3,423,283              | 8,345,183                  | 2,223,257   | 155,489               | 8,946,990  | 9,181,943           | 659,700             | 37,469,046           |
| Interest and other                     | 14,985,084            | 2,052,875              | (2,528,305)                | 61,726  | 72,418                | 2,494,858  | 699,178             | 1,008,350           | 18,846,184           |
| Amortization                           | 5,423,531             | 786,715                | 2,966,132                  | 272,495   | -                     | 282,800  | 499,136             | 175,919             | 10,406,728           |
| Total expenses                         | 39,202,029            | 65,930,883             | 19,618,419                 | 6,795,319   | 2,874,152             | 23,772,456   | 12,375,086          | 3,461,713           | 174,030,057          |
| <b>Annual surplus<br/>(deficit)</b>    | <b>\$ 15,327,378</b>  | <b>\$ (3,071,664)</b>  | <b>\$ 12,116,152</b>       | <b>\$ 4,703,762</b>                               | <b>\$ 1,628,191</b>   | <b>\$ 2,560,293</b>                                    | <b>\$ 8,030,912</b> | <b>\$ 5,835,684</b> | <b>\$ 47,130,708</b> |

# Notes to Financial Statements

Year ended December 31, 2014

## 18. Segmented information (CONTINUED):

| 2013                             |                      |                       |                         | Environmental       |                     | Parks                                |                     |                     | Total                |
|----------------------------------|----------------------|-----------------------|-------------------------|---------------------|---------------------|--------------------------------------|---------------------|---------------------|----------------------|
|                                  | General Government   | Protective Services   | Transportation Services | Health Services     | Community Planning  | Recreation and Community Development | Water Utility       | Sewer Utility       |                      |
| <b>Revenue:</b>                  |                      |                       |                         |                     |                     |                                      |                     |                     |                      |
| Taxation                         | \$ 41,511,208        | \$ 50,814,961         | \$ 5,521,969            | \$ 7,976,977        | \$ 2,401,142        | \$ 14,541,677                        | \$ –                | \$ 762,423          | \$ 123,530,357       |
| Goods and services               | 290,194              | 7,465,944             | 11,107,361              | 2,592,561           | 385                 | 9,506,116                            | 18,564,956          | 7,700,721           | 57,228,238           |
| Government transfers             | 4,552,176            | 1,867,217             | 3,935,188               | –                   | –                   | –                                    | –                   | –                   | 10,354,581           |
| Other                            | 7,900,555            | 356,696               | 5,506,450               | –                   | 2,629,005           | 1,817,089                            | 221,884             | –                   | 18,431,679           |
| Total revenue                    | 54,254,133           | 60,504,818            | 26,070,968              | 10,569,538          | 5,030,532           | 25,864,882                           | 18,786,840          | 8,463,144           | 209,544,855          |
| <b>Expenses:</b>                 |                      |                       |                         |                     |                     |                                      |                     |                     |                      |
| Salaries and wages               | 13,024,096           | 57,391,609            | 11,172,494              | 4,112,906           | 2,688,652           | 11,913,059                           | 2,159,542           | 1,675,390           | 104,137,748          |
| Materials, supplies and services | 4,699,943            | 3,752,674             | 8,537,850               | 2,594,095           | 100,761             | 8,956,053                            | 9,303,185           | 700,030             | 38,644,591           |
| Interest and other               | 14,612,546           | 2,156,744             | (2,252,045)             | (330,676)           | 94,326              | 3,784,692                            | 808,369             | 2,689,757           | 21,563,713           |
| Amortization                     | 4,550,766            | 893,711               | 2,887,012               | 197,251             | –                   | 262,725                              | 624,842             | 167,957             | 9,584,264            |
| Total expenses                   | 36,887,351           | 64,194,738            | 20,345,311              | 6,573,576           | 2,883,739           | 24,916,529                           | 12,895,938          | 5,233,134           | 173,930,316          |
| <b>Annual surplus (deficit)</b>  | <b>\$ 17,366,782</b> | <b>\$ (3,689,920)</b> | <b>\$ 5,725,657</b>     | <b>\$ 3,995,962</b> | <b>\$ 2,146,793</b> | <b>\$ 948,353</b>                    | <b>\$ 5,890,902</b> | <b>\$ 3,230,010</b> | <b>\$ 35,614,539</b> |

STATISTICAL INFORMATION

# The Corporation of the City of Victoria

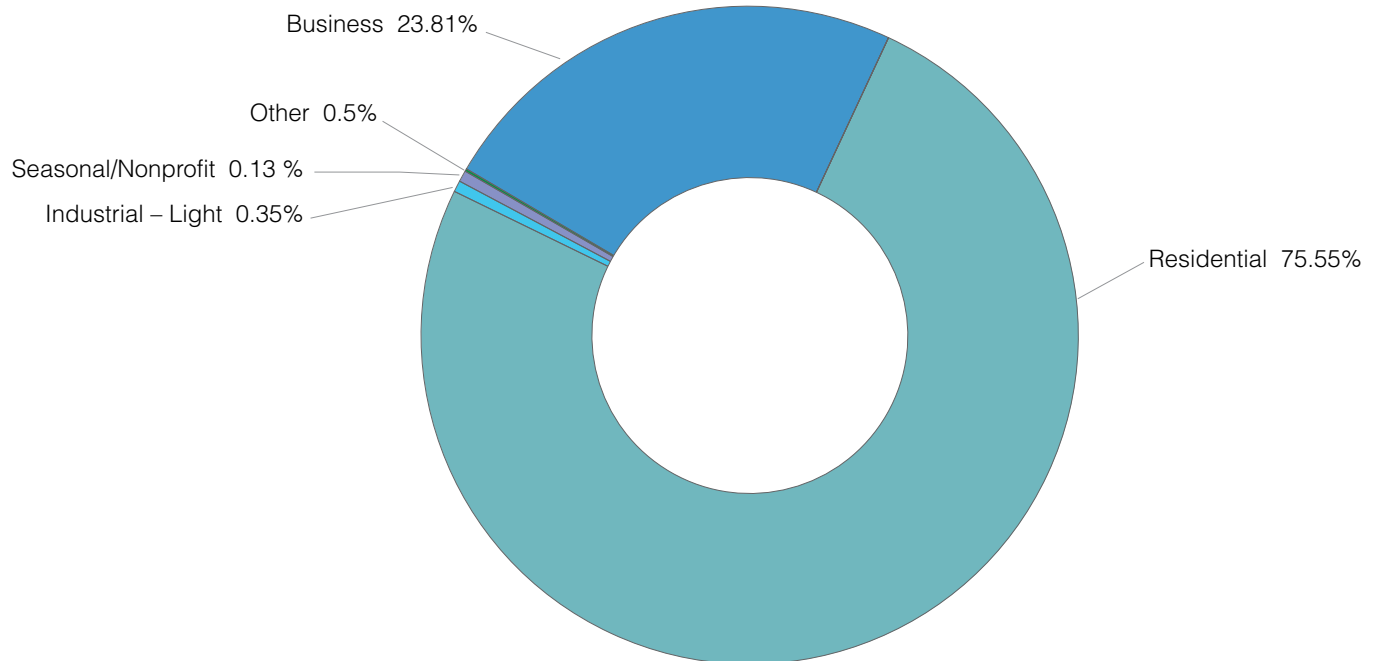
Year Ended December 31, 2014

## Statistical Information

### Taxable Assessments of Land and Improvements 2010–2014 (IN MILLIONS)

| PROPERTY CLASS      | 2010             | 2011             | 2012             | 2013             | 2014             |
|---------------------|------------------|------------------|------------------|------------------|------------------|
| Residential         | \$ 13,002        | \$ 13,651        | \$ 13,645        | \$ 13,333        | \$ 13,152        |
| Utilities           | 20               | 20               | 21               | 16               | 16               |
| Industrial – Major  | 4                | 4                | 10               | 10               | 10               |
| Industrial – Light  | 40               | 41               | 53               | 57               | 60               |
| Business            | 3,811            | 3,813            | 3,960            | 4,017            | 4,146            |
| Seasonal/Non-profit | 20               | 21               | 24               | 21               | 23               |
|                     | <b>\$ 16,898</b> | <b>\$ 17,550</b> | <b>\$ 17,713</b> | <b>\$ 17,453</b> | <b>\$ 17,408</b> |

### 2014 Assessments By Property Class



SOURCE: BC ASSESSMENT

## Statistical Information

### Property Tax Rates 2010 – 2014

|  | 2010             | 2011              | 2012              | 2013              | 2014              |
|--|------------------|-------------------|-------------------|-------------------|-------------------|
| <b>Municipal</b> (\$ PER 1000 ASSESSMENT)                              |                  |                   |                   |                   |                   |
| Residential  | 3.6581           | 3.7731            | 3.9536            | 4.2271            | 4.4691            |
| Utilities  | 31.4411          | 33.0729           | 32.9529           | 32.5274           | 33.1233           |
| Supportive Housing   | 3.6581           | 3.7731            | 3.9536            | 4.2271            | 4.4691            |
| Industrial – Major   | 13.1471          | 13.5454           | 13.3089           | 13.4535           | 13.4416           |
| Industrial – Light   | 13.1471          | 13.5454           | 13.3089           | 13.4535           | 13.4416           |
| Business   | 13.1471          | 13.5454           | 13.3089           | 13.4535           | 13.4416           |
| Seasonal   | 9.0819           | 9.3538            | 7.9917            | 8.2639            | 8.1846            |
| <b>Total</b> – Including School, Region, etc. (\$ PER 1000 ASSESSMENT) |                  |                   |                   |                   |                   |
| Residential  | 6.3060           | 6.2999            | 6.5009            | 6.8790            | 7.1894            |
| Utilities  | 50.8938          | 51.8868           | 51.8776           | 51.4691           | 51.7735           |
| Supportive Housing   | 4.4263           | 4.6808            | 4.8200            | 5.1573            | 5.4366            |
| Industrial – Major   | 23.4345          | 23.5854           | 23.1375           | 23.2940           | 23.1686           |
| Industrial – Light   | 23.1281          | 23.2636           | 22.8105           | 27.5538           | 22.8326           |
| Business   | 22.8481          | 22.9902           | 22.5344           | 22.6671           | 22.5370           |
| Recreation Non-Profit  | 13.8808          | 13.9174           | 12.4785           | 12.8241           | 12.7579           |
| <b>Municipal Tax Billings by Property Class</b> (IN THOUSANDS)         |                  |                   |                   |                   |                   |
| Residential  | \$ 47,564        | \$ 51,506         | \$ 53,946         | \$ 56,358         | \$ 58,779         |
| Utilities  | 631              | 678               | 682               | 524               | 537               |
| Industrial – Major   | 54               | 56                | 138               | 136               | 137               |
| Industrial – Light   | 527              | 561               | 708               | 760               | 812               |
| Business   | 50,102           | 51,644            | 52,707            | 54,041            | 55,723            |
| Seasonal   | 184              | 197               | 190               | 174               | 187               |
| <b>Total</b>   | <b>\$ 99,062</b> | <b>\$ 104,641</b> | <b>\$ 108,371</b> | <b>\$ 111,993</b> | <b>\$ 116,176</b> |

### New Construction 2010 – 2014

|                                 | 2010         | 2011         | 2012       | 2013       | 2014         |
|---------------------------------|--------------|--------------|------------|------------|--------------|
| Construction Permits            | 3,917        | 4,097        | 3,798      | 3,666      | 3,452        |
| Construction Value (\$ Million) | \$ 140       | \$ 120       | \$ 289     | \$ 157     | \$ 156       |
| Taxes Generated from New Growth | \$ 1,878,822 | \$ 1,659,973 | \$ 328,105 | \$ 108,640 | \$ 1,369,512 |

SOURCE: CITY OF VICTORIA FINANCE DEPARTMENT

### Labour Force Activity 2010 – 2014

|                          | 2010  | 2011  | 2012  | 2013  | 2014  |
|--------------------------|-------|-------|-------|-------|-------|
| Unemployment Rate        | 6.3%  | 6.1%  | 5.4%  | 5.4%  | 5.4%  |
| Number of City Employees | 1,210 | 1,169 | 1,194 | 1,188 | 1,218 |

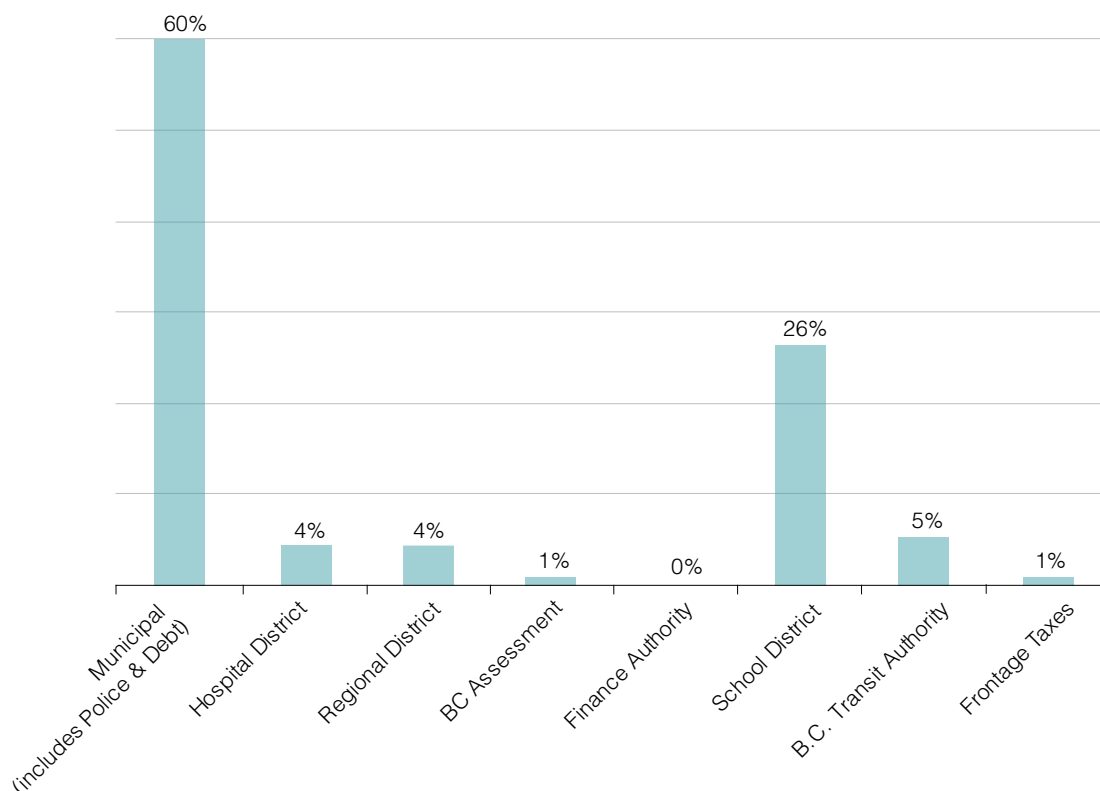
SOURCE: LABOUR FORCE SURVEY: STATISTICS CANADA

## Statistical Information

### Property Tax Levied and Collected 2010 – 2014 (IN THOUSANDS)

|                                  | 2010              | 2011              | 2012              | 2013              | 2014              |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Municipal (incl Police & Debt)   | \$ 99,061         | \$ 104,640        | \$ 108,371        | \$ 111,992        | \$ 116,176        |
| Hospital District                | 6,699             | 6,728             | 6,917             | 7,055             | 7,396             |
| Regional District                | 8,317             | 6,673             | 6,990             | 7,130             | 7,627             |
| BC Assessment                    | 1,666             | 1,616             | 1,598             | 1,630             | 1,590             |
| Finance Authority                | 4                 | 5                 | 5                 | 5                 | 5                 |
| School District                  | 51,055            | 50,249            | 50,580            | 51,600            | 50,249            |
| B.C. Transit Authority           | 5,722             | 7,236             | 7,398             | 7,550             | 8,917             |
| Frontage Taxes                   | 2,243             | 2,291             | 2,376             | 2,426             | 2,431             |
|                                  | <b>\$ 174,768</b> | <b>\$ 179,438</b> | <b>\$ 184,234</b> | <b>\$ 189,389</b> | <b>\$ 194,392</b> |
| Total Current Taxes Levied       | \$ 174,768        | \$ 179,438        | \$ 184,234        | \$ 189,389        | \$ 194,392        |
| Current Taxes Collected          | 172,923           | 178,254           | 183,453           | 188,678           | 193,352           |
| Percentage                       | 96.70%            | 99.34%            | 99.58%            | 99.62%            | 99.47%            |
| Outstanding at Beginning of Year | \$ 7,226          | \$ 6,850          | \$ 7,601          | \$ 8,156          | \$ 8,138          |
| Arrears Collected                | 6,643             | 6,293             | 6,475             | 7,239             | 7,108             |
| Percentage                       | 91.93%            | 91.86%            | 85.19%            | 88.76%            | 87.35%            |
| <b>Total Tax Collections</b>     | <b>\$ 179,566</b> | <b>\$ 184,547</b> | <b>\$ 189,928</b> | <b>\$ 195,916</b> | <b>\$ 200,460</b> |

### 2014 Taxes by Jurisdiction



SOURCE: CITY OF VICTORIA FINANCE DEPARTMENT

# Statistical Information

## 2014 Principal Corporate Tax Payers

| Registered Owner   | Primary Property                | Taxes Levied         |
|--|---------------------------------|----------------------|
| 4239440 Canada Inc   | Shopping Centre                 | 4,189,090            |
| Hillside Centre Holdings Inc   | Shopping Centre                 | 4,108,038            |
| TBC Nominee Inc  | Shopping Centre                 | 2,184,359            |
| Jawl Investment Corporation  | Office Building                 | 1,840,718            |
| Jawl Holdings Ltd  | Various                         | 1,675,030            |
| Empress Title Corp   | Hotel                           | 1,246,488            |
| Columbus Real Estate Inc   | Office Building                 | 1,028,385            |
| 596961 BC Ltd  | Retail/Office Building          | 941,172              |
| Canadian Imperial Bank of Commerce/<br>Standard Life Assurance Company of Canada | Shopping Centre                 | 904,253              |
| Sussex Place Equities Ltd  | Retail/Office Building          | 855,652              |
| Sun Life Assurance Company of Canada   | Office Building                 | 703,201              |
| Greater Victoria Harbour Authority   | Office Building                 | 688,055              |
| Telus Communications Inc   | Office Building                 | 658,702              |
| Grampian Holdings Ltd  | Office Building                 | 644,166              |
| Pacific Sun Hotel Inc  | Hotel                           | 637,625              |
| Westside Village Shopping Centre Ltd   | Retail                          | 573,409              |
| Llrc Investments Ltd   | Shopping Centre                 | 527,697              |
| Wilson Kool Ltd  | Shopping Centre-Community       | 514,095              |
| Victoria Downtown Hotel Estates Ltd  | Hotel                           | 506,223              |
| IMH James Bay Properties Ltd/Capreit Limited Partnership                         | Multi-Family/Minimal Commercial | 506,186              |
| Delta Hotels No 40 Holdings Ltd  | Hotel                           | 499,116              |
| Saratoga Investments Ltd   | Retail/Office Building          | 490,803              |
| Jim Pattison Developments Ltd  | Shopping Centre-Neighbourhood   | 487,881              |
| Standard Life Assurance Company of Canada  | Office Building                 | 458,326              |
| Investors Group Trust Co Ltd   | Retail                          | 449,974              |
| Concert Real Estate Corporation  | Stores/Offices                  | 428,479              |
| Royal Trust Corp of Canada   | Offices                         | 420,631              |
| BC Transit   | Bus Depot                       | 413,441              |
| Wottrich Holdings Ltd  | Stores/Offices                  | 411,792              |
| 357689 BC Ltd  | Office Building                 | 403,860              |
|  |                                 | <b>\$ 29,396,861</b> |



## Statistical Information

### Debenture Debt 2010 – 2014 (IN THOUSANDS)

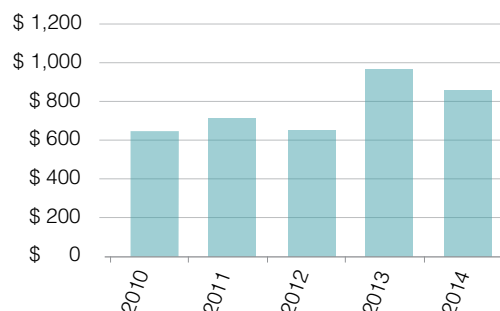
|                                   | 2010             | 2011             | 2012             | 2013             | 2014             |
|-----------------------------------|------------------|------------------|------------------|------------------|------------------|
| Gross Outstanding Debt            | \$ 81,169        | \$ 69,969        | \$ 61,715        | \$ 60,915        | \$ 84,115        |
| Less: Sinking Fund Payments       | 30,264           | 12,825           | 9,921            | 12,231           | 15,761           |
| <b>Net Debt</b>                   | <b>\$ 50,905</b> | <b>\$ 57,144</b> | <b>\$ 51,794</b> | <b>\$ 48,684</b> | <b>\$ 68,354</b> |
| General                           | \$ 50,880        | \$ 57,132        | \$ 51,794        | \$ 48,684        | \$ 68,354        |
| Sewer                             | 25               | 12               | –                | –                | –                |
|                                   | \$ 50,905        | \$ 57,144        | \$ 51,794        | \$ 48,684        | \$ 68,354        |
| Debt Servicing Costs              |                  |                  |                  |                  |                  |
| Property Tax Supported            | \$ 7,024         | \$ 6,498         | \$ 8,193         | \$ 5,484         | \$ 5,170         |
| Specified Area & Other            | –                | –                | –                | –                | –                |
| Sewer Utility                     | 112              | 15               | 14               | –                | –                |
| <b>Total Debt Servicing Costs</b> | <b>\$ 7,136</b>  | <b>\$ 6,513</b>  | <b>\$ 8,207</b>  | <b>\$ 5,484</b>  | <b>\$ 5,170</b>  |
| Population                        | 78,057           | 80,017           | 80,017           | 80,017           | 80,017           |
| Net Debt per Capita               | \$ 652           | \$ 714           | \$ 647           | \$ 608           | \$ 854           |
| Debt Servicing per Capita         | \$ 88            | \$ 81            | \$ 103           | \$ 69            | \$ 65            |
| Debt Service as % of Expenses     | 4.22%            | 3.88%            | 4.80%            | 3.15%            | 2.97%            |
| # of Households                   | 44,783           | 47,691           | 47,691           | 47,691           | 47,691           |
| Gross Debt Servicing Limit        | \$ 44,696        | \$ 47,079        | \$ 47,971        | \$ 49,332        | \$ 51,004        |
| Debt Servicing Capacity Available | \$ 37,759        | \$ 36,139        | \$ 36,254        | \$ 40,329        | \$ 44,052        |

SOURCE: MUNICIPAL FINANCE AUTHORITY, SOURCE: POPULATION: STATISTICS CANADA

### Consolidated Statement of Financial Position 2010 – 2014 (IN THOUSANDS)

|  | 2010             | 2011             | 2012             | 2013             | 2014             |
|--|------------------|------------------|------------------|------------------|------------------|
| Financial Assets                       | \$129,133        | \$ 149,484       | \$ 162,195       | \$ 185,477       | \$ 221,504       |
| Financial Liabilities                  | \$ 95,999        | \$ 104,155       | \$ 104,358       | \$ 108,507       | \$ 127,689       |
| <b>Net Financial Assets/(Net Debt)</b> | <b>\$ 33,134</b> | <b>\$ 45,329</b> | <b>\$ 57,837</b> | <b>\$ 76,970</b> | <b>\$ 93,815</b> |

### Per Capita Net Debt



## Statistical Information

### Revenue and Expenses 2010 – 2014 (IN THOUSANDS)

| Revenue                            | 2010              | 2011              | 2012              | 2013              | 2014              |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Property Taxes                     | \$ 104,199        | \$ 109,858        | \$ 113,627        | \$ 117,528        | \$ 121,800        |
| Payment In Lieu of Taxes           | 5,455             | 5,578             | 5,695             | 6,002             | 5,658             |
| Sales of Services                  | 35,798            | 37,462            | 39,126            | 39,214            | 40,075            |
| Sale of Water                      | 14,174            | 16,047            | 15,734            | 18,014            | 19,712            |
| Licences and Permits               | 4,690             | 3,890             | 3,553             | 3,763             | 3,809             |
| Fines                              | 5,127             | 5,085             | 5,275             | 4,648             | 3,976             |
| Rentals and Leases                 | 1,103             | 1,120             | 996               | 964               | 916               |
| Interest and Penalties             | 3,943             | 3,124             | 3,284             | 3,141             | 4,454             |
| Unconditional Government Transfers | 1,293             | 3,374             | 3,439             | 1,867             | 1,873             |
| Conditional Government Transfers   | 5,145             | 4,457             | 8,412             | 8,487             | 13,507            |
| Other                              | 7,272             | 5,746             | 5,520             | 5,916             | 5,381             |
| Gain on Sale of Capital Assets     | –                 | –                 | –                 | –                 | –                 |
|                                    | <b>\$ 188,197</b> | <b>\$ 195,740</b> | <b>\$ 204,661</b> | <b>\$ 209,545</b> | <b>\$ 221,161</b> |

#### Expenses by Function

|                               |                   |                   |                   |                   |                   |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| General Government            | \$ 36,606         | \$ 40,540         | \$ 39,122         | \$ 36,887         | \$ 39,202         |
| Protective Services           | 58,732            | 59,012            | 61,022            | 64,195            | 65,931            |
| Transportation Services       | 18,820            | 18,775            | 20,327            | 20,345            | 19,618            |
| Environmental/Public Health   | 6,268             | 6,239             | 6,080             | 6,574             | 6,795             |
| Community Planning            | 2,890             | 3,070             | 3,129             | 2,884             | 2,874             |
| Parks Recreation and Cultural | 23,093            | 24,386            | 25,347            | 24,917            | 23,772            |
| Water Utility                 | 12,736            | 12,918            | 12,550            | 12,896            | 12,375            |
| Sewer Utility                 | 2,969             | 2,980             | 3,347             | 5,233             | 3,462             |
|                               | <b>\$ 162,113</b> | <b>\$ 167,920</b> | <b>\$ 170,923</b> | <b>\$ 173,930</b> | <b>\$ 174,030</b> |

#### Expenses by Object

|                                 |                   |                   |                   |                   |                   |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Salaries Wages and Benefits     | \$ 96,465         | \$ 96,887         | \$ 100,624        | \$ 104,138        | \$ 107,308        |
| Materials Supplies and Services | 37,638            | 37,774            | 37,368            | 38,645            | 37,469            |
| Interest & Other                | 21,000            | 25,249            | 24,264            | 21,564            | 18,846            |
| Amortization                    | 7,011             | 8,011             | 8,667             | 9,584             | 10,407            |
|                                 | <b>\$ 162,113</b> | <b>\$ 167,920</b> | <b>\$ 170,923</b> | <b>\$ 173,930</b> | <b>\$ 174,030</b> |

### Consolidated Statement of Operations 2010 – 2014 (IN THOUSANDS)

|   | 2010              | 2011              | 2012              | 2013              | 2014              |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|
| Accumulated Surplus, Beginning of Year  | \$ 312,953        | \$ 339,037        | \$ 366,856        | \$ 400,594        | \$ 436,208        |
| Annual Surplus/(Deficit)                | 26,084            | 27,819            | 33,738            | 35,615            | 47,131            |
| <b>Accumulated Surplus, End of Year</b> | <b>\$ 339,037</b> | <b>\$ 366,856</b> | <b>\$ 400,594</b> | <b>\$ 436,208</b> | <b>\$ 483,339</b> |

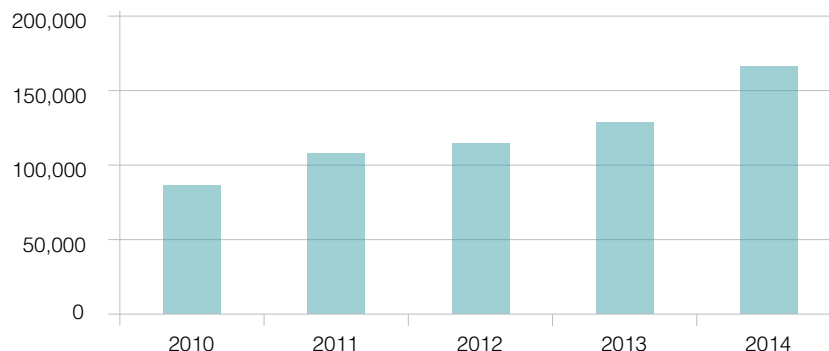
SOURCE: CITY OF VICTORIA FINANCE DEPARTMENT

## Statistical Information

### Reserve Funds and Statement of Surplus 2010 – 2014 (IN THOUSANDS)

| Description  | 2010             | 2011              | 2012              | 2013              | 2014              |
|--|------------------|-------------------|-------------------|-------------------|-------------------|
| <b>Reserve Funds</b>                                 |                  |                   |                   |                   |                   |
| Equipment & Infrastructure                           | \$ 44,813        | \$ 57,943         | \$ 58,175         | \$ 59,102         | \$ 86,311         |
| Economic Development                                 | 707              | 716               | 725               | 734               | 744               |
| Financial Stability                                  | 728              | 2,329             | 3,227             | 2,599             | 3,087             |
| Debt Reduction                                       | 7,494            | 11,525            | 13,336            | 21,255            | 25,320            |
| Self Insurance                                       | 4,534            | 3,642             | 3,687             | 3,733             | 3,780             |
| Working Capital                                      | 3,696            | 3,743             | 3,790             | 3,837             | 3,885             |
| Tax Sale Lands                                       | 10,104           | 9,954             | 10,327            | 9,664             | 7,202             |
| Local Amenities                                      | 98               | 100               | 101               | 102               | 103               |
| Parks & Greenways Acquisition                        | 2,009            | 2,135             | 2,241             | 2,269             | 2,298             |
| Affordable Housing                                   | 3,004            | 2,870             | 2,051             | 1,897             | 2,141             |
| Fringe Benefit Rate Stabilization                    | 788              | –                 | –                 | –                 | –                 |
| Climate Action                                       | 187              | 263               | 253               | 381               | 506               |
| Water Utility  | 336              | 787               | 1,844             | 4,901             | 8,488             |
| Sewer utility  | 7,179            | 10,443            | 13,435            | 16,404            | 20,614            |
| Tree Conservation                                    | –                | 285               | 306               | 340               | 419               |
| Art in Public Places                                 | –                | 124               | 234               | 302               | 437               |
| Downtown Core Area Public Realm Improvement          | –                | –                 | –                 | 57                | 58                |
| Heritage Building Seismic Upgrades                   | –                | –                 | –                 | 19                | 19                |
| Restricted Cash                                      | 748              | 879               | 777               | 815               | 1,032             |
|  | <b>\$ 86,427</b> | <b>\$ 107,739</b> | <b>\$ 114,511</b> | <b>\$ 128,411</b> | <b>\$ 166,445</b> |
| <b>Statement of Unappropriated Surplus (Deficit)</b> |                  |                   |                   |                   |                   |
| General Operating Surplus                            | \$ 3,392         | \$ 1,016          | \$ 1,228          | \$ 3,512          | \$ 2,898          |
| Water Operating Surplus                              | –                | –                 | –                 | –                 | –                 |
| Sewer Operating Surplus                              | –                | –                 | –                 | –                 | –                 |
|  | <b>\$ 3,392</b>  | <b>\$ 1,016</b>   | <b>\$ 1,228</b>   | <b>\$ 3,512</b>   | <b>\$ 2,898</b>   |
| <b>Reserves Plus Unappropriated Surplus</b>          | <b>\$ 89,820</b> | <b>\$ 108,755</b> | <b>\$ 115,739</b> | <b>\$ 169,957</b> | <b>\$ 169,343</b> |

## Reserves



SOURCE: CITY OF VICTORIA  
FINANCE DEPARTMENT

## Statistical Information

### Capital Expenditures and Funding Sources 2010 – 2014 (IN THOUSANDS)

|                                       | 2010             | 2011             | 2012             | 2013             | 2014             |
|---------------------------------------|------------------|------------------|------------------|------------------|------------------|
| <b>Expenditures</b>                   |                  |                  |                  |                  |                  |
| Civic Facilities                      | \$ 9,281         | \$ 4,129         | \$ 8,470         | \$ 7,678         | \$ 3,810         |
| Equipment                             | 5,592            | 4,285            | 6,043            | 5,540            | 4,413            |
| Streets                               | 3,668            | 2,721            | 2,402            | 2,438            | 2,995            |
| Transportation and Development        | 2,421            | 7,156            | 9,277            | 9,618            | 19,174           |
| Civic Services                        | 49               | –                | 42               | 36               | 6                |
| Storm Drains                          | 2,013            | 2,952            | 2,191            | 3,074            | 3,617            |
| Parks                                 | 2,209            | 3,067            | 2,734            | 1,370            | 2,681            |
| Planning and Development              | 394              | –                | 32               | 4                | 95               |
| Shoreline Protection                  | 15               | 108              | 10               | –                | 3                |
| Revitalization                        | 282              | –                | 16               | 12               | 346              |
| Downtown Revitalization               | 332              | 243              | 311              | 322              | 287              |
| Environmental Remediation             | 142              | 165              | 274              | 806              | 845              |
| Water Utility                         | 6,746            | 4,614            | 2,666            | 2,716            | 4,081            |
| Sewer Utility                         | 2,501            | 1,328            | 1,891            | 2,405            | 2,106            |
| Victoria Conference Centre            | 41               | 115              | 154              | 35               | 273              |
|                                       | <b>\$ 35,686</b> | <b>\$ 30,883</b> | <b>\$ 36,513</b> | <b>\$ 36,053</b> | <b>\$ 44,732</b> |
| <b>Funding Sources</b>                |                  |                  |                  |                  |                  |
| Capital Tax Levy                      | \$ 8,609         | \$ 9,892         | \$ 10,502        | \$ 10,895        | \$ 12,371        |
| Connection Fees                       | 194              | 196              | 236              | 1,053            | 1,031            |
| Equipment & Infrastructure            | 6,013            | 6,583            | 8,053            | 9,537            | 2,123            |
| Tax Sale Land Reserve                 | 372              | 1,228            | 522              | 781              | 2,633            |
| Development Cost Charges              | –                | 50               | 277              | –                | 52               |
| Economic Development Reserve          | –                | –                | –                | –                | –                |
| Parks and Recreation Facility Reserve | 98               | –                | –                | 93               | –                |
| Parking Reserve                       | 1,889            | 590              | 557              | 1,211            | 786              |
| Trust Funds                           | 45               | –                | 7                | –                | –                |
| Grants and Partnerships               | 2,330            | 882              | 3,903            | 5,121            | 10,055           |
| Gas Tax                               | 1,282            | 1,449            | 677              | 912              | 1,394            |
| Debt                                  | 4,609            | 2,937            | 5,779            | 564              | 7,788            |
| Water Utility                         | 6,746            | 4,614            | 2,631            | 2,165            | 3,579            |
| Sewer Utility                         | 2,501            | 1,328            | 1,664            | 2,152            | 1,802            |
| Victoria Conference Centre            | 56               | 146              | –                | –                | 286              |
| Tree Conservation                     | –                | –                | –                | –                | –                |
| Police Equipment & Infrastructure     | 943              | 988              | 1,208            | 927              | 173              |
| Affordable Housing Reserve            | –                | –                | 360              | 390              | –                |
| Other                                 | –                | –                | 136              | 253              | 657              |
|                                       | <b>\$ 35,686</b> | <b>\$ 30,883</b> | <b>\$ 36,513</b> | <b>\$ 36,053</b> | <b>\$ 44,732</b> |

SOURCE: CITY OF VICTORIA FINANCE DEPARTMENT

# Statistical Information

## 2014 Grants

| Organization  | Grants | City In-Kind<br>Services | Exemption from<br>Property Taxes | Total  |
|---|--------|--------------------------|----------------------------------|--------|
| 5th (BC) Field Regiment, RCA  | \$     | \$ 104                   | \$                               | \$ 104 |
| African Heritage Association of Vancouver Island                      | 2,000  |                          |                                  | 2,000  |
| Aids Vancouver Island/Victoria Cool Aid Society                       |        |                          | 31,238                           | 31,238 |
| Anawim Companions Society   |        |                          | 3,598                            | 3,598  |
| Anglican Synod of the Diocese of BC                                   |        |                          | 75,998                           | 75,998 |
| Art Gallery of Greater Victoria                                       | 7,500  | 7,495                    | 66,513                           | 81,508 |
| Arthritis Society   |        |                          | 20,258                           | 20,258 |
| Attractions Victoria  | 15,000 |                          |                                  | 15,000 |
| Ballet Victoria Society   | 5,000  |                          |                                  | 5,000  |
| Bayanihan Community Centre  |        |                          | 2,897                            | 2,897  |
| BC Accordion Society  | 1,500  |                          |                                  | 1,500  |
| BC Dom Operations Canadian Forces                                     |        | 686                      |                                  | 686    |
| BC Government of Canada Strategic Planning and Events GCPE            |        | 125                      |                                  | 125    |
| BC Muslim Association   |        |                          | 17,998                           | 17,998 |
| BC Society for the Prevention of Cruelty to Animals                   |        |                          | 34,437                           | 34,437 |
| Beacon Community Services   | 30,000 |                          | 28,295                           | 58,295 |
| Belfry Theatre Society  |        |                          | 30,230                           | 30,230 |
| Bioregional Education Association                                     |        |                          | 4,323                            | 4,323  |
| Bipolar Disorder Society of British Columbia                          | 6,500  |                          |                                  | 6,500  |
| Bishop of Victoria  |        |                          | 98,628                           | 98,628 |
| Black Hat Building (Heritage)   |        |                          | 58,350                           | 58,350 |
| Blue Bridge Theatre Society   |        |                          | 11,802                           | 11,802 |
| Boys' and Girls' Club of Greater Victoria                             |        |                          | 25,280                           | 25,280 |
| British Columbia Healthy Communities – City of Victoria Youth Council | 20,000 |                          |                                  | 20,000 |
| British Motor Car Club  |        | 105                      |                                  | 105    |
| Burnside Gorge Community Association                                  | 77,958 | 423                      |                                  | 78,381 |
| Canadian Cancer Society BC and Yukon Division                         |        |                          | 49,277                           | 49,277 |
| Canadian Mental Health Association                                    |        | 409                      |                                  | 409    |
| Canadian Red Cross Society  |        |                          | 50,729                           | 50,729 |
| Capital Mental Health Association                                     |        |                          | 30,472                           | 30,472 |
| Casa Maria Emergency Housing Society                                  |        |                          | 2,628                            | 2,628  |
| Centennial United Church  |        |                          | 13,086                           | 13,086 |
| Central Baptist Church  |        |                          | 14,266                           | 14,266 |
| Central Middle School   | 300    |                          |                                  | 300    |
| Chinese Consolidated Benevolent Association                           |        | 2,215                    | 16,562                           | 18,776 |
| Chinese Settlement House Building (Heritage)                          |        |                          | 11,012                           | 11,012 |
| Church of God in Victoria, The-Maplewood Gospel Hall                  |        |                          | 4,837                            | 4,837  |
| Church of Jesus Christ of Latter Day Saints                           |        |                          | 12,935                           | 12,935 |
| Church of Our Lord  |        |                          | 13,668                           | 13,668 |
| Church of Truth – Community of Conscious Living                       |        |                          | 3,413                            | 3,413  |
| Churchill Building (Heritage)   |        |                          | 56,140                           | 56,140 |
| Clover Point Anglers' Association                                     |        |                          | 2,488                            | 2,488  |
| CNIB BC – Yukon Division  |        |                          | 31,695                           | 31,695 |

# Statistical Information

## 2014 Grants

| Organization   | Grants   | City In-Kind<br>Services | Exemption from<br>Property Taxes | Total    |
|--|----------|--------------------------|----------------------------------|----------|
| Community Arts Council of Greater Victoria                             | \$ 3,000 | \$ 975                   | \$                               | \$ 3,975 |
| Community of Christ Inc  |          |                          | 2,360                            | 2,360    |
| Community Social Planning Council of Greater Victoria                  | 24,090   |                          |                                  | 24,090   |
| Congregation Emanu-El  |          |                          | 1,211                            | 1,211    |
| Cook St Village Activity Centre Society (New Horizons)                 | 40,000   |                          |                                  | 40,000   |
| Cornerstone Christian Fellowship                                       |          |                          | 7,261                            | 7,261    |
| Craigdarroch Castle Historical Museum Society                          |          |                          | 93,904                           | 93,904   |
| Creatively United for the Planet Society                               | 5,000    | 1,260                    |                                  | 6,260    |
| Cridge Centre for the Family   |          |                          | 30,281                           | 30,281   |
| Crisis Intervention and Public Information Society of Greater Victoria | 20,200   |                          |                                  | 20,200   |
| Dart Coon Club of Canada   |          | 210                      |                                  | 210      |
| Dogwood Building (Heritage)  |          |                          | 151,003                          | 151,003  |
| Downtown Residents' Association  | 3,454    |                          |                                  | 3,454    |
| Downtown Victoria Business Association                                 |          | 293                      | 6,779                            | 7,071    |
| Earth Walk Committee   |          | 1,145                    |                                  | 1,145    |
| Esquimalt High School  | 300      |                          |                                  | 300      |
| EVTA of BC   |          | 104                      |                                  | 104      |
| Fairfield Community Association  | 26,869   |                          |                                  | 26,869   |
| Fairfield Community Place  | 74,340   |                          |                                  | 74,340   |
| Fairfield Gonzales Community Association                               | 16,025   |                          |                                  | 16,025   |
| Fairfield United Church  |          |                          | 3,616                            | 3,616    |
| Fairway Gorge Paddling Club  |          | 184                      |                                  | 184      |
| Fan Tan Entertainment Inc (Canada Day)                                 |          | 142                      |                                  | 142      |
| Fernwood Community Association   | 6,130    |                          | 7,487                            | 13,616   |
| Fernwood Community Association (Heritage)                              |          |                          | 1,505                            | 1,505    |
| Fernwood Neighbourhood Resource Group Society                          | 55,723   | 679                      |                                  | 56,401   |
| Fire Chiefs' Association of BC   |          | 53                       |                                  | 53       |
| Fire Fighters' Burn Fund of Greater Victoria                           |          |                          | 1,971                            | 1,971    |
| First Baptist Church   |          |                          | 2,513                            | 2,513    |
| First Church of Christ Scientist                                       |          |                          | 9,789                            | 9,789    |
| First Metropolitan United Church                                       |          |                          | 21,444                           | 21,444   |
| First Open Heart Society of BC Inc                                     |          |                          | 2,717                            | 2,717    |
| Flamenco de la Isla Society  | 2,000    |                          |                                  | 2,000    |
| Franciscan Friars of Western Canada                                    |          |                          | 4,089                            | 4,089    |
| Friends Uniting for Nature Society                                     | 6,000    |                          |                                  | 6,000    |
| George Jay Elementary School   | 300      |                          |                                  | 300      |
| Gerenska, M and Karagiozov, K (Secondary Suite)                        | 5,000    |                          |                                  | 5,000    |
| Girl Guides of Canada Southern Vancouver Island                        |          |                          | 5,663                            | 5,663    |
| Glad Tidings Pentacostal Church  |          |                          | 64,495                           | 64,495   |
| Glenlyon-Norfolk School Society  |          |                          | 41,028                           | 41,028   |
| Go Rowing and Paddling Association of Canada                           |          | 231                      | 11,157                           | 11,388   |
| Good Shepherd Lutheran Church  |          |                          | 2,750                            | 2,750    |
| Governing Council of the Salvation Army in Canada                      |          |                          | 67,551                           | 67,551   |

# Statistical Information

## 2014 Grants

| Organization  | Grants  | City In-Kind<br>Services | Exemption from<br>Property Taxes | Total     |
|---|---------|--------------------------|----------------------------------|-----------|
| Grace Evangelical Lutheran Church                       | \$      | \$                       | \$ 15,788                        | \$ 15,788 |
| Greater Victoria Bike to Work Society                   | 2,500   | 85                       |                                  | 2,585     |
| Greater Victoria Chamber of Commerce                    | 50,000  | 184                      |                                  | 50,184    |
| Greater Victoria Citizens' Counselling Centre           |         |                          | 12,151                           | 12,151    |
| Greater Victoria Coalition to End Homelessness          | 100,000 |                          |                                  | 100,000   |
| Greater Victoria Festival Society                       | 16,195  | 13,306                   |                                  | 29,501    |
| Greater Victoria Film Commission                        | 45,000  |                          |                                  | 45,000    |
| Greater Victoria Housing Society                        |         |                          | 10,283                           | 10,283    |
| Greater Victoria Performing Arts                        | 500     |                          |                                  | 500       |
| Greater Victoria Rental Development Society             |         |                          | 33,617                           | 33,617    |
| Greater Victoria Volunteer Society                      | 11,500  |                          |                                  | 11,500    |
| Greater Victoria Women's Shelter Society                |         |                          | 8,031                            | 8,031     |
| Gurdwara Singh Sabha Society of Victoria                |         |                          | 14,970                           | 14,970    |
| Healing Cities Institute Society                        | 6,000   |                          |                                  | 6,000     |
| Hero Work Program                                       |         | 417                      |                                  | 417       |
| Hotel Rialto Building (Heritage)                        |         |                          | 91,215                           | 91,215    |
| Howes, Christi May (Secondary Suite)                    | 5,000   |                          |                                  | 5,000     |
| Hudson Building (Heritage)                              |         |                          | 159,256                          | 159,256   |
| India Canada Cultural Association                       | 3,000   |                          |                                  | 3,000     |
| InnovativeCommunities.Org Foundation                    |         |                          | 4,755                            | 4,755     |
| Inter-Cultural Association of Greater Victoria          | 5,000   |                          |                                  | 5,000     |
| Intrepid Theatre Company                                | 18,000  | 1,050                    |                                  | 19,050    |
| Ironmonger, Peter G (Secondary Suite)                   | 5,000   |                          |                                  | 5,000     |
| Island Corridor Foundation                              |         |                          | 20,909                           | 20,909    |
| Island Equipment Owners Association                     |         | 5,756                    |                                  | 5,756     |
| James Bay Community Project                             | 10,000  |                          |                                  | 10,000    |
| James Bay Community School Centre                       | 53,286  |                          |                                  | 53,286    |
| James Bay Health and Community Services Society         |         |                          | 29,316                           | 29,316    |
| James Bay Neighbourhood Association                     | 3,507   |                          |                                  | 3,507     |
| James Bay New Horizons                                  | 63,436  |                          |                                  | 63,436    |
| James Bay United Church                                 |         |                          | 12,586                           | 12,586    |
| John Howard Society of Victoria                         |         |                          | 5,484                            | 5,484     |
| Jubilee Congregation of Jehovah's Witnesses             |         |                          | 3,986                            | 3,986     |
| Kaleidoscope Theatre Productions Society                | 5,000   |                          |                                  | 5,000     |
| Kalghidhar Shromani Society                             |         |                          | 2,316                            | 2,316     |
| Kenny, Patrick and Robertson, Heather (Secondary Suite) | 5,000   |                          |                                  | 5,000     |
| Keystone Victoria Christian Ministries Inc              |         |                          | 2,275                            | 2,275     |
| Khalsa Diwan Society of Victoria                        |         |                          | 12,211                           | 12,211    |
| Kiwanis Club of Victoria                                |         |                          | 9,483                            | 9,483     |
| Knights of Columbus                                     |         | 105                      |                                  | 105       |
| Lansdowne Middle School                                 | 300     |                          |                                  | 300       |
| Laren Society   |         |                          | 4,898                            | 4,898     |
| Learning Disabilities Association of BC                 | 5,000   |                          |                                  | 5,000     |



# Statistical Information

## 2014 Grants

| Organization  | Grants | City In-Kind<br>Services | Exemption from<br>Property Taxes | Total     |
|---|--------|--------------------------|----------------------------------|-----------|
| Leiser Building (Heritage)                            | \$     | \$                       | \$ 76,994                        | \$ 76,994 |
| LifeCycles Project Society                            | 8,000  |                          |                                  | 8,000     |
| M.A.C. Farrant  | 5,000  |                          |                                  | 5,000     |
| Maharishi Age of Enlightenment School Society         |        |                          | 1,138                            | 1,138     |
| Margaret Jenkins Elementary School                    | 300    |                          |                                  | 300       |
| Maritime Museum                                       | 20,000 |                          |                                  | 20,000    |
| McCafrey, Sean L (Secondary Suite)                    | 5,000  |                          |                                  | 5,000     |
| Morley's Soda Factory Building (Heritage)             |        |                          | 11,141                           | 11,141    |
| Move Adapted Fitness and Rehabilitation Society of BC |        | 53                       |                                  | 53        |
| Multiple Sclerosis Society of Canada                  |        |                          | 31,615                           | 31,615    |
| Mustard Seed Street Church                            |        |                          | 12,948                           | 12,948    |
| North Jubilee Neighbourhood Association               | 2,288  |                          |                                  | 2,288     |
| North Park Community Association                      |        | 79                       |                                  | 79        |
| North Park Neighbourhood Association                  | 5,988  |                          |                                  | 5,988     |
| Oak Bay Gospel Assembly                               |        |                          | 5,598                            | 5,598     |
| Oaklands Chapel                                       |        | 523                      | 3,899                            | 4,422     |
| Oaklands Community Association                        | 78,259 |                          | 2,367                            | 80,626    |
| Oaklands Elementary School                            | 300    | 105                      |                                  | 405       |
| Old Carriage House Parking Ltd, The (Heritage)        |        |                          | 31,722                           | 31,722    |
| Open Door Spiritualist Church                         |        |                          | 1,416                            | 1,416     |
| Open Space Arts Society                               |        | 26                       | 9,100                            | 9,126     |
| Oriental Hotel Building (Heritage)                    |        |                          | 55,290                           | 55,290    |
| Our Place   | 25,000 |                          |                                  | 25,000    |
| Pacifica Housing Advisory Association                 |        |                          | 27,440                           | 27,440    |
| Palladian, The (Heritage)                             |        |                          | 46,409                           | 46,409    |
| Pandora Arts Collective                               | 7,500  |                          |                                  | 7,500     |
| Parkdale Evangelical Free Church                      |        |                          | 2,601                            | 2,601     |
| Passion for Tango Society                             | 1,000  |                          |                                  | 1,000     |
| Pentecostal Assemblies Of Canada                      |        |                          | 3,960                            | 3,960     |
| Phoenix Human Services Association                    |        |                          | 10,928                           | 10,928    |
| Prior Building (Heritage)                             |        |                          | 71,608                           | 71,608    |
| Quadra Elementary School                              | 300    |                          |                                  | 300       |
| Quadra School Parent Advisory Council                 | 8,292  |                          |                                  | 8,292     |
| Quadra Village Community Centre                       | 53,497 | 282                      |                                  | 53,779    |
| Recreation Integration Victoria                       | 29,435 |                          |                                  | 29,435    |
| Redeemed Christian Church of God                      |        |                          | 1,776                            | 1,776     |
| Religious Society of Friends                          |        |                          | 5,598                            | 5,598     |
| Renaissance Building (Heritage)                       |        |                          | 42,662                           | 42,662    |
| Rockland Community Association                        | 2,618  |                          |                                  | 2,618     |
| Rogers Chocolates Building (Heritage)                 |        |                          | 7,084                            | 7,084     |
| Royal and McPherson Theatre Society                   |        |                          | 115,221                          | 115,221   |
| Royal Roads University                                |        | 131                      |                                  | 131       |
| Royal Victoria Yacht Club                             |        | 2,506                    |                                  | 2,506     |

## Statistical Information

### 2014 Grants

| Organization   | Grants  | City In-Kind<br>Services | Exemption from<br>Property Taxes | Total     |
|--|---------|--------------------------|----------------------------------|-----------|
| Ryder Hesjidal's Tour de Victoria                    | \$      | \$ 16,824                | \$                               | \$ 16,824 |
| Saint Germain Foundation Of Canada (Victoria Branch) |         |                          | 2,832                            | 2,832     |
| Saint Sophia Parish of the Russian Orthodox Church   |         |                          | 2,791                            | 2,791     |
| Scouts Canada 2nd Fort Victoria Group                |         |                          | 8,070                            | 8,070     |
| Seventh-Day Adventist Church                         |         |                          | 2,251                            | 2,251     |
| Shekinah Homes Society                               |         |                          | 3,522                            | 3,522     |
| Sierra Club BC                                       |         | 351                      |                                  | 351       |
| Silver Threads Service                               | 270,683 |                          |                                  | 270,683   |
| Sir James Douglas Elementary School                  | 300     |                          |                                  | 300       |
| Societe Francophone de Victoria, la                  | 4,000   |                          |                                  | 4,000     |
| Society of Friends of St Ann's Academy               | 7,500   |                          |                                  | 7,500     |
| Society of St Vincent de Paul Vancouver Island       |         |                          | 39,747                           | 39,747    |
| South Jubilee Neighbourhood Association              | 1,643   |                          |                                  | 1,643     |
| South Park Elementary School                         | 300     |                          |                                  | 300       |
| South Park School PAC                                |         | 53                       |                                  | 53        |
| SportHost  | 7,500   |                          |                                  | 7,500     |
| St Andrew's Presbyterian Church                      |         |                          | 20,895                           | 20,895    |
| St John Ambulance                                    | 2,250   |                          |                                  | 2,250     |
| St John Court Society                                |         |                          | 7,235                            | 7,235     |
| Suddenly Dance Theatre Society                       | 13,500  |                          |                                  | 13,500    |
| Terry Fox Foundation                                 |         | 1,086                    |                                  | 1,086     |
| Theatre Inconnu                                      | 7,500   |                          |                                  | 7,500     |
| Theatre SKAM   | 4,000   |                          |                                  | 4,000     |
| Times Colonist Cycling Festival                      |         | 1,723                    |                                  | 1,723     |
| TLC (The Land Conservancy) of BC                     |         |                          | 22,749                           | 22,749    |
| Tourism Victoria                                     | 47,500  |                          |                                  | 47,500    |
| Tweed Ride Victoria                                  |         | 1,128                    |                                  | 1,128     |
| Ukrainian Catholic Eparchy of the New Westminster    |         |                          | 3,028                            | 3,028     |
| United Way of Greater Victoria                       |         |                          | 19,325                           | 19,325    |
| Unity Church of Victoria                             |         |                          | 2,569                            | 2,569     |
| University of Victoria – Faculty of Graduate Studies | 6,750   |                          |                                  | 6,750     |
| UrbaCity Challenge                                   |         | 208                      |                                  | 208       |
| Vancouver Island Addiction Recovery Society          |         |                          | 1,814                            | 1,814     |
| Victoria Advanced Technology Council                 | 22,500  |                          |                                  | 22,500    |
| Victoria African and Caribbean Cultural Society      |         | 473                      |                                  | 473       |
| Victoria AM Association                              | 2,000   |                          |                                  | 2,000     |
| Victoria Association for Community Living            |         |                          | 5,962                            | 5,962     |
| Victoria BC SKA Society                              | 7,000   | 622                      |                                  | 7,622     |
| Victoria Brain Injury Society                        | 5,800   |                          |                                  | 5,800     |
| Victoria Chinese Alliance Church                     |         |                          | 2,480                            | 2,480     |
| Victoria Chinese Presbyterian Church                 |         |                          | 8,111                            | 8,111     |
| Victoria Civic Heritage Trust                        | 523,470 |                          |                                  | 523,470   |
| Victoria Compost Education Centre                    | 13,530  | 337                      |                                  | 13,867    |

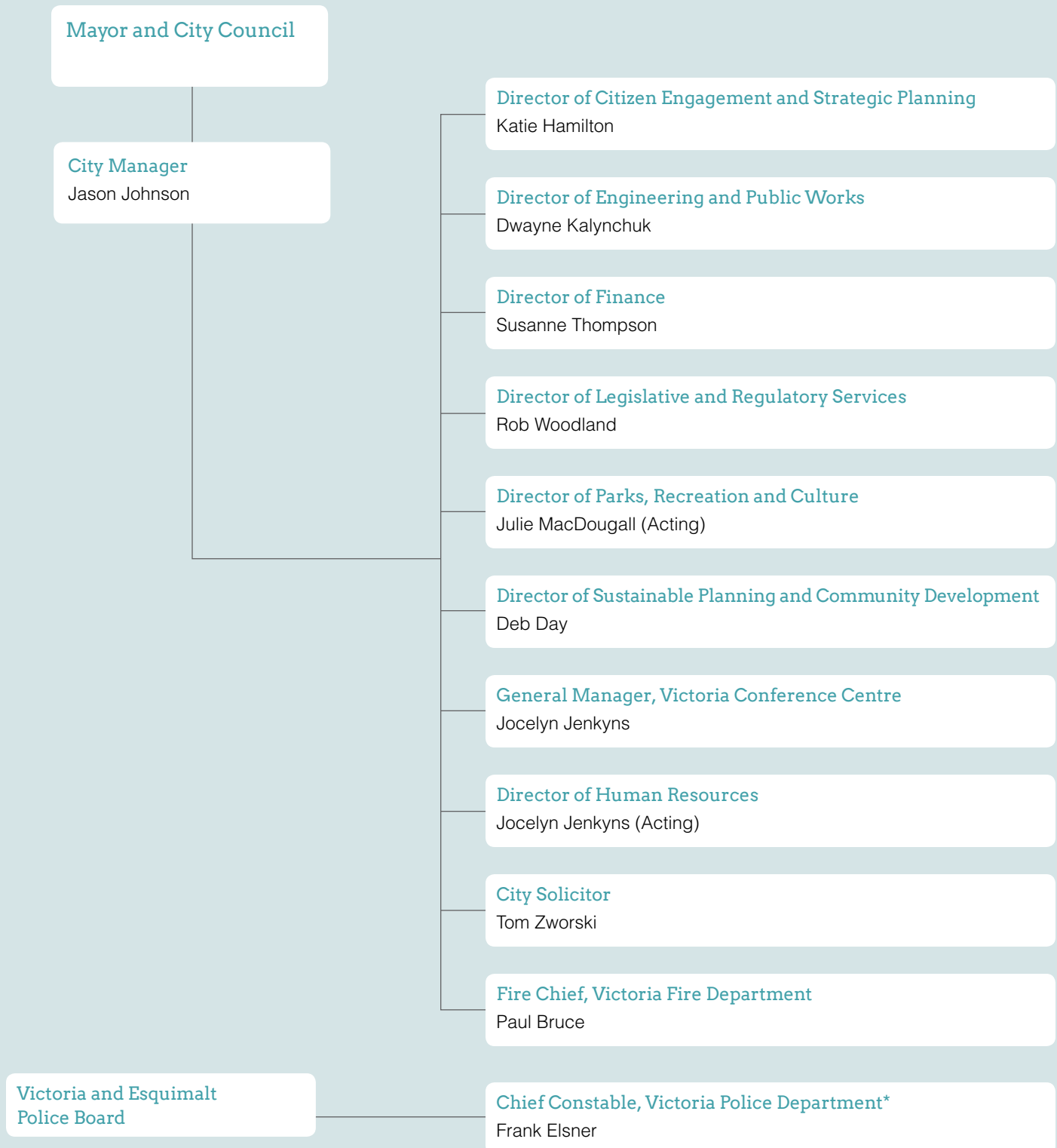
# Statistical Information

## 2014 Grants

| Organization   | Grants              | City In-Kind Services | Exemption from Property Taxes | Total               |
|--|---------------------|-----------------------|-------------------------------|---------------------|
| Victoria Conservatory of Music                         | \$ 2,000            | \$                    | \$ 72,786                     | \$ 74,786           |
| Victoria Cool Aid Society                              | 4,675               |                       | 7,454                         | 12,129              |
| Victoria Curling Club                                  |                     |                       | 49,331                        | 49,331              |
| Victoria Cycling Series                                |                     | 2,159                 |                               | 2,159               |
| Victoria Django Society                                | 1,000               |                       |                               | 1,000               |
| Victoria Dragon Boat Festival Society                  |                     | 1,588                 |                               | 1,588               |
| Victoria Filipino Canadian Association                 |                     | 105                   |                               | 105                 |
| Victoria Foursquare Gospel Church of Canada            |                     |                       | 1,383                         | 1,383               |
| Victoria Heritage Foundation                           | 191,621             |                       |                               | 191,621             |
| Victoria High School                                   | 300                 |                       |                               | 300                 |
| Victoria Highland Games Association                    | 5,500               | 1,299                 |                               | 6,799               |
| Victoria Hospice Foundation                            |                     | 105                   |                               | 105                 |
| Victoria Hospitality Award Program                     | 950                 |                       |                               | 950                 |
| Victoria Immigrant and Refugee Centre Society          | 1,000               |                       |                               | 1,000               |
| Victoria Independent Film and Video Festival Society   | 11,000              |                       |                               | 11,000              |
| Victoria International Buskers Festival Society        | 9,000               | 2,491                 |                               | 11,491              |
| Victoria International Chalk Art Society               | 2,000               | 746                   |                               | 2,746               |
| Victoria International Running Society                 |                     | 6,025                 |                               | 6,025               |
| Victoria Jazz Society                                  | 17,000              | 2,381                 |                               | 19,381              |
| Victoria Marathon Society                              |                     | 28,922                |                               | 28,922              |
| Victoria Military Music Festival Society               | 3,200               |                       |                               | 3,200               |
| Victoria Native Friendship Centre                      |                     | 153                   | 23,400                        | 23,553              |
| Victoria Pride Society                                 | 2,000               | 4,172                 |                               | 6,172               |
| Victoria Sexual Assault Centre Society                 |                     |                       | 7,850                         | 7,850               |
| Victoria Shambhala Centre                              |                     |                       | 2,120                         | 2,120               |
| Victoria Single Parent Resource Centre Society         |                     |                       | 8,925                         | 8,925               |
| Victoria Symphony Society                              | 11,500              | 8,772                 |                               | 20,272              |
| Victoria Theatre Guild and Dramatic School             |                     |                       | 22,138                        | 22,138              |
| Victoria Truth Centre Inc                              |                     |                       | 27,287                        | 27,287              |
| Victoria West Community Association                    | 86,285              | 159                   |                               | 86,444              |
| Victoria West Elementary School                        | 300                 |                       |                               | 300                 |
| Victoria Women in Need Community Cooperative           |                     |                       | 10,458                        | 10,458              |
| Victoria Women's Sexual Assault Centre                 |                     | 773                   |                               | 773                 |
| Victoria Women's Transition House Society              |                     |                       | 14,125                        | 14,125              |
| Victoria Youth Empowerment Society                     | 17,000              |                       | 7,124                         | 24,124              |
| Wilson Dalby/Mc and Mc Building (Heritage)             |                     |                       | 164,435                       | 164,435             |
| Wilson, Deborah and Hawthorn, Thomas (Secondary Suite) | 5,000               |                       |                               | 5,000               |
| World Fisheries Trust                                  | 4,775               |                       |                               | 4,775               |
| YM/YWCA of Greater Victoria                            |                     |                       | 81,847                        | 81,847              |
| <b>Total</b>   | <b>\$ 2,444,021</b> | <b>\$ 124,099</b>     | <b>\$ 3,049,715</b>           | <b>\$ 5,617,834</b> |

# 2014 Organizational Chart

CITY OF VICTORIA | AS OF DECEMBER 31, 2014



*\*The Police Department reports to the Police Board which is co-chaired by the Mayor of Victoria and the Mayor of the Township of Esquimalt.*

# Looking Forward

## Strategic Plan 2015–2018

In April 2015 Mayor and Council adopted a new Strategic Plan that will guide the direction for the City over the next four years.

### **Our Goal**

“Victoria is a leading edge capital city that embraces the future and builds on the past, where human needs and the environment are priorities, where the community feels valued, heard and understood and where City Hall is trusted. Victoria is a city that is livable, affordable, prosperous and vibrant, where we all work in partnership to support opportunities and get things done.”













## Objectives

- 1 Innovate and Lead
- 2 Engage and Empower the Community
- 3 Strive for Excellence in Planning and Land Use
- 4 Build the Financial Capacity of the Organization
- 5 Create Prosperity Through Economic Development
- 6 Make Victoria More Affordable
- 7 Facilitate Social Inclusion and Community Wellness
- 8 Enhance and Steward Public Spaces, Green Spaces and Food Systems
- 9 Complete a Multi-Modal and Active Transportation Network
- 10 Nurture Our Arts, Culture and Learning Capital
- 11 Steward Water Systems and Waste Streams Responsibly
- 12 Plan for Emergencies Including Climate Change Short and Long-Term
- 13 Demonstrate Regional Leadership

City of Victoria  
1 Centennial Square  
Victoria, British Columbia  
V8W 1P6  
[victoria.ca](http://victoria.ca)

Our commitment to the environment

- The environmental savings below were achieved by printing the Annual Report using post-consumer recycled fibre in place of virgin fibre:
-  2 trees preserved for the future
  -  2.26 kg water-borne waste not created
  -  2,672.5 litres wastewater flow saved
  -  35.38 kg solid waste not generated
  -  69.85 kg net greenhouse gases prevented
  -  1,177,760 BTUs energy not consumed
  -  35.38 kg ghg emissions not generated
  -  18.4 cubic metres natural gas unused
  -  Equivalent to not driving 114.26 km in an average car
  -  Equivalent to planting 5 trees



**“ PRIDE WEEK ”**

**WHEREAS** *the gay, lesbian, bisexual, transgender and questioning (GLBTQ) community; their friends and the allies of are integral and important contributing members of Victoria; and*

**WHEREAS** *the City of Victoria recognizes and values the rights and freedoms of these and all Canadian citizens to love whom they choose and to establish for themselves a healthy vital family unit defined by that love; and*

**WHEREAS** *the citizens of the City of Victoria come together annually on “Pride Week” to celebrate the achievements of this freedom and to recognize those worldwide who have yet to establish these same rights.*

**NOW, THEREFORE** *I do hereby proclaim the week of Sunday, June 28<sup>th</sup> to Sunday, July 5<sup>th</sup> 2015 as “PRIDE WEEK” in the **CITY OF VICTORIA, CAPITAL CITY** of the **PROVINCE of BRITISH COLUMBIA**, the **TRADITIONAL TERRITORIES** of the **ESQUIMALT AND SONGHEES FIRST NATIONS**.*

**IN WITNESS WHEREOF**, *I hereunto set my hand this 25<sup>th</sup> day of June, Two Thousand and Fifteen.*

---

**LISA HELPS**  
**MAYOR**  
**CITY OF VICTORIA**  
**BRITISH COLUMBIA**

**SPONSORED BY:**  
**David Tillson**  
**Victoria Pride Society**



**REPORTS OF THE COMMITTEES**

**4. Planning and Land Use Committee – April 30, 2015**

**4. Rezoning Application No. 00467 for 2822 and 2826 Cedar Hill Road**

It was moved by Councillor Thornton-Joe, seconded by Councillor Coleman, that Council:

1. Instruct staff to prepare the necessary *Zoning Regulation Bylaw Amendment* that would authorize the proposed development outlined in Rezoning Application No. 00467 for 2822 and 2826 Cedar Hill Road.
2. That first and second reading of the *Zoning Regulation Bylaw Amendment* be considered by Council.

Carried Unanimously

### 5.3 Rezoning Application No. 00467 for 2822 and 2826 Cedar Hill Road

Committee received a report regarding a rezoning application for 2822 and 2826 Cedar Hill Road. The proposal is to rezone the property to authorize three small lots and construct one new small lot house.

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

1. Instruct staff to prepare the necessary *Zoning Regulation Bylaw Amendment* that would authorize the proposed development outlined in Rezoning Application No. 00467 for 2822 and 2826 Cedar Hill Road.
2. That first and second reading of the *Zoning Regulation Bylaw Amendment* be considered by Council.

Committee discussed:

- The overall context of small lots for this area is one where densification is appropriate. It is convenient for public transportation and an appropriate location for this type of development.

CARRIED UNANIMOUSLY 15/PLUC114



## Planning and Land Use Committee Report

### For the Meeting of April 30, 2015

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**To:** Planning and Land Use Committee      **Date:** April 16, 2015

**From:** Leanne Taylor, Planner, Development Services Division

**Subject:** Rezoning Application No. 00467 for 2822 and 2826 Cedar Hill 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. 00467 for 2822 and 2826 Cedar Hill Road, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council.

#### 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 land, buildings 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 properties located at 2822 and 2826 Cedar Hill Road. The proposal is to rezone the properties from the R1-B Zone, Single Family Dwelling District, to the R1-S2 Zone, Restricted Small Lot (Two Storey) District, in order to permit three small lots and the construction of 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 objectives for infill development in the *Oaklands Neighbourhood Plan (1993)*.
- The proposal is generally 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 the subject properties from the R1-B, Single Family Dwelling District, to the R1-S2 Zone, Restricted Small Lot (Two Storey) District. The proposal is to create three small lots and construct one new small lot house. Variances would be required to facilitate this development and will be discussed in relation to the concurrent Development Permit with Variances Application.

### 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.

### Land Use Context

The neighbourhood is characterized by a mix of single family houses, multi-unit residential and mixed-use buildings.

### Existing Site Development and Development Potential

Each property is presently a single family house. Under the current R1-B Zone, each property could be developed as a single family house with a secondary suite. Should both properties be rezoned to the R1-S2 Zone and subdivided then three small lots and one new small lot house would be permitted in accordance with the *Small Lot House Rezoning Policy*. Secondary suites are not permitted on small lots.

### Data Table

The following data table compares the proposal with the existing R1-B Zone and R1-S2 Zone. An asterisk is used to identify where the proposal is less stringent than the existing zone. Two asterisks are used to identify the existing non-conformities.

| Zoning Criteria                                 | Proposal –<br>Lot A (Existing<br>House) | Proposal –<br>Lot B<br>(New Small<br>Lot House) | Proposal –<br>Lot C<br>(Existing<br>House) | Zone<br>Standard<br>R1-S2 |
|---|---|---|--|---------------------------|
| Site area (m <sup>2</sup> ) - minimum           | 300.5                                   | 280.3   | 337.9                                      | 260                       |
| Lot width (m) - minimum                         | 11.5                                    | 10.6  | 14.5                                       | 10                        |
| Total floor area (m <sup>2</sup> ) -<br>maximum | 172.2                                   | 160   | 149.8                                      | 190                       |
| Density (Floor Space Ratio) -<br>maximum        | 0.57:1                                  | 0.57:1  | 0.44:1                                     | 0.6:1                     |
| Height (m) - maximum                            | 5.9                                     | 6   | 5.1  | 7.5                       |
| Storeys - maximum                               | 2                                       | 2   | 2  | 2                         |
| Site coverage % - maximum                       | 36.1                                    | 35.2  | 29.3                                       | 40                        |



| Zoning Criteria  | Proposal –<br>Lot A (Existing<br>House)        | Proposal –<br>Lot B<br>(New Small<br>Lot House) | Proposal –<br>Lot C<br>(Existing<br>House) | Zone<br>Standard<br>R1-S2 |
|--|--|---|--|---------------------------|
| Setbacks (m) - minimum   |  |   |  |                           |
| Front  | 7.2  | 3.36*   | 4.62*                                      | 6                         |
| Rear   | 3.53**   | 6.12  | 7.15                                       | 6                         |
| Side (NW)  | 0.22**(non-<br>habitable)/<br>0.33*(habitable) | 1.5*(habitable)                                 | 1.5*(habitable)                            | 2.4                       |
| Side (SE)  | 1.77*(habitable)                               | 1.79*(habitable)                                | 1.66*(habitable)                           | 2.4                       |
| Parking - minimum  | 1  | 1   | 1  | 1                         |
| Parking location in accordance<br>with<br>Schedule C, Section 3                              | Front yard**                                   | Internal  | Internal                                   | n/a                       |
| Driveway/parking slope (%) in<br>accordance with<br>Schedule C, Section 12 (ii) -<br>maximum | 13.5*  | 14.6*   | existing                                   | 8                         |

### Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, the applicant has consulted the Oaklands CALUC at a Community Meeting held on October 27, 2014. At the time of writing this report, a letter from the CALUC had not been received.

In accordance with the City's *Small Lot House Rezoning Policy*, the applicant has polled the immediate neighbours. There are a total of 50 immediate neighbours (renters and owners). The applicant received 32 petitions in favour of the proposal, and 18 neighbours did not respond to the petition and are considered "neutral" according to the Policy. Based on the petition results, 100% support the Application. However, the immediate neighbour to the north (2830 Cedar Hill Road) did not sign the petition and raised some concerns about the proposal at the CALUC meeting. The applicant summarizes, in the letter to Mayor and Council, the neighbour's concerns and how the concerns have been addressed in the Application (attached). 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 properties is Traditional Residential. The subject properties are in a transition area given the neighbouring properties are designated Urban Residential in the OCP. 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.

### Oaklands Neighbourhood Plan (1993)

The *Oaklands Neighbourhood Plan* recommends that applications for single family homes on small lots should be considered on their own merits and in accordance with the small lot housing criteria established by the City (*Small Lot House Design Guidelines*). The Plan also recommends that single family homes will remain the dominant housing type and family-oriented housing is preserved. The proposal meets the objectives set out in the Plan with respect to small lot infill development. However, setback variances, which are reviewed with the concurrent Development Permit Application report, would be required.

### 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. Each proposed small lot exceeds the minimum lot size and lot width. The two existing houses would remain and become subject to the Policy if the rezoning is approved.

### Regulatory Considerations

#### Road Dedication Requirements

To improve pedestrian mobility (walking and cycling) and infrastructure on Cedar Hill Road, north of Hillside Road, road dedication would be required at the time of subdivision. The existing Right-of-Way (RoW) is approximately 15.45m wide. A RoW width of approximately 18m would be sufficient along this portion of the roadway to meet active transportation-related needs. The property lines are not parallel or straight on this portion of the roadway; therefore the road dedication to the City would range from 1.99m to 2.58m, or an area of approximately 76m<sup>2</sup>. The proposed lot areas are calculated based on the road dedication requirements and meet the minimum requirement in the R1-S2 Zone after the road dedication is factored into the proposal.

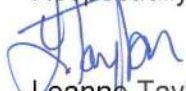
#### Tree Preservation Requirements

One Douglas Fir Tree and one Fir Tree along the south east property line of proposed Lot B would have to be removed. They are not considered protected trees under the City's *Tree Preservation Bylaw*. Both trees were assessed and identified to be in poor condition in a report prepared by a Certified Arborist (attached). Two Garry Oak trees in the road frontage would be dedicated to the City as a result of the road dedication requirements and three Garry Oak trees in the rear yard on proposed Lot B would also be protected.

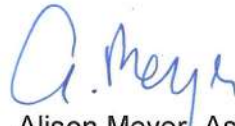
### CONCLUSIONS

This proposal to rezone to the R1-S2 Zone and construct one new small lot house is consistent with the objectives in the OCP, *Oaklands Neighbourhood Plan (1993)* and the *Small Lot House Rezoning Policy* for sensitive infill development. Staff recommend that Council consider supporting this Application.

Respectfully submitted,

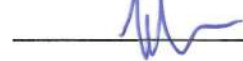


Leanne Taylor, Planner  
Development Services Division



Alison Meyer, Assistant Director  
Development Services Division

Report accepted and recommended by the City Manager:



Jason Johnson

Date:

April 21, 2015

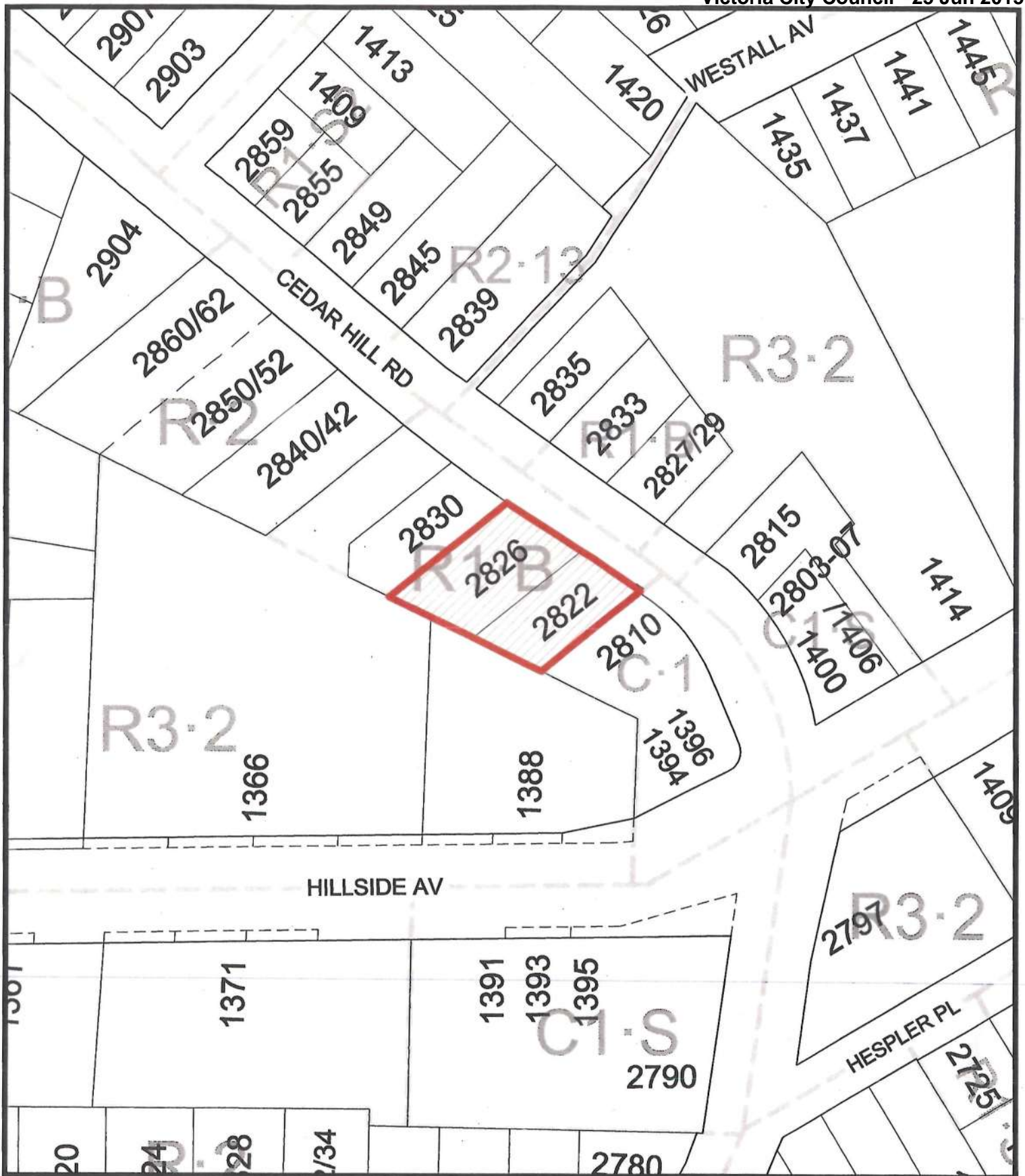


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### List of Attachments

- Zoning map
- Aerial map
- Applicant's letter to Mayor and Council dated March 31, 2015
- Arborist report dated February 4, 2015
- Small Lot Housing Rezoning Petition
- Plans dated March 18, 2015.



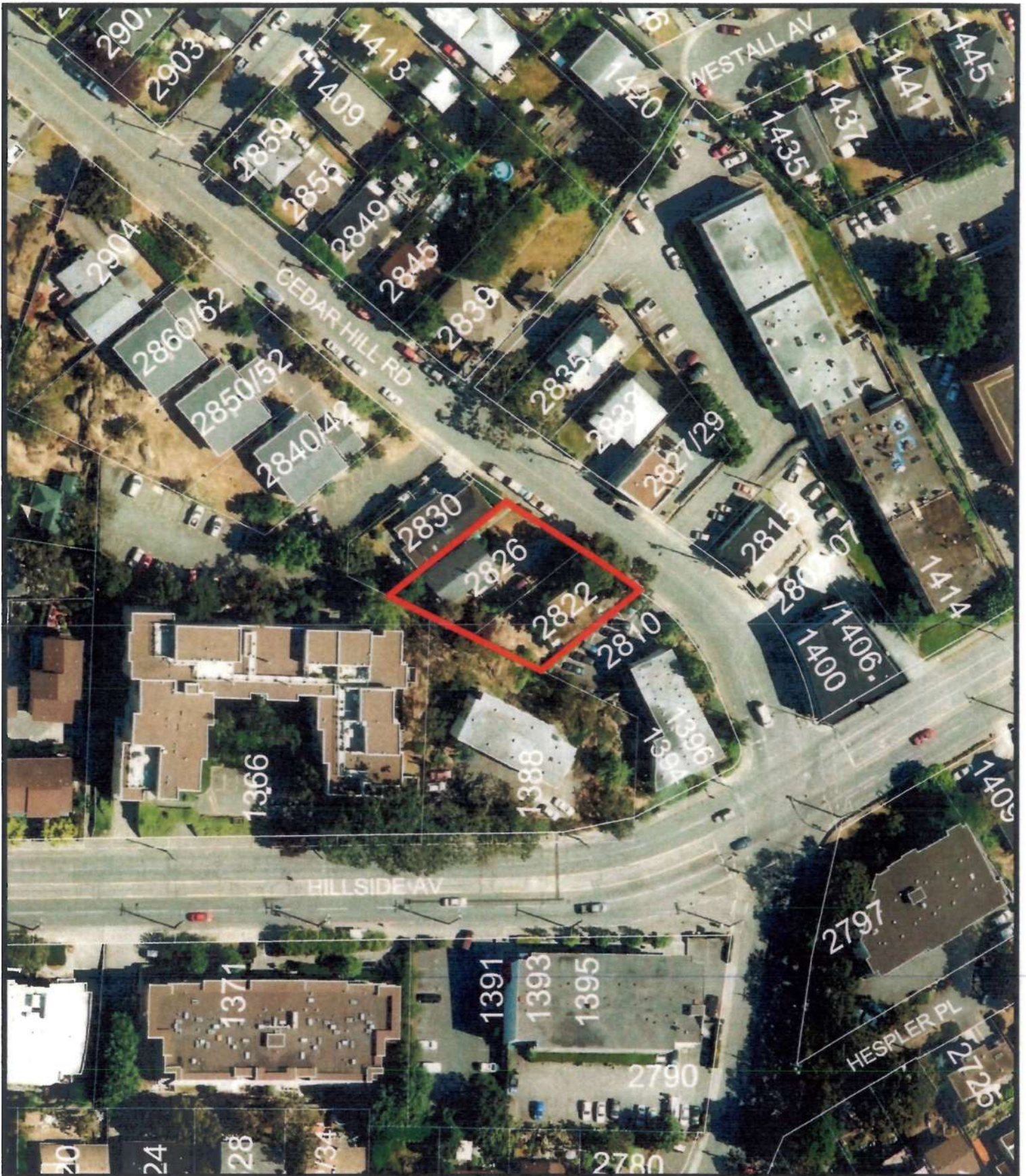
2822-2826 Cedar Hill Road

Rezoning #00467

Bylaw #







2822-2826 Cedar Hill Road

Rezoning #00467

Bylaw #





MAR 31 2015

Planning & Development Department  
Development Services Division

## Letter to Mayor and Council

The following sets out the proponent's response to the Small Lot Subdivision Guidelines, and is provided to assist Mayor and Council in their consideration of the rezoning application to create three small lots (R1-S2, Restricted Small Lot (Two Storey) District) on a site where currently two single family houses zoned (R1-B, Single Family Dwelling District) exist.

### Government Policies:

Located on a collector roadway designated street, the existing houses at 2822 and 2826 Cedar Hill Road are in a neighborhood where the adjacent dwellings include one single family home, some duplexes, a triplex, a 4 unit apartment, a 12 unit rental apartment, two mixed-use commercial/residential buildings, and a 50 unit condominium. The proposal to rezone 2822 and 2826 Cedar Hill Rd. from two R1-B lots into three R1-S2 (small lot) dwellings is representative of the goals outlined in the official community plan. This proposal meets all of the City's requirements from Engineering and the Greenway/ Parks perspective. After receiving feedback from the various City of Victoria Departments involved in the small lot rezoning application process, setback and driveway/parking slope variances would be required to facilitate a small lot subdivision and construct a new small lot house. The front yard setback variances are in part due to the road dedication requirement. Small lot subdivisions have been successfully integrated into the neighborhood on several neighboring blocks.

### Relevant Experience:

I am a local house builder, living in the Fernwood area with my family. I have recently completed a similar small lot subdivision on the corner of Doncaster Dr. and Burton Ave. where the feedback from the community regarding the finished product was very positive.

### Neighborhood Feedback:

The petition in which the adjacent neighbors were polled for their support or lack of support for the proposal has been completed, and the response has been almost entirely positive. Provided in the proposed set of plans is an aerial view outlining the support for the proposal. The support for the project is unanimous with the exception of the owner of 2830 Cedar Hill Rd. who has not signed the petition. He expressed concerns before the community meeting and disagreement at the meeting, but thus far has not responded to further attempts to contact him. On one occasion prior to the community meeting I spoke with the owner at his home about his concerns regarding the project, and said I was very willing to find a mutually agreeable solution to his concerns by redesigning the landscaping and driveway layout.

The concerns the owner of 2830 Cedar Hill Road raised at the (CALUC) meeting on October 27th, 2014, included: the possibility of headlights shining into his home, dust created from lawn mowing

between the two homes entering his windows, having no control over the type of vehicle any possible new owner might have meaning that the proposed new driveway for 2826 Cedar Hill Road could allow for sufficient pollutants from vehicles to seriously harm occupants in his home.

I made several changes to the plans in an attempt to address his concerns prior to the community meeting. At the community meeting, he stated that I wasn't listening to him and that the primary concern was the possibility of vehicle pollutants harming his family. Since the community meeting I have taken additional measures to mitigate his concerns: the driveway was moved as far away from 2830 Cedar Hill Road as City's Bylaw will allow; trees were added to the landscaping plan as a light and sound barrier; and the area between the houses will be covered with paving stones in an effort to mitigate dust. These changes are shown on the revised plans. It is worth noting the existing house located at 2826 Cedar Hill Road is not being significantly altered or moved and has been in close proximity to 2830 Cedar Hill Road for many decades. Of further note is the fact that the proposed lot is over thirty five feet away from the shared property line of 2826 and 2830 Cedar Hill Road as it is located between 2822 Cedar Hill Road and 2826 Cedar Hill Road.

### **Project Benefits:**

This small lot rezoning will provide many economic benefits to the City of Victoria. The city will receive substantial road dedication from the two properties involved as a condition of approval to improve active transportation (walking and cycling) infrastructure along this portion of the roadway. Currently City of Victoria infrastructure does not provide storm drains servicing the properties at 2822 and 2826 Cedar Hill Road. Engineering has requested that storm drains be provided as a condition of the development as well, meaning the City's storm system would be extended along Cedar Hill Road to reach the proposed lots, allowing for street-side storm drains.

From an economic perspective, the project will create numerous construction jobs from all relevant areas related to the development. The additional lot will provide new property tax revenue. The proposed new home will greatly increase the aesthetic appeal of the neighborhood by providing a new Arts and Crafts style home, while the existing home on 2826 Cedar Hill Road will receive a much needed exterior update and significant interior improvements. Additionally, improved landscaping will increase the visual appeal of the surrounding area.

### **Need and Demand:**

The creation of three small lots from the existing two lots will allow for three single family dwellings where formerly there were only two as the proposed home fits right in between the two existing ones.

### **Services:**

The proposed lots are located within walking distance of the Cedar Hill Recreation Center, Cedar Hill Golf Course, several parks, and Hillside Mall. The mall offers grocery shopping, dental service,



numerous boutiques, insurance services, restaurants, and several major department stores. As a result potential occupants can have virtually any daily need accommodated simply by walking a few blocks to the mall. The effect of this is virtually no commuting for day to day requirements. In addition, the lots are within a block of Hillside Avenue with its extensive transit services.

## Neighbourhood:

The existing houses at 2822 and 2826 Cedar Hill Road are situated in a manner that allows a small lot subdivision which will have minimal impact on the neighboring properties. The proposed lot is located in between two existing properties owned by the proponents. Over 90% of the adjacent neighbors are supportive of the proposed design and layout of the development. The consensus at the community meeting was supportive of the proposal's design and layout.

## Impacts:

This small lot subdivision will make considerable improvements to the neighborhood. The creation of the new home will improve the streetscape and the implementation of effective landscaping will dramatically improve the site from its current state. Upon consulting the Parks Division of the City of Victoria, we learned there are no protected trees on the property. After discussion with Brook Daital from the City of Victoria Parks Dept. and consultation with ISA certified arborist Mark Logtenberg, it has been determined two trees on the property require removal. The first tree a Douglas fir (#2 on the ISA arborist report), has existing root damage due to an uneven grade between the old driveway and the lawn, due to the proximity of the existing house and the new construction removal of this tree is recommended. The second tree a Fir tree (#3 on the ISA arborist report) is in POOR condition, the top is dead and the arborist recommends removal.

Other possible impacts on neighboring properties are construction noise during the building process. The proposal will attempt to use a similar sized mountable curb, attempting to preserve existing street parking.

## Design:

The design of houses in the Oaklands catchment area is eclectic and varied. We have chosen a design with elements that can be found in nearby homes and taken particular care to select finishes that are complementary to and reflective of homes on our street. The Arts and Crafts design fits well within the context of the two adjacent properties. The vast majority of adjacent neighbors are very pleased with both the proposed design and the materials.

*Carla O'Brien*  
*M. L. 5/1/2015*



Davey Tree Expert Co. of Canada, Limited.  
888 Viewfield Road  
Victoria, British Columbia  
V9A 4V1  
Phone: (250) 477-8733 Fax: (250) 475-2218

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## Arborist Report

### Pre-Construction Report

Prepared For:  
Cam Brown

Site Address:  
2822 Cedar Hill Road  
Victoria, BC V8N 4L5

February 4, 2015

Prepared By:  
Mark Logtenberg  
ISA Certified Arborist ON-1051AM  
[Mark.logtenberg@davey.com](mailto:Mark.logtenberg@davey.com)  
(250) 477-8733

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## **Summary**

**A new home is planned for this property. Currently this is an empty lot with various protected trees.**

**This report deals exclusively with trees that may be affected by any proposed construction.**



## Introduction

Below is a summary and checklist of the suggested tree preservation process for this project. These should be followed in order:

| Action   | Complete |
|--|----------|
| 1. Perform site walk with Arborist, inventory trees, discuss tree preservation goals, estimate hoarding and root pruning distances.  | X        |
| 2. Prepare pre-construction report, (site map with trees MTPZ and CRZ, root pruning and hoarding locations) based on the current proposed construction and any modifications discussed as a result of the site walk.   | X        |
| 3. After approval of a Tree Preservation Plan (TPP), City and/or Contractor construction staff will field mark exact locations.  |          |
| 4. Hoarding to be installed by the contractor prior to the start of any construction.  |          |
| 5. Project Arborist and/or City of Victoria's Arborist inspector to verify hoarding.   |          |
| 6. Throughout the construction phase of the project, a <b>Certified Arborist</b> retained by the contractor is to perform root pruning where needed and will be verified by the inspector. The project arborist will be available to be on site during any work within the MTPZ. <b>The City's inspector and any contractor must notify the Project Arborist (Mark Logtenberg (250) 883-0905 when need for advice, recommendations and monitoring.</b> |          |
| 7. Prepare a post-construction report after all construction is completed to determine if all Tree Preservation By-Laws were adhered to and to assess the health of the Tree and survivability.  |          |

### **Limitations of the Assignment**

It is imperative for all Project and Construction Leads to thoroughly read this report. Tree preservation is a pro-active measure that starts at the planning stage. Understanding the importance of tree roots in overall tree health and survivability is of the highest importance in implementing effective tree preservation measures.

The roots provide nutrients and water to the leaves and branches while supporting the tree in wind storms and preventing failure. Trees are remarkable, in that the upper canopy can be completely green and full while the majority of the roots below have been removed; leaving the tree highly prone to failure and imminent death within a few years. Once a tree is injured, that injury is never "healed" but instead the tree allocates a great deal of energy to try and repair itself, often times at the expense of its vitality and sometimes leading it into a mortality spiral that may not be noticed for 3-10 years.

Root pruning is a practice to minimize injuries to trees. Roots in comparison to upper canopy limbs store a great deal of energy and reserves for trees to survive and must be removed with the utmost care and consideration. Similar to pruning the upper canopy of the tree, limbs are best removed via target pruning practices and not by ripping limbs off. Roots must be assessed by a qualified and experienced arborist and then pruned properly with a sharp tool.

The project scope and details for tree preservation were discussed. All proposed construction methods are limited to what was provided in the site plans and in discussions with the project leader.

Estimates, measurements and comments regarding tree preservation were based on the proposed construction plans.

### **Observations**

This is a proposed construction. Various other trees are outside of the building envelope and are protected under the tree preservation by-law no. 05-106.

The Garry Oaks along the road are to be assumed by the municipality and a health and structure assessment is included in this report.

The Douglas Fir by the existing house will also be addressed.

### **Discussion**

Work within the MTPZ of any tree would be considered serious root injury and would leave the tree with a high potential of structural failure or serious decline.

Trees will be the least impacted from construction if the hoarding is completed prior to construction at the site.

Increasing tree protection zone distances should be done at the design stage. Field marking exact location of the new structure by the planning personnel has been well proven to be the most effective way to ensure accurate distances from trees. Generally speaking, it is better to add some fill than to excavate roots. Fill can be modified (such as using High Performance Base (HPB)) to allow gas exchange and water permeability, while the tree adapts to the change slowly over time.

Further discussions may be needed to ensure methods are useful, cost effective and will provide for the tree being protected.

### **TREE PROTECTION ZONE**

This is the area to be protected defined by the arborist. Where some fill or excavate must be temporarily located near a TPZ, a plywood barrier must be used to ensure no material enters the TPZ. Rigid Hoarding is needed when construction machines are very close (within 1-2 metres) of the trunk to prevent accidental bumps from machines. These seemingly harmless bumps stay with the tree forever and can cause significant chronic stress to the tree.

**There must no be any storage of any materials within the TPZ**

**Where changes to the location of the TPZ or where temporary access to the TPZ are proposed by anyone other than the arborist, prior approval by the Project Arborist at Davey Tree must be obtained before proceeding.**

### Tree Protection Signs

It is recommended that a sign be attached to the hoarding defining the area as a Tree Protection Zone.

### Root Pruning Protocol

Root pruning is not a common skill set and should be performed by a qualified arborist familiar with root exaction and root pruning. Tree roots are underground and are otherwise not detectable without physical exploration; using a Supersonic Air Tool (SSAT) such as an AirSpade® or Daylighting Vehicle (Hydro-Vac). Root pruning trenches must be at least the depth of the deepest root (usually 20-40cm) and about 15cm wide. Roots are assessed by the arborist with regard to the effects construction may have on the tree, and then either pruned, possibly recommend for removal or a design change may be needed on-site to accommodate.

1. Root Pruning with the Minimum Tree Protection Zone (distance measured from the base of the tree calculated by multiplying the dbh by 6) of any tree requires root exploration via Supersonic Air Tool or Daylighting Vehicle to first remove the soil and expose the roots.
  - a. Roots under 2cm in diameter can be pruned using a sharpened tool such as hand pruned or a sharpened spade under the supervision of the City Arborist.
  - b. Roots between 2 and 8cm in diameter can be pruned by the arborist using a sharp tool, such as a handsaw, hand pruner or loppers and under the supervision of the City Arborist and the advisement of the Project Arborist.
  - c. All roots over 8cm in diameter must be assessed by the Project Arborist prior to pruning unless the arborist on-site can confidently assess the effect of the removal of the root as not detrimental to the tree.
2. Root Pruning within the **Critical Root Zone (the distance measure from the base of the tree calculated by multiplying the dbh by 18)** and outside of the MTPZ, typically requires the use of a sharpened garden spade, cutting a line to the depth of about 30cm by the **on-site arborist and the advisement of the Project Arborist if needed**. However, the same pruning protocol for the size of roots encountered (in the MTPZ) applies to the roots found within this area.

The trenches are typically backfilled with the same excavated soil or new topsoil or compost and hoarding should be installed along this trench to protect the remaining roots.



## **Hoarding**

Hoarding (Tree Protection Fencing (TPF)) is used on construction sites to ensure that damage to the tree and its root zone is prevented. This distance is typically located by the MTPZ. However it must be understood that sometimes this distance is not achievable due to infrastructure being too close. It must be further understood the hoarding distance sometimes must accommodate a larger tree protection zone (than the typical MTPZ distance) due to a limited root growing area/volume (this area is tropically defined by the Project Arborist.)

Hoarding locations should be field marked by the Project Arborist, and hoarding installation will be installed by the contractor. This hoarding must be anchored to the ground and must be installed to the lines defined by the Project Arborist.

Problems will arise for tree preservation efforts when anyone removes the hoarding, even temporarily. It takes one instance of soil compaction from a heavy machine for roots to suffer from air and water deprivation and for the tree to become stressed. It is imperative to install and maintain in good condition the hoarding to prevent this from happening before and throughout the entire construction.

## **Conclusion**

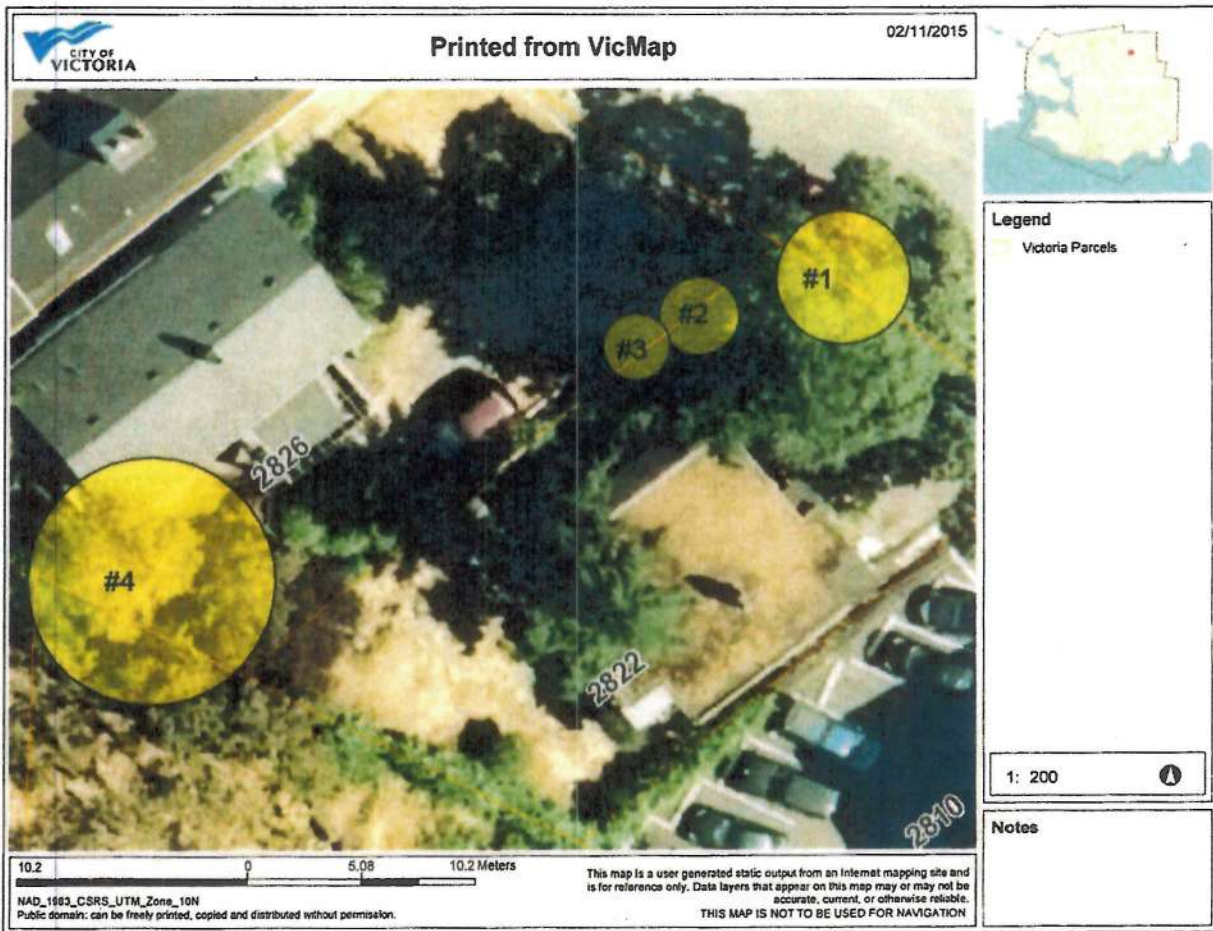
Once all tree/site protection measures have been installed, you must notify Davey Tree to arrange for an inspection of the site and approval of the site protection requirements.

The trees with proposed construction will have hoarding installed to define a specific TPZ. They will be the least impacted from construction if the hoarding is completed.

If preservation methods outlined in this report are adhered to, the trees will incur minimal injuries. If the trees are respected where machines are not used and foot traffic is kept to a minimum, the trees roots will incur no additional stress from the proposed construction.

## Tree Inventory and Specific Guidelines

| Tree # | Species         | DBH        | Comments   |
|--------|-----------------|------------|--|
| 1      | Garry Oak       | 50         | To be assumed by the municipality.<br>This tree is in good condition with a healthy canopy and no structural defects. There is less than 10% deadwood in the canopy. Tree Protection Zone during construction. |
| 1A     | Garry Oak       | 60         | To be assumed by the municipality.<br>This tree is in good condition with a healthy canopy and no structural defects. There is less than 10% deadwood in the canopy. Tree Protection Zone during construction. |
| 2      | Douglas Fir     | 50         | This tree has had root damage due to an uneven grade between the old driveway and the lawn. I recommend removal of this tree due to the root issues and the proximity to the old house and new construction.   |
| 3      | Fir             | 25         | This tree is in poor condition. The top is dead. I recommend removal.  |
| 4      | Garry Oaks (X3) | 20, 25, 30 | These trees are in good condition and will need to be protected during construction. Protective hoarding at a distance no less than 5.4 metres from the edge of the trunk shall be installed.                  |





## Glossary of Common Arboricultural Terms

|   |  |
|---|--|
| Arborist                                    | A professional who possesses the technical competence gained through experience and related training to provide for or supervise the management of trees and other woody plants in residential, commercial and public landscapes.  |
| Compartmentalization                        | Natural defense process in trees by which chemical and physical boundaries are created that act to limit the spread of disease and decay organisms.  |
| Critical Root Zone- (CRZ)                   | Area of soil around a tree where the minimum amounts of roots considered critical to the structural stability or health of the tree are located. CRZ determination is sometimes based on the drip line or a multiple of dbh (12:1, 12cm of ground distance from the trunk for every cm of dbh) but because root growth is often asymmetric due to site conditions, on-site investigation is preferred. |
| Daylighting                                 | Also known as Hydro-Vac, this is the process by which soil is vacuumed up. In the context of tree care this allows workers to access the soil below the roots without mortal damage to significant roots.  |
| DBH   | Acronym for tree diameter at breast height. Measured at 1.4m above ground.   |
| Dripline                                    | Imaginary line defined by the branch spread of a single parent or group of plants.   |
| MTPZ  | Acronym for Minimum Tree Protection Zone, also known as the Structural Root Zone (SRZ) which is the distance from the tree equal to 6 times the dbh, within which the likelihood of encountering roots that are direct structural supports for the tree.   |
| Mortality Spiral                            | A sequence of stressful events or conditions causing the decline and eventual death of a tree.   |
| CRZ   | Acronym for Critical Root Zone, within which there is a high likelihood of encountering roots that are necessary for the survival of the tree.   |
| Qualified Arborist                          | An arborist who has documented related training (i.e. ISA or equivalent) and on-the-job experience (minimum of 5 years)  |
| Supersonic Air Excavation Techniques (SSAT) | A methodology using a device that directs a jet of highly compressed air to excavate soil. Used within the root zone of trees to avoid or minimize damage to the roots.  |
| Tree Protection Zone -TPZ                   | Defined area within which certain activities are prohibited or restricted to prevent or minimize potential injury to designated trees, especially during construction.   |



## References

1. ISA, 2001-2011. Best Management Practices, Books 1-9, Companion publications to ANSI A300 Standards for Tree Care
2. Dujesiefken, Dr. Dirk, 2012. Director of the Institute for Tree Care in Germany, The CODIT Principle, research presented on cambial regrowth on trees after injury at the Annual ISA Conference in Kingston Ontario
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6. Matheny and Clark, ISA 1994. A Photographic Guide to the Evaluation of Hazard Trees in Urban Areas, 2<sup>nd</sup> Edition
7. Matheny and Clark, ISA 1998. Trees and Development, A technical Guide to Preservation of Trees During Land Development
8. PNW-ISA, 2011. Tree Risk Assessment in Rural Areas and Urban/Rural Interface, Version 1-5

### Conditions of Assessment Agreement

This Conditions of Assessment Agreement is made pursuant to and as a provision of the Davey Tree Expert Co. of Canada, Limited ("Davey"), providing tree assessment services as agreed to between the parties, the terms and substance of which are incorporated in and made a part of this agreement (collectively the "Services").

Trees are living organisms that are subject to stress and conditions and which inherently impose some degree or level of risk. Unless a tree is removed, the risk cannot be eliminated entirely. Tree conditions may also change over time even if there is no external evidence or manifestation. In that Davey provides the Services at a point in time utilizing applicable stand industry practices, any conclusions and recommendations provided are relevant only to the facts and conditions at the time the Services are performed. Given that Davey cannot predict or otherwise determine subsequent developments, Davey will not be liable for any such developments, act, or condition that occur including, but not limited to, decay, deterioration, or damage from any cause, insect infestation, acts of god or nature or otherwise.

Unless otherwise stated in writing, assessments are performed visually from the ground on the above-ground portions of the tree. However, the outward appearance of trees may conceal defects. **Therefore, to the extent permitted by law, Davey does no make and expressly disclaims any warranties or representations of any kind, express or implied, with respect to completeness or accuracy of the information contained in the reports or findings resulting from the Services beyond that expressly contracted for by Davey in writing, including, but not limited to, performing diagnosis or identifying hazards or conditions not within the scope of the Services or not readily discoverable using the methods applied pursuant to applicable standard industry practices.** Further, Davey's liability for any claim, damage or loss cause by or related to the Services shall be limited to the work expressly contracted for.

In performing the Services, Davey may have reviewed publicly available or other third-party records or conducted interviews, and has assumed the genuineness of such documents and statements. Davey Disclaims any liability for errors, omissions, or inaccuracies resulting from or contained in any information obtained from any third-party or publicly available source.

Except as agreed to between the parties prior to the Services being performed, the reports and recommendations resulting from the Services may not be used by any other party or for any other purpose. The undersigned also agrees, to the extent permitted by law, to protect, indemnify, defend and hold Davey harmless from and against any and all claims, demands, actions, rights and causes of action of any kind and nature, including actions for contribution or indemnity, that may hereafter at any time be asserted against Davey or another party, including, but not limited to, bodily injury or death or property damage arising in any manner from or in any way related to any disclaimers or limitation in this Agreement.

By accepting or using the Services, the customer will be deemed to have agreed to the terms of this Agreement, even if it is not signed.

Acknowledged by:

Name of Customer \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_





- SUPPORTS PROJECT
- REZONING APPLICANTS
- DIDN'T SIGN PETITION - ASSUMED NON-SUPPORTING

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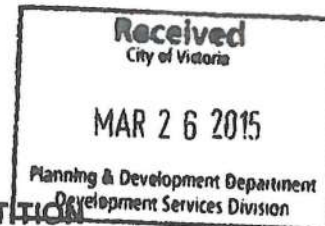
DRAWN BY:  
 KYLE LEGGETT

DRAWING NAME:  
 NEIGHBORHOOD SUPPORT MAP

DRAWING SCALE:  
 1/4"=1'-0"

CUSTOMER:  
 CAMERON BROWN

ADDRESS:  
 LOT 8 CEDAR HILL ROAD



# SUMMARY SMALL LOT HOUSE REZONING PETITION

I, Cam Brown (applicant), have petitioned the adjacent neighbours\* in compliance with

the Small Lot House Rezoning Policies for a small lot house to be located at 2822/2826 (location of proposed house)

Cedar Hill Rd and the petitions submitted are those collected by \_\_\_\_\_ (date) \*\*

| Address                     | In Favour<br>✓ | Opposed<br>✓ | Neutral<br>(30-day time expired)<br>✓ |
|-----------------------------|----------------|--------------|---------------------------------------|
| 2815 Cedar Hill Rd          | ✓              |              |                                       |
| 2827 Cedar Hill Rd          | ✓              |              |                                       |
| # 1                         |                |              | ✓                                     |
| # 2                         |                |              | ✓                                     |
| # 3                         |                |              | ✓                                     |
| # 4                         |                |              | ✓                                     |
| 2830 Cedar Hill Rd          |                |              | ✓                                     |
| 2833 "                      | ✓              |              |                                       |
| 2835 " owner                | ✓              |              |                                       |
| Cedar Hill Rd unit #1       | ✓              |              |                                       |
| " #2                        |                |              | ✓                                     |
| " #3                        | ✓              |              |                                       |
| 1366 Hillside Ave unit #214 | ✓              |              |                                       |
| " unit #406                 | ✓              |              |                                       |

| SUMMARY         | Number | %    |
|-----------------|--------|------|
| IN FAVOUR       | 8      | 100  |
| OPPOSED         |        |      |
| TOTAL RESPONSES | 8      | 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.



(2)

# SUMMARY SMALL LOT HOUSE REZONING PETITION

I, CAM BROWN (applicant), have petitioned the adjacent neighbours\* in compliance with

the Small Lot House Rezoning Policies for a small lot house to be located at 2822/2826 (location of proposed house)

Cedar Hill Rd and the petitions submitted are those collected by \_\_\_\_\_ (date) \*\*

| Address                            | In Favour | Opposed | Neutral<br>(30-day time<br>expired) |
|------------------------------------|-----------|---------|-------------------------------------|
| 2810 Cedar Hill Rd (1394 Hillside) | ↓         | ↓       | ↓                                   |
| Building owner                     | ✓         |         |                                     |
| 1394 Hillside Ave                  | ✓         |         |                                     |
| 1396 Hillside Ave                  | ✓         |         |                                     |
| 2810 Cedar Hill Rd #101            |           |         | ✓                                   |
| #102                               | ✓         |         |                                     |
| #103                               | ✓         |         |                                     |
| #104                               |           |         | ✓                                   |
| #105                               |           |         | ✓                                   |
| #201                               |           |         | ✓                                   |
| #202                               | ✓         |         |                                     |
| #203                               |           |         | ✓                                   |
| #204                               | ✓         |         |                                     |
| #205                               |           |         | ✓                                   |

| SUMMARY         | Number | %    |
|-----------------|--------|------|
| IN FAVOUR       | 7      | 100  |
| OPPOSED         | 0      |      |
| TOTAL RESPONSES | 7      | 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.

(3)

# SUMMARY SMALL LOT HOUSE REZONING PETITION

I, Cam Brown, have petitioned the adjacent neighbours\* in compliance with  
(applicant)

the *Small Lot House Rezoning Policies* for a small lot house to be located at 2822/2826  
(location of proposed house)

Cedar Hill Rd and the petitions submitted are those collected by \_\_\_\_\_  
(date) \*\*

| Address                | In Favour | Opposed | Neutral<br>(30-day time<br>expired) |
|------------------------|-----------|---------|-------------------------------------|
| 1388 Hillside Ave      | ✓         | ✓       | ✓                                   |
| OWNER (Daniel Griffin) | ✓         |         |                                     |
| UNIT # 1               | ✓         |         |                                     |
| # 2                    |           |         | ✓                                   |
| # 3                    | ✓         |         |                                     |
| # 4                    | ✓         |         |                                     |
| # 5                    | ✓         |         |                                     |
| # 6                    |           |         | ✓                                   |
| # 7                    | ✓         |         |                                     |
| # 8                    | ✓         |         |                                     |
| # 9                    | ✓         |         |                                     |
| # 10                   | ✓         |         |                                     |
| # 11                   | ✓         |         |                                     |
| # 12                   | ✓         |         |                                     |

| SUMMARY         | Number | %    |
|-----------------|--------|------|
| IN FAVOUR       | 11     | 100  |
| OPPOSED         |        |      |
| TOTAL RESPONSES | 11     | 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.



(4)

# SUMMARY SMALL LOT HOUSE REZONING PETITION

I, CAM BROWN (applicant), have petitioned the adjacent neighbours\* in compliance with

the *Small Lot House Rezoning Policies* for a small lot house to be located at 2822/2826 (location of proposed house)

Cedar Hill Rd and the petitions submitted are those collected by (date) \*\*

| Address                             | In Favour | Opposed | Neutral<br>(30-day time<br>expired) |
|-------------------------------------|-----------|---------|-------------------------------------|
| 1400/1406 Hillside, 2803 Cedar Hill | ✓         | ✓       | ✓                                   |
| Owner (Byron Webb)                  | ✓         |         |                                     |
| 1406 Hillside                       | ✓         |         |                                     |
| 2803 unit # 1                       |           |         | ✓                                   |
| # 2                                 |           |         | ✓                                   |
| # 3                                 | ✓         |         |                                     |
| # 4                                 |           |         | ✓                                   |
| # 5                                 |           |         | ✓                                   |
| # 6                                 | VACANT    |         |                                     |
| 2840/42 Cedar Hill Rd               | ✓         |         |                                     |
| 2850/52 "                           | ✓         |         |                                     |
| 2860/62 "                           | ✓         |         |                                     |

| SUMMARY         | Number | %    |
|-----------------|--------|------|
| IN FAVOUR       | 6      | 100  |
| OPPOSED         |        |      |
| TOTAL RESPONSES | 6      | 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.

Owner only  
not tenants  
as they are  
not adjacent to  
proposed

(SUMMARY OF PAGES 1-4) (5)

# SUMMARY SMALL LOT HOUSE REZONING PETITION

I, CAM BROWN, have petitioned the adjacent neighbours\* in compliance with  
(applicant)

the *Small Lot House Rezoning Policies* for a small lot house to be located at 2822/2826  
(location of proposed house)

Gedara Hill Rd and the petitions submitted are those collected by \_\_\_\_\_  
(date)

| Address            | In Favour<br>↓ | Opposed<br>↓ | Neutral<br>(30-day time<br>expired)<br>↓ |
|--------------------|----------------|--------------|--|
| Summary of 4       |                |              |  |
| pages of petitions |                |              |  |
| collected          |                |              |  |
| PAGE 1             | 8              |              |  |
| PAGE 2             | 7              |              |  |
| PAGE 3             | 11             |              |  |
| PAGE 4             | 6              |              |  |
|                    |                |              |  |
|                    |                |              |  |
|                    |                |              |  |

| SUMMARY         | Number | %    |
|-----------------|--------|------|
| IN FAVOUR       | 32     | 100  |
| OPPOSED         |        |      |
| TOTAL RESPONSES | 32     | 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.

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN (print name), am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Rd

to the following Small Lot Zone: R1-S2

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) RANDY BUHR (see note above) unit #1

ADDRESS: 2835 Cedar Hill Rd.

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:

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March 25/2014  
Date

[Signature]  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN, am conducting the petition requirements for the  
(print name)

property located at 2822/2826 CEDAR HILL Rd

to the following Small Lot Zone: R1-S2

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) Tess Yee (see note above) unit #3

ADDRESS: 2835 Cedar Hill Rd.

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:

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Mar 25/15  
Date

Tessa Yee  
Signature

**Description of Approach to Petitioning 2810 Cedar Hill Rd. and 1394/1396 Hillside Ave.  
(same building)**

2810 Cedar Hill Rd. is a mixed use commercial/ residential building with 10 residential units and 2 commercial units (with Hillside addresses). The owner of 2810 Cedar Hill Rd. signed the petition indicating support for the application. The two commercial tenants have signed the petition in favor of the application. Of the 10 residential tenants, four have responded in favor and, two suggested they were too busy to discuss the petition and or not wanting to be bothered. The remaining two have been unreachable.

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at 2822/2826 CEDAR HILL RD.

to the following Small Lot Zone: R1 S2

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) PETER GRAY (see note above)

ADDRESS: 1095 2810 CEDAR HILL RD.

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:

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Aug 28 / 2014  
Date

[Signature]  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN (print name), am conducting the petition requirements for the

property located at 2822/2820 Cedar Hill Rd

to the following Small Lot Zone: R1-S2

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) Nathan Webster (see note above)

ADDRESS: 1394 Hillside Avenue (Building Address 2810 Cedar Hill Rd)

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:

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March 27, 2015  
Date

Nathan Webster  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

LAM BROWN (print name), am conducting the petition requirements for the

property located at 2822/2820 Cedar Hill Rd

to the following Small Lot Zone: R1-S2

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) TOM HILLGROVE (see note above)

ADDRESS: 1396 HILLSIDE (2810 CEDAR HILL RD)

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:

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May 24 / 15  
Date

[Signature]  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

Cam Brown  
(print name)

, am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Rd

to the following Small Lot Zone: R1-S2

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) Kieran Griffiths (see note above)

ADDRESS: 2812 Cedar Hill Apt 202

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:

Sample good

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Mar 23/15  
Date

Kieran Griffiths  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN (print name), am conducting the petition requirements for the

property located at 2822/2826 CEDAR HILL RD

to the following Small Lot Zone: R1-S2

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: 6

NAME: (please print) CRAYSON MARTIN #204 (see note above)

ADDRESS: 2810 CEDAR HILL

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:

W.K.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

MARCH 23rd, 2016  
Date

[Signature]  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at 2822/2826 CEDAR HILL RD

to the following Small Lot Zone: R1-S2

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) SUZANNE HICKIBBIN (see note above)

ADDRESS: 102-2810 Cedar Hill Road

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:

Sounds great!

March 23/2015  
Date

Suzanne Hickibbin  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

Cam Brown (print name), am conducting the petition requirements for the

property located at 2822/2826 CEDAR HILL RD

to the following Small Lot Zone: R1-S2

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) Maehenzie Carne (see note above)

ADDRESS: 103-2810 Cedar Hill Road 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:

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March 23/15  
Date

[Signature]  
Signature



**Description of Approach to Petitioning 2803 Cedar Hill Rd. and 1400/1403 Hillside Ave.  
(same building)**

When I contacted the owner of the mixed use (residential and commercial) building located on the corner of 2803 Cedar Hill Rd. and 1400,1403 Hillside Ave, regarding the proposed small lot subdivision I received his support. Each tenant was provided a small lot petition form and a package showing the proposed streetscape and site plan. The owner of the building allowed me access to the residential units. The package was hand delivered and slipped under the doors of each unit. One unit was vacant. To date I have only received one response from the residents, the response was in favor of the development.

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at 2822/2826 CEDAR HILL RD

to the following Small Lot Zone: R1 S2

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) Dylan E Webb (see note above)

ADDRESS: 1400 Hillside / 2403 Cedar Hill rd

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: looks Great!

21/14  
Date

[Signature]  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

LAM BROWN (print name), am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Rd

to the following Small Lot Zone: R1 S2

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) KEN SAWYER (see note above)

ADDRESS: 1406 HILLSIDE

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:

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MAR 23/15  
Date

[Signature]  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN (print name), am conducting the petition requirements for the

property located at 2822/2820 CEDAR HILL RD

to the following Small Lot Zone: R1 S2

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) COLIN SHARPE (see note above)

ADDRESS: #3 2803 CEDAR HILL RD

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:

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March 23rd  
Date

Colin Sharpe  
Signature

**Description of Approach to Petitioning 1388 Hillside Ave.**

1388 Hillside Ave. is a 12 unit apartment. The owner signed the petition in support of the subdivision. Of the 12 units, 10 signed in support of the proposal. I was unable to reach unit #6 despite five attempts at different times of day. Unit #2 declined to sign the petition stating he currently had no opinion on the proposal.



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at 2822 CEDAR HILL RD. / 2826 Cedar Hill Rd.

to the following Small Lot Zone: R1 S2

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) Daniel Griffith <sup>on behalf of Chamberlain Holdings</sup> (see note above)

ADDRESS: 1388 Hillside

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:

Looks like a great addition to the neighbourhood!

Aug 21, 2014  
Date

[Signature]  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN, am conducting the petition requirements for the  
(print name)

property located at 2822/2826 CEDAR HILL RD

to the following Small Lot Zone: R1 S2

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) MICHELE PUNGENTE (see note above)

ADDRESS: 1-1388 Hillside 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:

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March 23, 2015  
Date

M. Pungente  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at

2822/2826 CEDAR Hill Rd

to the following Small Lot Zone:

R1 S2

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) Alexander Gubston (see note above)

ADDRESS: 3-1388 Hillside Ave V8T 2B5

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:

Good looking House, nice work!

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Date

alex gubston  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

Cam Brown (print name), am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Rd.

to the following Small Lot Zone: R1-52

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) Elise M Cook (see note above)

ADDRESS: 1388 Murphy Road Hillside Ave #4

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:

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

March 23/15  
Date

Elise M Cook  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN

(print name)

, am conducting the petition requirements for the

property located at

2822 CEDAR HILL RD / 2826 Cedar Hill Rd.

to the following Small Lot Zone:

R1 S2

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) Paul Bell (see note above)

ADDRESS: 1388 #5 Hillside 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:

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Aug 23, 2014  
Date

[Signature]  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

Cam Brown (Print Name), am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Rd

to the following Small Lot Zone: R1 - S2

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) Leyna Senger (see note above)

ADDRESS: 1388 Hillside Ave Suite 7

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:

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March 23 '15  
Date

[Signature]  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

CAM Brown (print name), am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Rd

to the following Small Lot Zone: R1-S2

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) CRYSTAL COOK (see note above)

ADDRESS: #8-1388 HILLSIDE 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:

Super cute house!

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

March 23/15  
Date

Crystal Cook  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at 2822 CEDAR HILL RD. / 2826 Cedar Hill Rd

to the following Small Lot Zone: R1 S2

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) MARK KENNY (see note above)

ADDRESS: 9-1388 HILLSIDE AVE VICTORIA

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:

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Aug 11 / 14  
Date

Mark Kenny  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

Cam Brown  
(print name)

, am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Rd

to the following Small Lot Zone: R1-S2

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) Kate Jopson (see note above)

ADDRESS: 10 #1333 hillside 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:

looks great!

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

March 23, 2015  
Date

Kate Jopson  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

CAM BLAWN (print name), am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Ln.

to the following Small Lot Zone: R1 S2

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) Danielle Affias (see note above)

ADDRESS: 11-1388 Hillside 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:

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March 23 2015  
Date

[Signature]  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN (print name), am conducting the petition requirements for the

property located at 2822 CEDAR HILL RD. / 2826 Cedar Hill RD

to the following Small Lot Zone: R1 S2

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) \_\_\_\_\_ (see note above)

ADDRESS: 12 - 1388 HILLSIDE AVENUE - V8T2B5

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:

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Aug 20 2014  
Date

[Signature]  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at 2822/2826

to the following Small Lot Zone: R1-52

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) Robert Tepp (see note above)

ADDRESS: 2827 Cedar Hill Road

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:

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Date

Signature

## SMALL LOT HOUSE REZONING PETITION

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

CAM Brown (print name), am conducting the petition requirements for the

property located at 2822 / 2826 CEDAR HILL RD

to the following Small Lot Zone: R1 S2

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) Yozumi Miyazaki (see note above)

ADDRESS: 1 - 2827 Cedar Hill

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:

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Date

Signature



**Description of Approach to Petitioning 2840/42, 2850/52, 2860/62 Cedar Hill Rd..**

The owner of the 3 duplexes located at 2840/42, 2850/52, 2860/62 Cedar Hill Rd. supports the small lot subdivision application and has signed the petition indicating his support. The tenants were not petitioned as although they are very near the development they are not adjacent properties.

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN, am conducting the petition requirements for the  
(print name)

property located at 2822 and 2826 CEDAR HILL ROAD

to the following Small Lot Zone: R1-S2

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) PAUL B. GOODMAN (see note above)

ADDRESS: 1757 FORT ST

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:

The more housing the lower of taxes  
for the rest of us. I own property at  
12840-42 - 12850-52 - 12860+62 Cedar Hill  
Rd. close to house rezoning petition.

Oct 28/14  
Date

Paul B Goodman  
Signature



**Description of Approach to Petitioning 1366 Hillside Ave.**

1366 Hillside Ave. is a 50 unit condominium building. Prior to the CALUC meeting in October, 2014, I taped a rendering of the proposed small lot subdivision to the front entrance foyer area. Contact information for Cam Brown and the Oaklands Community center was on the document. One occupant, whose unit faces the proposed development and could be impacted by activities involved in the subdivision, contacted the community liaison (Ben Clarke). The contact information was passed on to me and I met in person with the occupant/ owner of unit #406. We discussed what potential impacts there may be (noise levels, hours of work, design and height of proposed home etc.). The occupant showed great support for the development and signed the petition indicating their support. Prior to the CALUC meeting the City of Victoria mailed out information regarding time and location of the CALUC meeting in October, 2014. The owner of unit #406 was one of only three people who attended the CALUC meeting. At the meeting continued support was shown by the occupant/ owner of unit #406. The owner of unit #214 also signed the petition supporting the development. No other units in the 1366 Hillside Ave. condominium complex have made contact

## SMALL LOT HOUSE REZONING PETITION

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

CAMBROWN (print name), am conducting the petition requirements for the

property located at 2822 / 2826 CEDAR HILL RD

to the following Small Lot Zone: R1 S2

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) Philip Ross (see note above)

ADDRESS: 2833 Cedar Hill Rd

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:

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Aug. 15 / 2014  
Date

PR  
Signature

**Description of Approach to Petitioning 2827 Cedar Hill Rd..**

2827 Cedar Hill Rd. is a 4 unit apartment building. The owner supports the small lot subdivision application and has signed the petition. After repeated attempts to reach each of the four units, two tenants signed in support. I have been unable to reach the other two tenants.



Received  
City of Victoria

MAR 18 2015

Planning & Development Department  
Development Services Division

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at 2822 / 2826 CEDAR HILL RDto the following Small Lot Zone: R1-S2

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) JAMES A SCOTT (see note above)ADDRESS: 2827 CEDAR HILL RDAre 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:

THE PROPOSED HOUSE WOULD BE A  
WELCOME IMPROVEMENT TO THE AREA

Mar. 9/2015  
Date[Signature]  
Signature

**Description of Approach to Petitioning 2815 Cedar Hill Rd.**

2815 Cedar Hill Rd. is Church. After contacting approximately 5 different church officials who were unsure about the church's status as it may be up for sale and as a result unclear about their ability to sign such a petition; I randomly stopped in on a whim and a high ranking church administrator /official was in the building. He signed in support of the application.



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name), am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Rd

to the following Small Lot Zone: R1-S2

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) (church representative) (see note above)

ADDRESS: 2815 CEDAR HILL RD

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:

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Nov 18 / 2014  
Date

Ginther Sand  
Signature

### SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN (print name), am conducting the petition requirements for the

property located at 2822/2826

to the following Small Lot Zone: R1 S2

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) Janet Clark (see note above)

ADDRESS: 406-1366 Hillside

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:

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Oct 21/14  
Date

[Signature]  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN (print name), am conducting the petition requirements for the

property located at 2822/2826

to the following Small Lot Zone: R1 S2

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) DEAN ARNOLD (see note above)

ADDRESS: 214-1366 HILLSIDE 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.

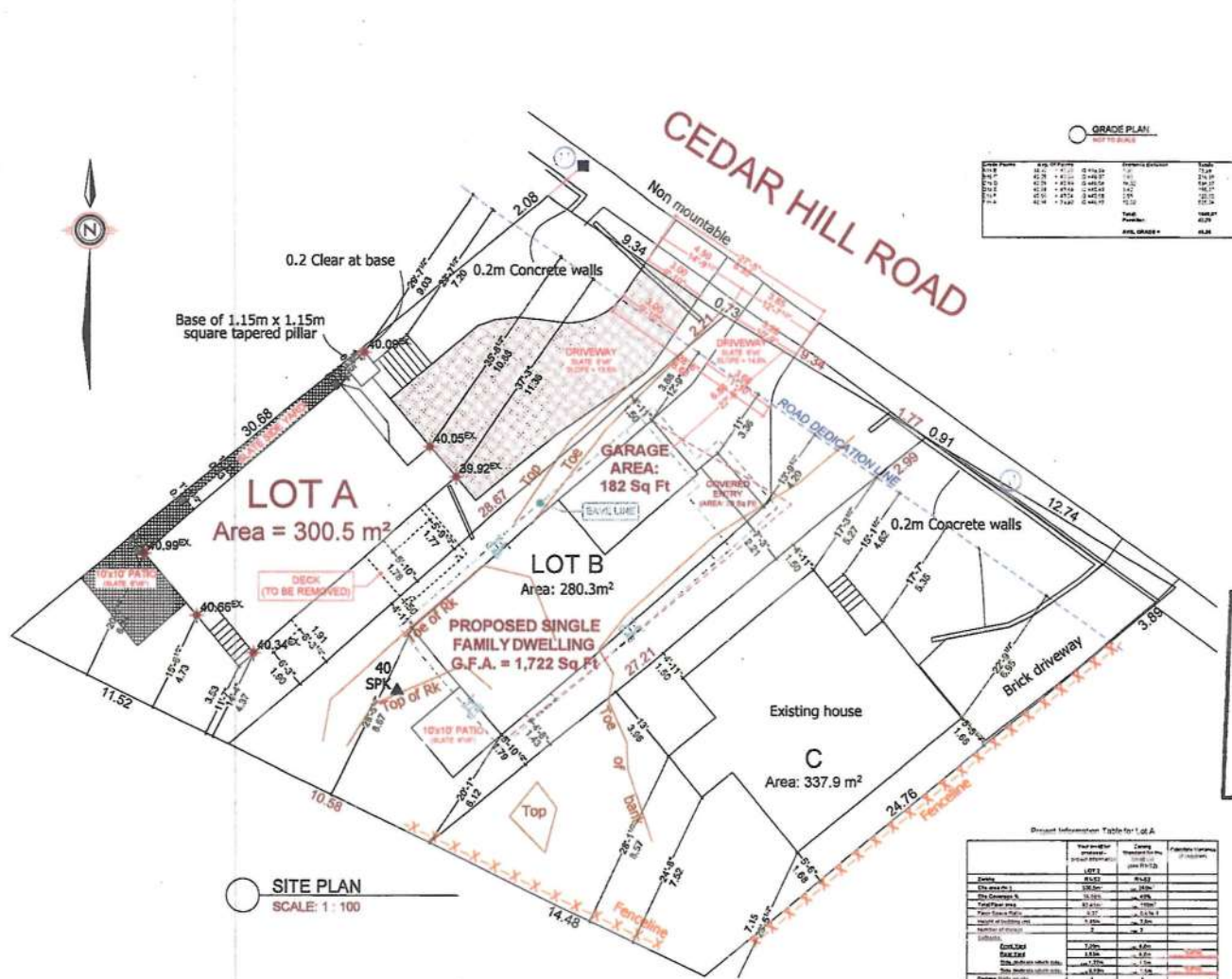
☐ I am opposed to the application.

Comments:

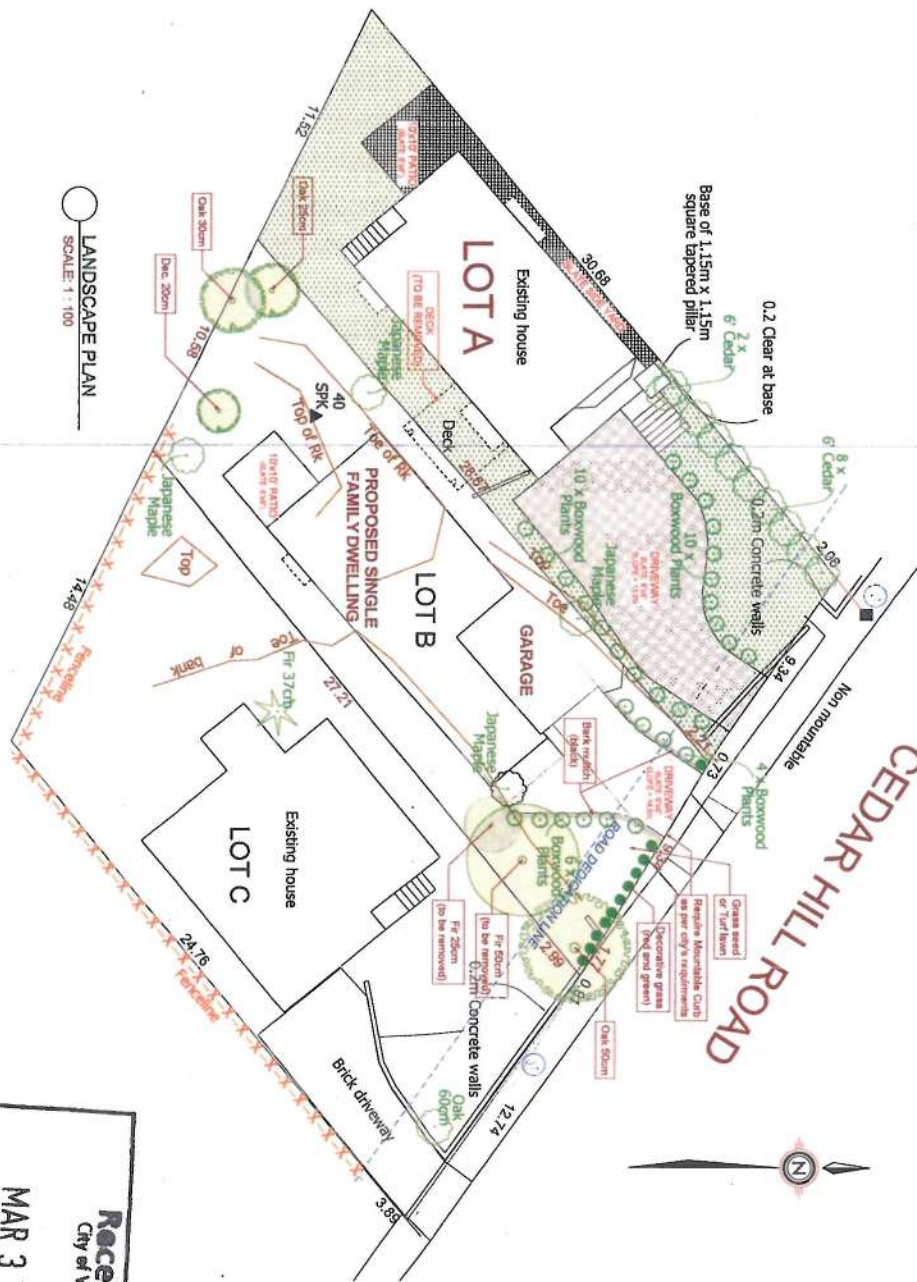
I think the plans look good and the proposed development  
will be a nice addition to the area

OCT 20/2014  
Date

[Signature]  
Signature







LANDSCAPE PLAN  
SCALE: 1 : 100

CEDAR HILL ROAD



LEGEND:  
Plant List

- 10' 6" Japanese Maple trees
- Decorative grass (red and green)
- 4" 6" grass (driveways and paths)
- Dark mulch (black)
- grass seed or Turf lawn (for new lawn area)
- Nursery Boxwood plants (along sides of driveways and paths)
- 10' 6" cedar hedge trees (light sand barrier between proposed lot A and neighbors (north) property)

Received  
City of Victoria  
MAR 3 1 2015  
Planning & Development Department  
Development Services Division

**JAVA DESIGNS**  
WHERE LINES ON PAPER BECOME WALLS ON SITE  
PH: 250.590.2468 : 250.590.4577 www.javadesigns.ca

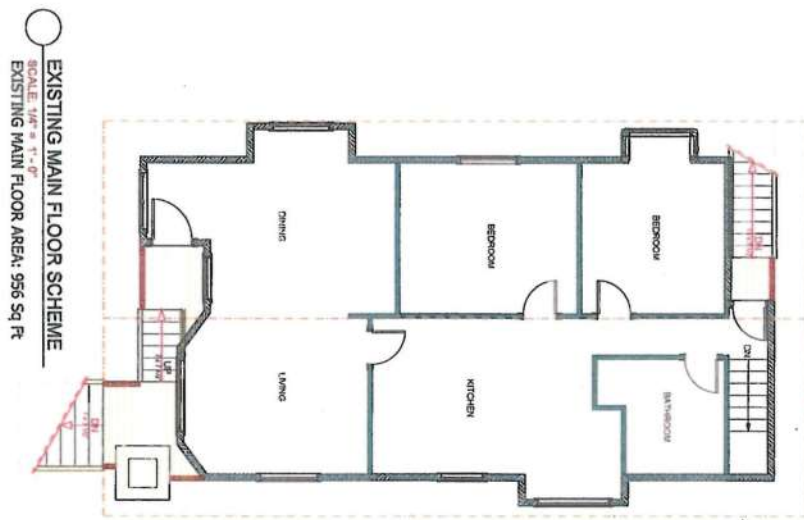
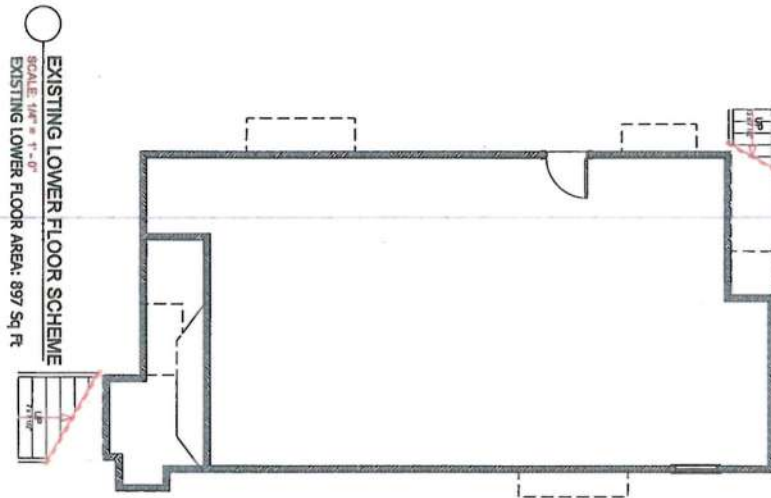
ISSUE DATE:  
MAR. 11, 2015  
DRAWN BY:  
KYLE LEGGETT

DRAWING NAME:  
LANDSCAPE PLAN  
DRAWING SCALE:  
1/4"=1'-0"

CUSTOMER:  
ADDRESS:  
2826 CEDAR HILL ROAD

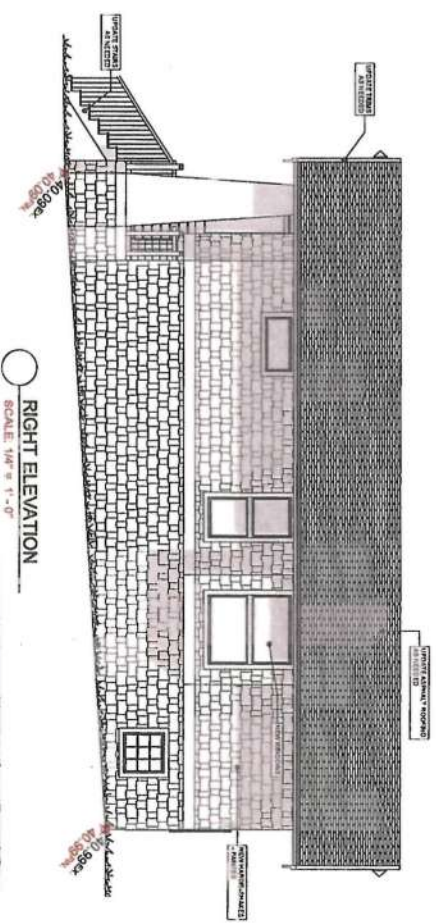
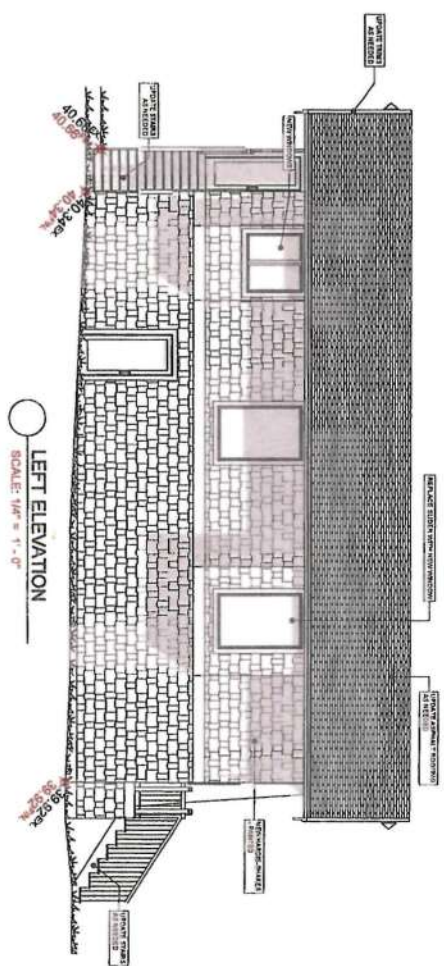
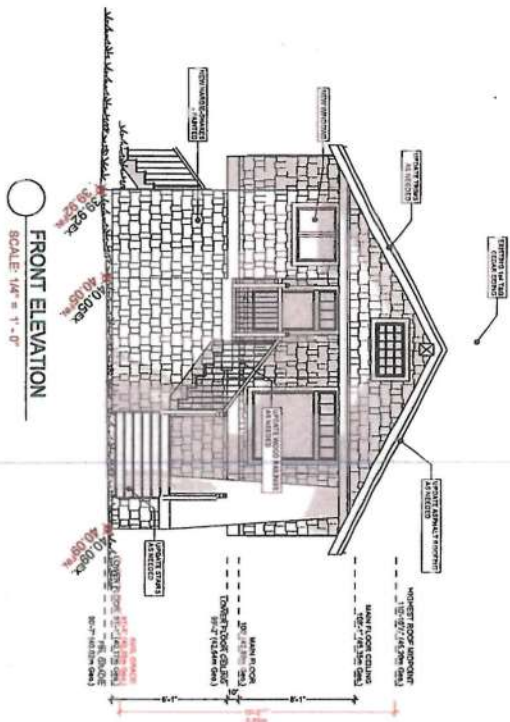
SHEET  
NUMBER  
A2





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|                                |   |   |   |   |
|--------------------------------|---|---|---|---|
| <p>A3<br/>SHEET<br/>NUMBER</p> | <p><b>JAVA DESIGNS</b><br/>WHERE LINES ON PAPER BECOME WALLS ON SITE<br/>PH: 250.590.2468 FX: 250.590.4577 www.javadesigns.ca</p> | <p>ISSUE DATE:<br/>MAR. 11. 2015<br/>DRAWN BY:<br/>KYLE LEGGETT</p> | <p>DRAWING NAME:<br/><b>EXISTING LOWER<br/>AND MAIN FLOOR PLANS</b><br/>DRAWING SCALE:<br/>1/4"=1'-0"</p> | <p>CUSTOMER:<br/><br/>ADDRESS:<br/>2826 CEDAR HILL ROAD</p> |
|--------------------------------|---|---|---|---|



NAFS REQUIREMENTS:  
Performance Grade of 30  
Water Test Pressure of 280 Pa

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MAR 3 1 2015  
Planning & Development Department  
Development Services Division







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MAR 31 2015  
Planning & Development  
Department  
City of Victoria

A2

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250.590.2468 250.590.4577 www.javadesigns.ca

ISSUE DATE:  
MAR.09.2015  
DRAWN BY:  
KYLE EGERT

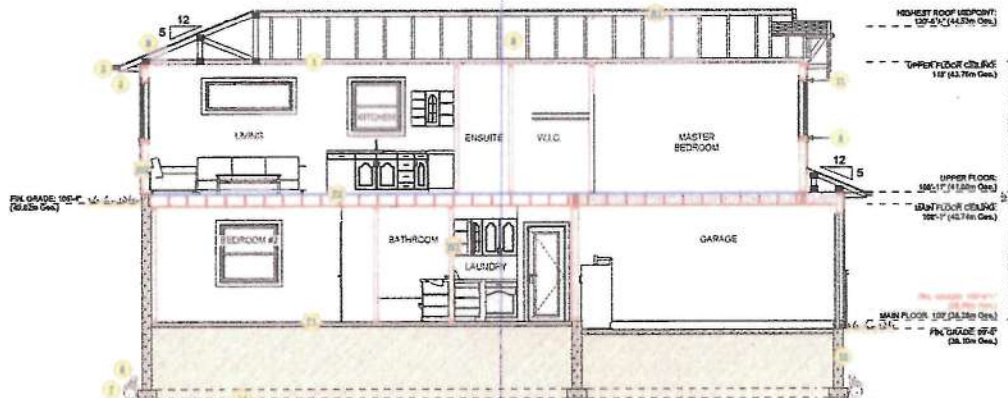
DRAWING NAME:  
EXISTING SITE PLAN  
DRAWING SCALE:  
1:100

CUSTOMER:  
CAMERON BROWN  
ADDRESS:  
LOT B, CEDAR HILL ROAD





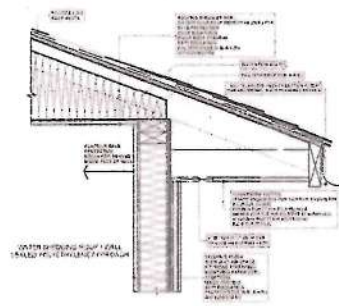




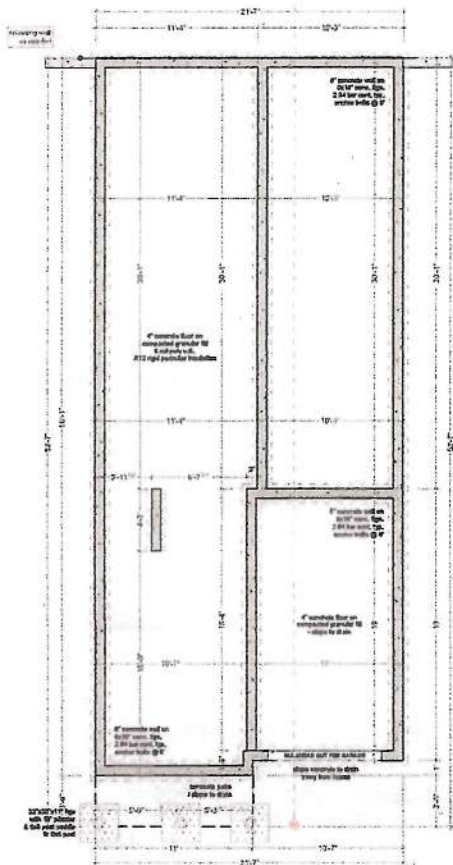
**CROSS SECTION A-1**  
SCALE: 1/4" = 1' - 0"

| CONSTRUCTION NOTES:                                     |  |
|---|--|
| 1. All foundations, 1' min. only                        | 4. Provide and install roof waterproofing and edge work                                    |
| 2. Foundation piers                                     | 5. new protection to 12" finished  |
| 3. Aluminum cladding and trim. Vented soffits and eaves | 6. 2" concrete wall on 2" V.C. studs. 2x6 for wall, 4x12 angle bracing + 2x6 wall cladding |
| 4. All windows vinyl, supply side                       | 7. 2x6 wall and around all exterior openings   |
| 5. 2x6 wall and around all exterior openings            | 8. 2" x 12" post on 2" V.C. studs  |
| 6. 2" x 12" post on 2" V.C. studs                       | 9. 4x12 Run cladding horizontal  |
| 7. 4x12 Run cladding horizontal                         | 10. Unfinished masonry wall  |
| 8. 4x12 Run cladding horizontal                         |  |
| 9. 4x12 Run cladding horizontal                         |  |
| 10. Unfinished masonry wall                             |  |

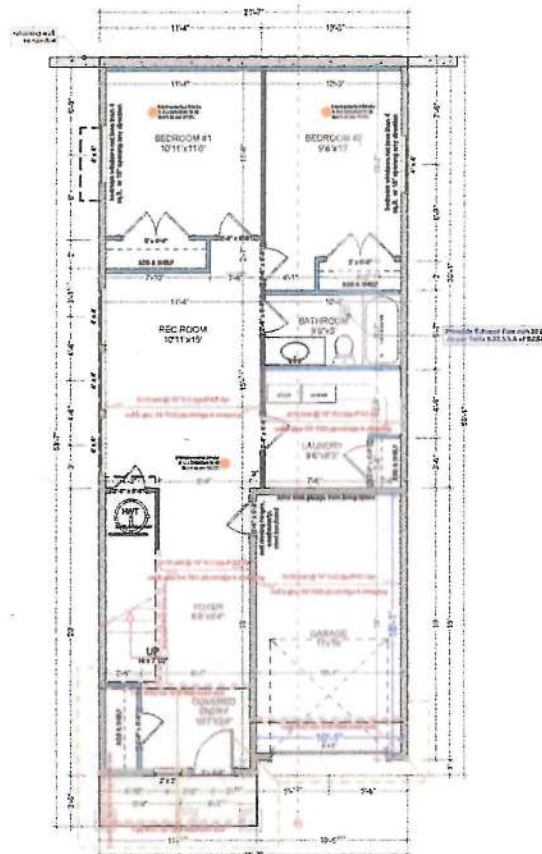
| CONSTRUCTION ASSEMBLIES:  |  |
|---|--|
| 1. 4" exterior door on 2x6 studs  | 11. 2x6 floor joist 16" O.C. top and bottom 2x6 floor joist 16" O.C. top                       |
| 2. 2x6 floor joist 16" O.C. top and bottom 2x6 floor joist 16" O.C. top                       | 12. Asphalt shingles, including paper, 2x6 G.S. on 2" V.C. studs. 2x6 floor joist 16" O.C. top |
| 3. Asphalt shingles, including paper, 2x6 G.S. on 2" V.C. studs. 2x6 floor joist 16" O.C. top | 13. 2x6 floor joist 16" O.C. top   |
| 4. 2x6 floor joist 16" O.C. top   | 14. 2x6 floor joist 16" O.C. top   |
| 5. 2x6 floor joist 16" O.C. top   | 15. 2x6 floor joist 16" O.C. top   |
| 6. 2x6 floor joist 16" O.C. top   | 16. 2x6 floor joist 16" O.C. top   |
| 7. 2x6 floor joist 16" O.C. top   | 17. 2x6 floor joist 16" O.C. top   |
| 8. 2x6 floor joist 16" O.C. top   | 18. 2x6 floor joist 16" O.C. top   |
| 9. 2x6 floor joist 16" O.C. top   | 19. 2x6 floor joist 16" O.C. top   |
| 10. 2x6 floor joist 16" O.C. top  | 20. 2x6 floor joist 16" O.C. top   |



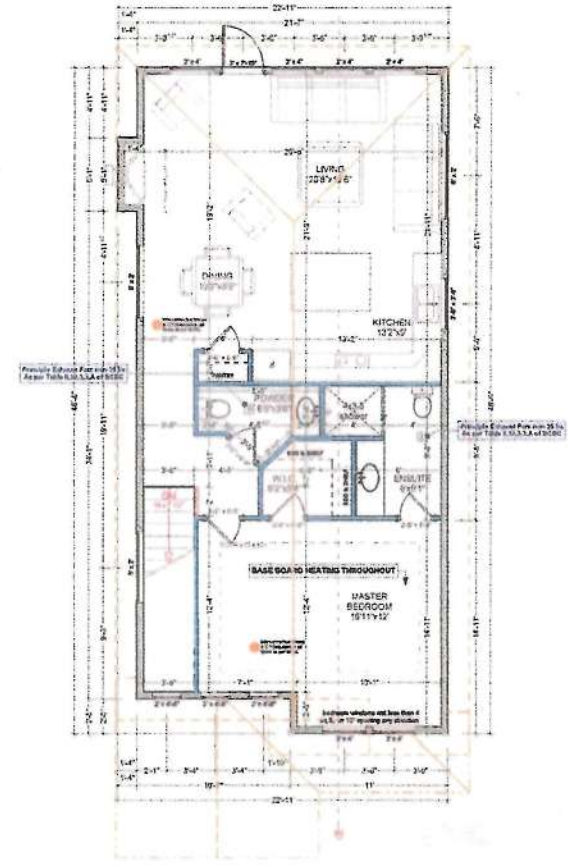
**Received**  
City of Victoria  
  
MAR 31 2015  
Planning & Development Department  
Development Services Division



FOUNDATION PLAN (ON SLAB)  
SCALE: 1/4" = 1'-0"



MAIN FLOOR PLAN (8'-0 3/4" WALLS)  
SCALE: 1/4" = 1'-0"  
MAIN FLOOR AREA: 800 Sq Ft  
GARAGE AREA: 182 Sq Ft



UPPER FLOOR PLAN (9'-0 3/4" WALLS)  
SCALE: 1/4" = 1'-0"  
UPPER FLOOR AREA: 922 Sq Ft

**Received**  
City of Victoria  
  
MAR 31 2015  
  
Planning & Development Services Division

CUSTOMER:  
CAMERON BROWN  
ADDRESS:  
LOT B, CEDAR HILL ROAD

DRAWING NAME:  
FOUNDATION, MAIN AND UPPER  
FLOOR PLANS  
DRAWN BY:  
KYLE MCGILLI

ISSUE DATE:  
MAR 09, 2015  
DRAWING SCALE:  
1/4" = 1'-0"

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WHERE LINES ON PAPER BECOME WALLS ON SITE  
www.javadesigns.ca  
457-060-052 896-060-052

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NUMBER

A5

Victoria City Council - 25 Jun 2015









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City of Victoria

MAR 31 2015

Planning & Development Department  
Development Services Division

|   |                             |                                 |                                    |
|---|-----------------------------|---------------------------------|------------------------------------|
| <br><b>AVA DESIGNS</b><br>WHERE LINES ON PAPER BECOME WALLS ON SITE<br>www.avaesigns.ca<br>4577 962-0652 | ISSUE DATE:<br>MAR 09, 2015 | DRAWING NAME:<br>CONTEXT SCHEME | CUSTOMER:<br>CAMERON BROWN         |
|   | DRAWN BY:<br>KYLE LEGGETT   | DRAWING SCALE:                  | ADDRESS:<br>LOT B, CEDAR HILL ROAD |
| SHEET<br>NUMBER<br>A7   |                             |                                 |                                    |



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Planning & Development Department  
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SHEET  
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PH 250.590.2468 FX 250.590.4577 www.javadesigns.ca

ISSUE DATE:  
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DRAWN BY:  
KYLE EGGERT

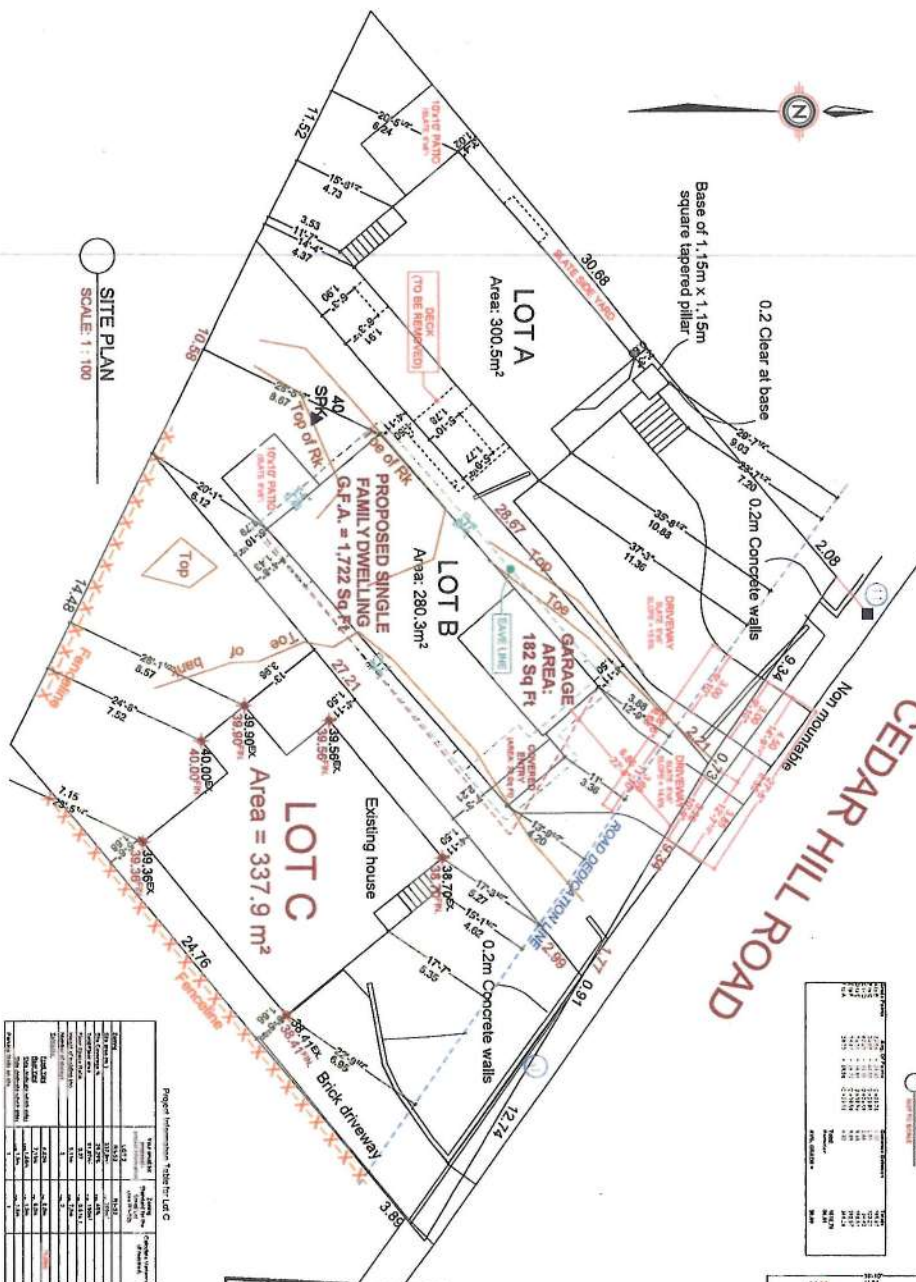
DRAWING NAME:  
STREET SCAPE

DRAWING SCALE:

CUSTOMER:  
CAMERON BROWN

ADDRESS:  
LOT B, CEDAR HILL ROAD





Received  
City of Winston  
MAR 31 2015  
Planning & Development Department  
Development Services Division

[illegible]

| Model | Number | RMSE  |
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| 2     | 10     | 0.000 |
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| 67    | 10     | 0.000 |
| 68    | 10     | 0.000 |
| 69    | 10     | 0.000 |
| 70    | 10     | 0.000 |
| 71    | 10     | 0.000 |
| 72    | 10     | 0.000 |
| 73    | 10     | 0.000 |
| 74    | 10     | 0.000 |
| 75    | 10     | 0.000 |
| 76    | 10     | 0.000 |
| 77    | 10     | 0.000 |
| 78    | 10     | 0.000 |
| 79    | 10     | 0.000 |
| 80    | 10     | 0.000 |
| 81    | 10     | 0.000 |
| 82    | 10     | 0.000 |
| 83    | 10     | 0.000 |
| 84    | 10     | 0.000 |
| 85    | 10     | 0.000 |
| 86    | 10     | 0.000 |
| 87    | 10     | 0.000 |
| 88    | 10     | 0.000 |
| 89    | 10     | 0.000 |
| 90    | 10     | 0.000 |
| 91    | 10     | 0.000 |
| 92    | 10     | 0.000 |
| 93    | 10     | 0.000 |
| 94    | 10     | 0.000 |
| 95    | 10     | 0.000 |
| 96    | 10     | 0.000 |
| 97    | 10     | 0.000 |
| 98    | 10     | 0.000 |
| 99    | 10     | 0.000 |
| 100   | 10     | 0.000 |

Figure 1 is a floor plan of a house with the following dimensions and labels:

- Overall Dimensions:**
  - Top: 11.17m
  - Right: 7.42m
  - Bottom: 5.24m
  - Left: 3.94m
- Room Labels and Dimensions:**
  - A (Living Area):** 3.67m x 3.67m
  - B (Kitchen):** 3.67m x 3.67m
  - C (Dining Area):** 3.67m x 3.67m
  - D (Bedroom):** 3.67m x 3.67m
  - E (Bathroom):** 3.67m x 3.67m
- Other Features:**
  - Stairs: Located in the top right corner.
  - Fireplace: Located in the top left corner of room A.
  - Sink and Stove: Located in room B.

**NAFIS REQUIREMENTS:**  
Performance Grade of 30  
Water Test Pressure of 260 Pa

[illegible][illegible][illegible]

STATE POLICE COMBINE TO THE STATES SET OUT IN THE PLAN TO ENFORCE THE PROHIBITION ON THE SALE OF GUNS TO MINORS AND THE PROHIBITION ON THE SALE OF GUNS TO MINORS.

[illegible]

**PLANNING**  
 THE CHANGING CRIMINAL SCENE calls for a new way of assessing risk. The FBI's Criminal Justice Information Services (CJIS) Division is working with the FBI Laboratory to develop a new risk assessment tool. The tool will be used to assess the risk of a criminal's future behavior. The tool will be used to assess the risk of a criminal's future behavior. The tool will be used to assess the risk of a criminal's future behavior.

between 2008 and 2010, the  
NCA has received \$4,197  
from the University for the  
following:

NUMBER  
A1

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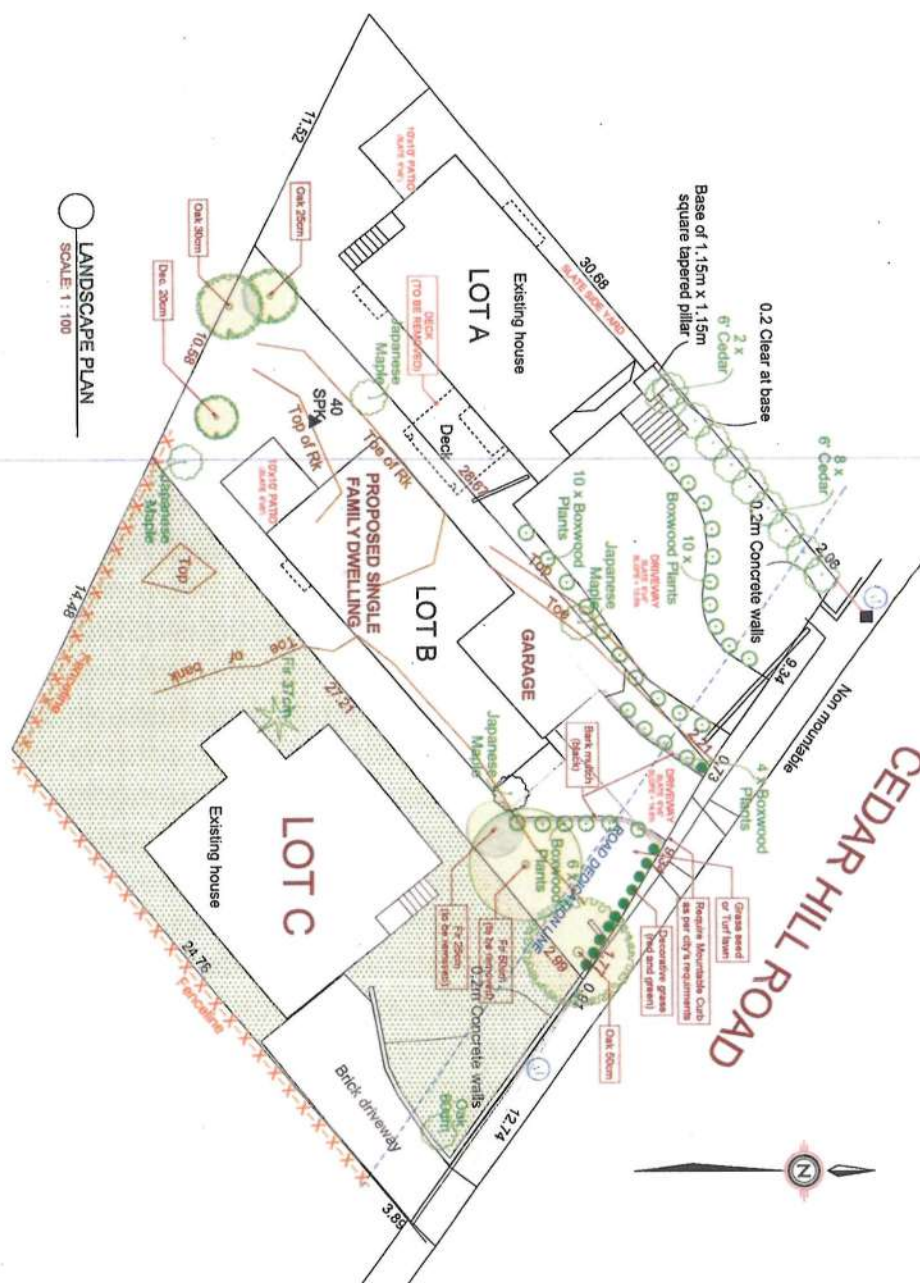
ISSUE DATE:  
MAR.09, 2015

DRAWN BY:  
KYLE LEGGETT

DRAWING NAME:  
**SITE PLAN AND GRADE PLAN**DRAWING SCALE:  
SEE DRAWINGS

**CUSTOMER:**

ADDRESS:  
2822 CEDAR HILL ROAD



LEGEND:  
Plant List

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>- Japanese Maple Trees</li> </ul>   |  |
| <ul style="list-style-type: none"> <li>- Occasional grass (red and green)</li> </ul>   |    |
| <ul style="list-style-type: none"> <li>- 40° prism (shadows and pattern)</li> </ul>  |    |
| <ul style="list-style-type: none"> <li>- Dark emerald (black)</li> </ul>   |    |
| <ul style="list-style-type: none"> <li>- Grass seed or "Turkian" (for new lawn areas)</li> </ul>                             |    |
| <ul style="list-style-type: none"> <li>- Numerous browned plants (along sides of driveway and patio)</li> </ul>              |    |
| <ul style="list-style-type: none"> <li>- (10) 8 cedar hedge trees</li> </ul>   |    |
| <ul style="list-style-type: none"> <li>- (light/sound barrier between property lot A and neighbor (north property</li> </ul> |    |

**Planning & Development Department  
Development Services Division**

MAR 31 2015

Received  
City of Victoria

**SHEET  
NUMBER**



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ISSUE DATE:  
MAR.09.2015

DRAWN BY:  
KYLE LEGGETT

DRAWING NAME:  
**LANDSCAPE PLAN**

DRAWING SCALE:  
1/4"=1'-0"

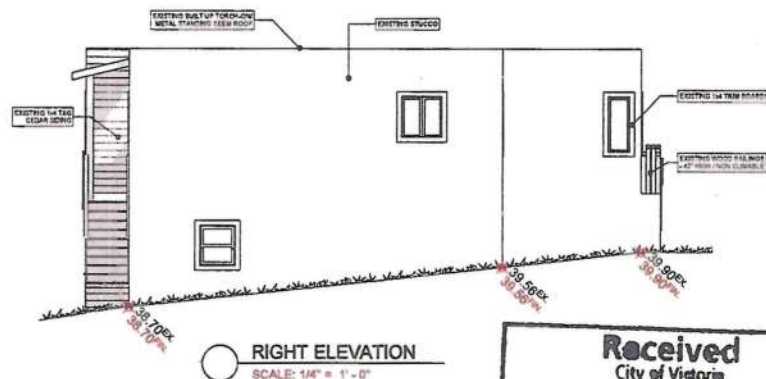
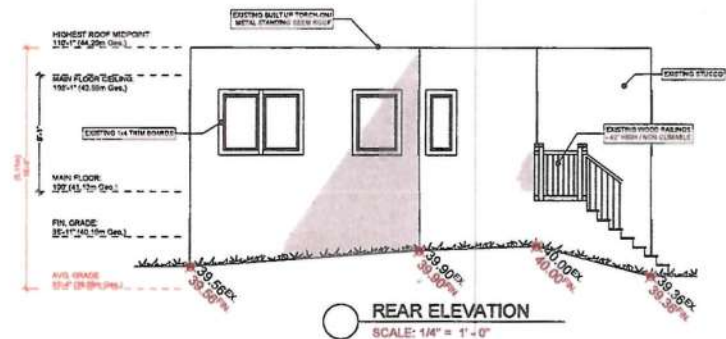
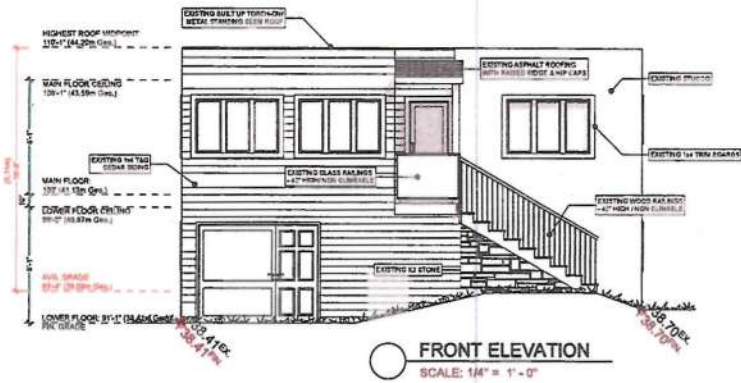
CUSTOMER:

ADDRESS:  
2822 CEDAR HILL ROAD

This floor plan shows a 3-bedroom house with a dining room, kitchen, living room, bathroom, and stairs. The layout includes a dining room (13'0" x 13'0") with a fireplace, a kitchen (11'0" x 11'0") with a sink and stove, a living room (13'0" x 17'0") with a fireplace, a bathroom (6'0" x 8'0"), and three bedrooms (12'0" x 11'0", 12'0" x 11'0", and 10'0" x 11'0"). The house also features a central hallway, a staircase, and a front porch.

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City of Victoria  
MAR 3 1 2015  
Planning & Development Department  
Development Services Division





**Received**  
City of Victoria

**MAR 31 2015**

Planning & Development Department  
Development Services Division

CUSTOMER:  
ADDRESS:  
2822 CEDAR HILL ROAD

DRAWING NAME:  
**ELEVATIONS**

ISSUE DATE:  
MAR 09, 2015

DRAWN BY:  
KYLE LEGGETT

DRAWING SCALE:  
1/4"=1'-0"

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SHEET  
NUMBER  
**A4**



Oaklands Community Association Land Use Committee  
October 27, 2014  
2826 and 2822 Cedarhill Street.

In attendance: Jeff Lougheed, Land Use Chair,  
By Invitation: Cam Brown, Developer  
5 Community Members attended

The Chair welcomed everyone and introduced the role of the committee, advising that this committee facilitates the meeting and introduces the proponent to the community in order to work together and exchange ideas on the proposed project. The Chair then called the meeting to order and requested that Cam Brown make his presentation regarding the small lot sub division. Called to order at 6:03 pm October 27, 2014.

Cam introduced the project to the group and discussed the project in details. Provided renderings of the project.

Discussed that the project doesn't require any variance for its approval.

Discussed the community involvement and requirements of the small lot sub-division.

Question from the attendance, is the existing house going to be a duplex and is the site going to be approved for secondary suites and or duplex. No the site is being zoned to a small lot sub-division which prevents the addition of a basement suit and or a duplex.

How many Tree's are going to come down? Currently doesn't know the exactly what will come out.

Does not anticipate any of the existing tree's coming out, no impact to the site lay out.

How close is the drive way going to be to the existing 2830 Cedarhill? Concern about the quality of cars parked in the drive way will cause smells to the existing property. Concerned about the smell of gas getting into the existing house at 2830 Cedarhill Road. Furthermore the resident, suggested that there is a life and safety issue regarding the location of the drive way. The area between the two properties is close and does not allow airflow between the two properties. Suggested that the developer look another location for the driveway. Cam, willing to work with the resident.

Cam discussed his flexibility to reworking the layout of the existing homes proposed driveway to help reduce any smell or impact on the exiting home. However the change is not required.

Comments from the gallery suggest that it is an unrealistic concern.

Existing exterior of the house has aspestace siding on it and it will be monitored during construction.

Existing shingles are going to be removed.

Are there any plans for the existing home, is it going to be a single family home or is it going to be a multi-family property. Again Cam stressed that the homes will not be allowed to have multi-family within.

Comments on the impacted to the existing tenant?

Owner indicated an intention to sell the property in the future which will impact the tenancy moving forward. Comment regarding the current state of the house, and that it is getting past the economic life of the property required substantial repair.

Also Cam will be doing a renovation to the site and the tenant will more than likely be moving out.

Concern about how the siding will be removed and concerns around how it will be removed. Cam, does not have a formal plan to how the siding will be removed however in the event that he is going to remove the siding that he will follow all BC Building codes and regulations.

Resident concerned about any blasting that will be done for the project, questions addressed that there will be no blasting.

Closing:

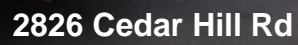
One attendant voice support for the project and felt as though it was a good proposal.

Others in the meeting showed general support for the concept, design, size and otherwise.

2822, Proposed Home & 2826 Cedar Hill Rd – **Streetscape**



2822 Cedar Hill Rd

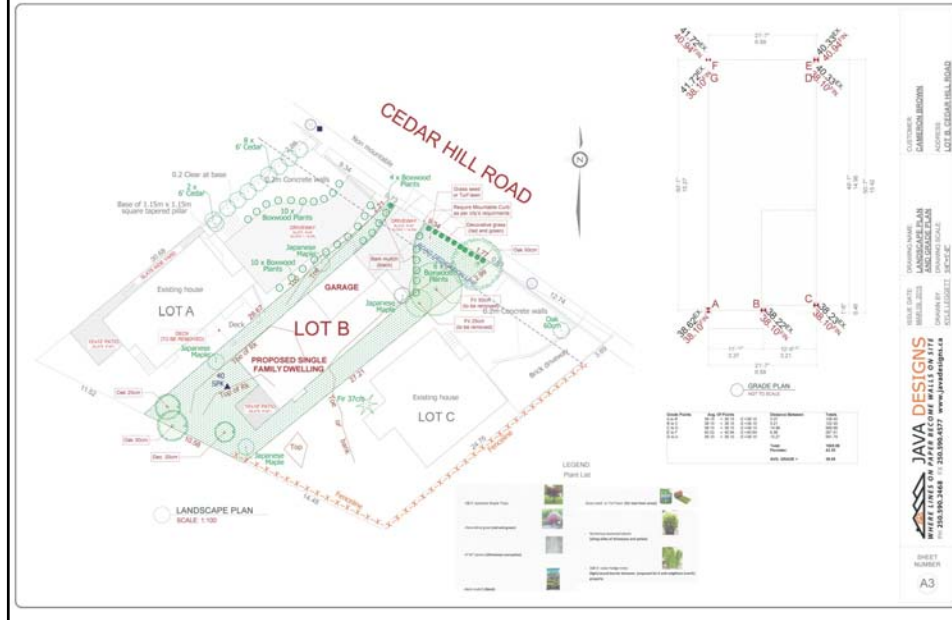


## Proposed Home – Site Plan





## Proposed Home – Landscape and Grade Plan



## Petition Support Map





**REPORTS OF THE COMMITTEES****5. Planning and Land Use Committee – April 30, 2015****5. Development Permit with Variances Application No. 00467 for 2822 and 2826 Cedar Hill Road**

It was moved by Councillor Thornton-Joe, seconded by Councillor Coleman, that after giving notice and allowing an opportunity for public comment, that Council consider the following motion:

"That Council authorize the issuance of Development Permit with Variances Application No. 00467 for 2822 and 2826 Cedar Hill Road, in accordance with:

1. Plans date stamped March 31, 2015,
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - a. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot A from 2.4m to 0.33m.
  - b. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot A from 2.4m to 1.77m.
  - c. Part 1.23(8)(a): Reduce the front yard setback of proposed Lot B from 6m to 3.36m.
  - d. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot B from 2.4m to 1.5m.
  - e. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot B from 2.4m to 1.79m.
  - f. Part 1.23(8)(a): Reduce the front yard setback of proposed Lot C from 6m to 4.62m.
  - g. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot C from 2.4m to 1.5m.
  - h. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot C from 2.4m to 1.66m.
  - i. Schedule "C" Section 12(ii): Increase the maximum grade of a parking stall area on proposed Lot A from 8% to 13.5%.
  - j. Schedule "C" Section 12(ii): Increase the maximum grade of a parking stall area on proposed Lot B from 8% to 14.6%.
3. Final plans to be generally in accordance with the plans identified above to the satisfaction of the Assistant Director, Development Services Division, Sustainable Planning and Community Development."

Carried Unanimously

#### 5.4 Development Permit with Variances Application No. 00467 for 2822 and 2826 Cedar Hill Road

Committee received a report regarding a development permit application for 2822 and 2826 Cedar Hill Road. The proposal is for a small lot house and changing the exterior of an existing house. Variances are requested and relate to the front and side yard setbacks and the grade of the parking stall areas in Lots A and B.

**Action:** It was moved by Councillor Madoff, seconded by Councillor Coleman, that Committee recommends that after giving notice and allowing an opportunity for public comment, that Council consider the following motion:

"That Council authorize the issuance of Development Permit with Variances Application No. 00467 for 2822 and 2826 Cedar Hill Road, in accordance with:

1. Plans date stamped March 31, 2015,
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - a. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot A from 2.4m to 0.33m.
  - b. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot A from 2.4m to 1.77m.
  - c. Part 1.23(8)(a): Reduce the front yard setback of proposed Lot B from 6m to 3.36m.
  - d. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot B from 2.4m to 1.5m.
  - e. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot B from 2.4m to 1.79m.
  - f. Part 1.23(8)(a): Reduce the front yard setback of proposed Lot C from 6m to 4.62m.
  - g. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot C from 2.4m to 1.5m.
  - h. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot C from 2.4m to 1.66m.
  - i. Schedule "C" Section 12(ii): Increase the maximum grade of a parking stall area on proposed Lot A from 8% to 13.5%.
  - j. Schedule "C" Section 12(ii): Increase the maximum grade of a parking stall area on proposed Lot B from 8% to 14.6%.
3. Final plans to be generally in accordance with the plans identified above to the satisfaction of the Assistant Director, Development Services Division, Sustainable Planning and Community Development."

CARRIED UNANIMOUSLY 15/PLUC116





## Planning and Land Use Committee Report

### For the Meeting of April 30, 2015

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**To:** Planning and Land Use Committee **Date:** April 16, 2015  
**From:** Leanne Taylor, Development Services Division  
**Subject:** Development Permit with Variances Application No. 00467 for 2822 and 2826 Cedar Hill Road.

---

### RECOMMENDATION

Staff recommend that Committee forward this report to Council and that after giving notice and allowing an opportunity for public comment and after the Public Hearing for Rezoning Application No. 00467, if it is approved, Council consider the following motion:

"That Council authorize the issuance of Development Permit with Variances Application No. 00467 for 2822 and 2826 Cedar Hill Road, in accordance with:

1. Plans date stamped March 31, 2015,
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - i. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot A from 2.4m to 0.33m;
  - ii. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot A from 2.4m to 1.77m;
  - iii. Part 1.23(8)(a): Reduce the front yard setback of proposed Lot B from 6m to 3.36m;
  - iv. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot B from 2.4m to 1.5m;
  - v. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot B from 2.4m to 1.79m;
  - vi. Part 1.23(8)(a): Reduce the front yard setback of proposed Lot C from 6m to 4.62m;
  - vii. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot C from 2.4m to 1.5m;
  - viii. Part 1.23(8)(c): Reduce the side yard setback of proposed Lot C from 2.4m to 1.66m;
  - ix. Schedule "C" Section 12(ii): Increase the maximum grade of a parking stall area on proposed Lot A from 8% to 13.5%;
  - x. Schedule "C" Section 12(ii): Increase the maximum grade of a parking stall area on proposed Lot B from 8% to 14.6%.
3. Final plans to be generally in accordance with the plans identified above to the satisfaction of the Assistant Director, Development Services Division, Sustainable Planning and Community Development."

### 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.

## 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 properties located at 2822 and 2826 Cedar Hill Road. The proposal is to construct one new small lot house and change the exterior of an existing house.

The following points were considered in assessing this Application:

- The proposal is consistent with the objectives for sensitive infill Development Permit Area 15A: Intensive Residential – Small Lot of the *Official Community Plan, 2012 (OCP)*.
- The proposed design of the new small lot house is consistent with the *Design Guidelines for Small Lot House (2002)*.
- The two existing single family dwellings will be retained. The exterior of the house located at 2822 Cedar Hill Road was recently renovated. The applicant is proposing to replace the siding on the existing house located at 2826 Cedar Hill Road.
- The requested variances for front, rear and side yard setbacks are in part due to the road dedication requirements, and the location and size of the existing buildings on the subject properties.
- The requested variances for the parking stall areas are a result of existing site constraints.

## BACKGROUND

### Description of Proposal

The proposal is for a small lot house and changing the exterior of an existing house. Specific details include:

- a new two-storey building featuring “arts and crafts” design elements such as a pitched roofline, gabled front entryway with a porch at grade and traditional-style windows
- the exterior materials on the new small lot house include hardi-board and batton, cedar shakes, stone and asphalt shingles
- the new exterior materials on the existing house include hardi-shakes and asphalt shingles
- soft landscaping would be introduced to enhance privacy between the neighbouring properties.

The proposed variances are related to:

- reducing the side yard setbacks of proposed Lot A
- reducing the front and side yard setbacks of proposed Lot B
- reducing the front yard setback of proposed Lot C
- increasing the maximum grade of a parking stall area of proposed Lot A and B.

### 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.

### Existing Site Development and Development Potential

Each of the two properties are currently zoned R1-B, Single Family Dwelling District, and are occupied by single family houses.



## Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, the applicant has consulted the Oaklands CALUC regarding the rezoning proposals in general at a Community Meeting held on October 27, 2014. At the time of writing this report, a letter from the CALUC had not been received.

This Application proposes a variance; 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 OCP identifies this property within Development Permit Area 15A: Intensive Residential – Small Lot. The design of the new small lot house incorporates “arts and craft” architectural elements, such as a pitched roofline, gabled front entryway with a porch at grade, and traditional-style windows. Windows are maximized on the front and rear elevations. The windows on the side elevations are smaller and carefully located to respect the privacy of adjacent neighbours. The new small lot house design utilizes materials and finishes that are visually compatible with the existing homes. A single car garage is visible from the street and slightly recessed from the front entrance. The second storey of the house would only be visible from the rear yard due to the slope and topography of the lot and the applicant's desire not to blast the site.

The applicant would also be upgrading the exterior façade of the existing house on proposed lot A by replacing windows, the roof, and existing siding with hardi-shakes.

### Regulatory Considerations

#### Setback Variances

The applicant is requesting several setback variances in order to facilitate a small lot subdivision. The proposed variances are detailed in the following data table below.

| Lot/Zoning Criteria     | Required | Proposed<br>(Variances Required) |
|-------------------------|----------|----------------------------------|
| <b>Lot A - Setbacks</b> |          |                                  |
| Side Yard (NW)          | 2.4m     | 0.33m                            |
| Side Yard (SW)          | 2.4m     | 1.77m                            |
| <b>Lot B - Setbacks</b> |          |                                  |
| Front Yard              | 6m       | 3.36m                            |
| Side Yard (NW)          | 2.4m     | 1.5m                             |
| Side Yard (SE)          | 2.4m     | 1.79m                            |
| <b>Lot C – Setbacks</b> |          |                                  |
| Front Yard              | 6m       | 4.62m                            |
| Side Yard (NW)          | 2.4m     | 1.5m                             |
| Side Yard (SE)          | 2.4m     | 1.66m                            |

The proposed front yard setback variances for Lot B and C are in part due to the road dedication requirement. The proposed north west side yard setback for the existing house on Lot A and the south west side yard setback for the existing house on Lot C would have been considered legally non-conforming under the existing R1-B Zone. However, rezoning the existing lots to the small lot zone

triggers variances as the existing legal non-conformities would no longer be applicable according to the *Local Government Act*.

Each lot has side yard setbacks of at least 1.5m or greater (except for the existing NW side yard setback on Lot A), which is the minimum side yard setback permitted in the R1-S2 zone. However, in the zone, the minimum side yard setback is increased to 2.4m for any portion of a dwelling used as habitable space (e.g. bedroom, living room), which also has a window. Even with a reduction in the side yard setbacks and the addition of a new small lot, each lot would still have adequate yard space and landscaping.

#### Parking Variance

The applicant is requesting to increase the maximum grade of a parking stall area for Lot A from 8% to 13.5% and Lot B from 8% to 14.6%. These proposed grades, although not ideal, are still considered acceptable given the limitations of the lot.

### **CONCLUSIONS**

The proposal to construct a new small lot house and renovate the exterior of the existing house on proposed Lot A are consistent with Development Permit Area 15A: Intensive Residential – Small Lot. The small lot house is a form of sensitive infill development and fits in with the existing neighbourhood. Staff recommend that Council consider supporting this Application.

### **ALTERNATE MOTION**

That Council decline Application No. 00467 for the properties located at 2822 and 2826 Cedar Hill Road.

Respectfully submitted,



Leanne Taylor, Planner  
Development Services Division



Alison Meyer, Assistant Director  
Development Services Division

Report accepted and recommended by the City Manager:



Jason Johnson

Date:

Apr. 12, 2015

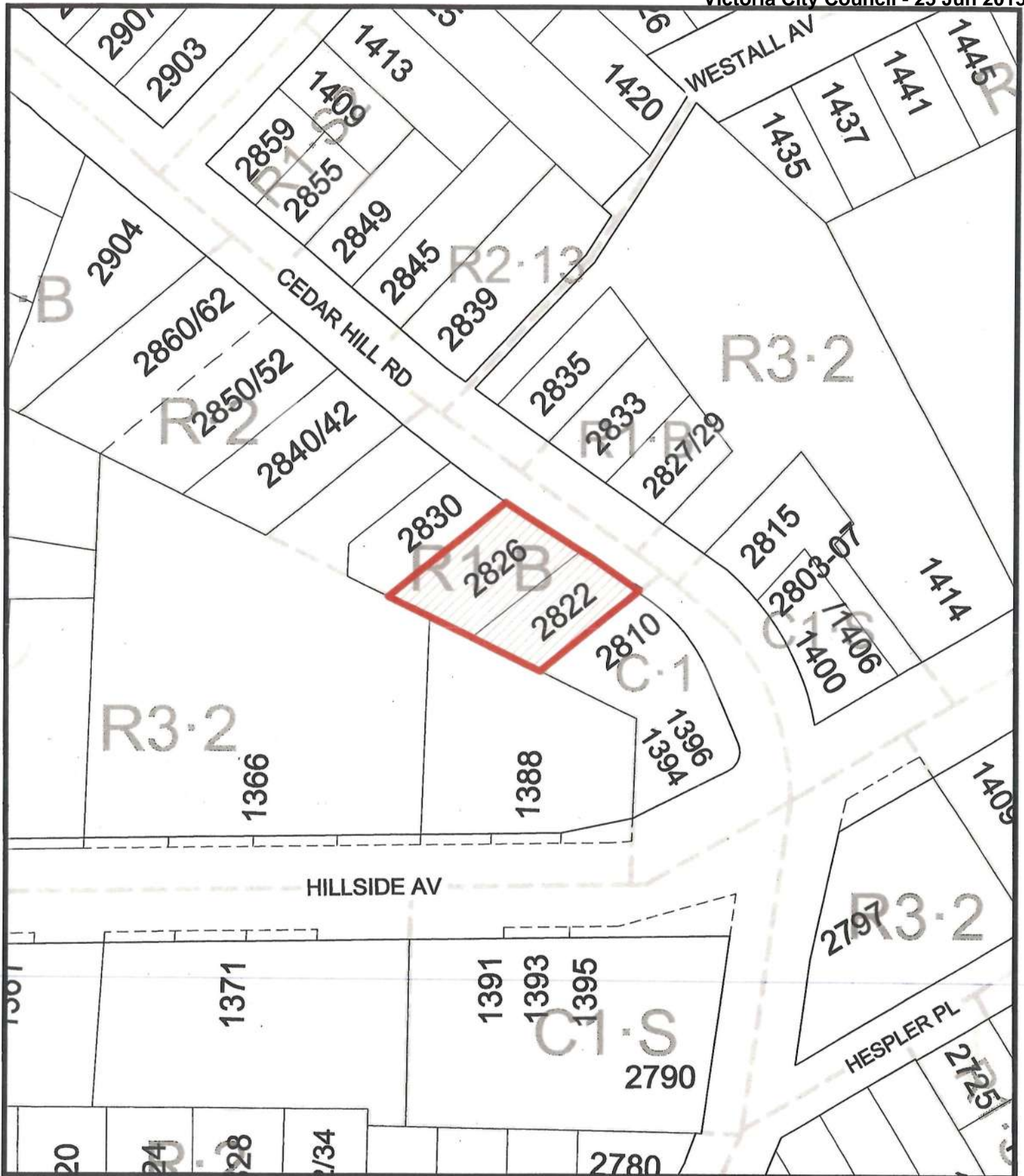
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## List of Attachments

- Zoning map
- Aerial map
- Applicant's letter to Mayor and Council dated March 31, 2015
- Arborist report dated February 4, 2015
- Small Lot Housing Rezoning Petition
- Plans dated March 18, 2015.



2822-2826 Cedar Hill Road

Rezoning #00467

Bylaw #





Bylaw #





MAR 31 2015

Planning & Development Department  
Development Services Division

## Letter to Mayor and Council

The following sets out the proponent's response to the Small Lot Subdivision Guidelines, and is provided to assist Mayor and Council in their consideration of the rezoning application to create three small lots (R1-S2, Restricted Small Lot (Two Storey) District) on a site where currently two single family houses zoned (R1-B, Single Family Dwelling District) exist.

### Government Policies:

Located on a collector roadway designated street, the existing houses at 2822 and 2826 Cedar Hill Road are in a neighborhood where the adjacent dwellings include one single family home, some duplexes, a triplex, a 4 unit apartment, a 12 unit rental apartment, two mixed-use commercial/residential buildings, and a 50 unit condominium. The proposal to rezone 2822 and 2826 Cedar Hill Rd. from two R1-B lots into three R1-S2 (small lot) dwellings is representative of the goals outlined in the official community plan. This proposal meets all of the City's requirements from Engineering and the Greenway/ Parks perspective. After receiving feedback from the various City of Victoria Departments involved in the small lot rezoning application process, setback and driveway/parking slope variances would be required to facilitate a small lot subdivision and construct a new small lot house. The front yard setback variances are in part due to the road dedication requirement. Small lot subdivisions have been successfully integrated into the neighborhood on several neighboring blocks.

### Relevant Experience:

I am a local house builder, living in the Fernwood area with my family. I have recently completed a similar small lot subdivision on the corner of Doncaster Dr. and Burton Ave. where the feedback from the community regarding the finished product was very positive.

### Neighborhood Feedback:

The petition in which the adjacent neighbors were polled for their support or lack of support for the proposal has been completed, and the response has been almost entirely positive. Provided in the proposed set of plans is an aerial view outlining the support for the proposal. The support for the project is unanimous with the exception of the owner of 2830 Cedar Hill Rd. who has not signed the petition. He expressed concerns before the community meeting and disagreement at the meeting, but thus far has not responded to further attempts to contact him. On one occasion prior to the community meeting I spoke with the owner at his home about his concerns regarding the project, and said I was very willing to find a mutually agreeable solution to his concerns by redesigning the landscaping and driveway layout.

The concerns the owner of 2830 Cedar Hill Road raised at the (CALUC) meeting on October 27th, 2014, included: the possibility of headlights shining into his home, dust created from lawn mowing



between the two homes entering his windows, having no control over the type of vehicle any possible new owner might have meaning that the proposed new driveway for 2826 Cedar Hill Road could allow for sufficient pollutants from vehicles to seriously harm occupants in his home.

I made several changes to the plans in an attempt to address his concerns prior to the community meeting. At the community meeting, he stated that I wasn't listening to him and that the primary concern was the possibility of vehicle pollutants harming his family. Since the community meeting I have taken additional measures to mitigate his concerns: the driveway was moved as far away from 2830 Cedar Hill Road as City's Bylaw will allow; trees were added to the landscaping plan as a light and sound barrier; and the area between the houses will be covered with paving stones in an effort to mitigate dust. These changes are shown on the revised plans. It is worth noting the existing house located at 2826 Cedar Hill Road is not being significantly altered or moved and has been in close proximity to 2830 Cedar Hill Road for many decades. Of further note is the fact that the proposed lot is over thirty five feet away from the shared property line of 2826 and 2830 Cedar Hill Road as it is located between 2822 Cedar Hill Road and 2826 Cedar Hill Road.

### **Project Benefits:**

This small lot rezoning will provide many economic benefits to the City of Victoria. The city will receive substantial road dedication from the two properties involved as a condition of approval to improve active transportation (walking and cycling) infrastructure along this portion of the roadway. Currently City of Victoria infrastructure does not provide storm drains servicing the properties at 2822 and 2826 Cedar Hill Road. Engineering has requested that storm drains be provided as a condition of the development as well, meaning the City's storm system would be extended along Cedar Hill Road to reach the proposed lots, allowing for street-side storm drains.

From an economic perspective, the project will create numerous construction jobs from all relevant areas related to the development. The additional lot will provide new property tax revenue. The proposed new home will greatly increase the aesthetic appeal of the neighborhood by providing a new Arts and Crafts style home, while the existing home on 2826 Cedar Hill Road will receive a much needed exterior update and significant interior improvements. Additionally, improved landscaping will increase the visual appeal of the surrounding area.

### **Need and Demand:**

The creation of three small lots from the existing two lots will allow for three single family dwellings where formerly there were only two as the proposed home fits right in between the two existing ones.

### **Services:**

The proposed lots are located within walking distance of the Cedar Hill Recreation Center, Cedar Hill Golf Course, several parks, and Hillside Mall. The mall offers grocery shopping, dental service,

numerous boutiques, insurance services, restaurants, and several major department stores. As a result potential occupants can have virtually any daily need accommodated simply by walking a few blocks to the mall. The effect of this is virtually no commuting for day to day requirements. In addition, the lots are within a block of Hillside Avenue with its extensive transit services.

## Neighbourhood:

The existing houses at 2822 and 2826 Cedar Hill Road are situated in a manner that allows a small lot subdivision which will have minimal impact on the neighboring properties. The proposed lot is located in between two existing properties owned by the proponents. Over 90% of the adjacent neighbors are supportive of the proposed design and layout of the development. The consensus at the community meeting was supportive of the proposal's design and layout.

## Impacts:

This small lot subdivision will make considerable improvements to the neighborhood. The creation of the new home will improve the streetscape and the implementation of effective landscaping will dramatically improve the site from its current state. Upon consulting the Parks Division of the City of Victoria, we learned there are no protected trees on the property. After discussion with Brook Daital from the City of Victoria Parks Dept. and consultation with ISA certified arborist Mark Logtenberg, it has been determined two trees on the property require removal. The first tree a Douglas fir (#2 on the ISA arborist report), has existing root damage due to an uneven grade between the old driveway and the lawn, due to the proximity of the existing house and the new construction removal of this tree is recommended. The second tree a Fir tree (#3 on the ISA arborist report) is in POOR condition, the top is dead and the arborist recommends removal.

Other possible impacts on neighboring properties are construction noise during the building process. The proposal will attempt to use a similar sized mountable curb, attempting to preserve existing street parking.

## Design:

The design of houses in the Oaklands catchment area is eclectic and varied. We have chosen a design with elements that can be found in nearby homes and taken particular care to select finishes that are complementary to and reflective of homes on our street. The Arts and Crafts design fits well within the context of the two adjacent properties. The vast majority of adjacent neighbors are very pleased with both the proposed design and the materials.

*C. An. Brown*  
*M. L. 30/3/15*



Davey Tree Expert Co. of Canada, Limited.  
888 Viewfield Road  
Victoria, British Columbia  
V9A 4V1  
Phone: (250) 477-8733 Fax: (250) 475-2218

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## Arborist Report

### Pre-Construction Report

Prepared For:  
Cam Brown

Site Address:  
2822 Cedar Hill Road  
Victoria, BC V8N 4L5

February 4, 2015

Prepared By:  
Mark Logtenberg  
ISA Certified Arborist ON-1051AM  
[Mark.logtenberg@davey.com](mailto:Mark.logtenberg@davey.com)  
(250) 477-8733

---

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## **Summary**

**A new home is planned for this property. Currently this is an empty lot with various protected trees.**

**This report deals exclusively with trees that may be affected by any proposed construction.**



## Introduction

Below is a summary and checklist of the suggested tree preservation process for this project. These should be followed in order:

| Action   | Complete |
|--|----------|
| 1. Perform site walk with Arborist, inventory trees, discuss tree preservation goals, estimate hoarding and root pruning distances.  | X        |
| 2. Prepare pre-construction report, (site map with trees MTPZ and CRZ, root pruning and hoarding locations) based on the current proposed construction and any modifications discussed as a result of the site walk.   | X        |
| 3. After approval of a Tree Preservation Plan (TPP), City and/or Contractor construction staff will field mark exact locations.  |          |
| 4. Hoarding to be installed by the contractor prior to the start of any construction.  |          |
| 5. Project Arborist and/or City of Victoria's Arborist inspector to verify hoarding.   |          |
| 6. Throughout the construction phase of the project, a <b>Certified Arborist</b> retained by the contractor is to perform root pruning where needed and will be verified by the inspector. The project arborist will be available to be on site during any work within the MTPZ. <b>The City's inspector and any contractor must notify the Project Arborist (Mark Logtenberg (250) 883-0905 when need for advice, recommendations and monitoring.</b> |          |
| 7. Prepare a post-construction report after all construction is completed to determine if all Tree Preservation By-Laws were adhered to and to assess the health of the Tree and survivability.  |          |

### Limitations of the Assignment

It is imperative for all Project and Construction Leads to thoroughly read this report. Tree preservation is a pro-active measure that starts at the planning stage. Understanding the importance of tree roots in overall tree health and survivability is of the highest importance in implementing effective tree preservation measures.

The roots provide nutrients and water to the leaves and branches while supporting the tree in wind storms and preventing failure. Trees are remarkable, in that the upper canopy can be completely green and full while the majority of the roots below have been removed; leaving the tree highly prone to failure and imminent death within a few years. Once a tree is injured, that injury is never "healed" but instead the tree allocates a great deal of energy to try and repair itself, often times at the expense of its vitality and sometimes leading it into a mortality spiral that may not be noticed for 3-10 years.

Root pruning is a practice to minimize injuries to trees. Roots in comparison to upper canopy limbs store a great deal of energy and reserves for trees to survive and must be removed with the utmost care and consideration. Similar to pruning the upper canopy of the tree, limbs are best removed via target pruning practices and not by ripping limbs off. Roots must be assessed by a qualified and experienced arborist and then pruned properly with a sharp tool.

The project scope and details for tree preservation were discussed. All proposed construction methods are limited to what was provided in the site plans and in discussions with the project leader.

Estimates, measurements and comments regarding tree preservation were based on the proposed construction plans.

### **Observations**

This is a proposed construction. Various other trees are outside of the building envelope and are protected under the tree preservation by-law no. 05-106.

The Garry Oaks along the road are to be assumed by the municipality and a health and structure assessment is included in this report.

The Douglas Fir by the existing house will also be addressed.

### **Discussion**

Work within the MTPZ of any tree would be considered serious root injury and would leave the tree with a high potential of structural failure or serious decline.

Trees will be the least impacted from construction if the hoarding is completed prior to construction at the site.

Increasing tree protection zone distances should be done at the design stage. Field marking exact location of the new structure by the planning personnel has been well proven to be the most effective way to ensure accurate distances from trees. Generally speaking, it is better to add some fill than to excavate roots. Fill can be modified (such as using High Performance Base (HPB)) to allow gas exchange and water permeability, while the tree adapts to the change slowly over time.

Further discussions may be needed to ensure methods are useful, cost effective and will provide for the tree being protected.

### **TREE PROTECTION ZONE**

This is the area to be protected defined by the arborist. Where some fill or excavate must be temporarily located near a TPZ, a plywood barrier must be used to ensure no material enters the TPZ. Rigid Hoarding is needed when construction machines are very close (within 1-2 metres) of the trunk to prevent accidental bumps from machines. These seemingly harmless bumps stay with the tree forever and can cause significant chronic stress to the tree.

**There must no be any storage of any materials within the TPZ**

**Where changes to the location of the TPZ or where temporary access to the TPZ are proposed by anyone other than the arborist, prior approval by the Project Arborist at Davey Tree must be obtained before proceeding.**



### Tree Protection Signs

It is recommended that a sign be attached to the hoarding defining the area as a Tree Protection Zone.

### Root Pruning Protocol

Root pruning is not a common skill set and should be performed by a qualified arborist familiar with root exaction and root pruning. Tree roots are underground and are otherwise not detectable without physical exploration; using a Supersonic Air Tool (SSAT) such as an AirSpade® or Daylighting Vehicle (Hydro-Vac). Root pruning trenches must be at least the depth of the deepest root (usually 20-40cm) and about 15cm wide. Roots are assessed by the arborist with regard to the effects construction may have on the tree, and then either pruned, possibly recommend for removal or a design change may be needed on-site to accommodate.

1. Root Pruning with the Minimum Tree Protection Zone (distance measured from the base of the tree calculated by multiplying the dbh by 6) of any tree requires root exploration via Supersonic Air Tool or Daylighting Vehicle to first remove the soil and expose the roots.
  - a. Roots under 2cm in diameter can be pruned using a sharpened tool such as hand pruned or a sharpened spade under the supervision of the City Arborist.
  - b. Roots between 2 and 8cm in diameter can be pruned by the arborist using a sharp tool, such as a handsaw, hand pruner or loppers and under the supervision of the City Arborist and the advisement of the Project Arborist.
  - c. All roots over 8cm in diameter must be assessed by the Project Arborist prior to pruning unless the arborist on-site can confidently assess the effect of the removal of the root as not detrimental to the tree.
2. Root Pruning within the **Critical Root Zone (the distance measure from the base of the tree calculated by multiplying the dbh by 18)** and outside of the MTPZ, typically requires the use of a sharpened garden spade, cutting a line to the depth of about 30cm by the **on-site arborist and the advisement of the Project Arborist if needed**. However, the same pruning protocol for the size of roots encountered (in the MTPZ) applies to the roots found within this area.

The trenches are typically backfilled with the same excavated soil or new topsoil or compost and hoarding should be installed along this trench to protect the remaining roots.



## **Hoarding**

Hoarding (Tree Protection Fencing (TPF)) is used on construction sites to ensure that damage to the tree and its root zone is prevented. This distance is typically located by the MTPZ. However it must be understood that sometimes this distance is not achievable due to infrastructure being too close. It must be further understood the hoarding distance sometimes must accommodate a larger tree protection zone (than the typical MTPZ distance) due to a limited root growing area/volume (this area is typically defined by the Project Arborist.)

Hoarding locations should be field marked by the Project Arborist, and hoarding installation will be installed by the contractor. This hoarding must be anchored to the ground and must be installed to the lines defined by the Project Arborist.

Problems will arise for tree preservation efforts when anyone removes the hoarding, even temporarily. It takes one instance of soil compaction from a heavy machine for roots to suffer from air and water deprivation and for the tree to become stressed. It is imperative to install and maintain in good condition the hoarding to prevent this from happening before and throughout the entire construction.

## **Conclusion**

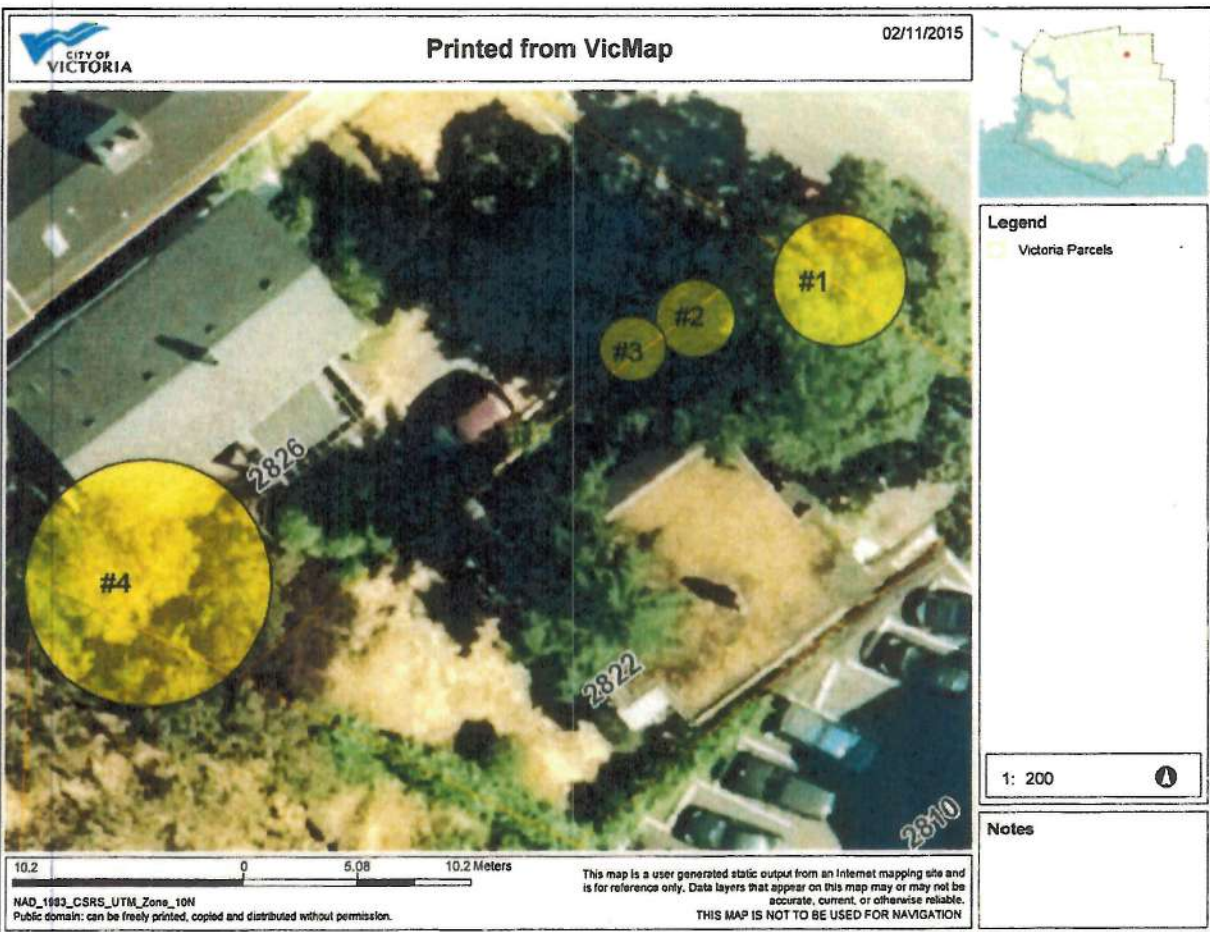
Once all tree/site protection measures have been installed, you must notify Davey Tree to arrange for an inspection of the site and approval of the site protection requirements.

The trees with proposed construction will have hoarding installed to define a specific TPZ. They will be the least impacted from construction if the hoarding is completed.

If preservation methods outlined in this report are adhered to, the trees will incur minimal injuries. If the trees are respected where machines are not used and foot traffic is kept to a minimum, the trees roots will incur no additional stress from the proposed construction.

## Tree Inventory and Specific Guidelines

| Tree # | Species         | DBH        | Comments   |
|--------|-----------------|------------|--|
| 1      | Garry Oak       | 50         | To be assumed by the municipality.<br>This tree is in good condition with a healthy canopy and no structural defects. There is less than 10% deadwood in the canopy. Tree Protection Zone during construction. |
| 1A     | Garry Oak       | 60         | To be assumed by the municipality.<br>This tree is in good condition with a healthy canopy and no structural defects. There is less than 10% deadwood in the canopy. Tree Protection Zone during construction. |
| 2      | Douglas Fir     | 50         | This tree has had root damage due to an uneven grade between the old driveway and the lawn. I recommend removal of this tree due to the root issues and the proximity to the old house and new construction.   |
| 3      | Fir             | 25         | This tree is in poor condition. The top is dead. I recommend removal.  |
| 4      | Garry Oaks (X3) | 20, 25, 30 | These trees are in good condition and will need to be protected during construction. Protective hoarding at a distance no less than 5.4 metres from the edge of the trunk shall be installed.                  |





## Glossary of Common Arboricultural Terms

|   |  |
|---|--|
| Arborist                                    | A professional who possesses the technical competence gained through experience and related training to provide for or supervise the management of trees and other woody plants in residential, commercial and public landscapes.  |
| Compartmentalization                        | Natural defense process in trees by which chemical and physical boundaries are created that act to limit the spread of disease and decay organisms.  |
| Critical Root Zone- (CRZ)                   | Area of soil around a tree where the minimum amounts of roots considered critical to the structural stability or health of the tree are located. CRZ determination is sometimes based on the drip line or a multiple of dbh (12:1, 12cm of ground distance from the trunk for every cm of dbh) but because root growth is often asymmetric due to site conditions, on-site investigation is preferred. |
| Daylighting                                 | Also known as Hydro-Vac, this is the process by which soil is vacuumed up. In the context of tree care this allows workers to access the soil below the roots without mortal damage to significant roots.  |
| DBH   | Acronym for tree diameter at breast height. Measured at 1.4m above ground.   |
| Dripline                                    | Imaginary line defined by the branch spread of a single parent or group of plants.   |
| MTPZ  | Acronym for Minimum Tree Protection Zone, also known as the Structural Root Zone (SRZ) which is the distance from the tree equal to 6 times the dbh, within which the likelihood of encountering roots that are direct structural supports for the tree.   |
| Mortality Spiral                            | A sequence of stressful events or conditions causing the decline and eventual death of a tree.   |
| CRZ   | Acronym for Critical Root Zone, within which there is a high likelihood of encountering roots that are necessary for the survival of the tree.   |
| Qualified Arborist                          | An arborist who has documented related training (i.e. ISA or equivalent) and on-the-job experience (minimum of 5 years)  |
| Supersonic Air Excavation Techniques (SSAT) | A methodology using a device that directs a jet of highly compressed air to excavate soil. Used within the root zone of trees to avoid or minimize damage to the roots.  |
| Tree Protection Zone -TPZ                   | Defined area within which certain activities are prohibited or restricted to prevent or minimize potential injury to designated trees, especially during construction.   |



## References

1. ISA, 2001-2011. Best Management Practices, Books 1-9, Companion publications to ANSI A300 Standards for Tree Care
2. Dujesiefken, Dr. Dirk, 2012. Director of the Institute for Tree Care in Germany, The CODIT Principle, research presented on cambial regrowth on trees after injury at the Annual ISA Conference in Kingston Ontario
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6. Matheny and Clark, ISA 1994. A Photographic Guide to the Evaluation of Hazard Trees in Urban Areas, 2<sup>nd</sup> Edition
7. Matheny and Clark, ISA 1998. Trees and Development, A technical Guide to Preservation of Trees During Land Development
8. PNW-ISA, 2011. Tree Risk Assessment in Rural Areas and Urban/Rural Interface, Version 1-5

### Conditions of Assessment Agreement

This Conditions of Assessment Agreement is made pursuant to and as a provision of the Davey Tree Expert Co. of Canada, Limited ("Davey"), providing tree assessment services as agreed to between the parties, the terms and substance of which are incorporated in and made a part of this agreement (collectively the "Services").

Trees are living organisms that are subject to stress and conditions and which inherently impose some degree or level of risk. Unless a tree is removed, the risk cannot be eliminated entirely. Tree conditions may also change over time even if there is no external evidence or manifestation. In that Davey provides the Services at a point in time utilizing applicable stand industry practices, any conclusions and recommendations provided are relevant only to the facts and conditions at the time the Services are performed. Given that Davey cannot predict or otherwise determine subsequent developments, Davey will not be liable for any such developments, act, or condition that occur including, but not limited to, decay, deterioration, or damage from any cause, insect infestation, acts of god or nature or otherwise.

Unless otherwise stated in writing, assessments are performed visually from the ground on the above-ground portions of the tree. However, the outward appearance of trees may conceal defects. **Therefore, to the extent permitted by law, Davey does no make and expressly disclaims any warranties or representations of any kind, express or implied, with respect to completeness or accuracy of the information contained in the reports or findings resulting from the Services beyond that expressly contracted for by Davey in writing, including, but not limited to, performing diagnosis or identifying hazards or conditions not within the scope of the Services or not readily discoverable using the methods applied pursuant to applicable standard industry practices.** Further, Davey's liability for any claim, damage or loss cause by or related to the Services shall be limited to the work expressly contracted for.

In performing the Services, Davey may have reviewed publicly available or other third-party records or conducted interviews, and has assumed the genuineness of such documents and statements. Davey Disclaims any liability for errors, omissions, or inaccuracies resulting from or contained in any information obtained from any third-party or publicly available source.

Except as agreed to between the parties prior to the Services being performed, the reports and recommendations resulting from the Services may not be used by any other party or for any other purpose. The undersigned also agrees, to the extent permitted by law, to protect, indemnify, defend and hold Davey harmless from and against any and all claims, demands, actions, rights and causes of action of any kind and nature, including actions for contribution or indemnity, that may hereafter at any time be asserted against Davey or another party, including, but not limited to, bodily injury or death or property damage arising in any manner from or in any way related to any disclaimers or limitation in this Agreement.

By accepting or using the Services, the customer will be deemed to have agreed to the terms of this Agreement, even if it is not signed.

Acknowledged by:

Name of Customer \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_



- SUPPORTS PROJECT
- REZONING APPLICANTS
- DIDN'T SIGN PETITION - ASSUMED NON-SUPPORTING

**Received**  
 City of Victoria  
 MAR 31 2015  
 Planning & Development Department  
 Development Services Division

A8

SHEET  
NUMBER



**JAVA DESIGNS**  
 WHERE LINES ON PAPER BECOME WALLS ON SITE  
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ISSUE DATE:  
MAR.09.2015  
  
 DRAWN BY:  
KYLE LEGGETT

DRAWING NAME:  
NEIGHBORHOOD SUPPORT MAP  
  
 DRAWING SCALE:  
1/4"=1'-0"

CUSTOMER:  
CAMERON BROWN  
  
 ADDRESS:  
LOT 8, CEDAR HILL ROAD



Received  
City of Victoria

MAR 26 2015

Planning & Development Department  
Development Services DivisionSUMMARY  
SMALL LOT HOUSE REZONING PETITIONI, Cam Brown (applicant), have petitioned the adjacent neighbours\* in compliance withthe Small Lot House Rezoning Policies for a small lot house to be located at 2822/2826 (location of proposed house)Cedar Hill Rd and the petitions submitted are those collected by \_\_\_\_\_ (date) \*\*

| Address                     | In Favour<br>↓ | Opposed<br>↓ | Neutral<br>(30-day time expired)<br>↓ |
|-----------------------------|----------------|--------------|---------------------------------------|
| 2815 Cedar Hill Rd          | ✓              |              |                                       |
| 2827 Cedar Hill Rd          | ✓              |              |                                       |
| # 1                         |                |              | ✓                                     |
| # 2                         |                |              | ✓                                     |
| # 3                         |                |              | ✓                                     |
| # 4                         |                |              | ✓                                     |
| 2830 Cedar Hill Rd          |                |              | ✓                                     |
| 2833 "                      | ✓              |              |                                       |
| 2835 " owner                | ✓              |              |                                       |
| Cedar Hill Rd unit #1       | ✓              |              |                                       |
| " #2                        |                |              | ✓                                     |
| " #3                        | ✓              |              |                                       |
| 1366 Hillside Ave unit #214 | ✓              |              |                                       |
| " unit #406                 | ✓              |              |                                       |

| SUMMARY         | Number | %    |
|-----------------|--------|------|
| IN FAVOUR       | 8      | 100  |
| OPPOSED         |        |      |
| TOTAL RESPONSES | 8      | 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.



(2)

# SUMMARY SMALL LOT HOUSE REZONING PETITION

I, CAM BROWN (applicant), have petitioned the adjacent neighbours\* in compliance with

the Small Lot House Rezoning Policies for a small lot house to be located at 2822/2826 (location of proposed house)

Cedar Hill Rd and the petitions submitted are those collected by \_\_\_\_\_ (date) \*\*

| Address                            | In Favour | Opposed | Neutral<br>(30-day time<br>expired) |
|------------------------------------|-----------|---------|-------------------------------------|
| 2810 Cedar Hill Rd (1394 Hillside) | ✓         | ✓       | ✓                                   |
| Building owner                     | ✓         |         |                                     |
| 1394 Hillside Ave                  | ✓         |         |                                     |
| 1396 Hillside Ave                  | ✓         |         |                                     |
| 2810 Cedar Hill Rd #101            |           |         | ✓                                   |
| #102                               | ✓         |         |                                     |
| #103                               | ✓         |         |                                     |
| #104                               |           |         | ✓                                   |
| #105                               |           |         | ✓                                   |
| #201                               |           |         | ✓                                   |
| #202                               | ✓         |         |                                     |
| #203                               |           |         | ✓                                   |
| #204                               | ✓         |         |                                     |
| #205                               |           |         | ✓                                   |

| SUMMARY         | Number | %    |
|-----------------|--------|------|
| IN FAVOUR       | 7      | 100  |
| OPPOSED         | 0      |      |
| TOTAL RESPONSES | 7      | 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.

(3)

# SUMMARY SMALL LOT HOUSE REZONING PETITION

I, Cam Brown (applicant), have petitioned the adjacent neighbours\* in compliance with

the *Small Lot House Rezoning Policies* for a small lot house to be located at 2822/2826 (location of proposed house)

Cedar Hill Rd and the petitions submitted are those collected by \_\_\_\_\_ (date) \*\*

| Address                | In Favour | Opposed | Neutral<br>(30-day time<br>expired) |
|------------------------|-----------|---------|-------------------------------------|
| 1388 Hillside Ave      | ✓         | ✓       | ✓                                   |
| Owner (Daniel Griffin) | ✓         |         |                                     |
| Unit # 1               | ✓         |         |                                     |
| # 2                    |           |         | ✓                                   |
| # 3                    | ✓         |         |                                     |
| # 4                    | ✓         |         |                                     |
| # 5                    | ✓         |         |                                     |
| # 6                    |           |         | ✓                                   |
| # 7                    | ✓         |         |                                     |
| # 8                    | ✓         |         |                                     |
| # 9                    | ✓         |         |                                     |
| # 10                   | ✓         |         |                                     |
| # 11                   | ✓         |         |                                     |
| # 12                   | ✓         |         |                                     |

| SUMMARY         | Number | %    |
|-----------------|--------|------|
| IN FAVOUR       | 11     | 100  |
| OPPOSED         |        |      |
| TOTAL RESPONSES | 11     | 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.

(4)

# SUMMARY SMALL LOT HOUSE REZONING PETITION

I, CAM BROWN (applicant), have petitioned the adjacent neighbours\* in compliance with

the Small Lot House Rezoning Policies for a small lot house to be located at 2822/2826 (location of proposed house)

Cedar Hill Rd and the petitions submitted are those collected by \_\_\_\_\_ (date) \*\*

| Address                             | In Favour | Opposed | Neutral<br>(30-day time<br>expired) |
|-------------------------------------|-----------|---------|-------------------------------------|
| 1400/1406 Hillside, 2803 Cedar Hill | ✓         | ✓       | ✓                                   |
| Owner (Byron Webb)                  | ✓         |         |                                     |
| 1406 Hillside                       | ✓         |         |                                     |
| 2803 unit # 1                       |           |         | ✓                                   |
| # 2                                 |           |         | ✓                                   |
| # 3                                 | ✓         |         |                                     |
| # 4                                 |           |         | ✓                                   |
| # 5                                 |           |         | ✓                                   |
| # 6                                 | VACANT    |         |                                     |
| 2840/42 Cedar Hill Rd               | ✓         |         |                                     |
| 2850/52 "                           | ✓         |         |                                     |
| 2860/62 "                           | ✓         |         |                                     |

| SUMMARY         | Number | %    |
|-----------------|--------|------|
| IN FAVOUR       | 6      | 100  |
| OPPOSED         |        |      |
| TOTAL RESPONSES | 6      | 100% |

Owner only  
✓  
Petitions  
not petitioned  
as they are  
not adjacent to  
proposed lot

\*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.



(SUMMARY OF PAGES 1-4) (5)

# SUMMARY SMALL LOT HOUSE REZONING PETITION

I, CAM BROWN, have petitioned the adjacent neighbours\* in compliance with  
(applicant)

the Small Lot House Rezoning Policies for a small lot house to be located at 2822/2826  
(location of proposed house)

Qedar Hill Rd and the petitions submitted are those collected by \_\_\_\_\_  
(date)

| Address   | In Favour<br>↓ | Opposed<br>↓ | Neutral<br>(30-day time<br>expired)<br>↓ |
|---|----------------|--------------|--|
| Summary of 4<br>pages of petitions<br>collected |                |              |  |
| PAGE 1  | 8              |              |  |
| PAGE 2  | 7              |              |  |
| PAGE 3  | 11             |              |  |
| PAGE 4  | 6              |              |  |
|   |                |              |  |
|   |                |              |  |
|   |                |              |  |
|   |                |              |  |

| SUMMARY         | Number | %    |
|-----------------|--------|------|
| IN FAVOUR       | 32     | 100  |
| OPPOSED         |        |      |
| TOTAL RESPONSES | 32     | 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.



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN (print name), am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Rd

to the following Small Lot Zone: R1-S2

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) RANDY BUHR (see note above) unit #1

ADDRESS: 2835 Cedar Hill Rd.

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:

---

---

---

---

---

March 25/2014  
Date

[Signature]  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN (print name); am conducting the petition requirements for the

property located at 2822/2826 CEDAR HILL RD

to the following Small Lot Zone: R1-S2

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) Tess Yee (see note above) unit #3

ADDRESS: 2835 Cedar Hill Rd.

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:

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Mar 25/15  
Date

Tessa Yee  
Signature

**Description of Approach to Petitioning 2810 Cedar Hill Rd. and 1394/1396 Hillside Ave.  
(same building)**

2810 Cedar Hill Rd. is a mixed use commercial/ residential building with 10 residential units and 2 commercial units (with Hillside addresses). The owner of 2810 Cedar Hill Rd. signed the petition indicating support for the application. The two commercial tenants have signed the petition in favor of the application. Of the 10 residential tenants, four have responded in favor and, two suggested they were too busy to discuss the petition and or not wanting to be bothered. The remaining two have been unreachable.



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at 2822/2826 CEDAR HILL RD.

to the following Small Lot Zone: R1 S2

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) PERIA GRAY (see note above)

ADDRESS: 1095 2810 CEDAR HILL RD.

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:

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Aug 28/2014  
Date

[Signature]  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at 2822/2820 Cedar Hill Rd

to the following Small Lot Zone: R1-SZ

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) Nathan Webster (see note above)

ADDRESS: 1394 Hillside Avenue (Building Address 2810 Cedar Hill Rd)

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:

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March 24, 2015  
Date

Nathan Webster  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

LAM BROWN (print name), am conducting the petition requirements for the

property located at 2822/2820 Cedar Hill Rd

to the following Small Lot Zone: R1-S2

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) Tom Heuerhoff (see note above)

ADDRESS: 1396 Hillside (2810 Cedar Hill Rd)

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:

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Mar 24 / 15  
Date

Tom Heuerhoff  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

Cam Brown (print name), am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Rd

to the following Small Lot Zone: R1-S2

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) Kieran Griffiths (see note above)

ADDRESS: 2810 Cedar Hill Apt 202

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:

Sample good

Mar 23/15  
Date

Kieran Griffiths  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN (print name), am conducting the petition requirements for the

property located at 2822/2826 CEDAR HILL RD

to the following Small Lot Zone: R1-S2

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) CRAYSON MARTIN #204 (see note above)

ADDRESS: 2810 CEDAR HILL

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:

W-k

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MARCH 23rd, 2016

Date

[Signature]

Signature



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at 2822/2826 CEDAR HILL RD

to the following Small Lot Zone: R1-SZ

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) SUZANNE MCKIBBIN (see note above)

ADDRESS: 102-2810 Cedar Hill Road

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:

Sounds great!

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

March 23/2015  
Date

Suzanne McKibbin  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

Cam Brown (print name), am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Rd

to the following Small Lot Zone: R1-S2

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) Maikenze Carne (see note above)

ADDRESS: 103-2810 Cedar Hill Road 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:

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March 23/15  
Date

M. Carne  
Signature

**Description of Approach to Petitioning 2803 Cedar Hill Rd. and 1400/1403 Hillside Ave.  
(same building)**

When I contacted the owner of the mixed use (residential and commercial) building located on the corner of 2803 Cedar Hill Rd. and 1400,1403 Hillside Ave, regarding the proposed small lot subdivision I received his support. Each tenant was provided a small lot petition form and a package showing the proposed streetscape and site plan. The owner of the building allowed me access to the residential units. The package was hand delivered and slipped under the doors of each unit. One unit was vacant. To date I have only received one response from the residents, the response was in favor of the development.



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at

2822/2826 CEDAR HILL RD

to the following Small Lot Zone:

RI S2

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) Dylan E Webb (see note above)

ADDRESS: 1400 Hillside / 2403 Cedar Hill rd

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:

looks Great!

21/14  
Date

[Signature]  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

LAM BROWN (print name), am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Rd

to the following Small Lot Zone: R1 S2

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) KEN SQUIRE (see note above)

ADDRESS: 1406 HILLSIDE

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:

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MAR 23/15  
Date

[Signature]  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN (print name), am conducting the petition requirements for the

property located at 2822/2826 CEDAR HILL RD

to the following Small Lot Zone: R1 S2

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) COLIN SHARPE (see note above)

ADDRESS: #3 2803 CEDAR HILL RD

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:

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March 23rd  
Date

Colin Sharpe  
Signature

**Description of Approach to Petitioning 1388 Hillside Ave.**

1388 Hillside Ave. is a 12 unit apartment. The owner signed the petition in support of the subdivision. Of the 12 units, 10 signed in support of the proposal. I was unable to reach unit #6 despite five attempts at different times of day. Unit #2 declined to sign the petition stating he currently had no opinion on the proposal.



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at

2822 CEDAR HILL RD. / 2826 Cedar Hill Rd.

to the following Small Lot Zone:

R1 S2

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)

Daniel Griffith *on behalf of Chamberlain Holdings*

(see note above)

ADDRESS:

1388 Hillside

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:

Looks like a great addition to the neighbourhood!

Aug 21, 2014  
Date

  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN, am conducting the petition requirements for the  
(print name)

property located at 2822/2826 CEDAR HILL RD

to the following Small Lot Zone: R1 S2

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) MICHELE PUNGENTE (see note above)

ADDRESS: 1-1380 Hillside 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:

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March 23, 2015  
Date

M. Pungente  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at

2822/2826 CEDAR Hill Rd

to the following Small Lot Zone:

R1 S2

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)

Alexander Gubston

(see note above)

ADDRESS:

2-1388 Hillside Ave V8T 2B5

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:

Good looking House, nice work!

Date

Signature

## SMALL LOT HOUSE REZONING PETITION

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

Cam Brown (print name), am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Rd.

to the following Small Lot Zone: R1-52

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) Elise M Cook (see note above)

ADDRESS: 1388 Murphy Road Hillside Ave #4

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:

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March 23/15  
Date

Elise M Cook  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at

2822 CEDAR HILL RD / 2826 Cedar Hill Rd.

to the following Small Lot Zone:

R1 S2

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)

Paul Bell

(see note above)

ADDRESS:

1388 #5 Hillside 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:

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Aug 23, 2014  
Date

[Signature]  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

Cam Brown (print name), am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Rd

to the following Small Lot Zone: R1 - S2

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) Leyna Senger (see note above)

ADDRESS: 1388 Hillside Ave Suite 7

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:

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March 23 '15  
Date

[Signature]  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROW (print name), am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Rd

to the following Small Lot Zone: R1-52

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) CRYSTAL COOK (see note above)

ADDRESS: #8-1388 HILLSIDE 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:

Super cute house!

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

March 23/15  
Date

Crystal Cook  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at

2822 CEDAR HILL RD. / 2826 Cedar Hill Rd

to the following Small Lot Zone:

R1 S2

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) MARK KERRY (see note above)

ADDRESS: 9-1388 HILLSIDE AVE VICTORIA

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:

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Aug 11/14  
Date

Mark Kerry  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

Can Brown  
(print name)

, am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Rd

to the following Small Lot Zone: R1-S2

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) Katie Jansen (see note above)

ADDRESS: 10 1389 hillside 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:

looks great!

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

March 23, 2015  
Date

Katie Jansen  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

Cam Brown, am conducting the petition requirements for the  
(print name)

property located at 2822/2826 Cedar Hill Rd.

to the following Small Lot Zone: R1 S2

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) Danielle Altas (see note above)

ADDRESS: 11-1388 Hylbide 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:

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March 23 2015  
Date

Danielle Altas  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN (print name), am conducting the petition requirements for the

property located at 2822 CEDAR HILL RD. / 2826 Cedar Hill RD

to the following Small Lot Zone: R1 S2

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) \_\_\_\_\_ (see note above)

ADDRESS: 12 - 1388 HILLSIDE AVENUE - V8T2B5

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:

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Aug 20 2014  
Date

[Signature]  
Signature

### SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at 2822/2826

to the following Small Lot Zone: R1-S2

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) Robert Topp (see note above)

ADDRESS: 2827 Cedar Hill Road

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:

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Date

Signature



## SMALL LOT HOUSE REZONING PETITION

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

CAM Brown, am conducting the petition requirements for the  
(print name)

property located at 2822/2826 CEDAR HILL RD

to the following Small Lot Zone: R1 S2

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) Yozumi Miyazaki (see note above)

ADDRESS: 1- 2827 Cedar Hill

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:

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Date

Signature



**Description of Approach to Petitioning 2840/42, 2850/52, 2860/62 Cedar Hill Rd..**

The owner of the 3 duplexes located at 2840/42, 2850/52, 2860/62 Cedar Hill Rd. supports the small lot subdivision application and has signed the petition indicating his support. The tenants were not petitioned as although they are very near the development they are not adjacent properties.

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at 2822 and 2826 CEDAR HILL ROAD

to the following Small Lot Zone: R1-S2

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) PAUL B. GOODMAN (see note above)

ADDRESS: 1757 FORT ST

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:

The more housing the lower of taxes  
for the rest of us. I own property at  
12840-42 - 2850-52 - 2860+62 Cedar Hill  
Rd. close to house rezoning petition.

Oct 28/14  
Date

Paul B Goodman  
Signature

**Description of Approach to Petitioning 1366 Hillside Ave.**

1366 Hillside Ave. is a 50 unit condominium building. Prior to the CALUC meeting in October, 2014, I taped a rendering of the proposed small lot subdivision to the front entrance foyer area. Contact information for Cam Brown and the Oaklands Community center was on the document. One occupant, whose unit faces the proposed development and could be impacted by activities involved in the subdivision, contacted the community liaison (Ben Clarke). The contact information was passed on to me and I met in person with the occupant/ owner of unit #406. We discussed what potential impacts there may be (noise levels, hours of work, design and height of proposed home etc.). The occupant showed great support for the development and signed the petition indicating their support. Prior to the CALUC meeting the City of Victoria mailed out information regarding time and location of the CALUC meeting in October, 2014. The owner of unit #406 was one of only three people who attended the CALUC meeting. At the meeting continued support was shown by the occupant/ owner of unit #406. The owner of unit #214 also signed the petition supporting the development. No other units in the 1366 Hillside Ave. condominium complex have made contact



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at 2822 / 2826 CEDAR HILL RD

to the following Small Lot Zone: R1 S2

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) Philip Ross (see note above)

ADDRESS: 2833 Cedar Hill Rd

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:

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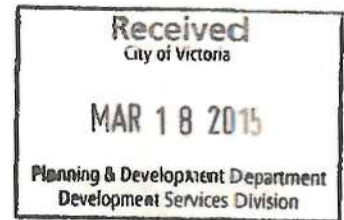
Aug. 15 / 2014  
Date

  
Signature



**Description of Approach to Petitioning 2827 Cedar Hill Rd..**

2827 Cedar Hill Rd. is a 4 unit apartment building. The owner supports the small lot subdivision application and has signed the petition. After repeated attempts to reach each of the four units, two tenants signed in support. I have been unable to reach the other two tenants.



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at 2822 / 2826 CEDAR HILL RD

to the following Small Lot Zone: R1-S2

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) JAMES A GONG (see note above)

ADDRESS: 2827 CEDAR HILL RD

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:

THE PROPOSED HOUSE WOULD BE A  
WELCOME IMPROVEMENT TO THE AREA

Mar. 9/2015  
Date

[Signature]  
Signature

**Description of Approach to Petitioning 2815 Cedar Hill Rd.**

2815 Cedar Hill Rd. is Church. After contacting approximately 5 different church officials who were unsure about the church's status as it may be up for sale and as a result unclear about their ability to sign such a petition; I randomly stopped in on a whim and a high ranking church administrator /official was in the building. He signed in support of the application.

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN (print name), am conducting the petition requirements for the

property located at 2822/2826 Cedar Hill Rd

to the following Small Lot Zone: R1-S2

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) (church representative) (see note above)

ADDRESS: 2815 CEDAR HILL RD

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:

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Nov 18 / 2014  
Date

Ginther Sande  
Signature



## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN (print name), am conducting the petition requirements for the

property located at 2822/2826

to the following Small Lot Zone: R1 S2

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) Janet Clark (see note above)

ADDRESS: 406-1366 Hillside

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:

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Oct 21/14  
Date

[Signature]  
Signature

## SMALL LOT HOUSE REZONING PETITION

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

CAM BROWN  
(print name)

, am conducting the petition requirements for the

property located at 2822 / 2826

to the following Small Lot Zone: R1 S2

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) DEAN ARNOLD (see note above)

ADDRESS: 214-1366 HILLSIDE 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.

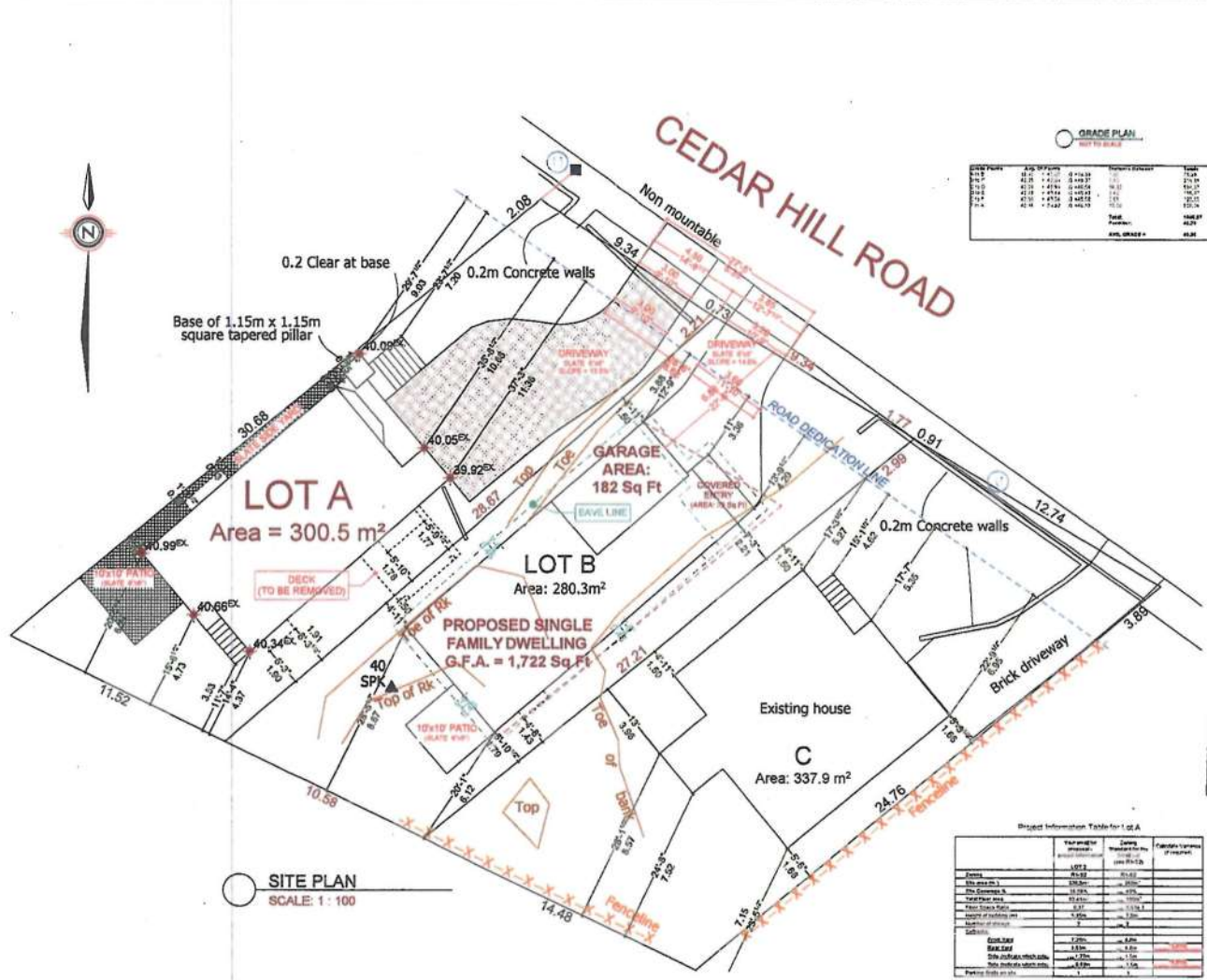
Comments:

I think the plans look good and the proposed development  
will be a nice addition to the area

OCT 20 / 2014  
Date

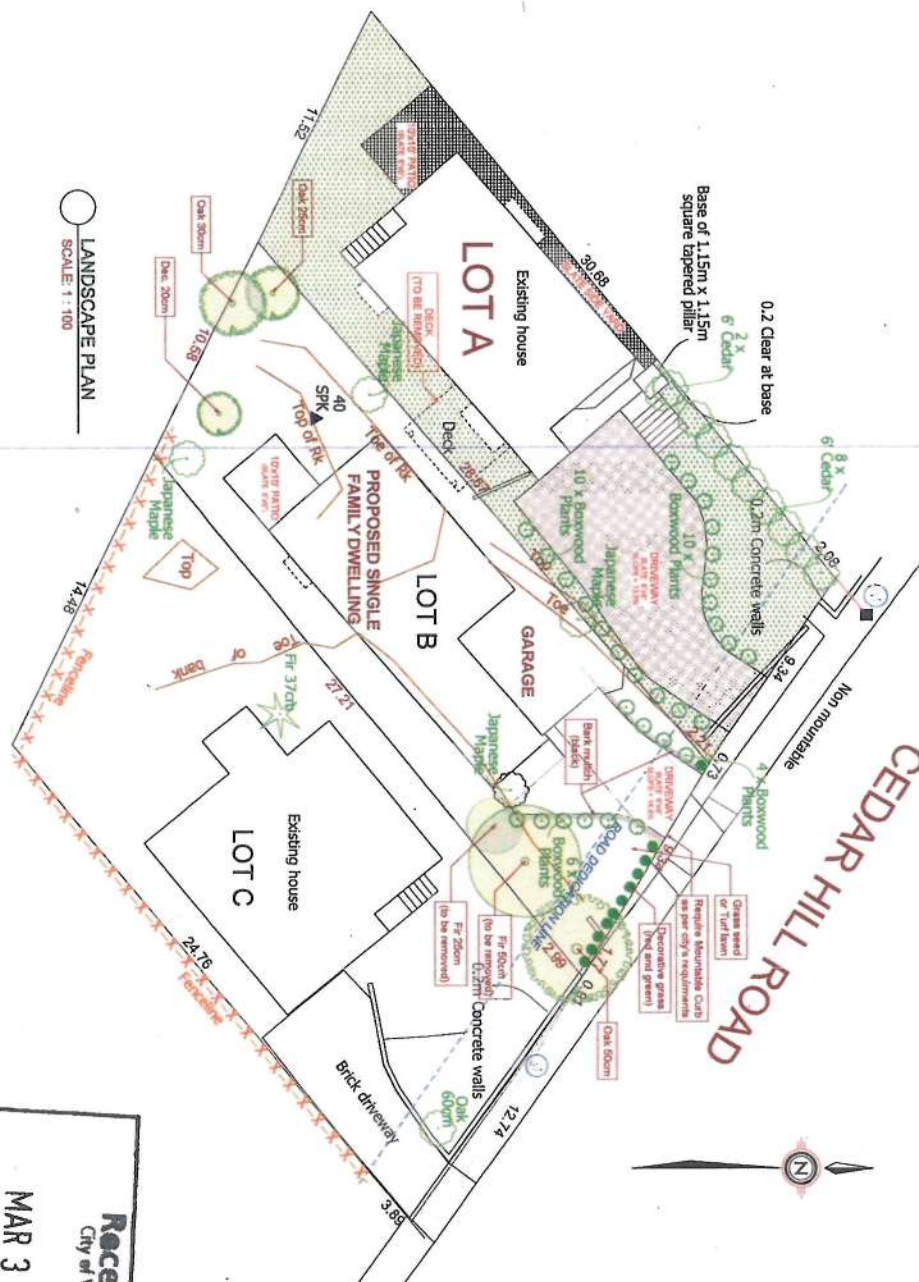
  
Signature






**GRADE PLAN**  
 NOT TO SCALE

| Grade Points | Angle of Face | Distance Between | Total  |
|--------------|---------------|------------------|--------|
| 10.0         | 12.1          | 1.17             | 71.49  |
| 10.1         | 12.2          | 1.18             | 71.61  |
| 10.2         | 12.3          | 1.19             | 71.73  |
| 10.3         | 12.4          | 1.20             | 71.85  |
| 10.4         | 12.5          | 1.21             | 71.97  |
| 10.5         | 12.6          | 1.22             | 72.09  |
| 10.6         | 12.7          | 1.23             | 72.21  |
| 10.7         | 12.8          | 1.24             | 72.33  |
| 10.8         | 12.9          | 1.25             | 72.45  |
| 10.9         | 13.0          | 1.26             | 72.57  |
| 11.0         | 13.1          | 1.27             | 72.69  |
| 11.1         | 13.2          | 1.28             | 72.81  |
| 11.2         | 13.3          | 1.29             | 72.93  |
| 11.3         | 13.4          | 1.30             | 73.05  |
| 11.4         | 13.5          | 1.31             | 73.17  |
| 11.5         | 13.6          | 1.32             | 73.29  |
| 11.6         | 13.7          | 1.33             | 73.41  |
| 11.7         | 13.8          | 1.34             | 73.53  |
| 11.8         | 13.9          | 1.35             | 73.65  |
| 11.9         | 14.0          | 1.36             | 73.77  |
| 12.0         | 14.1          | 1.37             | 73.89  |
| 12.1         | 14.2          | 1.38             | 74.01  |
| 12.2         | 14.3          | 1.39             | 74.13  |
| 12.3         | 14.4          | 1.40             | 74.25  |
| 12.4         | 14.5          | 1.41             | 74.37  |
| 12.5         | 14.6          | 1.42             | 74.49  |
| 12.6         | 14.7          | 1.43             | 74.61  |
| 12.7         | 14.8          | 1.44             | 74.73  |
| 12.8         | 14.9          | 1.45             | 74.85  |
| 12.9         | 15.0          | 1.46             | 74.97  |
| 13.0         | 15.1          | 1.47             | 75.09  |
| 13.1         | 15.2          | 1.48             | 75.21  |
| 13.2         | 15.3          | 1.49             | 75.33  |
| 13.3         | 15.4          | 1.50             | 75.45  |
| 13.4         | 15.5          | 1.51             | 75.57  |
| 13.5         | 15.6          | 1.52             | 75.69  |
| 13.6         | 15.7          | 1.53             | 75.81  |
| 13.7         | 15.8          | 1.54             | 75.93  |
| 13.8         | 15.9          | 1.55             | 76.05  |
| 13.9         | 16.0          | 1.56             | 76.17  |
| 14.0         | 16.1          | 1.57             | 76.29  |
| 14.1         | 16.2          | 1.58             | 76.41  |
| 14.2         | 16.3          | 1.59             | 76.53  |
| 14.3         | 16.4          | 1.60             | 76.65  |
| 14.4         | 16.5          | 1.61             | 76.77  |
| 14.5         | 16.6          | 1.62             | 76.89  |
| 14.6         | 16.7          | 1.63             | 77.01  |
| 14.7         | 16.8          | 1.64             | 77.13  |
| 14.8         | 16.9          | 1.65             | 77.25  |
| 14.9         | 17.0          | 1.66             | 77.37  |
| 15.0         | 17.1          | 1.67             | 77.49  |
| 15.1         | 17.2          | 1.68             | 77.61  |
| 15.2         | 17.3          | 1.69             | 77.73  |
| 15.3         | 17.4          | 1.70             | 77.85  |
| 15.4         | 17.5          | 1.71             | 77.97  |
| 15.5         | 17.6          | 1.72             | 78.09  |
| 15.6         | 17.7          | 1.73             | 78.21  |
| 15.7         | 17.8          | 1.74             | 78.33  |
| 15.8         | 17.9          | 1.75             | 78.45  |
| 15.9         | 18.0          | 1.76             | 78.57  |
| 16.0         | 18.1          | 1.77             | 78.69  |
| 16.1         | 18.2          | 1.78             | 78.81  |
| 16.2         | 18.3          | 1.79             | 78.93  |
| 16.3         | 18.4          | 1.80             | 79.05  |
| 16.4         | 18.5          | 1.81             | 79.17  |
| 16.5         | 18.6          | 1.82             | 79.29  |
| 16.6         | 18.7          | 1.83             | 79.41  |
| 16.7         | 18.8          | 1.84             | 79.53  |
| 16.8         | 18.9          | 1.85             | 79.65  |
| 16.9         | 19.0          | 1.86             | 79.77  |
| 17.0         | 19.1          | 1.87             | 79.89  |
| 17.1         | 19.2          | 1.88             | 80.01  |
| 17.2         | 19.3          | 1.89             | 80.13  |
| 17.3         | 19.4          | 1.90             | 80.25  |
| 17.4         | 19.5          | 1.91             | 80.37  |
| 17.5         | 19.6          | 1.92             | 80.49  |
| 17.6         | 19.7          | 1.93             | 80.61  |
| 17.7         | 19.8          | 1.94             | 80.73  |
| 17.8         | 19.9          | 1.95             | 80.85  |
| 17.9         | 20.0          | 1.96             | 80.97  |
| 18.0         | 20.1          | 1.97             | 81.09  |
| 18.1         | 20.2          | 1.98             | 81.21  |
| 18.2         | 20.3          | 1.99             | 81.33  |
| 18.3         | 20.4          | 2.00             | 81.45  |
| 18.4         | 20.5          | 2.01             | 81.57  |
| 18.5         | 20.6          | 2.02             | 81.69  |
| 18.6         | 20.7          | 2.03             | 81.81  |
| 18.7         | 20.8          | 2.04             | 81.93  |
| 18.8         | 20.9          | 2.05             | 82.05  |
| 18.9         | 21.0          | 2.06             | 82.17  |
| 19.0         | 21.1          | 2.07             | 82.29  |
| 19.1         | 21.2          | 2.08             | 82.41  |
| 19.2         | 21.3          | 2.09             | 82.53  |
| 19.3         | 21.4          | 2.10             | 82.65  |
| 19.4         | 21.5          | 2.11             | 82.77  |
| 19.5         | 21.6          | 2.12             | 82.89  |
| 19.6         | 21.7          | 2.13             | 83.01  |
| 19.7         | 21.8          | 2.14             | 83.13  |
| 19.8         | 21.9          | 2.15             | 83.25  |
| 19.9         | 22.0          | 2.16             | 83.37  |
| 20.0         | 22.1          | 2.17             | 83.49  |
| 20.1         | 22.2          | 2.18             | 83.61  |
| 20.2         | 22.3          | 2.19             | 83.73  |
| 20.3         | 22.4          | 2.20             | 83.85  |
| 20.4         | 22.5          | 2.21             | 83.97  |
| 20.5         | 22.6          | 2.22             | 84.09  |
| 20.6         | 22.7          | 2.23             | 84.21  |
| 20.7         | 22.8          | 2.24             | 84.33  |
| 20.8         | 22.9          | 2.25             | 84.45  |
| 20.9         | 23.0          | 2.26             | 84.57  |
| 21.0         | 23.1          | 2.27             | 84.69  |
| 21.1         | 23.2          | 2.28             | 84.81  |
| 21.2         | 23.3          | 2.29             | 84.93  |
| 21.3         | 23.4          | 2.30             | 85.05  |
| 21.4         | 23.5          | 2.31             | 85.17  |
| 21.5         | 23.6          | 2.32             | 85.29  |
| 21.6         | 23.7          | 2.33             | 85.41  |
| 21.7         | 23.8          | 2.34             | 85.53  |
| 21.8         | 23.9          | 2.35             | 85.65  |
| 21.9         | 24.0          | 2.36             | 85.77  |
| 22.0         | 24.1          | 2.37             | 85.89  |
| 22.1         | 24.2          | 2.38             | 86.01  |
| 22.2         | 24.3          | 2.39             | 86.13  |
| 22.3         | 24.4          | 2.40             | 86.25  |
| 22.4         | 24.5          | 2.41             | 86.37  |
| 22.5         | 24.6          | 2.42             | 86.49  |
| 22.6         | 24.7          | 2.43             | 86.61  |
| 22.7         | 24.8          | 2.44             | 86.73  |
| 22.8         | 24.9          | 2.45             | 86.85  |
| 22.9         | 25.0          | 2.46             | 86.97  |
| 23.0         | 25.1          | 2.47             | 87.09  |
| 23.1         | 25.2          | 2.48             | 87.21  |
| 23.2         | 25.3          | 2.49             | 87.33  |
| 23.3         | 25.4          | 2.50             | 87.45  |
| 23.4         | 25.5          | 2.51             | 87.57  |
| 23.5         | 25.6          | 2.52             | 87.69  |
| 23.6         | 25.7          | 2.53             | 87.81  |
| 23.7         | 25.8          | 2.54             | 87.93  |
| 23.8         | 25.9          | 2.55             | 88.05  |
| 23.9         | 26.0          | 2.56             | 88.17  |
| 24.0         | 26.1          | 2.57             | 88.29  |
| 24.1         | 26.2          | 2.58             | 88.41  |
| 24.2         | 26.3          | 2.59             | 88.53  |
| 24.3         | 26.4          | 2.60             | 88.65  |
| 24.4         | 26.5          | 2.61             | 88.77  |
| 24.5         | 26.6          | 2.62             | 88.89  |
| 24.6         | 26.7          | 2.63             | 89.01  |
| 24.7         | 26.8          | 2.64             | 89.13  |
| 24.8         | 26.9          | 2.65             | 89.25  |
| 24.9         | 27.0          | 2.66             | 89.37  |
| 25.0         | 27.1          | 2.67             | 89.49  |
| 25.1         | 27.2          | 2.68             | 89.61  |
| 25.2         | 27.3          | 2.69             | 89.73  |
| 25.3         | 27.4          | 2.70             | 89.85  |
| 25.4         | 27.5          | 2.71             | 89.97  |
| 25.5         | 27.6          | 2.72             | 90.09  |
| 25.6         | 27.7          | 2.73             | 90.21  |
| 25.7         | 27.8          | 2.74             | 90.33  |
| 25.8         | 27.9          | 2.75             | 90.45  |
| 25.9         | 28.0          | 2.76             | 90.57  |
| 26.0         | 28.1          | 2.77             | 90.69  |
| 26.1         | 28.2          | 2.78             | 90.81  |
| 26.2         | 28.3          | 2.79             | 90.93  |
| 26.3         | 28.4          | 2.80             | 91.05  |
| 26.4         | 28.5          | 2.81             | 91.17  |
| 26.5         | 28.6          | 2.82             | 91.29  |
| 26.6         | 28.7          | 2.83             | 91.41  |
| 26.7         | 28.8          | 2.84             | 91.53  |
| 26.8         | 28.9          | 2.85             | 91.65  |
| 26.9         | 29.0          | 2.86             | 91.77  |
| 27.0         | 29.1          | 2.87             | 91.89  |
| 27.1         | 29.2          | 2.88             | 92.01  |
| 27.2         | 29.3          | 2.89             | 92.13  |
| 27.3         | 29.4          | 2.90             | 92.25  |
| 27.4         | 29.5          | 2.91             | 92.37  |
| 27.5         | 29.6          | 2.92             | 92.49  |
| 27.6         | 29.7          | 2.93             | 92.61  |
| 27.7         | 29.8          | 2.94             | 92.73  |
| 27.8         | 29.9          | 2.95             | 92.85  |
| 27.9         | 30.0          | 2.96             | 92.97  |
| 28.0         | 30.1          | 2.97             | 93.09  |
| 28.1         | 30.2          | 2.98             | 93.21  |
| 28.2         | 30.3          | 2.99             | 93.33  |
| 28.3         | 30.4          | 3.00             | 93.45  |
| 28.4         | 30.5          | 3.01             | 93.57  |
| 28.5         | 30.6          | 3.02             | 93.69  |
| 28.6         | 30.7          | 3.03             | 93.81  |
| 28.7         | 30.8          | 3.04             | 93.93  |
| 28.8         | 30.9          | 3.05             | 94.05  |
| 28.9         | 31.0          | 3.06             | 94.17  |
| 29.0         | 31.1          | 3.07             | 94.29  |
| 29.1         | 31.2          | 3.08             | 94.41  |
| 29.2         | 31.3          | 3.09             | 94.53  |
| 29.3         | 31.4          | 3.10             | 94.65  |
| 29.4         | 31.5          | 3.11             | 94.77  |
| 29.5         | 31.6          | 3.12             | 94.89  |
| 29.6         | 31.7          | 3.13             | 95.01  |
| 29.7         | 31.8          | 3.14             | 95.13  |
| 29.8         | 31.9          | 3.15             | 95.25  |
| 29.9         | 32.0          | 3.16             | 95.37  |
| 30.0         | 32.1          | 3.17             | 95.49  |
| 30.1         | 32.2          | 3.18             | 95.61  |
| 30.2         | 32.3          | 3.19             | 95.73  |
| 30.3         | 32.4          | 3.20             | 95.85  |
| 30.4         | 32.5          | 3.21             | 95.97  |
| 30.5         | 32.6          | 3.22             | 96.09  |
| 30.6         | 32.7          | 3.23             | 96.21  |
| 30.7         | 32.8          | 3.24             | 96.33  |
| 30.8         | 32.9          | 3.25             | 96.45  |
| 30.9         | 33.0          | 3.26             | 96.57  |
| 31.0         | 33.1          | 3.27             | 96.69  |
| 31.1         | 33.2          | 3.28             | 96.81  |
| 31.2         | 33.3          | 3.29             | 96.93  |
| 31.3         | 33.4          | 3.30             | 97.05  |
| 31.4         | 33.5          | 3.31             | 97.17  |
| 31.5         | 33.6          | 3.32             | 97.29  |
| 31.6         | 33.7          | 3.33             | 97.41  |
| 31.7         | 33.8          | 3.34             | 97.53  |
| 31.8         | 33.9          | 3.35             | 97.65  |
| 31.9         | 34.0          | 3.36             | 97.77  |
| 32.0         | 34.1          | 3.37             | 97.89  |
| 32.1         | 34.2          | 3.38             | 98.01  |
| 32.2         | 34.3          | 3.39             | 98.13  |
| 32.3         | 34.4          | 3.40             | 98.25  |
| 32.4         | 34.5          | 3.41             | 98.37  |
| 32.5         | 34.6          | 3.42             | 98.49  |
| 32.6         | 34.7          | 3.43             | 98.61  |
| 32.7         | 34.8          | 3.44             | 98.73  |
| 32.8         | 34.9          | 3.45             | 98.85  |
| 32.9         | 35.0          | 3.46             | 98.97  |
| 33.0         | 35.1          | 3.47             | 99.09  |
| 33.1         | 35.2          | 3.48             | 99.21  |
| 33.2         | 35.3          | 3.49             | 99.33  |
| 33.3         | 35.4          | 3.50             | 99.45  |
| 33.4         | 35.5          | 3.51             | 99.57  |
| 33.5         | 35.6          | 3.52             | 99.69  |
| 33.6         | 35.7          | 3.53             | 99.81  |
| 33.7         | 35.8          | 3.54             | 99.93  |
| 33.8         | 35.9          | 3.55             | 100.05 |
| 33.9         | 36.0          | 3.56             | 100.17 |
| 34.0         | 36.1          | 3.57             | 100.29 |
| 34.1         | 36.2          | 3.58             | 100.41 |
| 34.2         | 36.3          | 3.59             | 100.53 |
| 34.3         | 36.4          | 3.60             | 100.65 |
| 34.4         | 36.5          | 3.61             | 100.77 |
| 34.5         | 36.6          | 3.62             | 100.89 |
| 34.6         | 36.7          | 3.63             | 101.01 |
| 34.7         | 36.8          | 3.64             | 101.13 |
| 34.8         | 36.9          | 3.65             | 101.25 |
| 34.9         | 37.0          | 3.66             | 101.37 |
| 35.0         | 37.1          | 3.67             | 101.49 |
| 35.1         | 37.2          | 3.68             | 101.61 |
| 35.2         | 37.3          | 3.69             | 101.73 |
| 35.3         | 37.4          | 3.70             | 101.85 |
| 35.4         | 37.5          | 3.71             | 101.97 |
| 35.5         | 37.6          | 3.72             | 102.09 |
| 35.6         | 37.7          | 3.73             | 102.21 |
| 35.7         | 37.8          | 3.74             | 102.33 |
| 35.8         | 37.9          | 3.75             | 102.45 |
| 35.9         | 38.0          | 3.76             | 102.57 |
| 36.0         | 38.1          | 3.77             | 102.69 |
| 36.1         | 38.2          | 3.78             | 102.81 |
| 36.2         | 38.3          | 3.79             | 102.93 |
| 36.3         | 38.4          | 3.80             | 103.05 |
| 36.4         | 38.5          | 3.81             | 103.17 |
| 36.5         | 38.6          | 3.82             | 103.29 |
| 36.6         | 38.7          | 3.83             | 103.41 |
| 36.7         | 38.8          | 3.84             | 103.53 |
| 36.8         | 38.9          | 3.85             | 103.65 |
| 36.9         | 39.0          | 3.86             | 103.77 |
| 37.0         | 39.1          | 3.87             | 103.89 |
| 37.1         | 39.2          | 3.88             | 104.01 |
| 37.2         | 39.3          | 3.89             | 104.13 |
| 37.3         | 39.4          | 3.90             | 104.25 |
| 37.4         | 39.5          | 3.91             | 104.37 |
| 37.5         | 39.6          | 3.92             | 104.49 |
| 37.6         | 39.7          | 3.93             | 104.61 |
| 37.7         | 39.8          | 3.94             | 104.73 |
| 37.8         | 39.9          | 3.95             | 104.85 |
| 37.9         | 40.0          | 3.96             | 104.97 |
| 38.0         | 40.1          | 3.97             | 105.09 |
| 38.1         | 40.2          | 3.98             | 105.21 |
| 38.2         | 40.3          | 3.99             | 105.33 |
| 38.3         | 40.4          | 4.00             | 105.45 |
| 38.4         |               |                  |        |



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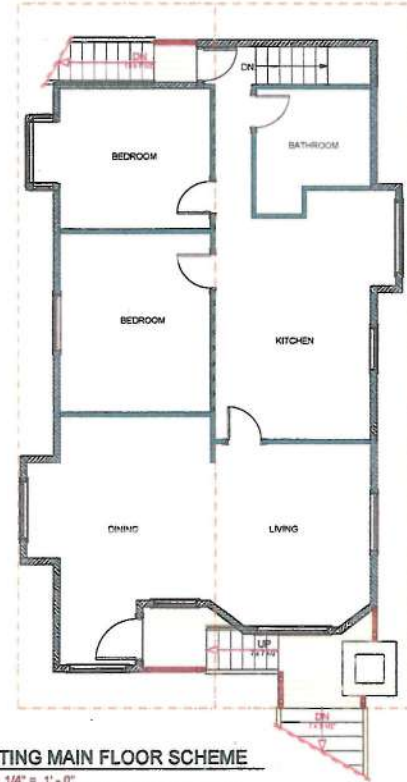
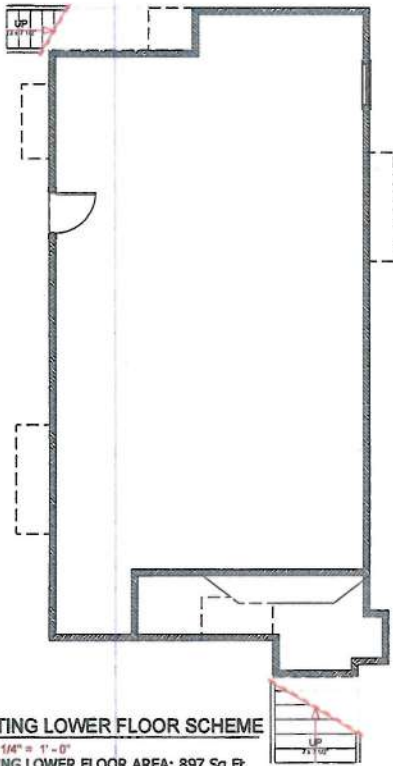
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**LEGEND:**  
**Plant List**

- 4-5 Japanese Maple Trees
- Decorative grass (red and green)
- 4-6 Pavers (forwards and paths)
- 4-6 mulch (black)
- 4-6 sand or Turf lawn (for new lawn area)
- 120 6' cedar hedge trees
- Numerical boxed plants (slope sides of driveway and paths)
- 4 different hedges between proposed lot A and neighbor's (south property)





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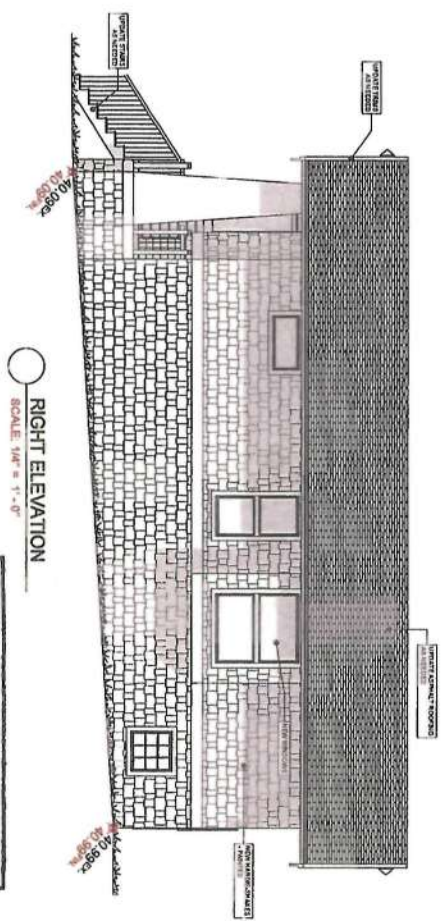
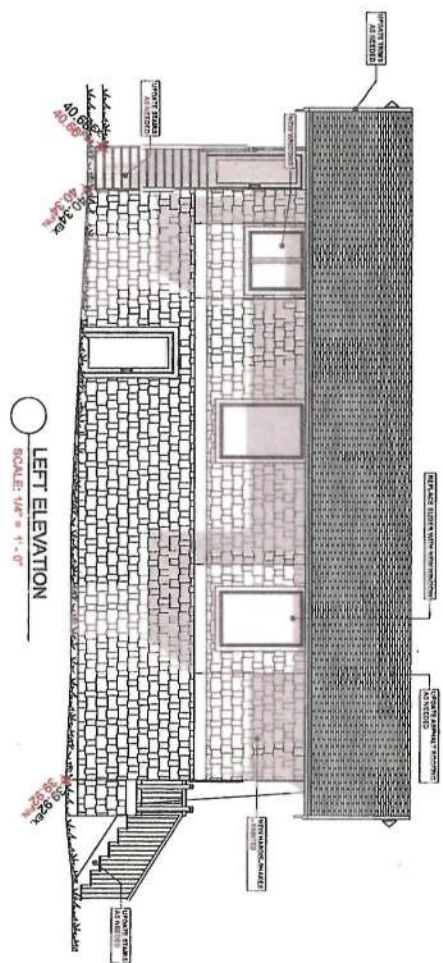
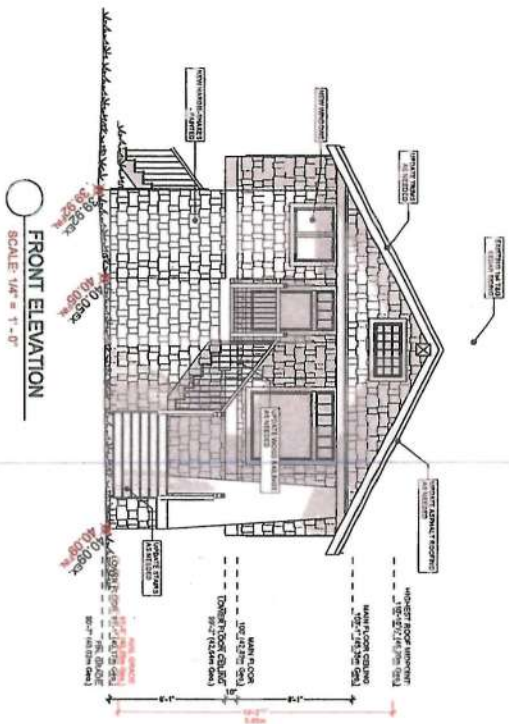
CUSTOMER:  
 ADDRESS:  
 2826 CEDAR HILL ROAD

DRAWING NAME:  
 EXISTING LOWER  
 AND MAIN FLOOR PLANS  
 DRAWING SCALE:  
 1/4"=1'-0"

ISSUE DATE:  
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 KYLE JEGGETT

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MAES REQUIREMENTS:  
Performance Grade of 30  
Water Test Pressure of 280 Pa

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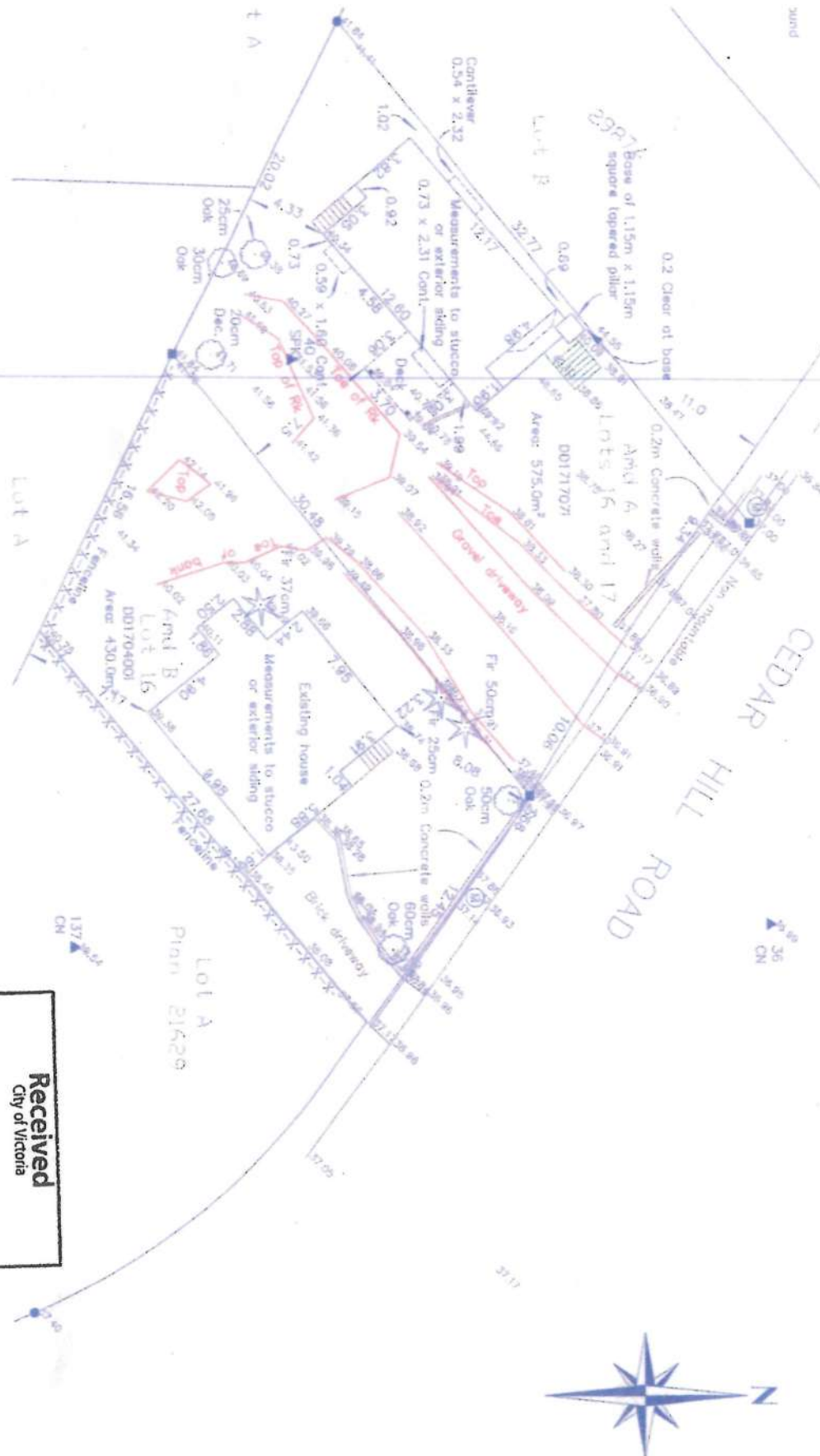
ISSUE DATE:  
MAR. 11, 2015  
DRAWN BY:  
KYLE LEGGETT

DRAWING NAME:  
**ELEVATIONS**  
DRAWING SCALE:  
1/4"=1'-0"

CUSTOMER:  
ADDRESS:  
2826 CEDAR HILL ROAD







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A2

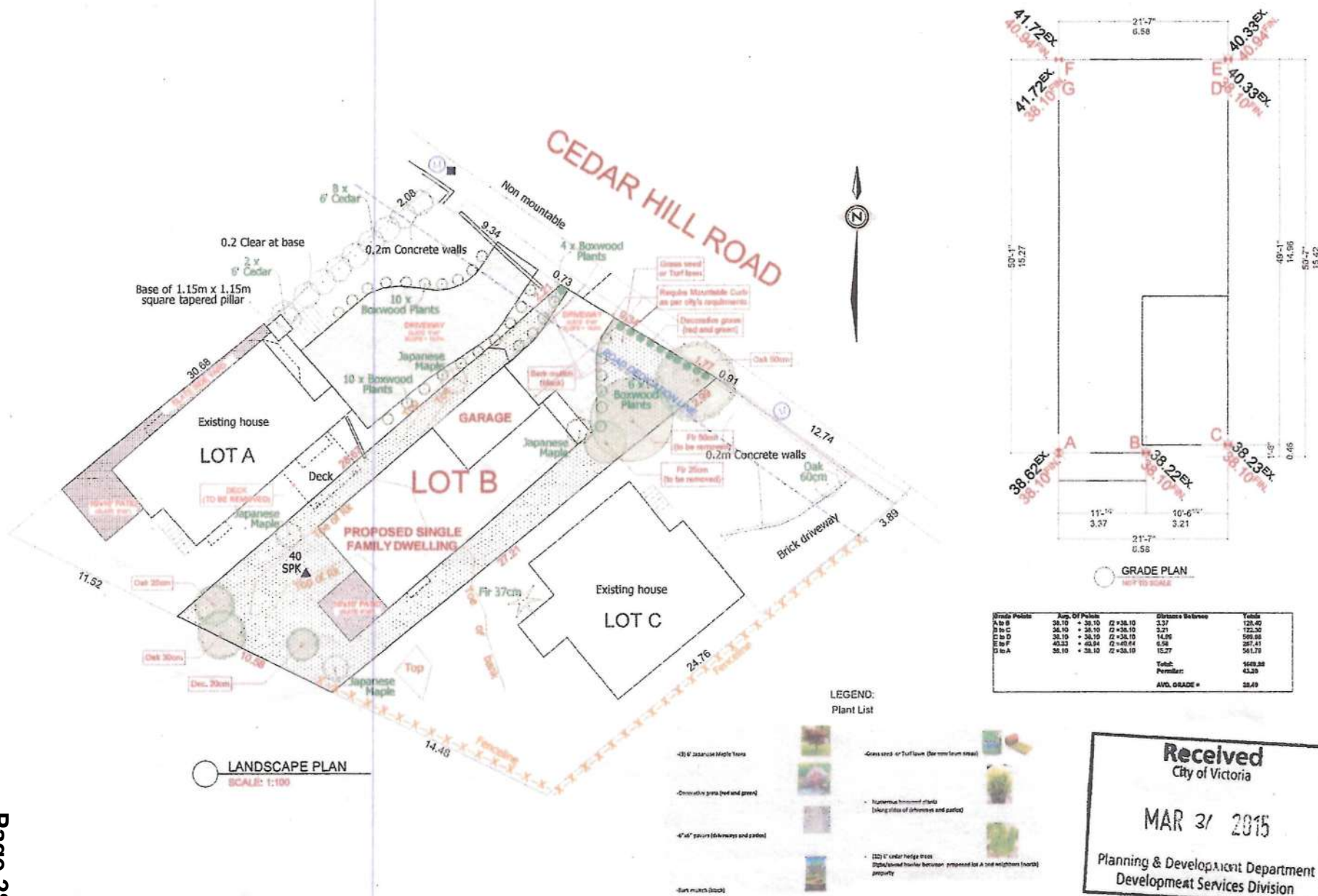
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EXISTING SITE PLAN  
DRAWING SCALE:  
1:100

CUSTOMER:  
CAMERON BROWN  
ADDRESS:  
LOT B CEDAR HILL ROAD





CUSTOMER:  
CAMERON BROWN  
ADDRESS:  
LOT B CEDAR HILL ROAD

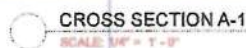
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LANDSCAPE PLAN  
AND GRADE PLAN  
DRAWING SCALE:  
1/8" = 1'-0"

ISSUE DATE:  
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A3

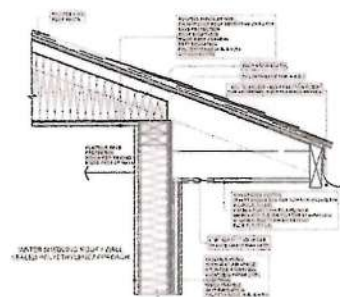
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| <b>CONSTRUCTION NOTES:</b>  |  |
|---|--|
| 1. 1/2" Insulation, 1" seal only<br>N/A, 1/2" ceiling channel   | Provide seal under<br>and VHB using<br>Weatherstriap Edge seal   |
| 2. Continuous gaskets   | use prefinished to 4" support<br>N/A, 1/2" ceiling channel   |
| 3. Aluminum Channels and Aluminum Surface<br>and weatherstriap on per plate   | 2" screws into on 1/2" VHB channels -<br>1/2" seal under 1/2" slight weatherstriap - 1<br>seal dampening |
| 4. All windows vinyl supply only<br>N/A, 1/2" ceiling channel on per<br>1/2" VHB Channels to doors to be<br>seal only plate | seal one end and mount old<br>collector weatherstriap  |
| 5. Insulate 1/2" rim, 1/2" thermal,<br>1/2" sealing with weatherstriap around<br>1/2" seal                                  | 1/2" VHB 1/2" post saddle on 1/2" channel<br>1/2" VHB rim, sealing 1/2" seal                             |
| 6. Provide drains to gutter system  | 4" Rim already Continuous Weatherstriap  |
| 7. 1/2" drainage with 1/2" seal cover   | Underside - no drainage seal   |

### CONSTRUCTION ASSEMBLIES:

1. 2" concrete floor reinforcement  
provided 18" Post-Tensioning T/S
2. 3x12 Floor Joist 19" O.C. top, Nail  
and Block 16" T/S placed  
1" bracing @ 7' O.C. top.
3. Asph/Flt Shingles, Insulating paper, 7/8" O.S.B.  
for 1/2" plywood, 2x6x8 Joists spaced  
16" max @ 7' O.C. top.
4. 2" at bracing 19" O.C. top.  
1/2" plywood Girth bracing
5. Plywood Sheat, 2" at joists, Plywood  
framed sheathing, 2" max 18" max bracing  
16" max @ 7' O.C. top.  
2x6x8 max members, 6" max 16" max, 17"  
19" max. (See elevation)



**SOFFIT DETAIL**  
SCALE: 1/4" = 1'-0"

CUSTOMER:  
CAMERON BROWN

ADDRESS:  
LOT B, CEDAR HILL ROAD

DRAWING NAME:  
CROSS SECTION A-1.  
ROAD PAVEMENT SCHEME  
AND SOFFIT DETAIL.  
DRAWING SCALE:  
1/4"=1'-0"

ISSUE DATE:  
MAR 09, 2015

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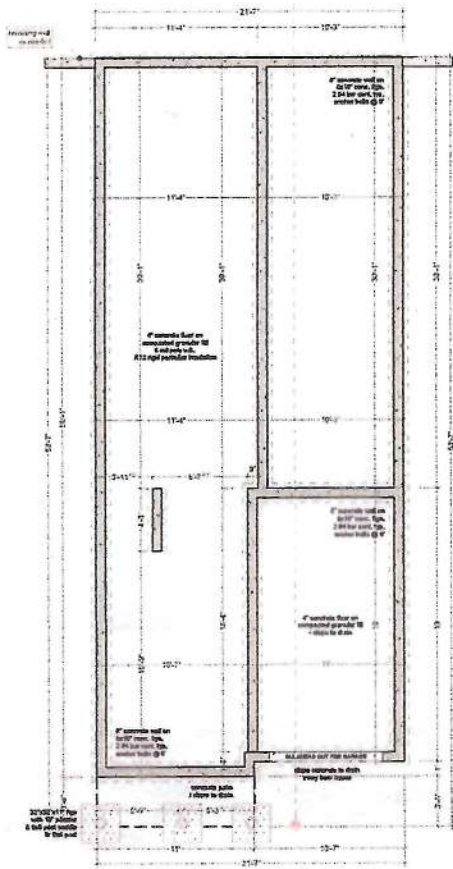
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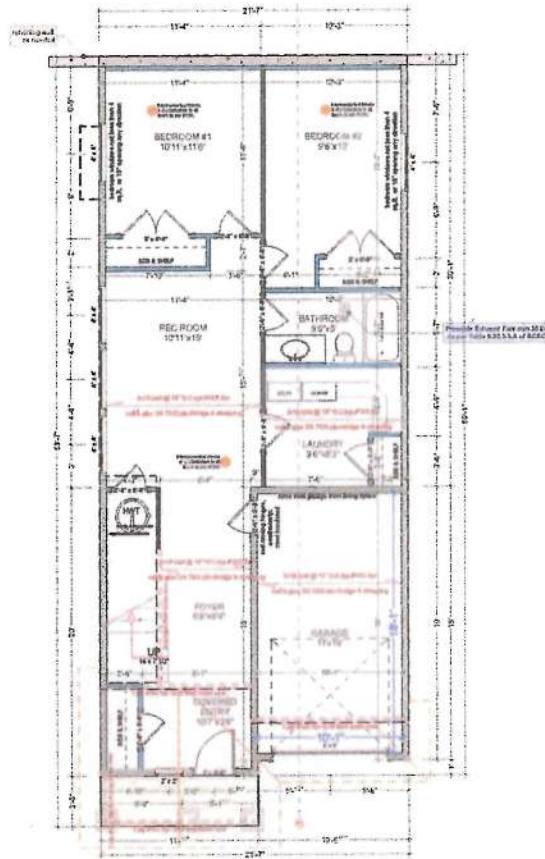
A4

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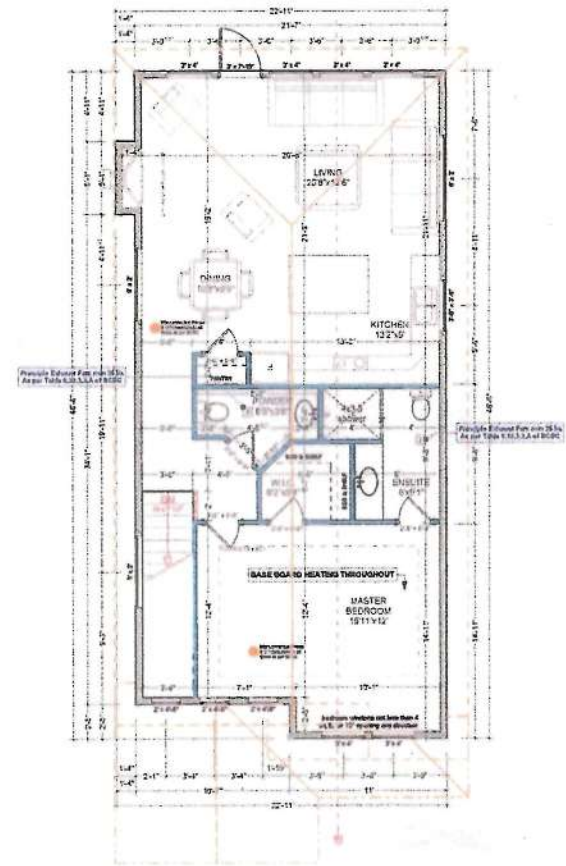




FOUNDATION PLAN (ON SLAB)  
SCALE: 1/4" = 1'-0"



MAIN FLOOR PLAN (8'-0 3/4" WALLS)  
SCALE: 1/4" = 1'-0"  
MAIN FLOOR AREA: 800 Sq Ft  
GARAGE AREA: 182 Sq Ft



UPPER FLOOR PLAN (9'-0 3/4" WALLS)  
SCALE: 1/4" = 1'-0"  
UPPER FLOOR AREA: 922 Sq Ft

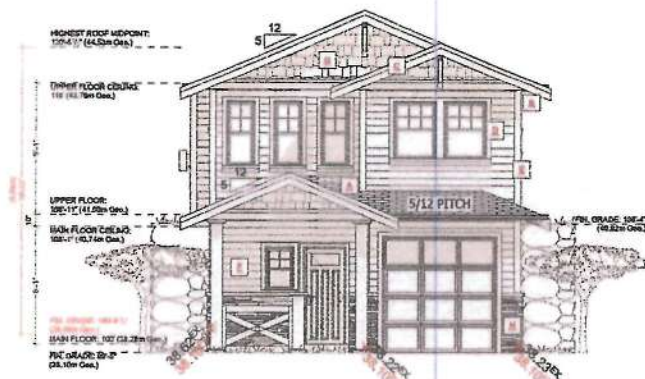
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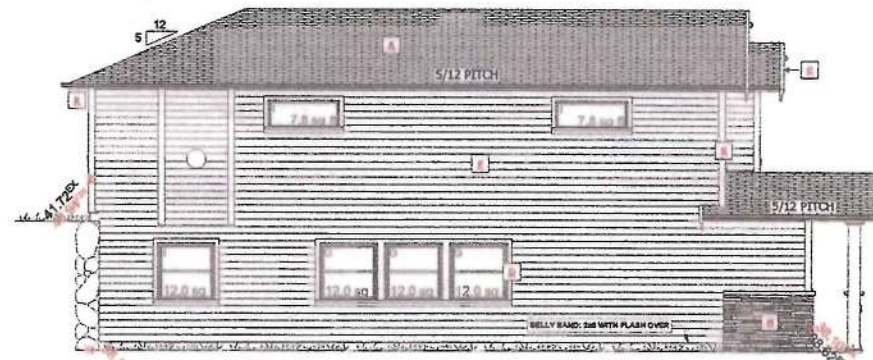
**Drawing Name:** FOUNDATION, MAIN AND UPPER FLOOR PLANS  
**Issue Date:** MAR 09, 2015  
**Drawn By:** KYLE LEGGETT  
**Drawing Scale:** 1/4" = 1'-0"

**Sheet Number:** A5  
**Project:** Victoria City Council - 25 Jun 2015



FRONT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

SCALE: 1/4" = 1'-0"

EXPOSING BUILDING FACE: 76.6m<sup>2</sup>  
LIMITING DISTANCE: 3.95m  
AREA OF GLAZED OPENINGS: 5.8m<sup>2</sup>  
% GLAZED OPENINGS: 7.4%  
% PERMITTED GLAZING (as per Table 9.10.15.4): 22.9%

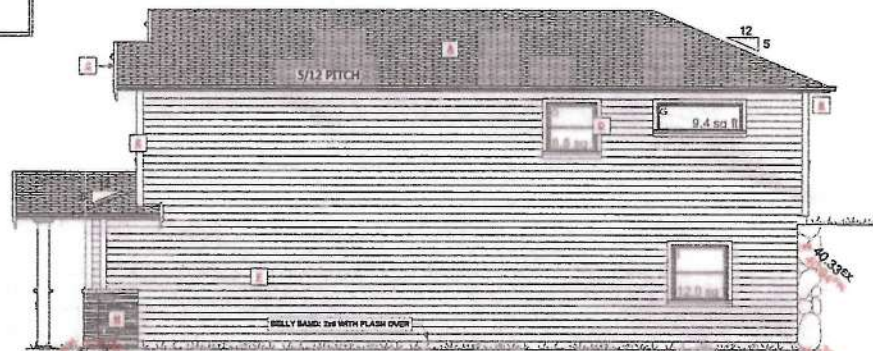
| EXTERIOR FINISHES SCHEDULE |  |               |  |
|----------------------------|--|---------------|--|
| 1 ROOFING                  | ASPHALT ROOFING WITH SINGLES<br>ROOF & HP GVS            | 2 CORNER TRIM | 1/4" CORNER BOARDS - PAINTED<br>STAINED                            |
| 3 GUTTER & SOFFIT          | ALUMINUM GUTTER AND<br>PVC-VENTED SOFFIT                 | 4 WALL FINISH | W/STANDARD LUG BOTTOM<br>1/4" OSB 1/2" GVS EXTERIOR<br>42 PER SILE |
| 5 SARGE BOARD              | 2x10 WITH 1/4" DOUBLE SARGE<br>BOARDS PAINTED TRIM COLOR | 6 GABLES      | CEDAR SHAKES - KAN<br>SCREWS PER SPEC                              |
| 7 WINDOW &<br>DOOR TRIM    | 1/4" TRIM BOARD - PAINTED/<br>STAINED                    | 8 STONE       | K2 STONE - KAN SCREWS<br>AS PER SPEC                               |

\*ALL WINDOWS MUST COMPLY WITH BCBC AND NRC REQUIREMENTS\*  
MUST BE CLEARLY LABELED ON ALL WINDOW UNITS UPON INSTALLATION FOR INSPECTION



REAR ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT ELEVATION

SCALE: 1/4" = 1'-0"

EXPOSING BUILDING FACE: 79.8m<sup>2</sup>  
LIMITING DISTANCE: 1.5m  
AREA OF GLAZED OPENINGS: 2.8m<sup>2</sup>  
% GLAZED OPENINGS: 3.5%  
% PERMITTED GLAZING (as per Table 9.10.15.4): 8%

TEST REQUIREMENTS:  
Performance Grade of 30  
Water Test Pressure of 260 Pa

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ELEVATIONS  
ISSUE DATE:  
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A7

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DRAWING NAME:  
**STREET SCAPE**

DRAWING SCALE:

ISSUE DATE:  
**MAR 05, 2015**

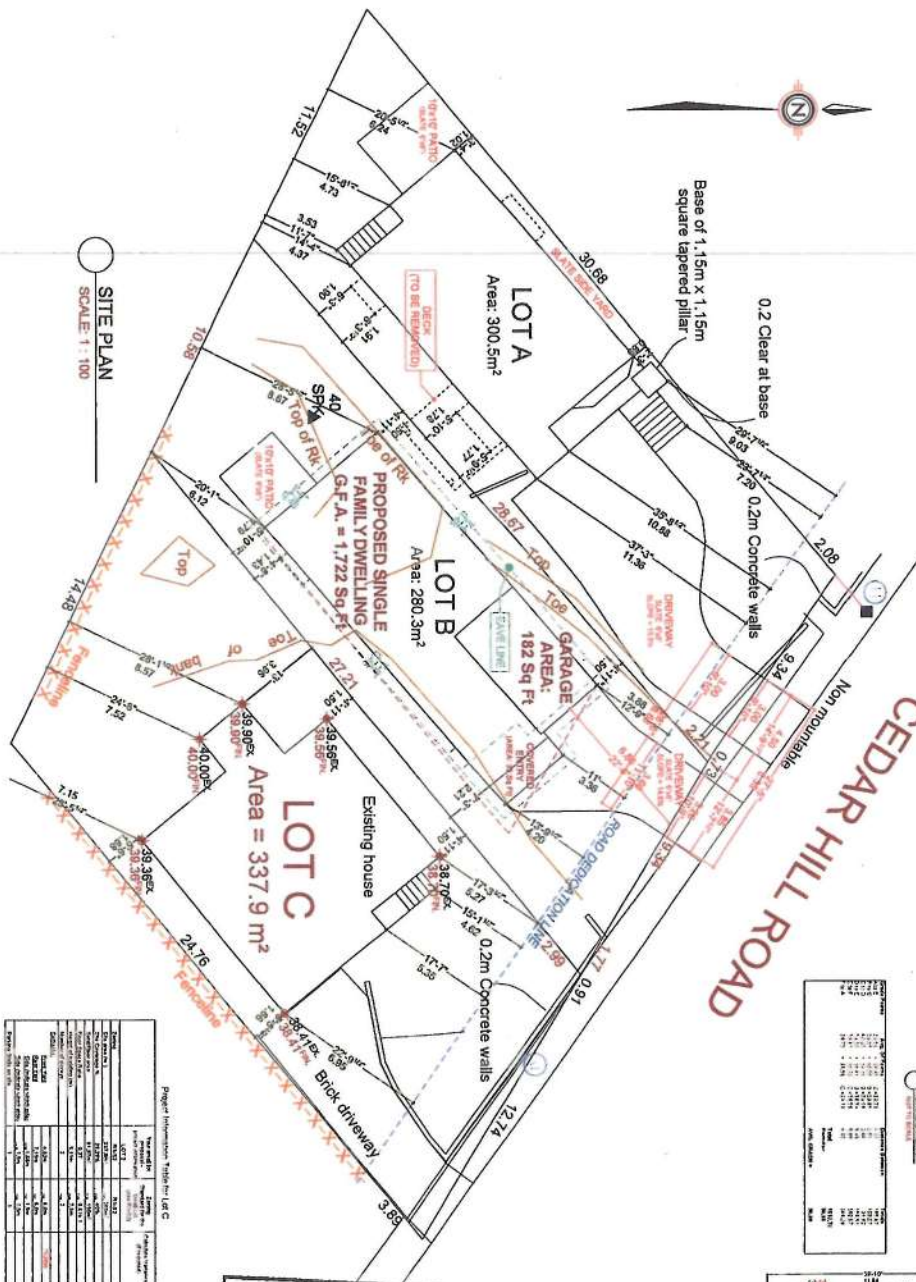
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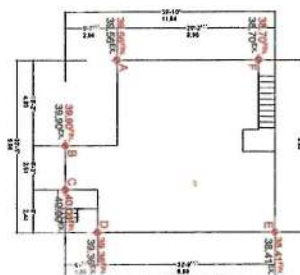
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| You need to be          |                         | Learning                |                         | Performance             |                         |
|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| Knowledge               |                         | Skills                  |                         | Attitudes               |                         |
| 1. Know what to do      | 1. Know what to do      | 2. Know what to do      | 3. Know what to do      | 4. Know what to do      | 5. Know what to do      |
| 2. Know how to do it    | 2. Know how to do it    | 3. Know how to do it    | 4. Know how to do it    | 5. Know how to do it    | 6. Know how to do it    |
| 3. Know why to do it    | 3. Know why to do it    | 4. Know why to do it    | 5. Know why to do it    | 6. Know why to do it    | 7. Know why to do it    |
| 4. Know when to do it   | 4. Know when to do it   | 5. Know when to do it   | 6. Know when to do it   | 7. Know when to do it   | 8. Know when to do it   |
| 5. Know where to do it  | 5. Know where to do it  | 6. Know where to do it  | 7. Know where to do it  | 8. Know where to do it  | 9. Know where to do it  |
| 6. Know who to do it    | 6. Know who to do it    | 7. Know who to do it    | 8. Know who to do it    | 9. Know who to do it    | 10. Know who to do it   |
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| 23. Know where to do it | 23. Know where to do it | 24. Know where to do it | 25. Know where to do it | 26. Know where to do it | 27. Know where to do it |
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| 26. Know how to do it   | 26. Know how to do it   | 27. Know how to do it   | 28. Know how to do it   | 29. Know how to do it   | 30. Know how to do it   |
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| Year | 1977 | 1978 | 1979 | 1980 | 1981 | 1982 | 1983 | 1984 | 1985 | 1986 | 1987 | 1988 | 1989 | 1990 | 1991 | 1992 | 1993 | 1994 | 1995 | 1996 | 1997 | 1998 | 1999 | 2000 | 2001 | 2002 | 2003 | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 | 2031 | 2032 | 2033 | 2034 | 2035 | 2036 | 2037 | 2038 | 2039 | 2040 | 2041 | 2042 | 2043 | 2044 | 2045 | 2046 | 2047 | 2048 | 2049 | 2050 | 2051 | 2052 | 2053 | 2054 | 2055 | 2056 | 2057 | 2058 | 2059 | 2060 | 2061 | 2062 | 2063 | 2064 | 2065 | 2066 | 2067 | 2068 | 2069 | 2070 | 2071 | 2072 | 2073 | 2074 | 2075 | 2076 | 2077 | 2078 | 2079 | 2080 | 2081 | 2082 | 2083 | 2084 | 2085 | 2086 | 2087 | 2088 | 2089 | 2090 | 2091 | 2092 | 2093 | 2094 | 2095 | 2096 | 2097 | 2098 | 2099 | 2100 |
|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| 1977 | 1977 | 1978 | 1979 | 1980 | 1981 | 1982 | 1983 | 1984 | 1985 | 1986 | 1987 | 1988 | 1989 | 1990 | 1991 | 1992 | 1993 | 1994 | 1995 | 1996 | 1997 | 1998 | 1999 | 2000 | 2001 | 2002 | 2003 | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 | 2031 | 2032 | 2033 | 2034 | 2035 | 2036 | 2037 | 2038 | 2039 | 2040 | 2041 | 2042 | 2043 | 2044 | 2045 | 2046 | 2047 | 2048 | 2049 | 2050 | 2051 | 2052 | 2053 | 2054 | 2055 | 2056 | 2057 | 2058 | 2059 | 2060 | 2061 | 2062 | 2063 | 2064 | 2065 | 2066 | 2067 | 2068 | 2069 | 2070 | 2071 | 2072 | 2073 | 2074 | 2075 | 2076 | 2077 | 2078 | 2079 | 2080 | 2081 | 2082 | 2083 | 2084 | 2085 | 2086 | 2087 | 2088 | 2089 | 2090 | 2091 | 2092 | 2093 | 2094 | 2095 | 2096 | 2097 | 2098 | 2099 | 2100 |



**NAFS REQUIREMENTS:**  
Performance Grade of 30  
Water Test Pressure of 260 Pa

**GENERAL NOTES**

ALL MATERIALS AND CONSTRUCTION METHODS TO COMPLY WITH THE  
SPECIFICATIONS OF THE FEDERAL HIGHWAY BUILDING CODE AS WELL  
AS ANY LOCAL BUILDING CODES OR ORDINANCES WHICH MAY  
APPLY THEREIN.

ALL WORKMANSHIP SHALL BE SUBJECT TO INSPECTION BY THE DISTRICT  
ENGINEER. ALL WORKMANSHIP SHALL BE SUBJECT TO INSPECTION BY THE DISTRICT  
ENGINEER. ALL WORKMANSHIP SHALL BE SUBJECT TO INSPECTION BY THE DISTRICT  
ENGINEER.

**SITE PLAN**

ALL LANDS TO BE CONVEYED BY A RESTRICTED J.C. LAND IN  
ALL THE STATE OF TEXAS, AND IN THE COUNTY OF DALLAS,  
ALL OTHER EASEMENTS, AND THE REST OF THE CONVEYANCE  
SHALL BE SUBJECT TO THE RECORDS OF THE  
COUNTY OF DALLAS, TEXAS, AND TO THE  
RECORDS OF THE STATE OF TEXAS.

**CONVEYANCE OF THE LANDS TO THE ACTUAL SITE IS THE RECORDS  
OF THE COUNTY OF DALLAS, TEXAS.**

**CONVEYANCE AND RESTRICTIONS**

ALL LANDS TO BE CONVEYED BY A RESTRICTED J.C. LAND IN  
ALL THE STATE OF TEXAS, AND IN THE COUNTY OF DALLAS,  
ALL OTHER EASEMENTS, AND THE REST OF THE CONVEYANCE  
SHALL BE SUBJECT TO THE RECORDS OF THE  
COUNTY OF DALLAS, TEXAS, AND TO THE  
RECORDS OF THE STATE OF TEXAS.

[illegible]

ALL STAVES SHALL CONFORM TO THE TABLE SET OUT IN THE SPANISH DECREE OF 1900, AND THE CANONICAL ELECTION CODE OF CANADA AND THE CANONICAL CODE OF THE UNITED STATES OF AMERICA.

ON PLANS IS TO TREAT AS A GLOBE ONLY. IT MUST BE INSTALLED BY A QUALIFIED PERSON.

[illegible]

relationships between the two systems. The authors conclude that the two systems are not independent, but that the two systems are related in a way that is not yet understood. The authors suggest that the two systems are related in a way that is not yet understood.

SHEET  
NUMBER  
A1

 **JAVA DESIGNS**  
WHERE LINES ON PAPER BECOME WALLS ON SITE  
PH 250.590.2468 FX 250.590.4577 [www.javadesigns.ca](http://www.javadesigns.ca)

ISSUE DATE:  
MAR.09, 2015

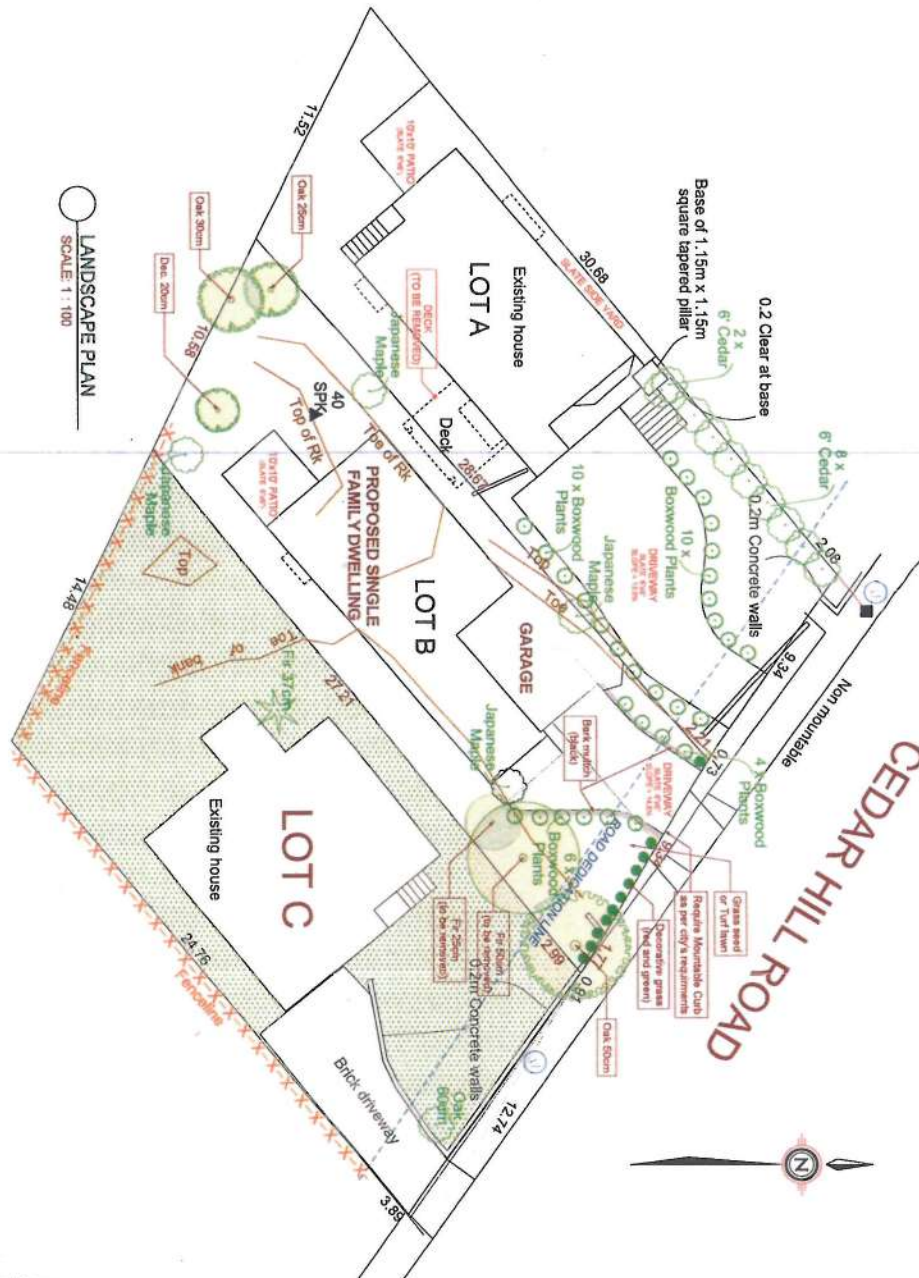
DRAWN BY:  
KYLE LEGGE

DRAWING NAME:  
**SITE PLAN AND GRADE PLAN**

DRAWING SCALE:  
**SEE DRAWINGS**

CUSTOMER:  
ADDRESS:  
**2822 CEDAR HILL ROAD**





**LEGEND:**  
**Plant List**

- |  |   |
|--|---|
| (13) 6 Japanese Maple Trees  |  |
| -Decorative grass (red and green)  |    |
| -6-8' pines (silverweeps and patsio)   |    |
| -dark mulch (black)  |    |
| -dark mulch (black)  |    |
| -dark seed or Turf straw (for new lawn areas)  |    |
| -Numerous boxwood plants (along sides of driveways and paths)                                    |    |
| (14) 6 cedar hedge trees (to form barrier between proposed lot A and neighbors (north) property) |    |

**Planning & Development Department  
Development Services Division**

MAR 31 2015

Received  
City of Victoria

 **JAVA DESIGNS**  
WHERE LINES ON PAPER BECOME WALLS ON SITE  
PH 250.590.2468 FX 250.590.4577 [www.javadesigns.ca](http://www.javadesigns.ca)

ISSUE DATE:  
MAR.09.2015

DRAWN BY:  
KYLE LEGGETT

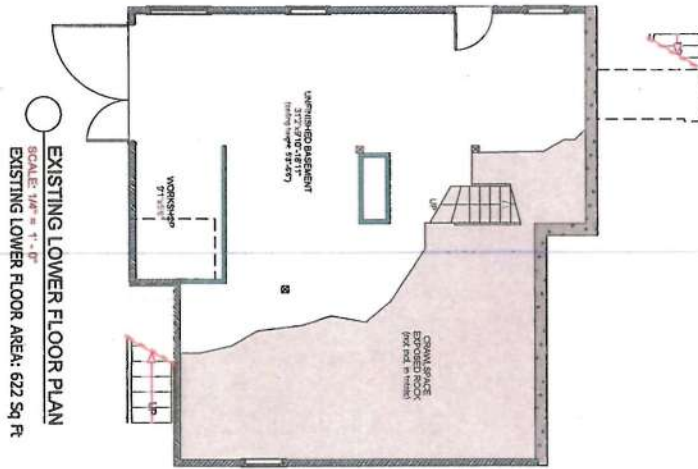
DRAWING NAME:  
**LANDSCAPE PLAN**

DRAWING SCALE:  
1/4"=1'-0"

CUSTOMER:

ADDRESS:  
2822 CEDAR HILL ROAD





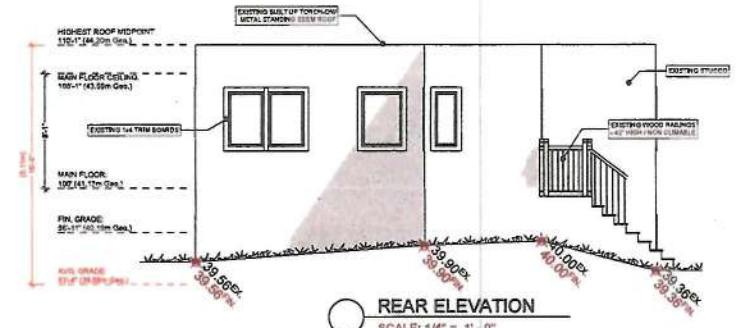
**Received**  
 City of Victoria  
 MAR 31 2015  
 Planning & Development Department  
 Development Services Division



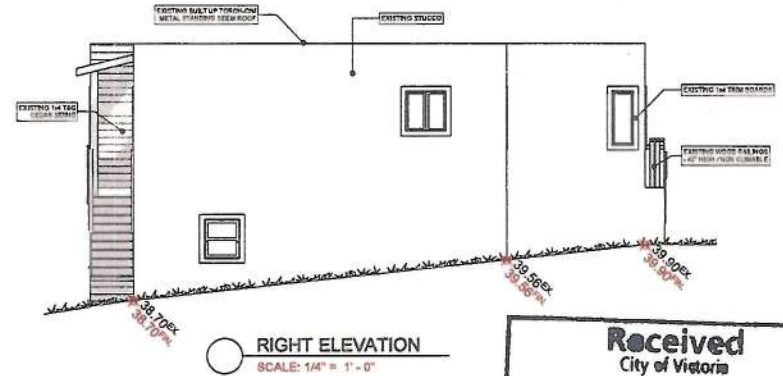
FRONT ELEVATION  
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LEFT ELEVATION  
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REAR ELEVATION  
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RIGHT ELEVATION  
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Received  
City of Victoria  
  
MAR 31 2015  
  
Planning & Development Department  
Development Services Division

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| ISSUE DATE:  | MAR 09, 2015         |
| DRAWN BY:  | KYLE LEGGETT         |
| <div data-bbox="1921 885 2005 1315">  <b>JAVA DESIGNS</b><br/>           WHERE LINES ON PAPER BECOME WALLS ON SITE<br/>           250.590.2466 • 250.590.4577 • www.javadesigns.ca         </div> |                      |
| SHEET NUMBER   | A4                   |

NOTES/REQUIREMENTS:  
Performance Grade of 30  
Wet Test Pressure of 260 Pa

NO. 15-044

## A BYLAW OF THE CITY OF VICTORIA

The purpose of this Bylaw is to rezone the lands known as 2822 and 2826 Cedar Hill Road from the R1-B Zone, Single Family Dwelling District, to the R1-S2 Zone, Restricted Small Lot (Two Storey) District.

The Council of The Corporation of the City of Victoria enacts the following provisions:

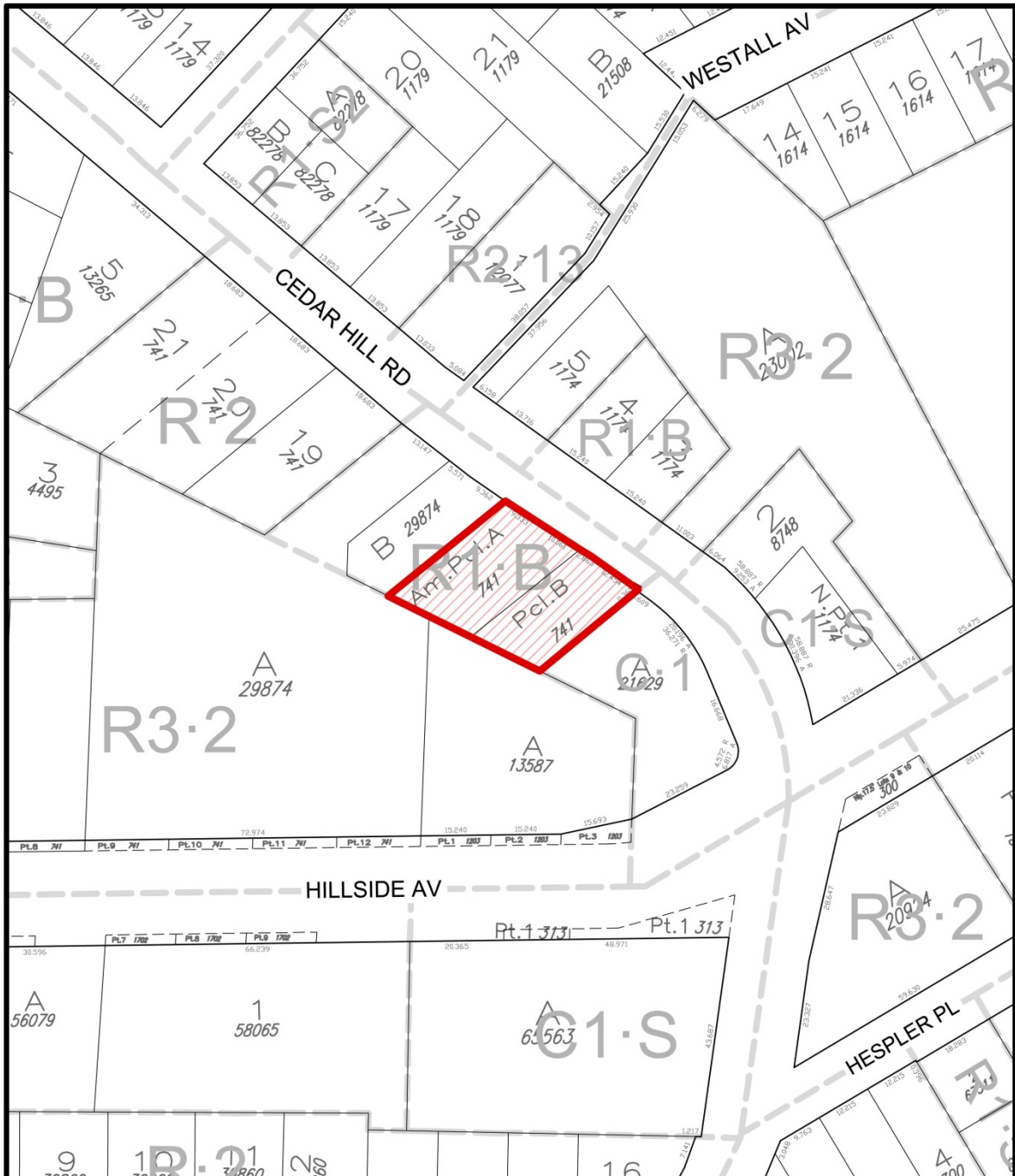
- 1 This Bylaw may be cited as the "ZONING REGULATION BYLAW, AMENDMENT BYLAW (NO. 1041)".
- 2 The lands known as
  - (a) 2822 Cedar Hill Road, legally described as Parcel B (DD 170400I) of Lot 16, Sections 20 and 30, Victoria District, Plan 741, except that part thereof lying to the northeast of a straight boundary extending from a point on the southeast boundary of said Lot distant 3.17 feet from the most easterly corner of said Lot to a point on the northeasterly boundary of said Lot distant 41.79 feet from the said most easterly corner; and
  - (b) 2826 Cedar Hill Road, legally described as Amended Parcel A (DD 171707I) of Lots 16 and 17, Sections 29 and 30, Victoria City, Plan 741

shown hatched on the attached map, are removed from the R1-B Zone, Single Family Dwelling District, and placed in the R1-S2 Zone, Restricted Small Lot (Two Storey) District.

|                            |                        |        |             |      |
|----------------------------|------------------------|--------|-------------|------|
| READ A FIRST TIME the      | <b>14<sup>th</sup></b> | day of | <b>May,</b> | 2015 |
| READ A SECOND TIME the     | <b>14<sup>th</sup></b> | day of | <b>May,</b> | 2015 |
| Public hearing held on the |                        | day of |             | 2015 |
| READ A THIRD TIME the      |                        | day of |             | 2015 |
| ADOPTED on the             |                        | day of |             | 2015 |

CORPORATE ADMINISTRATOR

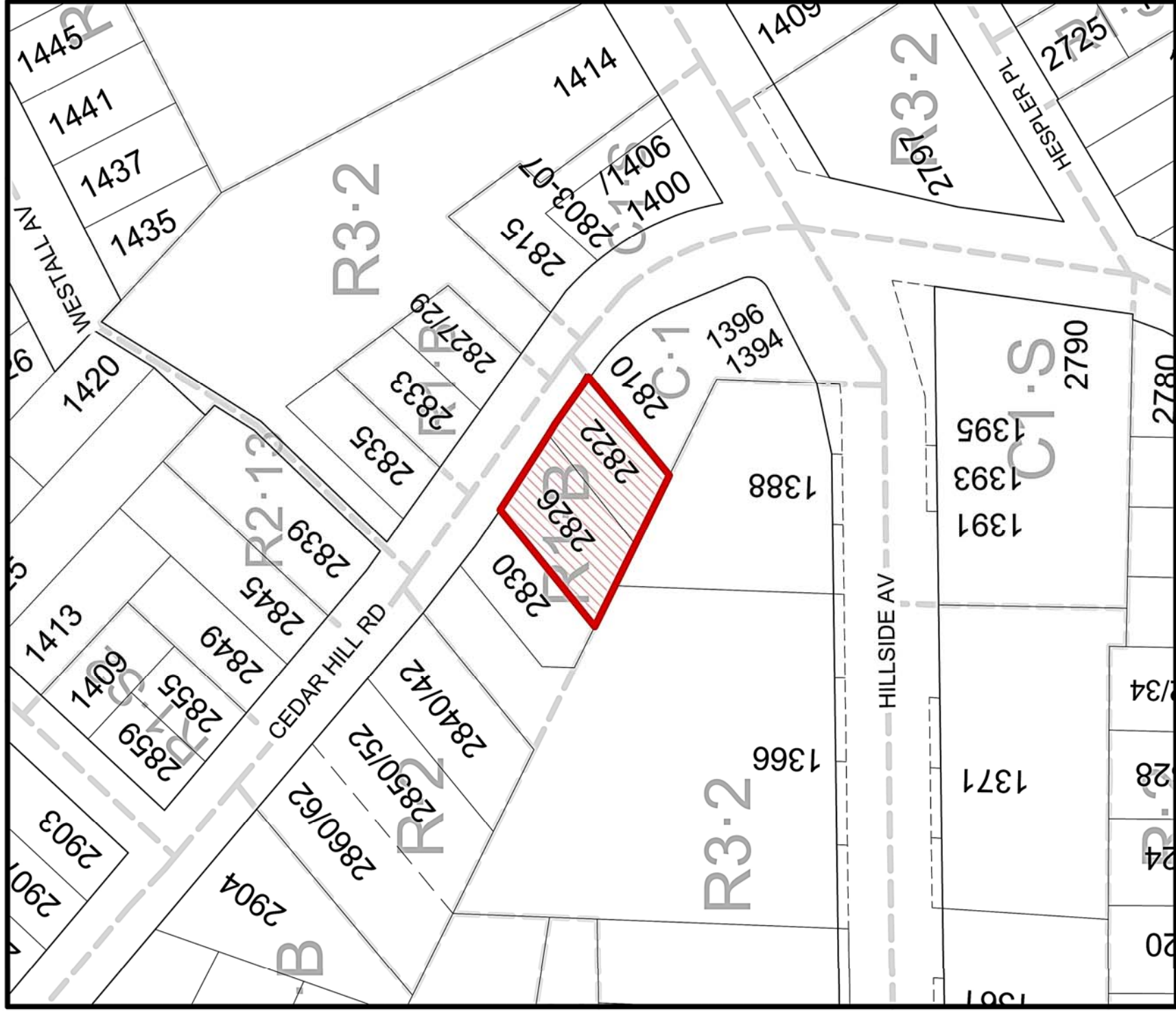
MAYOR



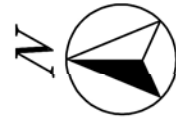
2822-2826 Cedar Hill Road  
Rezoning #00467  
Bylaw #







2822-2826 Cedar Hill Road  
Rezoning #00467  
Bylaw #





**REPORTS OF THE COMMITTEES**

**2. Planning and Land Use Committee – May 28, 2015**

**8. Development Permit with Variances Application No. 00421 for 195 Bay Street**

It was moved by Councillor Madoff, seconded by Councillor Alto, that after giving notice and allowing an opportunity for public comment, that Council consider the following motion:

"That Council consider authorizing the issuance of Development Permit with Variances Application No. 000421 for 195 Bay Street, in accordance with:

1. Plans date stamped May 4, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - a. Part 10.28, Section 3: Reduce the minimum setback of the eastern internal boundary from 5m to 4.10m and on the southern internal boundary from 5m to 3.6m.
3. The Development Permit lapsing two years from the date of this resolution." Carried Unanimously

#### 10.4 Development Permit with Variances Application No. 00421 for 195 Bay Street

Committee received a report regarding a development permit application for 195 Bay Street. The proposal is to construct a deck and an enclosed storage room on the south side of the existing building.

A Council member asked if the variance would create an entitlement should the building be demolished in the future and a new building constructed

- The variance is tied to the application. A new proposal would need to be submitted should that happen.

**Action:** It was moved by Councillor Madoff, seconded by Councillor Alto, that Committee recommends that after giving notice and allowing an opportunity for public comment, that Council consider the following motion:

That Council consider authorizing the issuance of Development Permit with Variances Application No. 00421 for 195 Bay Street, in accordance with:

1. Plans date stamped May 4, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - a. Part 10.28, Section 3: Reduce the minimum setback of the eastern internal boundary from 5m to 4.10m and on the southern internal boundary from 5m to 3.6m.
3. The Development Permit lapsing two years from the date of this resolution."

CARRIED UNANIMOUSLY 15/PLUC163





## Planning and Land Use Committee Report

### For the Meeting of May 28, 2015

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**To:** Planning and Land Use Committee                      **Date:** May 14, 2015

**From:** Leanne Taylor, Planner, Development Services Division

**Subject:** Development Permit with Variances Application No. 00421 for 195 Bay Street.

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#### RECOMMENDATION

Staff recommend that Committee forward this report to Council and that after giving notice and allowing an opportunity for public comment, that Council consider the following motion:

"That Council authorize the issuance of Development Permit with Variances Application No. 00150 for 195 Bay Street, in accordance with:

1. Plans date stamped May 4, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - i. Part 10.28, Section 3: Reduce the minimum setback of the eastern internal boundary from 5m to 4.10m and on the southern internal boundary from 5m to 3.6m.
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*. 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.

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 195 Bay Street. The proposal is to construct a deck and an enclosed storage room on the south side of the existing building. The variances are related to reducing the side and rear yard setbacks.

The following points were considered in assessing this Application:

- The proposal is consistent with the design guidelines contained in Development Permit Area 13: Core Songhees.
- Two existing London Plane trees located on the property line in the adjacent Victoria West Park would be protected during the construction phase.
- The variance requests to reduce the side and rear yard setbacks are acceptable for the site and should have minimal impact on the adjacent Victoria West Park.

## **BACKGROUND**

### **Description of Proposal**

The proposal is for two setback variances to allow for the construction of a deck and an enclosed storage room. Specific details include:

- floor area of the deck would be 72.1m<sup>2</sup> and accommodate between 40 and 60 people
- a pergola would be constructed above the deck as a design feature to add to the aesthetics of the building and represent the Italian cultural heritage
- floor area of the enclosed storage area would be 18.2m<sup>2</sup> and large enough to store tables, chairs, etc.
- the enclosed storage room would screen the deck from Bay Street
- the exterior material of the enclosed storage room addition would be a stucco finish to match the existing building
- an existing large blue bin on the south side of the existing building would be removed
- landscaping would be enhanced around the perimeter of the building.

The proposed variances are related to reducing the side and rear yard setbacks from 5m to 3.6m (eastern internal boundary) and 4.1m (southern internal boundary), respectively.

### **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.

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

The property is in the SSC Zone, Songhees Social Club District, and is occupied by the Leonardo Da Vinci Centre.

### **Data Table**

The following data table compares the proposal with the existing SSC Zone. An asterisk is used to identify where the proposal is less stringent than the existing zone. Two asterisks are used to identify the existing non-conformities.



| Zoning Criteria                              | Proposal       | Zone Standard<br>SSC Zone |
|--|----------------|---------------------------|
| Site area (m <sup>2</sup> ) - minimum        | 3,873          | n/a                       |
| Total floor area (m <sup>2</sup> ) – maximum | 723.89         | 1936.5                    |
| Floor space ratio – maximum                  | 0.19           | 0.50                      |
| Height (m) – maximum                         | 5.8 (addition) | 9                         |
| Site coverage                                | 20.55          | 40                        |
| Setbacks (m) - minimum                       |                |                           |
| Front (Bay Street)                           | 4.77**         | 5                         |
| Rear (East)                                  | 4.1*           | 5                         |
| Side (South)                                 | 3.6*           | 5                         |
| Side (Wilson Street)                         | n/a            | 5                         |

### Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, on April 16, 2015, 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 as being within Development Permit Area 13: Core Songhees. The proposal is consistent with the *Advisory Design Guidelines for Buildings, Signs and Awnings* and the *Policy Plan and Design Guidelines for the Songhees Area of Victoria West (2008)*. The proposed design of the deck is sensitive to the existing physical setting, including the topography, adjacent trees and Victoria West Park. The design and placement of the deck considers the critical root zone of the London Plane trees in the Park.

### Regulatory Considerations

#### Setback Variances

The applicant is requesting the following variances:

- reducing the side yard setback from 5m to 3.60m
- reducing the rear yard setback from 5m to 4.10m.

The main concern of constructing a deck and enclosed storage room on the south side of the existing building is the proximity of the existing London Plan trees along the property boundary on the adjacent parkland. A tree protection plan prepared by a certified Arborist was provided by the applicant (attached).

## CONCLUSIONS

Allowing the construction of a deck and an enclosed storage room in the building would provide additional amenity space for the community centre to carry out cultural activities and host events. The proposal is consistent with the design guidelines contained in Development Permit Area 13: Core Songhees. Staff recommend for Council's consideration that the variance requests to reduce a side and rear yard setbacks are acceptable for the site.

## ALTERNATE MOTION

That Council decline Development Permit with Variances Application No. 000421 for the property located at 195 Bay Street.

Respectfully submitted,



Leanne Taylor, Planner  
Development Services Division  
Sustainable Planning and  
Community Development



Alison Meyer, Assistant Director  
Development Services Division  
Sustainable Planning and  
Community Development



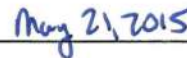
Andrea Hudson  
Acting Director  
Sustainable Planning  
and Community  
Development

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



Jason Johnson

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



LT/aw

S:\TEMPEST\_ATTACHMENTS\PROSPERO\PL\DP\DP000421\DP DVP PLUC REPORT TEMPLATE1 DOC.DOC

## List of Attachments

- Zoning map
- Aerial map
- Letter from applicant dated May 5, 2015
- Arborist report dated April 30, 2015
- Plans dated May 4, 2015.





195 Bay Street  
Development Permit #000421





195 Bay Street  
Development Permit #000421





Victoria Italian Assistance Centre  
Da Vinci Centre  
195 Bay St.  
Victoria, BC V9A 3K4

May 5, 2015



**Victoria City Hall**  
Legislative Services  
#1 Centennial Square  
Victoria, BC V8W 1P6

**Attention: Mayor Lisa Helps and  
Members of Victoria City Council**

Dear Madam Mayor

**Re: Victoria Italian Assistance Centre – 195 Bay Street, Victoria, BC  
Development Permit Variance Application**

---

### **Background**

The Victoria Italian Assistance Centre (the "Society") was incorporated into the British Columbia Registrar of Companies on March 25, 1955. The Society is a non-profit organization which operates to preserve and promote Italian heritage and Italian/Canadian kinship. The Society has been the registered owner of the property since 1970 and its membership built the hall located at 195 Bay Street (the "Da Vinci Centre").

The original mandate of the Society was to assist new immigrants of Italian origin to settle in Victoria and provide a place where members of the community could socialize, source employment and assimilate into the Canadian culture. The Society's mandate has evolved over the years as a result of an aging and reduced membership. The Da Vinci Centre is used for cultural activities i.e. Italian language classes, cooking classes, and to host events i.e. weddings, community parties, and charitable events.

The proceeds from the rental activities of the Society are used to create and promote cultural programs and to provide charitable and community donations to the University of Victoria, Hospice, BC Cancer Foundation, etc...The Da Vinci Centre has also been designated as a community gathering place in cases of emergency (i.e. earthquake).

The Society is a member of the Vic West Resilient Neighbourhood Resource Table which is comprised of business owners, non-profit organizations and the Vic West Community Association to work together in a coordinated effort to develop and implement strategies to build a resilient neighbourhood in the Vic West Community.

### **Proposal**

The Da Vinci Centre is located in Vic West and zoned in the Songhees Social Club District. Under the current OCP the Da Vinci Centre has been designated in the Large Urban Village area. The permitted uses of the Da Vinci Centre are: (a) clubs; (b) public buildings; (c) places of worship; (d) public parking facilities.

The Society is proposing to build a terrazzo on the south side of the existing building (i.e. facing the park) which would include a portion being designated as enclosed storage space for the Society to store tables, chairs, etc... The proposed renovation will not affect or change the permitted uses of the Da Vinci Centre, nor will it change the permitted occupancy which is currently 360 people.

The proposed terrazzo has been designed by Franc D'Ambrosio, a prominent and well respected architect of Italian heritage and descent. The terrazzo is in keeping with the current architecture of the building while enhancing the exterior of the building and providing a more pleasant landscape of the building to visitors of the park.

The terrazzo and additional storage space does require two variances:

- (a) A South side yard setback. The reduction is from 5 meters to 3.6 meters; and
- (b) A East rear yard setback (eastern property line adjacent to the Municipal Park). The reduction is from 5 meters to 4.1 meters.

These variances are required to allow for the construction of the addition which would create a terrazzo that is 18.2 meters by 4 meters (i.e. 72.1 m<sup>2</sup>/776.1 sq ft). The storage space would be 4 meters by 5 meters (i.e. 18.6 m<sup>2</sup>/200.2 sq ft).

The topography of the site is essentially flat. There are two trees (London plane trees) which have been identified in the arborist report prepared by Tom Talbot (which has been submitted). The proposed variance requirement and construction methods for the terrazzo have been designed to minimize any impact on the critical root zone and health of the trees.

The addition of the terrazzo will increase the marketability of the Da Vinci Centre and assist the Society in maintaining operations and fulfilling its mandate both to the Italian community and the community at large.

The Society has consistently paid annual property taxes to the City of Victoria and has never been a recipient of any municipal or provincial grants to assist with operating costs or property taxes.

### **Rationale/Hardship**

The terrazzo will not interfere with the use and enjoyment of the park by the community but will provide a number of benefits and enhancements to the community:

- (a) The overall landscape of the current building will be enhanced.
- (b) The view scape from the park to the Da Vinci Centre will be enhanced.



- (c) The large blue storage bin will be removed to accommodate the terrazzo providing a more visually pleasant view of the Da Vinci Centre to those attending at the park.
- (d) There will provide more "eyes on the park" creating a more safe environment for visitors of the park.
- (e) The Society will be able to create a wheelchair accessible bathroom by renovating a portion of the interior hall and will then be able to install a wheelchair ramp or lift. The space currently designated for the wheelchair accessible bathroom is being used as storage space and by creating a storage space as part of the terrazzo.

The required setback of 5 meters in the site specific Songhees Social Club zoning is onerous and not consistent with other setback provisions and relaxations afforded to neighboring property owners which border the park. The requested variances do not impact any neighboring property owners. The Da Vinci Centre is unique in its geography and zoning and the requested variances would not be creating a new or negative precedent if approved.

### **Community Consultation**

#### **Vic West Community Association Land Use Committee**

On March 17, 2015, representatives of the Society attended the Vic West Community Association Land Use Committee meeting and presented the renderings of the proposed terrazzo.

The Vic West Community Association Land Use Committee responded favourably to the proposal. The questions/comments raised by those in attendance at the meeting were as follow:

- (a) What is the maximum occupant capacity permitted on the terrazzo?
- (b) What measures will be taken to reduce any noise issues resulting from people on the terrazzo?
- (c) Which option of design/rendering will we be proposing as there were two options presented (i.e. one with pergola or one without). Those that attended the meeting responded more favourably to the rendering with the pergola.

The Society has considered and reviewed these questions/comments as follows:

- (a) In consultation with Mr. D'Ambrosio the maximum capacity of people allowed on the terrazzo is between 40 and 60 people depending on the use of small round tables or small rectangular tables.
- (b) The additional storage has been purposefully designed to also act as a "buffer" between the terrazzo and the residents across on Bay Street. Furthermore, in the unlikely event that there are noise issues, the Society will implement further noise abatement policies which would form part of the Society rental contract. There are already noise abatement measures in place to safeguard and restrict the noise level which are reasonable given the use of the Da Vinci Centre. The

Society has not had any known noise complaints or any other complaints from the community.

- (c) The application being submitted is for the rendering with the pergola to be constructed as it is in keeping with the Italian cultural heritage.

Overall the feedback from the Vic West Community Association Land Use Committee and other members of the public has been favourable.

Respectfully submitted,



Tania Conforti  
Vice-President of the  
Victoria Italian Assistance Centre

cc: Vic West Community Association Land Use Committee



## Talbot Mackenzie & Associates

Consulting Arborists

April 30, 2015

Victoria Italian Assistance Centre  
195 Bay Street  
Victoria, BC V9A 3K4

Attention: Keith Barbon



Re: Amended arborist report for  
Victoria Italian Assistance Centre - 195 Bay Street

**Assignment:** Provide arborist services to review a proposal to construct a raised deck and storage room addition on the south side of the existing building at 195 Bay Street and assess the potential impacts on the adjacent trees.

**Method:** During our January 12, 2015 site visit, at your request, we identified and examined two London plane trees that are located on municipal property within Victoria West Park where they could potentially be impacted by the proposed construction of this deck addition. The information that was compiled is entered into a tree resource spreadsheet that is attached to this report. The trees of concern are a 59 cm d.b.h. London plane tree adjacent to the west corner of the proposed deck and a 45 cm d.b.h. London plane tree located near the east corner of the deck.

The plans that we reviewed show that the footing for the deck and storage area will be located 3.6 metres from the property boundary. A continuous strip footing that extends around the perimeter of the deck/storage room footprint will be constructed to support these additions.

**Findings:** From the information that was compiled during our site visit, it is our opinion that it will be possible to construct a continuous footing for most of its length at a distance of 3.6 metres out from the property boundary. It will be necessary to excavate 0.5 to 1.0 metres outside of this footprint to construct formwork and for perimeter drains, if required. It may be necessary to terminate this footing at the edge of the trees' critical root zone near the east end of the proposed deck where large surface roots are growing from the nearest tree and in the direction of the construction work. If large root structures are encountered at the footing location a portion of the deck in this location could be suspended over these roots by using pier footings on either side of the root structures.

**Mitigation:** We recommend the following procedures be implemented, to reduce the impacts on the adjacent park trees to be retained.

..../2

Box 48153 RPO Uptown  
Victoria, BC V8Z 7H6  
Ph: (250) 479-8733 ~ Fax: (250) 479-7050  
Email: treehelp@telus.net



**Excavation and supervision:** Prior to, or at the time of construction, the arborist must supervise exploratory excavation to determine the size and density of the root development within the construction footprint. We can determine at that time which roots can be successfully pruned without having a detrimental impact on the trees, which roots must be retained and bridged and where pier footings can be safely located to bridge the footing over the critical root structures if they are encountered.

We further recommend that areas within the defined critical root zones remain exposed beneath the deck and are not covered by a concrete or similar solid floor.

**Barrier fencing:** We recommend that protective barrier fencing be erected around the subject trees to isolate their root zones from the construction impacts. The fencing should be erected at the perimeter of the critical root zones (identified in column CRZ in our spreadsheet) or 1 metre off the edge of the proposed deck footprint where this deck encroaches within the defined critical root zones (CRZ).

The barrier fencing to be erected must be a minimum of 4 feet in height, of solid frame construction that is attached to wooden or metal posts. A solid board or rail must run between the posts at the top and the bottom of the fencing. This solid frame can then be covered with plywood, or flexible snow fencing (see attached diagram). The fencing must be erected prior to the start of any construction activity on site (i.e. site clearing, excavation, construction), and remain in place through completion of the project. Signs must be posted around the protection zone to declare it off limits to all construction related activity. The project arborist must be consulted before this fencing is removed or moved for any purpose.

**Pruning:** The diameter of the canopy dripline spread for plane tree #1 at the west end of the deck is 15 metres, and for plane tree #2 at the east end of the deck is 12 metres. However due to historical pruning the average spread of the tree canopy on the building side of each tree is 6 metres out from the centre of the tree trunk. There do not appear to be any low scaffold limbs that will be in conflict with this deck or would require pruning or removal. It may be necessary to prune some of the smaller low epicormic growth from the limbs of tree #2 at the east end of the deck. In our opinion, the amount of pruning required should not have a detrimental impact on the subject trees. Any pruning of municipal trees must be completed by an ISA Certified Arborist, with the permission of the municipal arborist.

**Work Area and Material Storage:** It is important that the issue of storage of excavated soil, and construction material be reviewed prior to the start of construction; where possible, these activities should be kept outside of the critical root zones of trees that are to be retained.

**Review and site meeting:** Once the project receives approval, it is important that the project arborist meet with the principals involved in the project to review the information contained herein. It is also important that the arborist meet with the site foreman or supervisor before any excavation or other construction activity occurs.

.../3



**Summary:** London plane is a tree species that has a high tolerance to encroachment into its root system by construction and other activities. The construction will only encroach into a small portion of one quadrant of its defined critical root zone. The footprint and required excavation will be located outside of the area where the main structural supporting roots will be located

From our observations and information compiled during our site visits it is our opinion it will be possible to complete the construction of the deck and storage area without having a detrimental impact on the health or structure of the adjacent municipal park trees, if the precautions and recommendations outlined in this report are implemented and adhered to.

Please do not hesitate to call us at 250-479-8733 should you have any further questions.  
Thank You.

Yours truly,  
Talbot Mackenzie & Associates



Tom Talbot & Graham Mackenzie  
ISA Certified & Consulting Arborists

Enclosures: Tree Resource Spreadsheet, Barrier Fencing Diagram, Tree Location Plan,  
Construction plans reviewed.

**Disclosure Statement**

Arborists are professionals who examine trees and use their training, knowledge and experience to recommend techniques and procedures that will improve the health and structure of individual trees or group of trees, or to mitigate associated risks.

Trees are living organisms, whose health and structure change, and are influenced by age, continued growth, climate, weather conditions, and insect and disease pathogens. Indicators of structural weakness and disease are often hidden within the tree structure or beneath the ground. It is not possible for an arborist to identify every flaw or condition that could result in failure nor can he/she guarantee that the tree will remain healthy and free of risk.

Remedial care and mitigation measures recommended are based on the visible and detectable indicators present at the time of the examination and cannot be guaranteed to alleviate all symptoms or to mitigate all risk posed.

### Key to Headings in Resource Table

d.b.h. – **diameter at breast height** - diameter of trunk, measured in centimetres at 1.4 metres above ground level

PRZ – **protected root zone** - the area of land surrounding a bylaw protected tree. Indicates the radius of a circle of protected land, measured in metres.

CRZ – **critical root zone** - estimated optimal size of tree protection zone based on tree species, condition and age of specimen and the species tolerance to root disturbance. Indicates the radial distance from the trunk, measured in metres.

Crown spread – indicates the diameter of the crown spread measured in metres to the dripline of the longest limbs.

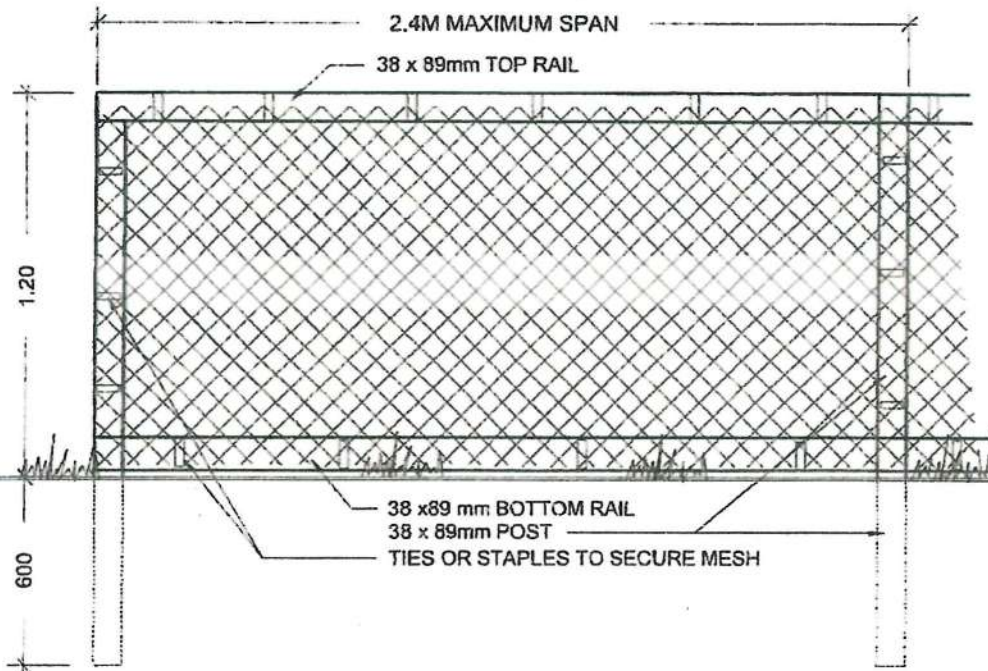
Condition health/structure –

- Good – no visible or minor health or structural flaw
- Fair – health or structural flaw present that can be corrected through normal arboricultural or horticultural care.
- Poor – significant health or structural defects that compromise the long-term survival or retention of the specimen.

Relative Tolerance – relative tolerance of the selected species to development impacts.

**TREE RESOURCE  
for  
195 Bay Street**

| <i>Tree #</i> | <i>d.b.h.<br/>(cm)</i> | <i>CRZ</i> | <i>Species</i>  | <i>Crown<br/>Spread(m)</i> | <i>Condition<br/>Health</i> | <i>Condition<br/>Structure</i> | <i>Relative<br/>Tolerance</i> | <i>Remarks / Recommendations</i>  |
|---------------|------------------------|------------|-----------------|----------------------------|-----------------------------|--------------------------------|-------------------------------|---|
| 1             | 59                     | 5.0        | London<br>plane | 15.0                       | good                        | fair                           | good                          | Located near the west corner of the proposed deck. Narrow stem unions with some bark included at the unions. The Canopy spread on building side of the tree extends an average distance of 6 metres out from the centre of the trunk.   |
| 2             | 45                     | 5.0        | London<br>plane | 12.0                       | good                        | fair                           | good                          | Located near the east corner of the proposed deck. Large surface roots extend toward the area of proposed construction. Large surface roots have been injured by mowing. The Canopy spread on building side of the tree extends an average distance of 6 metres out from the centre of the trunk. |



**TREE PROTECTION FENCING**  
 FENCE WILL BE CONSTRUCTED USING  
 38 X 89 mm (2"X4") WOOD FRAME:  
 TOP, BOTTOM AND POSTS. \*  
 USE ORANGE SNOW-FENCING MESH AND  
 SECURE TO THE WOOD FRAME WITH  
 "ZIP" TIES OR GALVANIZED STAPLES

\* IN ROCKY AREAS, METAL POSTS (T-BAR  
 OR REBAR) DRILLED INTO ROCK WILL BE  
 ACCEPTED

DETAIL NAME:

**TREE PROTECTION FENCING**

DATE: Oct 30/07  
 DRAWN: DM  
 APP'D: RR  
 SCALE: N.T.S.

**E105**  
 DRAWING



J.E. ANDERSON & ASSOCIATES  
B.C. Land Surveyors - Consulting Engineers  
Victoria & Nanaimo, B.C.  
Ph: 727-2214 Fax: 727-3395

# B.C. LAND SURVEYORS BUILDING LOCATION CERTIFICATE

File: 24224

Civic: 195 Bay Street, Victoria, BC

Legal: Lot 1, District Lot 119, Esquimalt District, Plan 45914.

Dimensions are in metres and are derived from Plan 45914.

This sketch does not constitute a redefinition of the legal boundaries hereon described and is not to be used in any manner which would assume same.

This plan was prepared for confirmation of the City of Victoria building bylaw and is for the exclusive use of our client: Victoria Italian Assistance Center

This building location certificate has been prepared in accordance with the Manual of Standard Practice and is Certified Correct this 10th day of February, 2015.

This document is not valid unless originally signed and sealed

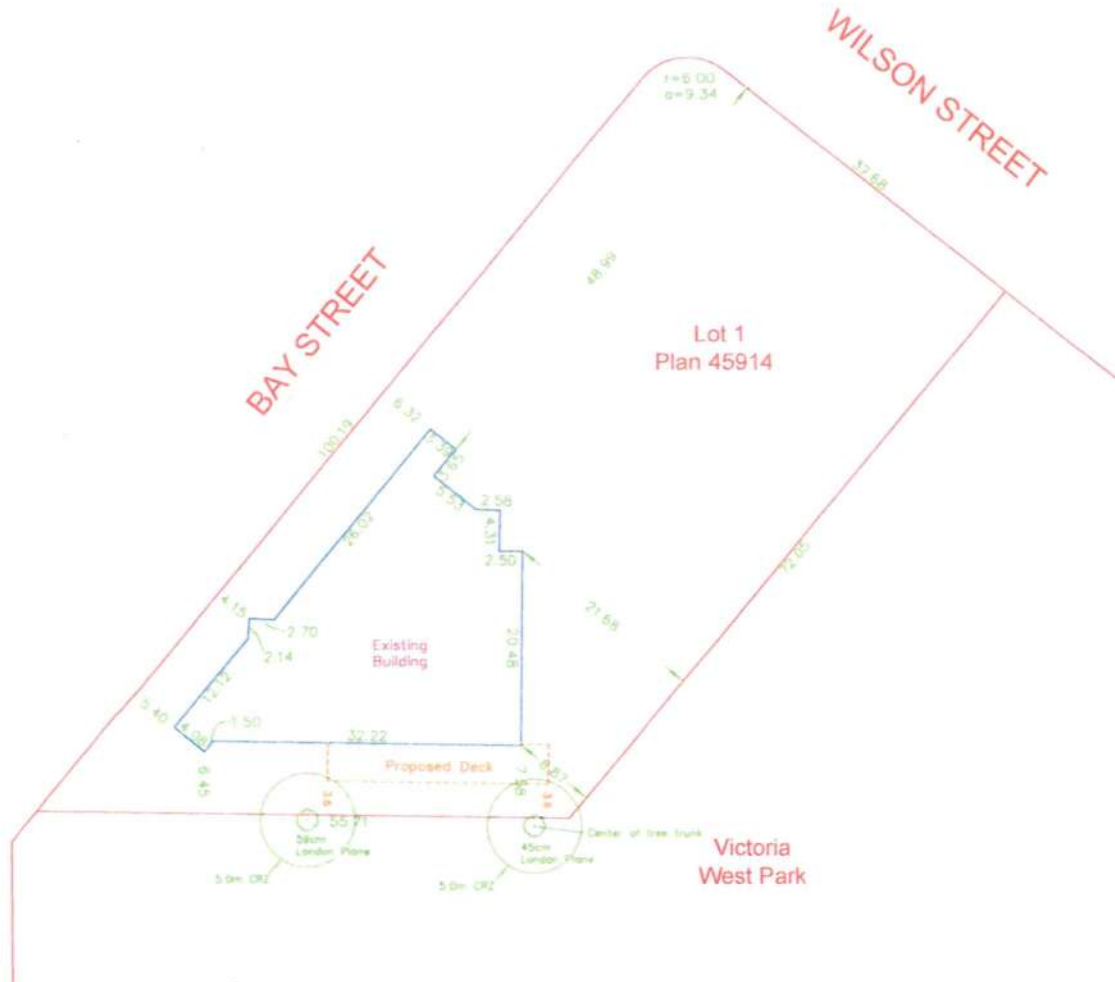
Ryan P. Hourston, BCLS

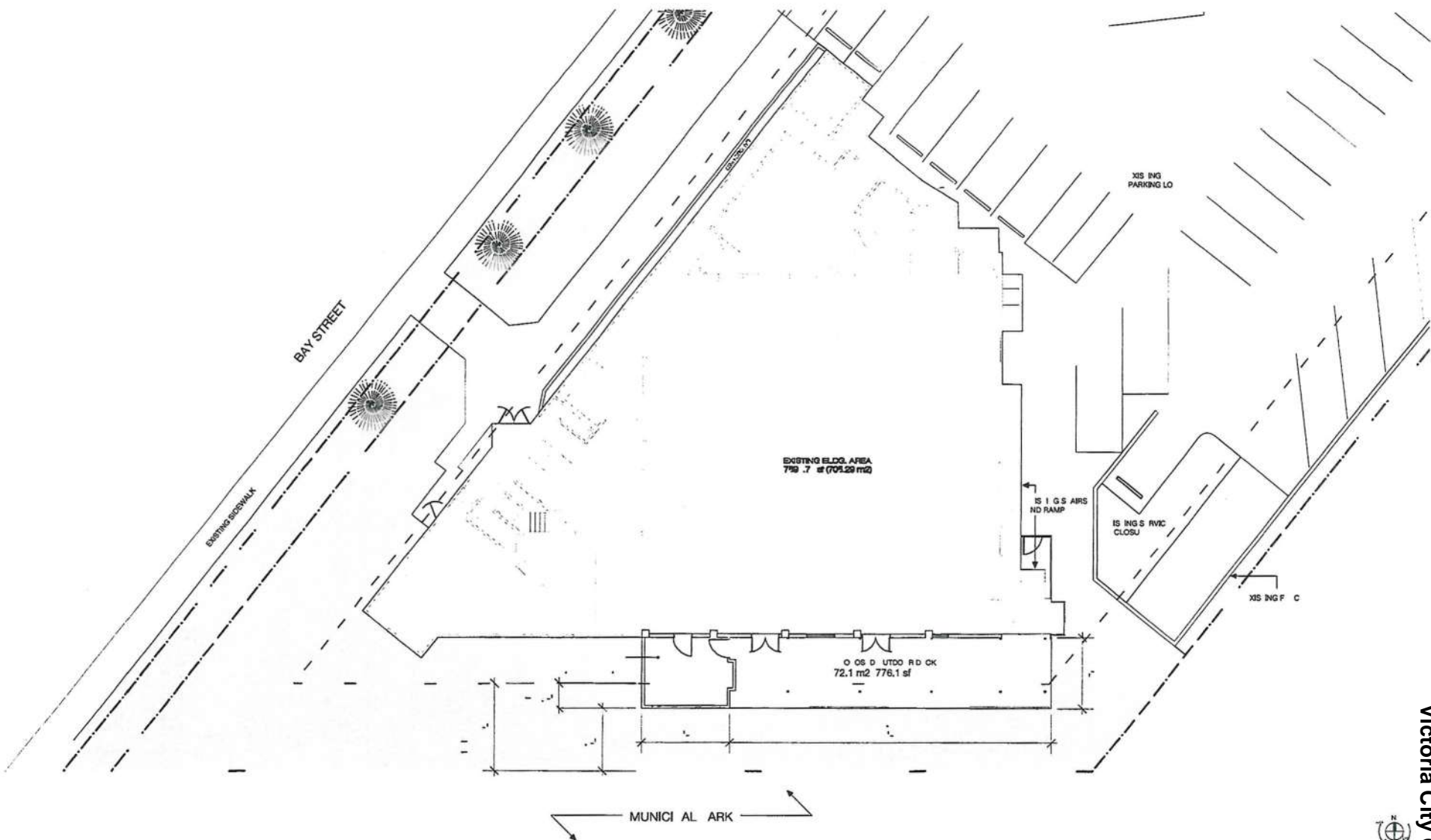
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The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made, or actions taken based on this document.

Subject to charges, legal notations, and interests shown on: Title No.S118254 (P.I.D. 008-893-331)

Scale 1:500





D'AMBROSIO architecture + urbanism

2960 Julland Road  
Victoria BC Canada V8T 5K2  
tel 250.384.2 00  
fax 250.38 7893  
email ma@fdarc.ca  
web www.fdar.ca

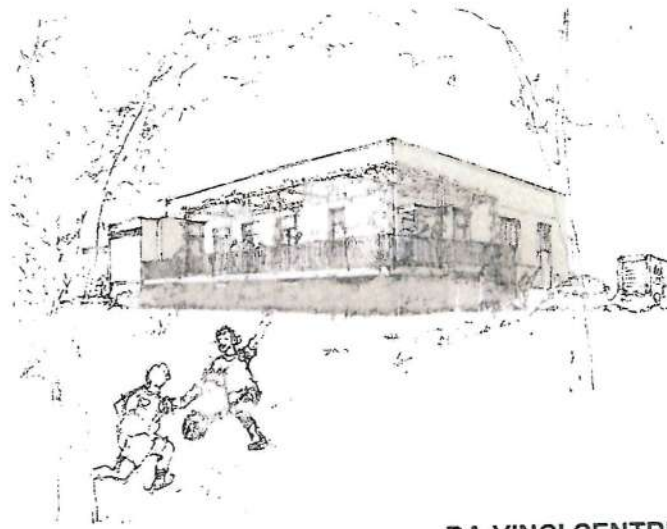
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Drawing File LDVC South Addition.vwx

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**DA VINCI CENTRE  
SOUTH ADDITION**  
195 Bay Street, Victoria, BC

**Contacts**

**Client**  
Lionsgate Marine Associates Center  
185 Bay Street  
Victoria, BC  
V8V 3L7

**Owner**  
Tanya Croft  
tel. 250 384 8034

**Architect**  
D'Ambrosio Architecture + Urbanism  
2960 Jutland Road  
Victoria, BC  
V8T 5K2

**Project Architect**  
Eugene D'Ambrosio  
tel. 250 384 7400

**List of Drawings**

**Architectural**

- A0 1 Cover Sheet
- A1 1 Existing Site - Floor Plan and Site Access
- A1 2 Proposed Main Floor Plan and Site Access (see Appendix)
- A2 1 Existing and Proposed Elevations - Roundhouse Deck
- A3 1 Existing Conditions and Roundhouse of Proposed Addition

**Landscape**

- L10 Proposed Landscape & Parking Plan

**Revised  
Development Permit Package**

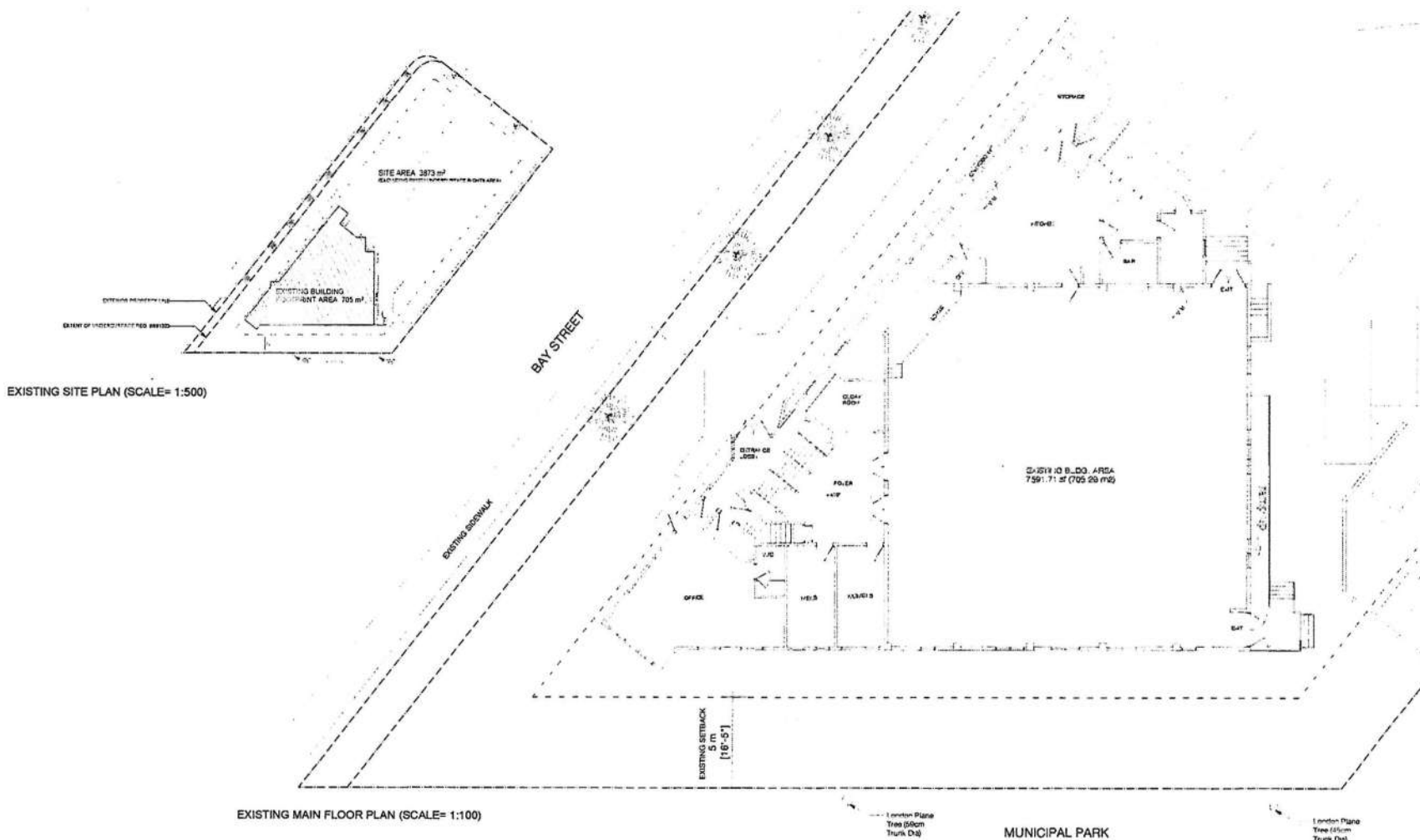
**D'AMBROSIO** 1134  
Architecture + Urbanism

2960 Jutland Road  
Victoria BC Canada V8T5K2  
tel 250.384.2400  
fax 250.384.7893  
email mail@fdarc.ca  
web www.fdar.ca

Plans Issued

01 May 2015





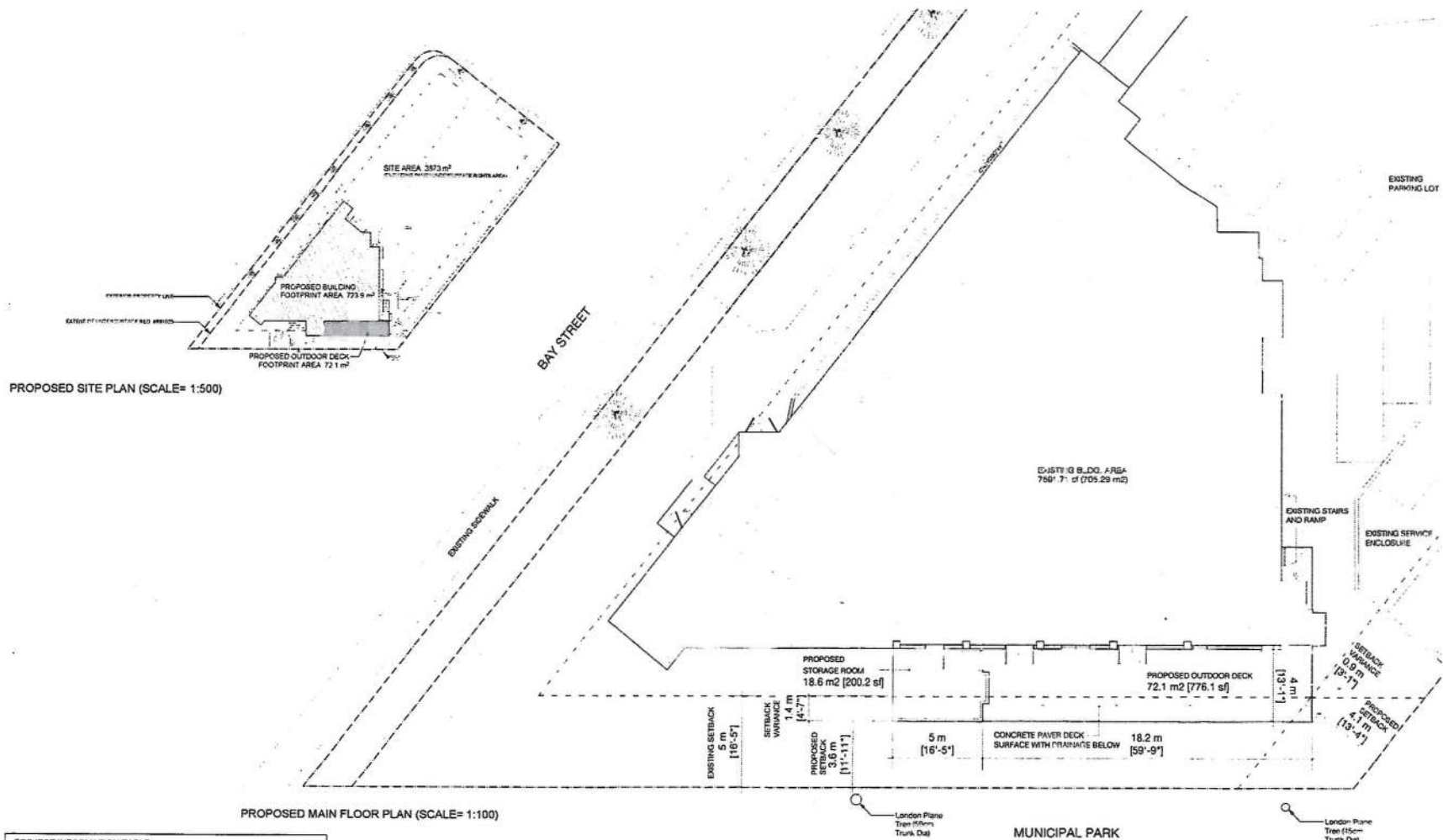
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architecture + urbanism

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| Address      | 105 BAY STREET, VICTORIA, BC            |
| Project Type | EXISTING MAIN FLOOR PLAN AND SITE AREAS |
| Project No.  | 1330                                    |
| Drawing No.  |   |
| Date         | MAY 01 2015                             |
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| Drawn By     | TENP                                    |
| Checked By   | FD                                      |
| Project No.  |   |
| Sheet No.    | A 1.1                                   |

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| PROJECT INFORMATION TABLE   |                          |   |      |
|-----------------------------|--------------------------|---|------|
| ZONING                      | ZONE STANDARD            | PROPOSAL - IF DIFFERENT FROM ZONE STANDARD                |      |
|                             | SSC-SONGHEES SOCIAL CLUB |   |      |
| SITE AREA m²                |                          | 3873m²  |      |
| BUILDING FOOTPRINT          |                          | 723 9m² (BUILDING)<br>72 1m² (OUTDOOR DECK)               |      |
| SITE COVERAGE %             | 40% MAXIMUM              | 18.70% (BUILT FOOTPRINT)<br>20.66% (BUILT + OUTDOOR DECK) |      |
| OPEN SITE SPACE %           | 60% MINIMUM              | 81.30% (BUILT FOOTPRINT)<br>79.34% (BUILT + OUTDOOR DECK) |      |
| <b>BUILDING SETBACK (m)</b> |                          |   |      |
| WEST                        | BAY STREET               | 5.0m  | 5.0m |
| SOUTH                       | MUNICIPAL PARK           | 5.0m  | 5.0m |
| EAST                        | MUNICIPAL PARK           | 5.0m  | 5.0m |
| NORTH                       | WILSON STREET            | 5.0m  | >5m  |

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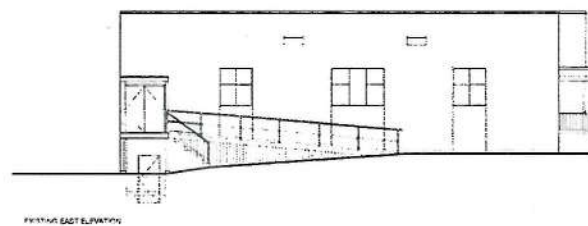
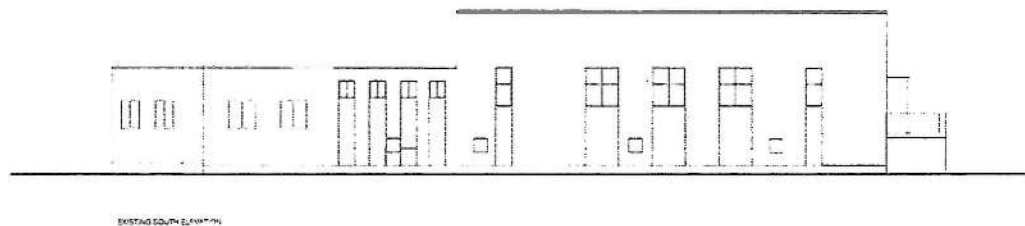
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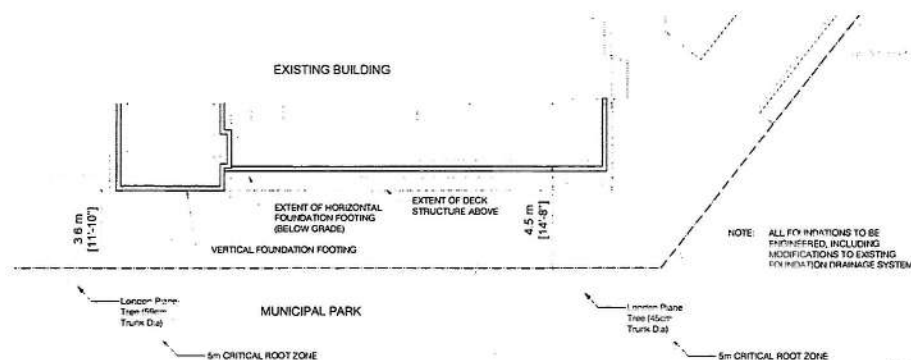
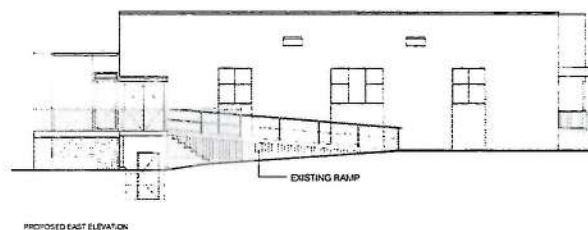
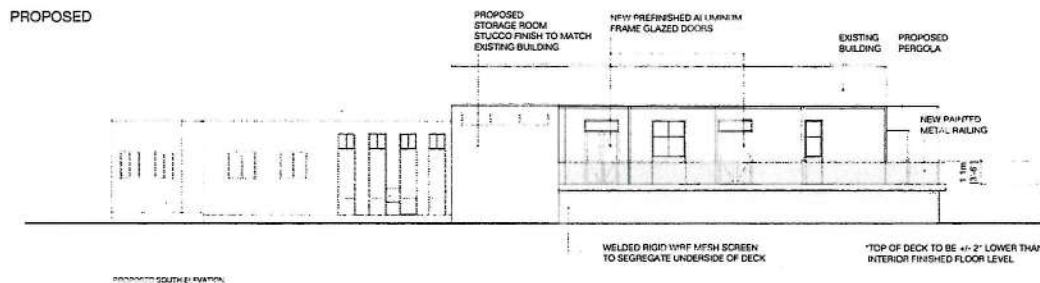
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| 98  | DA VINCI CENTRE SOUTH ADDITION | 1000 |
| 99  | DA VINCI CENTRE SOUTH ADDITION | 1000 |
| 100 | DA VINCI CENTRE SOUTH ADDITION | 1000 |

EXISTING



PROPOSED



|              |                                |
|--------------|--------------------------------|
| Project Name | DA VINCI CENTRE SOUTH ADDITION |
| Address      | 195 BAY STREET, VICTORIA, BC   |
| Client       | DA VINCI CENTRE                |
| Project No.  | 1332                           |
| Design No.   | 1332                           |
| Date         | MAY 01, 2015                   |
| Scale        | AS SHOWN                       |
| Drawn By     | TBAF                           |
| Checked By   | FD                             |
| Project No.  | 1332                           |
| Design No.   | 1332                           |
| Date         | MAY 01, 2015                   |
| Scale        | AS SHOWN                       |
| Drawn By     | TBAF                           |
| Checked By   | FD                             |
| Project No.  | 1332                           |
| Design No.   | 1332                           |
| Date         | MAY 01, 2015                   |
| Scale        | AS SHOWN                       |
| Drawn By     | TBAF                           |
| Checked By   | FD                             |

Received  
City of Victoria

MAY 04 2015

Planning & Development Department  
Development Services Division

NOTE: ALL AREAS AND DIMENSIONS ARE APPROXIMATE AND ARE SUBJECT TO  
VERIFICATION BY A LICENSED SURVEYOR. SOURCE: CITY OF VICTORIA VICMAP

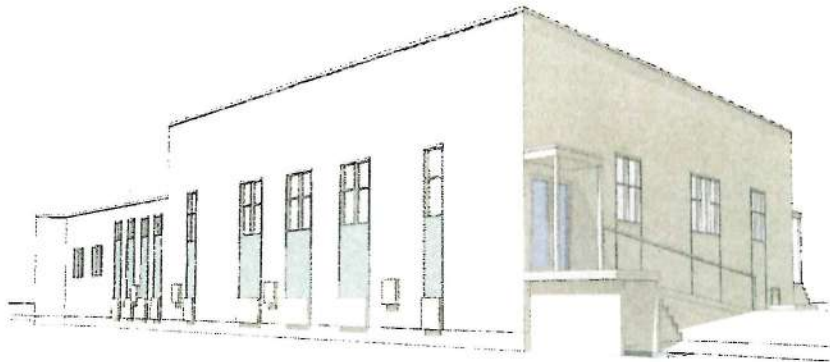
FOR INFORMATION AND COST ESTIMATING ONLY  
- NOT FOR CONSTRUCTION -

A 2.1

EXISTING



SOUTH SIDE OF EXISTING BUILDING



SOUTH SIDE OF EXISTING BUILDING  
(SCHEMATIC RENDERING)

PROPOSED



PROPOSED BUILDING OF PROPOSED SOUTH ADDITION

**Received**  
City of Victoria

**MAY 04 2015**

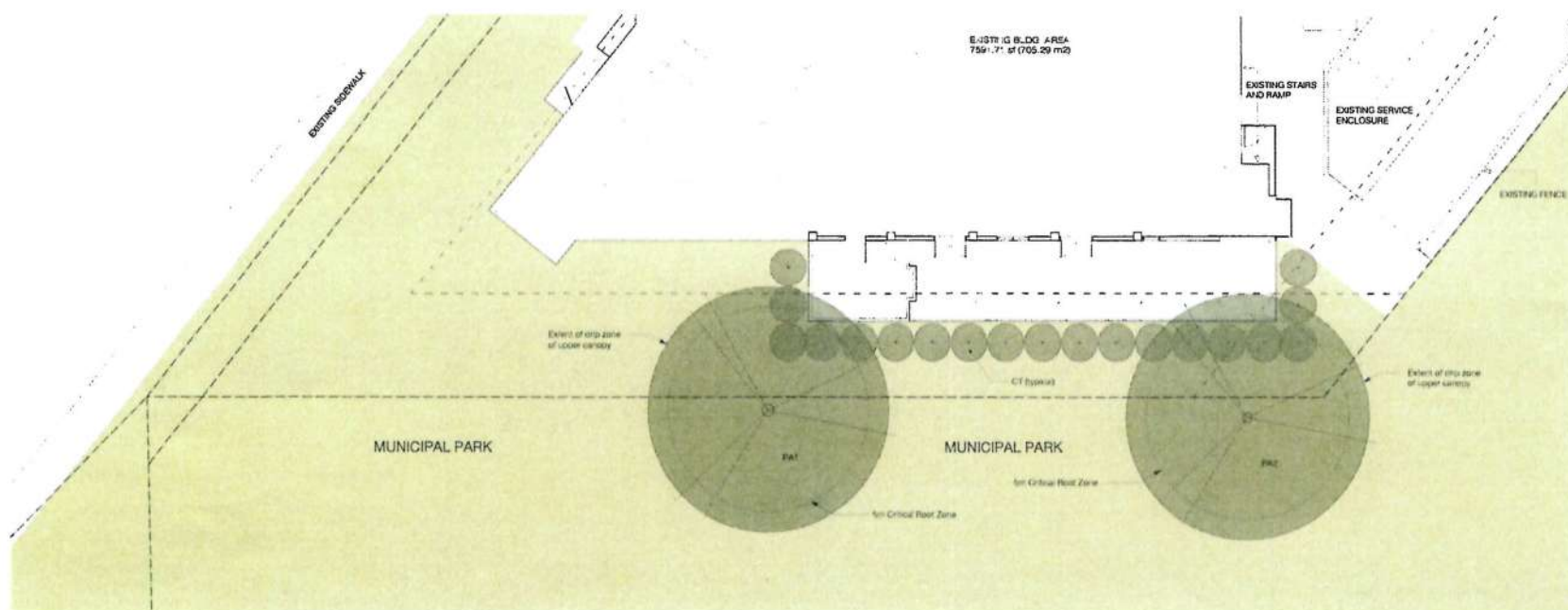
Planning & Development Department  
Development Services Division

NOTE: ALL AREAS AND DIMENSIONS ARE APPROXIMATE AND ARE SUBJECT TO  
VERIFICATION BY A LICENSED SURVEYOR. SOURCE: CITY OF VICTORIA VICMAP

FOR INFORMATION AND COST ESTIMATING ONLY  
- NOT FOR CONSTRUCTION -

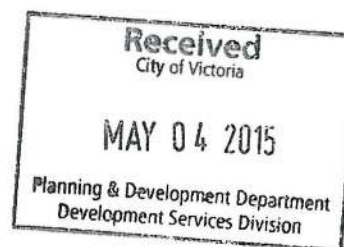
|   |                     |  |
|---|---------------------|--|
| 1 | Project Name        | DA VINCI CENTRE SOUTH ADDITION                         |
| 2 | Project Address     | 185 BAY STREET, VICTORIA, BC                           |
| 3 | Project Description | EXISTING CONDITIONS AND RENDERING OF PROPOSED ADDITION |
| 4 | Project Number      | 1032   |
| 5 | Project Date        | MAY 04 2015  |
| 6 | Project Scale       | A3 (48" x 36")   |
| 7 | Project Drawn By    | TSNF   |
| 8 | Project Checked By  | FO   |
| 9 | Project Scale       | A 3.1  |





| PLANT LIST | QTY | SYMBOL | PLANT NAME | PLANT SPECIES | PLANT SIZE | PLANT SPACING |
|------------|-----|--------|------------|---------------|------------|---------------|
| CT         | 15  |        | CRABAPPLE  | BLUE BLOSSOM  | 4m         | 8' FOOT OC    |
| FAI        | 1   |        | PLANTAIN   | ACEROLA       | 10m        | AS SHOWN      |
| FAI        | 1   |        | PLANTAIN   | ACEROLA       | 10m        | AS SHOWN      |

PROPOSED LANDSCAPE + PLANTING PLAN (SCALE= 1:100)



NOTE: ALL AREAS AND DIMENSIONS ARE APPROXIMATE AND ARE SUBJECT TO VERIFICATION BY A LICENSED SURVEYOR. SOURCE: CITY OF VICTORIA VICMAP  
FOR INFORMATION AND COST ESTIMATING ONLY  
- NOT FOR CONSTRUCTION -

|                 |                                    |
|-----------------|------------------------------------|
| Project Name    | DA VINCI CENTRE SOUTH ADDITION     |
| Project Address | 155 BAY STREET, VICTORIA, BC       |
| Project Site    | PROPOSED LANDSCAPE + PLANTING PLAN |
| Project No.     | 1332                               |
| Project Date    | MAY 01, 2015                       |
| Scale           | AS SHOWN                           |
| Drawn By        | TBSP                               |
| Checked By      | PD                                 |
| Project No.     | 1332                               |
| Project Date    | MAY 01, 2015                       |
| Scale           | AS SHOWN                           |
| Drawn By        | TBSP                               |
| Checked By      | PD                                 |
| Project No.     | 1332                               |
| Project Date    | MAY 01, 2015                       |
| Scale           | AS SHOWN                           |
| Drawn By        | TBSP                               |
| Checked By      | PD                                 |





DA VINCI CENTRE SOUTH ADDITION  
195 BAY STREET, VICTORIA, BC

DEVELOPMENT PERMIT APPLICATION PRESENTATION - JUNE 2015

Victoria Italian Assistance Centre

D'AMBROSIO architecture +  
urbanism

#### LOCATION



Victoria Italian Assistance Centre

DEVELOPMENT PERMIT APPLICATION PRESENTATION - MAY, 2015

D'AMBROSIO architecture +  
urbanism

EXISTING BUILDING PHOTOGRAPHS



Victoria Italian Assistance Centre

DEVELOPMENT PERMIT APPLICATION PRESENTATION - MAY, 2015

D'AMBROSIO architecture +  
urbanism

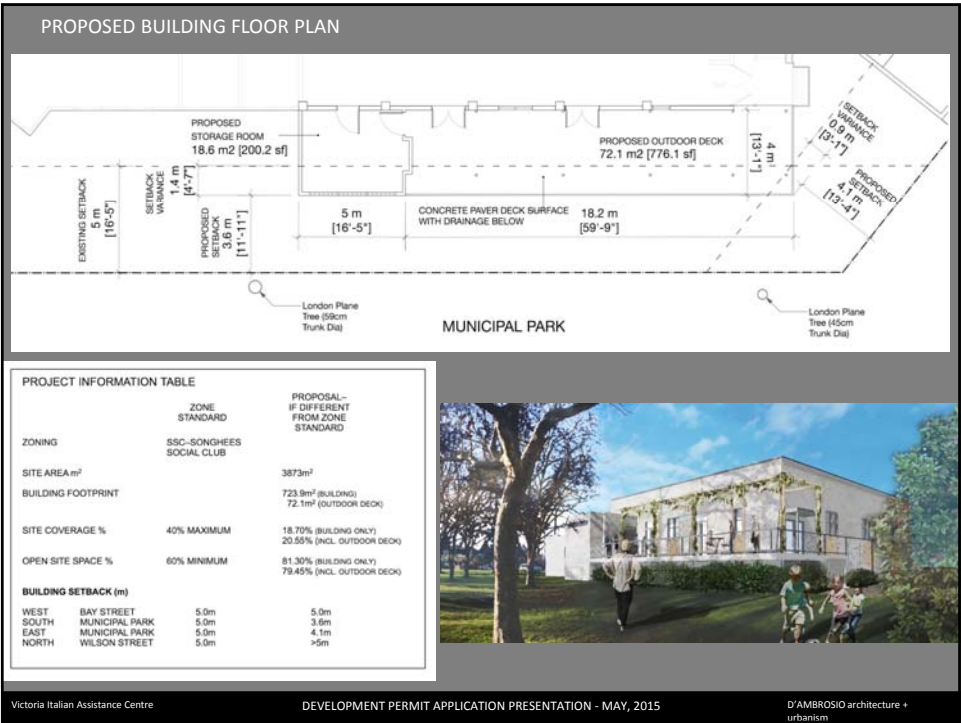
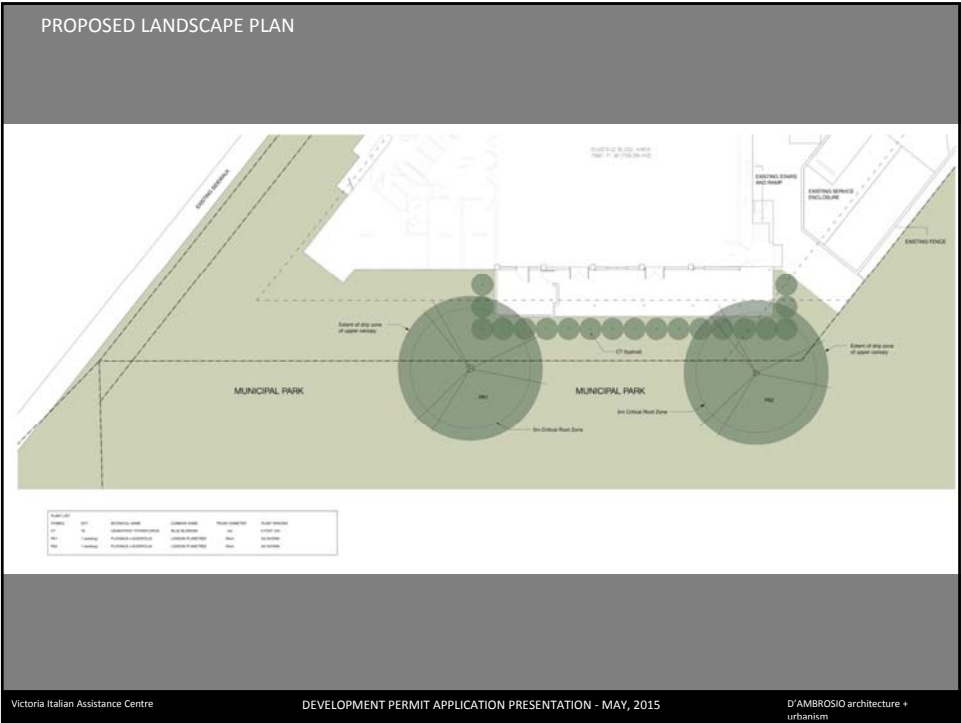
PROPOSED BUILDING RENDERING



Victoria Italian Assistance Centre

DEVELOPMENT PERMIT APPLICATION PRESENTATION - MAY, 2015

D'AMBROSIO architecture +  
urbanism





# PROPOSED MATERIAL PALETTE



METAL GUARD



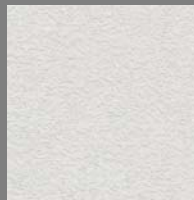
METAL/GLASS DOORS



WOOD PERGOLA



CONCRETE PATIO PAVERS



STUCCO TO MATCH BUILDING



BLUE BLOSSOM (CEANOTHUS THYRSIFLORUS)

Victoria Italian Assistance Centre

DEVELOPMENT PERMIT APPLICATION PRESENTATION - MAY, 2015

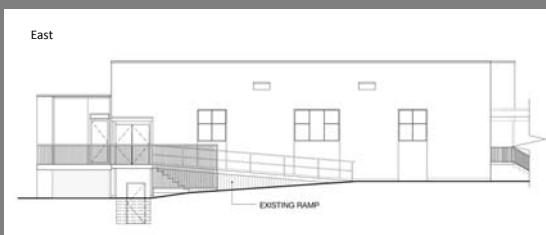
D'AMBROSIO architecture + urbanism

## PROPOSED BUILDING ELEVATIONS

South



East



Victoria Italian Assistance Centre

DEVELOPMENT PERMIT APPLICATION PRESENTATION - MAY, 2015

D'AMBROSIO architecture + urbanism



**REPORTS OF THE COMMITTEES**

**2. Planning and Land Use Committee – May 14, 2015**

**5. Heritage Designation Application No. 000144 for 624 Battery Street**

It was moved by Councillor Lucas, seconded by Councillor Loveday, that Council consider the designation of the property located at 624 Battery Street pursuant to Section 967 of the *Local Government Act* as a Municipal Heritage Site.

Carried Unanimously

### 3.3 Heritage Designation Application No. 000144 for 624 Battery Street

Committee received a report regarding an owner initiated application to designate the property at 624 Battery Street as a Municipal Heritage Site.

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

That Council consider the designation of the property located at 624 Battery Street pursuant to Section 967 of the *Local Government Act* as a Municipal Heritage Site.

CARRIED UNANIMOUSLY 15/PLUC128



## Planning and Land Use Committee Report

For the Meeting of May 14, 2015

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**To:** Planning and Land Use Committee **Date:** April 22, 2015  
**From:** Murray G. Miller, Senior Heritage Planner, Community Planning  
**Subject:** Heritage Designation Application #000144 for 624 Battery Street

---

### RECOMMENDATION

That Council consider the designation of the property located at 624 Battery Street pursuant to Section 967 of the *Local Government Act* as a Municipal Heritage Site.

### LEGISLATIVE AUTHORITY

In accordance with section 967 of the *Local Government Act*, Council may, by bylaw, on terms and conditions it considers appropriate, designate real property in whole or in part as protected if Council considers that the property has heritage value or heritage character or that the designation of the property is necessary or desirable for the conservation of a protected heritage property.

### EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations regarding an owner request to designate the house located at 624 Battery Street which is within the Battery Street Heritage Conservation Area. The property is not on the City of Victoria's Register of Heritage Properties.

The following points were considered in assessing this application:

- general consistency with the *Official Community Plan (OCP)*
- Statement of Significance
- Victoria's Heritage Thematic Framework.

The application was reviewed by the Heritage Advisory Panel at its April 14, 2015 meeting and was recommended for approval. This report fulfils the requirements of Section 968(5) of the *Local Government Act*.

### BACKGROUND

#### Description of Proposal

An application to designate the house located at 624 Battery Street as a Municipal Heritage Site was received from the owners on February 18, 2015.

## **Zoning/Land Use**

The proposed designation is consistent with the R-2: Two Family Dwelling District Zone and the predominant surrounding land uses.

## **Condition/Economic Viability**

The exterior of the building, as viewed from Battery Street and as depicted in recent photographs, appears to be in sound condition.

## **ANALYSIS**

The following sections provide a summary of the application's consistency with the relevant City policies and guidelines.

### **Official Community Plan**

This 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 designation of the property as a Municipal Heritage Site because it would maintain an existing character area.

### **Statement of Significance**

A Statement of Significance describing the historic place, outlining its heritage value and identifying its character-defining elements is attached to this report.

### **Victoria's Heritage Thematic Framework**

A key policy of the OCP includes the determination of heritage value using a values-based approach. A Heritage Value Assessment with consideration of Victoria's Heritage Thematic Framework is incorporated into the Statement of Significance.

### **Resource Impacts**

The applicant has indicated their interest in restoring the exterior appearance of the property; as a result, there may be a request in the future for a grant from the Victoria Heritage Foundation.

## **CONCLUSIONS**

The house located at 624 Battery Street is a contributor to the Battery Street Heritage Conservation Area as outlined in the Statement of Significance. The application for designation of the building as a Municipal Heritage Site is consistent with relevant City policies and will serve to strengthen the Battery Street Heritage Conservation Area. Staff therefore recommend that Council consider the designation of the property located at 624 Battery Street.



## ALTERNATE MOTION

That Council decline Heritage Designation Application No. 000144 for the property located at 624 Battery Street.

Respectfully submitted,



Murray G. Miller  
Senior Heritage Planner  
Community Planning



Andrea Hudson  
Assistant Director, Community Planning  
Sustainable Planning and Community Development

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



Jason Johnson

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

May 5, 2015

MGM/ljm

S:\TEMPEST\_ATTACHMENTS\PROSPERO\PL\HD\HD000144\624 BATTERY ST PLUC REPORT APR 21 2015.DOC

## List of Attachments

- Subject map
- Aerial map
- Photographs
- Statement of Significance
- Letter from the owner, date stamped February 18, 2015
- Excerpt from *This Old House, Volume Two (Draft): James Bay*.

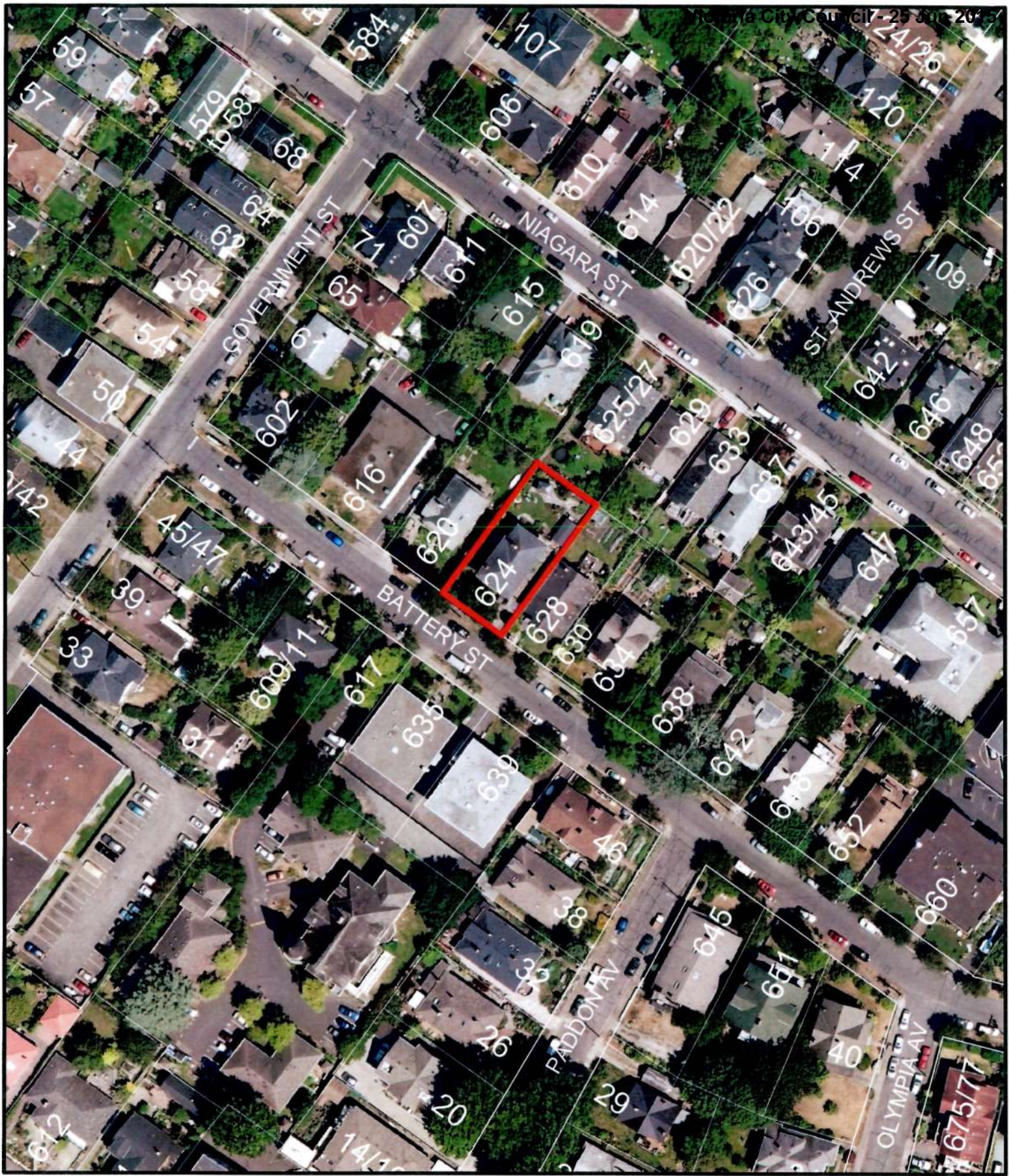
Heritage Designation #000144



 Designated       Registered







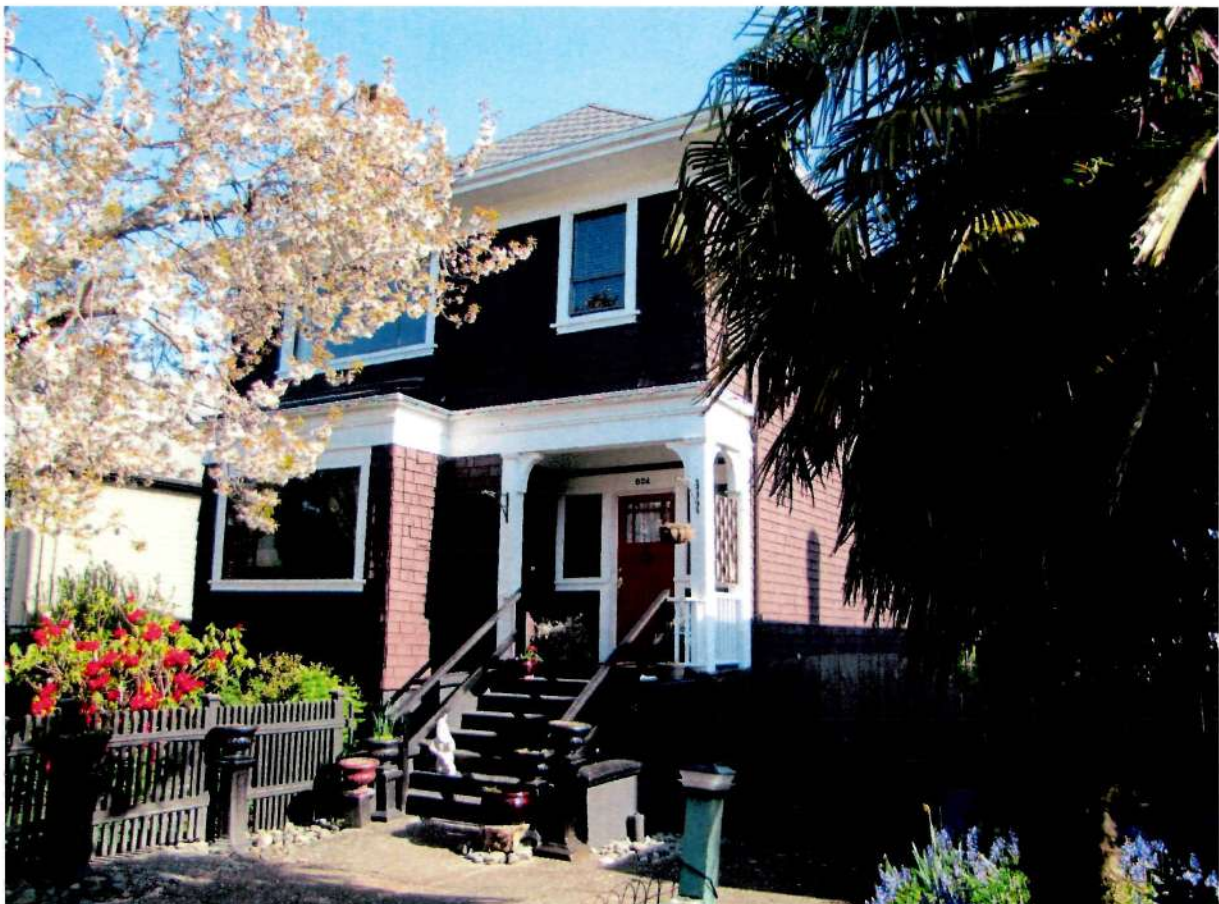
624 Battery Street

Heritage Designation #000144





624 BATTERY STREET





624 BATTERY STREET





624 BATTERY STREET



624 BATTERY STREET





**Statement of Significance**

624 Battery St, Victoria, British Columbia  
 Lot 18, Blocks 3, 4 & 5, Beckley Farm, Victoria

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**Description of the Historic Place**

624 Battery Street is a two-storey Edwardian single-family home with six rooms built in 1910. It is located in the core of the Battery Street Heritage Conservation Area, on the southern edge of Victoria's James Bay peninsula. On the north side of the street facing south, it is centered on a lot of 50' x 100' (595.4 sq.m.).

The front façade has a heavy belt course defining the two floors. The main floor has a single-storey box bay on the left and a shallow recessed porch on the right. Original double-hung sashes survive on the sides and rear. Front-facing steps with low bannisters lead to the porch with original concave brackets on plain square columns. The original front door has half-length side-lights with later glass.

The hipped roof is bellcast, with wide, closed eaves, and is dominated by two original corbelled chimneys. The building stands on a concrete foundation, parged to resemble stone blocks. The Foursquare footprint is modified by a two-storey rear extension, offset on the left side, also with a bellcast roof.

The house is within and protected by Heritage Conservation Area No. 2. (See Map 676, p.243, Appendix A, Victoria Official Community Plan.) The HCA comprises more than two dozen houses, primarily built in the pre-war building boom of 1903-13, but anchored by the unique 1889 mansion "Pinehurst" (617 Battery St). Number 624 Battery plays an important role in a streetscape of largely intact homes on the north side of the three-block street.

**Heritage Value of the Historic Place**

The heritage value of 624 Battery Street is summarized below in accordance with the Victoria Heritage Thematic Framework established in the Official Community Plan.

**Theme 1: COASTAL SETTLEMENT****Thematic Framework Subtheme 1.3: Pioneer Farms to First Suburbs**

624 Battery Street's location on the historic Beckley Farm is significant to the evolution of the neighbourhood of James Bay, from farm land to residential lots, and reflects the boom years of growth in Victoria prior to WWI. It is representative of the important shift in James Bay from Beckley Farm holdings to the development of a neighbourhood.

The house plays an important role in the Heritage Conservation Area No. 2. The HCA, anchored by the lavish mansion "Pinehurst," demonstrates the evolution of early Victorian estates, and features an entire street. It reflects the optimism and prosperity of Victorians in the decade before WWI. The street is one block from the ocean and terminates at Beacon Hill Park, Victoria's primary sporting and social gathering place.

**Theme 2: GATEWAY ECONOMY****Thematic Framework Subtheme 2.5: Historic Infrastructure**

624 Battery Street's proximity to the historic downtown core and three major transit corridors (Niagara, Government and Douglas Street) is valued as indicative of the development of neighbourhoods around developing infrastructure.



**Theme 5: CULTURAL EXCHANGE****Thematic Framework Subtheme 5.1: Architectural Expression**

The house has value as an example of Edwardian architecture and for its association with architect J.C.M. Keith (Keith & Evers 1891-1930), who became one of Victoria's preeminent designers through the 1890s and 1920s. Keith made a major and lasting contribution to the city's architecture, designing many Victoria residences, primarily in the Tudor Revival or Arts & Crafts styles, notably the imposing Ryan residence, at 651 Battery (1912), as well as prominent public buildings, including the Pemberton Chapel and Christ Church Cathedral. A number of his residential commissions were for 1½-storey homes, with half-timbering in the gables. This house, in the Foursquare style, and covered with shingles, breaks with this tradition and is valued as a rare design form by this significant architect.

Finally, this building has heritage value owing to its physical integrity as expressed through its character-defining elements.

**Character-Defining Elements**

Key elements that express the heritage value of 624 Battery Street and that continue to define the character and history of James Bay include:

- Original location of building on Beckley Farm
- Relationship to surrounding residential buildings dating from the early twentieth century and the contribution that the building adds to the neighbourhood (Heritage Conservation Area #2).
- A rare design form by prominent architect J.C.M. Keith.

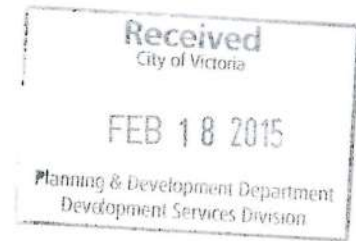
Key elements that define the heritage character of the building's exterior include:

- Edwardian Foursquare style;
- Bellcast roof with wide, closed, eaves;
- Two corbelled chimneys;
- Angled bay on the left side;
- Box bay on the front;
- A heavy belt course on the front façade, defining the two floors;
- Shallow, recessed porch on the right front;
- Four concave brackets on the porch columns;
- Front-facing steps with low bannisters leading to the porch;
- Period front door with half-length sidelights;
- Arts & Crafts-style shingles on all wall surfaces;
- Double-hung sash windows on each side and the rear.

624 Battery Street  
Victoria BC V8V 1E5

February 16, 2015

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



Dear Mayor Helps and Council

Please find attached the Application for Heritage Designation of our home at 624 Battery Street, plus photos and supplementary material.

Battery Street is part of the James Bay Heritage Conservation Area HCA 1, Traditional Residential, for the purpose of heritage conservation (*City of Victoria Official Community Plan*, Appendix A, Development Permit Areas and Heritage Conservation Areas). Many of the neighbouring homes on Battery Street have been heritage designated and the street is recognized for its unique historic character.

The architect of our home was John Charles Malcolm Keith, architect for Christ Church Cathedral and other prominent Victoria buildings including the nearby residence at 651 Battery Street, and the First Presbyterian Church at 932/934 Balmoral Road. The other home we own, at 1042 Princess Avenue, was coincidentally also designed by J.C.M. Keith and received heritage designation in 2000.

The plans for the construction of 624 Battery Street were prepared for Ralph Switzer, retired. He is listed as the resident of the home in 1911 and we believe retained the property as a rental until the 1930s. Thomas Gallon, of Roberts Beasley & Gallon Ltd., lived in the home from 1912-1914 followed by Cornelius H. O'Halloran, who went on to form the View Street law firm Hall & O'Halloran, from 1915-1917. Henri Parizeau, head of the Canadian Hydrographic Survey, lived in the home during the late 1920s. *This Old House: V2 James Bay* outlines the history of many of the other historical properties on Battery Street.

Our home was a rental property for many years and has lost some of its original heritage features, including the street-facing original windows. We are interested in restoring the heritage appearance of the exterior of the home, as well as repainting in heritage-appropriate colours. We have been gradually restoring the interior of the home, which retains some of the original woodwork despite the negative impact of 1970s renovations.

Thank you for considering our application. We would be happy to provide additional information upon request.

Yours sincerely,



Melanie Groves  
Owners



Jen Kyffin



**624 Battery Street**  
**Built: 1910**

**For: Ralph Switzer**  
**Architect: J.C.M. Keith**



*624 Battery Street, 2015*

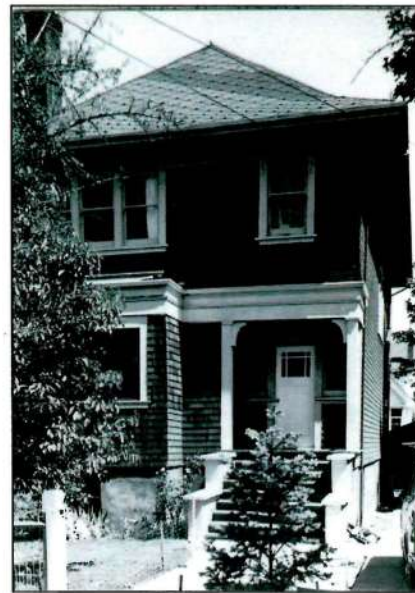
*VHF / Nick Russell*

624 Battery Street is a two-storey Edwardian single-family home with six rooms built in 1910 for \$3,400. The front façade has a heavy belt course defining the two floors. The main floor has a single-storey box bay on the left and a shallow recessed porch on the right. Original double-hung sashes survive on the sides and rear. Front-facing steps with low bannisters lead to the porch with original concave brackets on plain square columns. The original front door has half-length side-lights with later glass.

The hipped roof is bellcast, with wide, closed eaves, and is dominated by two original corbelled chimneys. The building stands on a concrete foundation, parged to resemble stone blocks. The Foursquare footprint is modified by a two-storey rear extension, offset on the left side, also with a bellcast roof.

The house is within and protected by Battery Street Heritage Conservation Area No. 2. The HCA comprises more than two dozen houses, primarily built in the pre-war building boom of 1903-13, but anchored by the unique 1889 mansion "Pinehurst" (617 Battery St). Number 624 Battery plays an important role in a streetscape of largely intact homes on the north side of the three-block street.

The house has value as an example of Edwardian architecture and for its association with architect J.C.M. Keith (Keith & Evers 1891-1930), who became one of



*624 Battery St, 1970s*

*Hallmark Heritage Society Archives*

Victoria's preeminent designers through the 1890s and 1920s. Keith made a major and lasting contribution to the city's architecture, designing many Victoria residences, primarily in the Tudor Revival or Arts & Crafts styles, notably the imposing Ryan residence, at 651 Battery (1912), as well as prominent public buildings, including the Pemberton Chapel and Christ

Church Cathedral. A number of his residential commissions were for 1½-storey homes, with half-timbering in the gables. This house, in the Foursquare style, and covered with shingles, breaks with this tradition and is valued as a rare design form by this significant architect.

**1910-1911:** The house was built for Ralph Switzer (b. Co. Limerick, IRL, 1834-1911). He immigrated to the US in 1885. The 1900 US Census shows Ralph Switzer, widower, residing in Oregon. His occupation is listed as "capitalist". In 1908 Mary Murray (b. Co. Galway, IRL, 1876-1957) and Ralph Switzer were married in Vancouver. Mary was 32 and Ralph was 73. He died a year after moving to 624 Battery St.

**1912-1951:** Widow Mary Switzer continued to own the house until the early 1950s. For most of those years the house was rented out to others. In the later years Mary resided at the Devonshire House Rooms in the 700 block Fort Street.



NO. 15-046

A BYLAW OF THE CITY OF VICTORIA

The purpose of this Bylaw is to designate the exterior of the building located at 624 Battery Street to be protected heritage property.

Under its statutory powers, including section 967 of the *Local Government Act*, the Municipal Council of The Corporation of the City of Victoria enacts the following provisions:

1. This Bylaw may be cited as the “HERITAGE DESIGNATION (624 BATTERY STREET) BYLAW”.
2. The exterior of the building located at 624 Battery Street, legally described as Lot 18, Beckley Farm, Victoria City, Plan 248, is designated to be protected heritage property.

READ A FIRST TIME the **28<sup>th</sup>** day of **May,** 2015.

READ A SECOND TIME the **28<sup>th</sup>** day of **May,** 2015.

Public Hearing held on the day of 2015.

READ A THIRD TIME the day of 2015.

ADOPTED on the day of 2015.

CORPORATE ADMINISTRATOR

MAYOR



**Janet Hawkins**

---

**From:** Aida Mashari <aidaatbcsaf@gmail.com>  
**Sent:** Sunday, May 31, 2015 2:14 PM  
**To:** Council Secretary  
**Subject:** BC Self Advocacy Foundation request to present to City Council June 25  
**Attachments:** BCSAF for Victoria City Council 5 min.ppt

Dear Victoria City Council

The BC Self Advocacy Foundation's Promoting Our Abilities ([www.bcsaf.org](http://www.bcsaf.org)) team is comprised of Michelle Goos, Charlene Barney and Sheenagh Morrison. They wish to present to City Council on June 25th, 2015.

Topic of Presentation:

Creating and supporting customized employment for people with diversabilities/disabilities.

Action we wish council to take:

The hope of the Promoting Our Abilities team is that the Mayor and Council will take action to help create customized employment for people with diversabilities/disabilities within city hall and otherwise in Victoria. The presentation will raise awareness about the under-employment of this population, provide examples of individuals with disability labels and their skill sets, and show success stories of customized employment.

Attached is the power point we will use for our presentation. Please note that we may use a slightly different version of the power point presentation we are attaching to this email. The content will not change much, though we may use different examples. We will bring it on a USB the night of the presentation. Please let us know if you need to see the final version before we present.

Sincerely,

Aida Mashari  
250 361 8156

*Facilitator, BC Self Advocacy Foundation*

On behalf of the advocacy team of Michelle Goos, Charlene Barney and Sheenagh Morrison.

[www.bcsaf.org](http://www.bcsaf.org)



## No More Barriers



## We've got what you need.



In this presentation we are hoping to break down some of the barriers to paid and socially valued employment that we face.

**We will show you that people with disabilities can be a valuable asset.**







## Ready, Willing, and Able

Despite the desire and ability to work, **only one in four people of working age with a developmental disability is in paid employment.** Today we are asking you, as leaders in their communities, to help both solve and highlight the situation.



## Fact



Most people with disabilities live in a state of poverty and receive **\$906.42 of income per month to survive on.** Without paid employment, they have no way to ever improve their quality of life.



## Customized Employment



Often people with disabilities are thought of for only a very few job descriptions.

When a job description is customized to meet both the needs an employer and the assets of the employee, the experience can be hugely successful for everyone involved!



5



## What do you want to be when you grow-up?



This question is rarely asked of children with developmental disabilities.



**We have dreams and ambitions just like you.**

6



## Passionate



Sheenagh Morrison's next ambition is to be a mentor for youth with disabilities. Her work experience includes advocacy at a local, provincial, and national levels. She is also a published blogger, a volunteer at Beacon Hill Children's Farm, and a loyal employee of Thrifty Foods at Hillside.

7



## Decision Maker



Charlene Barney has been employed at Surrounded By Cedar for eleven years. She loves her work because she gets to see aboriginal families grow and thrive. Charlene is also an environmental activist. She wants to take part in protecting the environment and promoting sustainability.

8



## The Extra Mile



Michelle's dream job is working as a community support worker. She is certified and ready to work. Michelle is also a beloved mother and wife, and has experience in retail work and also as a social justice advocate.

9



## Are you Diversability Ready?

We are available to think with you about ideas and possibilities!

-Who here would be willing to meet to talk about what customized employment might look like in your office?

-What advice do you have for us in our work to increase employment opportunities?

-Who in the employment community can you connect us with?







## Promoting Our Abilities





**Janet Hawkins**

---

**From:** webforms@victoria.ca  
**Sent:** Tuesday, Jun 9, 2015 8:22 AM  
**To:** Council Secretary  
**Subject:** Thank you for your submission - City of Victoria - Address Council Form  
**Attachments:** 20150603\_VICTORIA\_HepC\_in\_Canada\_HepCBC\_municipal\_focus.pptx

**Name:** Cynthia Carter **Date:** June 09, 2015

**Address:** 35 Logan Ave., Victoria BC V9A 1H4

**I wish to appear at the following Council meeting:** June 25, 2015

**I represent:** HepCBC Hepatitis C Education and Society

**Topic:** Hepatitis C in Victoria

**Action you wish Council to take:**

(1) Proclaim July 28th World Hepatitis Day in Victoria (Mayor) - NOTE: this request may already have been made by AIDS Vancouver Island in which case our request would be in support of theirs. (2) Take photo with our "Get Tested for Hepatitis C" bus ad (individuals or group) NOTE: This is an ad campaign running on buses in 7 cities in BC, including Victoria, for the month of July) (3) Get publicly tested for hepatitis C (individuals, at time/place of their choice - we can supply nurses at specific time at City Hall if that is preference)

**CONTACT INFO:**

**Contact Name:** Cynthia Carter (alt: Cheryl Reitz)  
**Contact Address:** 35 Logan Ave., Victoria, BC V9A 1H4  
**Contact Phone Number:** [REDACTED]  
**Contact Email:** [REDACTED]

1

# HEPATITIS C IN VICTORIA: 3 STEPS CITY COUNCIL CAN TAKE

By Cynthia Carter and other Board Members and Volunteers  
June 25, 2015, Victoria, British Columbia



Committed to preventing the spread of hepatitis C virus (HCV)  
and to providing support and education to HCV+ people



HepCBC.ca

2

## Hepatitis C in Canada – The Stats

- **At least 220,000** Canadians live with chronic hepatitis C (approx. **1%** of population)
- **About 75%** of affected people are **Baby Boomers** (born between 1945 and 1975)
- People can have this 'silent killer' and **not know it for 3 to 4 decades after infection.**
- At least **44%** of these don't know they have it, **while it silently destroys their liver**

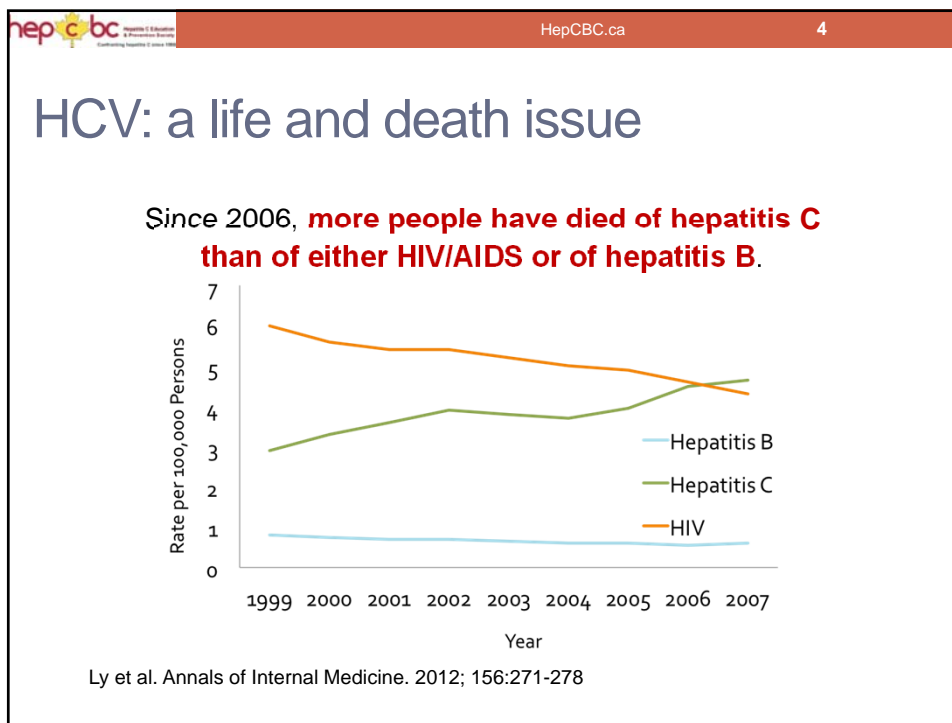
Source: CCDR\_ Volume 40-19, December 18, 2014 - Public Health Agency of Canada

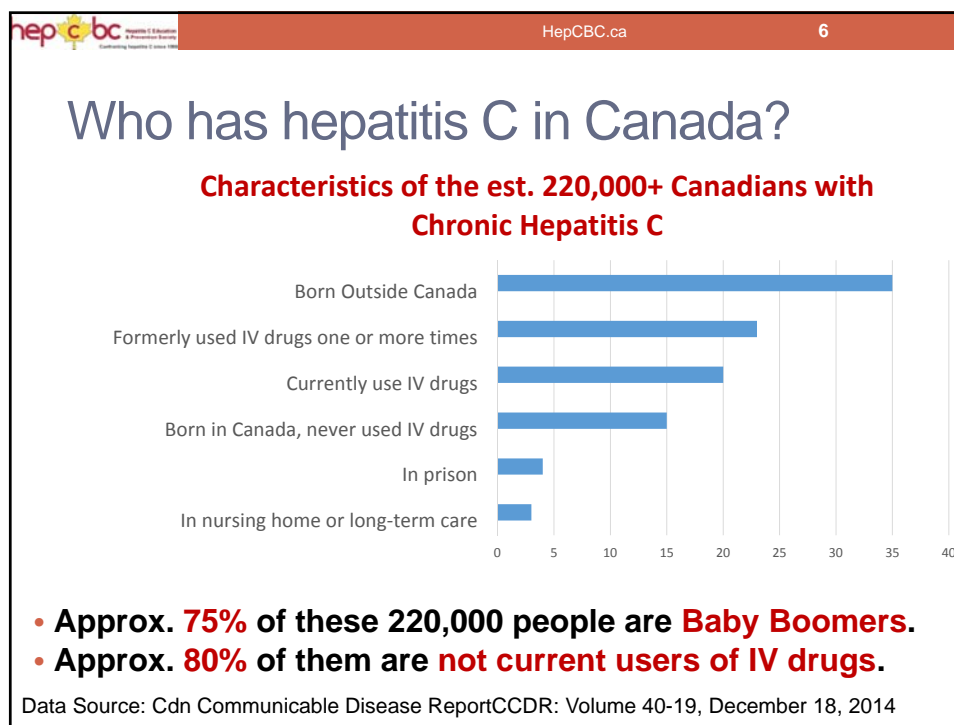
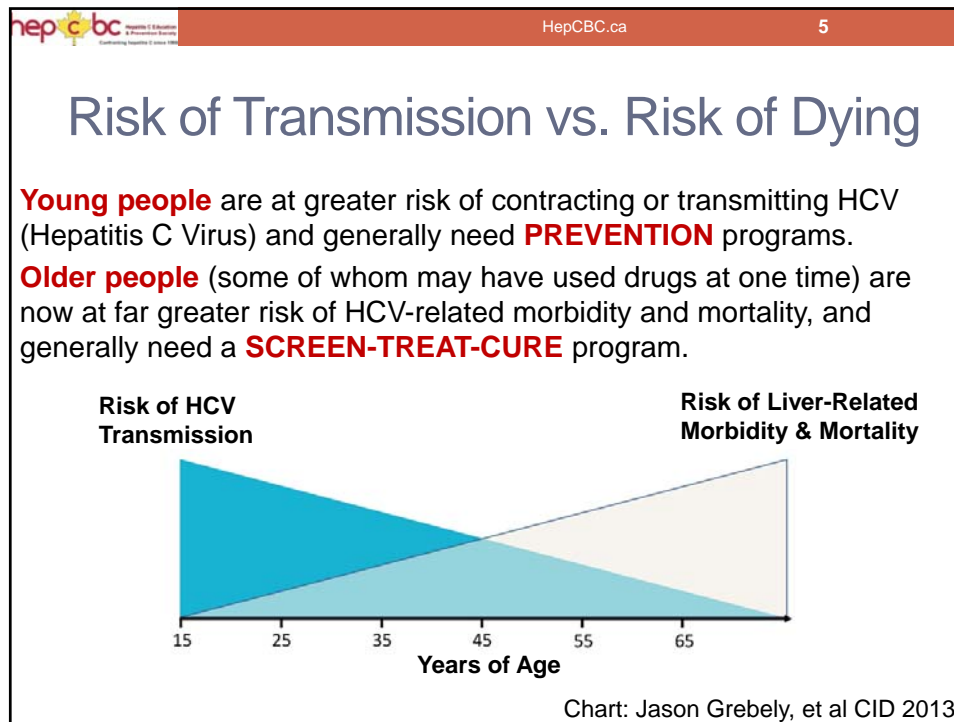


hep c bc Hepatitis C Education & Prevention Society Combating Hepatitis C since 1982 HepCBC.ca 3

## Hepatitis C in BC (one of Canada's top provinces for high HCV prevalence)

- The BC Centre for Disease Control estimates that approximately **80,000** British Columbians are living with chronic hepatitis C.
- Leading cause of **cirrhosis of the liver** and **liver cancer** (high risk of other cancers as well) in BC
- Top reason for **liver transplants**; demand soaring
- Estimate of future lifetime costs range from **\$52,000 for patient with no fibrosis** to **\$328,000 for patient requiring liver transplant**





hep c bc Hepatitis C Education & Prevention Society Combating Hepatitis C since 1989 HepCBC.ca 7

## We want One-Time-Only Screening of those born between 1945 and 1965

- In US, this is **promoted by the Center for Disease Control** and widely advertised.
- In Canada, both the Canadian Liver Foundation and Canadian gastroenterologists suggest 1945-**1975!**
- **This simple blood test** need only be given once; this cohort generally no longer transmits nor contracts HCV.
- **HCV tests are not regularly given.** A patient must generally request this test specifically. Most don't ask for it.

hep c bc Hepatitis C Education & Prevention Society Combating Hepatitis C since 1989 HepCBC.ca 8

## Widespread Baby-Boomer Screening Would **De-Stigmatize** HCV Testing

- A one-time-only test for **all of those born 1945 – 1975** (the most commonly recommended cohort for Canada) would **“catch” 75% or more of the HCV+ people** in Canada
- ***Without singling out any group of people***
- ***Without using stigmatizing ‘risk-based’ testing***
- ***Would find the 44% who don't know they have it,*** enabling them to get treated in time to avoid advanced liver disease, cancer, need for transplant

hep c bc HepCBC.ca 9

## Baby Boomer Testing Targets the Most Vulnerable to HCV Morbidity & Mortality

- **73% of HCV-related deaths are in this cohort. A one-time hepatitis C Screen-Treat-Cure program in Canada for Baby Boomers would prevent at least 21,000 HCV-related deaths.**
- This sort of screen-treat-cure approach “is likely to be cost-effective, at **\$34,359 to \$44,034 per QALY (Quality-Adjusted Year of Life)** gained...”

Sources: CDC: Centers for Disease Control and Prevention (August, 2012) and Cost-effectiveness of screening for hepatitis C in Canada, William W.L. Wong PhD, Hong-Anh Tu PhD, Jordan J. Feld MD MPH, Tom Wong MD MPH, Murray Krahn MD MSc  
<http://www.cmaj.ca/content/early/2015/01/12/cmaj.140711.full.pdf>

hep c bc HepCBC.ca 10

## Our BC bus ad campaign (July 1-28) will run in 7 cities including Victoria!

**You Can Have Hepatitis C and Not Know it.**

التهاب الكبد 肝炎 चेपेटाइटिस viêm gan hépatite

**It can kill. There is a cure. Get tested.**


hep c bc Find out more at **HEPCBC.ca**

**80,000** BC residents have hepatitis C

**75%** infected are Baby Boomers

**Step #1: Would you please take a picture holding our BUS AD after tonight's meeting?**




HepCBC.ca
11

## World Hepatitis Day is July 28th

- Hepatitis C can now actually be eradicated from the earth!
- 150 million or more people have it, worldwide.

**Step #2: Is the Mayor going to proclaim July 28<sup>th</sup> “World Hepatitis Day” in Victoria this year?**


HepCBC.ca
12


## Political leaders are “rolling up their sleeves” in support of Baby Boomer Hepatitis C testing!





**Step #3: Would you be willing to be publicly tested for hepatitis C?**

THANKS SO MUCH FOR LISTENING TO OUR PRESENTATION!

HepCBC.ca13

## Contact Information, HepCBC

- **Victoria, BC (Main) Office**
  - #20 – 1139 Yates Street
  - Victoria, BC V8V 3N2
  - 250-595-3892
- **Vancouver, BC (Outreach) Office**
  - #206A – 938 Howe Street
  - Vancouver, BC V6Z 1N9
  - 604-259-0500
- Email: [info@hepcbc.ca](mailto:info@hepcbc.ca)
- Website: [www.hepcbc.ca](http://www.hepcbc.ca), FB: [hepcbc](#), Twitter: [@hepcbc](#)
- Incorporated 1996 as a BC Society
- Revenue Canada Charitable #86800-4979-RR0001

**Janet Hawkins**

---

**From:** webforms@victoria.ca  
**Sent:** Thursday, Jun 4, 2015 4:05 PM  
**To:** Council Secretary  
**Subject:** Thank you for your submission - City of Victoria - Address Council Form  
**Attachments:** large.jpg

**Name:** Kai Yates

**Date:** June  
04, 2015

**Address:** 201-1205 Rudlin St Victoria BC V8V 3R8

**I wish to appear at the following Council meeting:** June 25, 2015

**I represent:** Victoria Pet Food Bank & Feral Cat Rehabilitation Society, known  
as Safars

**Topic:** Micro-houses & solution for pets

**Action you wish Council to take:**

Our society's president has been helping low income families with pet food and other supplies in the Greater Victoria Area since 2002. At the beginning of 2013 our society created the first pet food bank in Vancouver Island to help pets living on the streets out of Our Place Society. At the end of 2014 we transferred our program to the Victoria Cool Aid Society and Salvation Army Stan Hagen Center for families. During all those years we learned the difficulties street pet owners face and we believe our experience can help prevent future problems. We all want the micro-village to succeed and because pets are in most of the cases the only family or friend a person has integrating them in a proper way to the village is fundamental to the cause. Most of the individuals living on the streets will not go sleep in shelters if they have to leave their furry friend alone outside in the cold. At the present moment, the only society in Victoria accepting pets inside their facilities is the Victoria Cool Aid Society. Pets help people heal mental issues and their integration to this wonderful program is vital for its success. By adding pets to the village we are preventing the depression or despair of their owners and we are also preventing animals to end in kill-shelters. <http://www.safars.org/petfoodbank.html>  
<https://www.youtube.com/watch?v=HIkMtJgbN0o>  
<https://thebonelessproject.wordpress.com/2013/09/13/the-boneless-project-thank-you/>

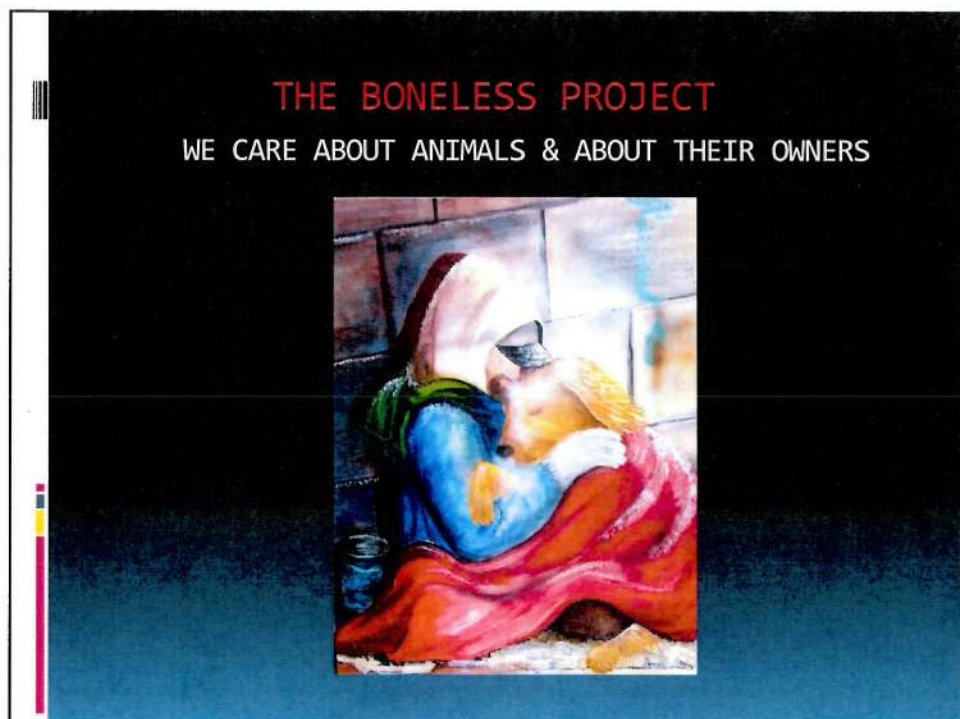
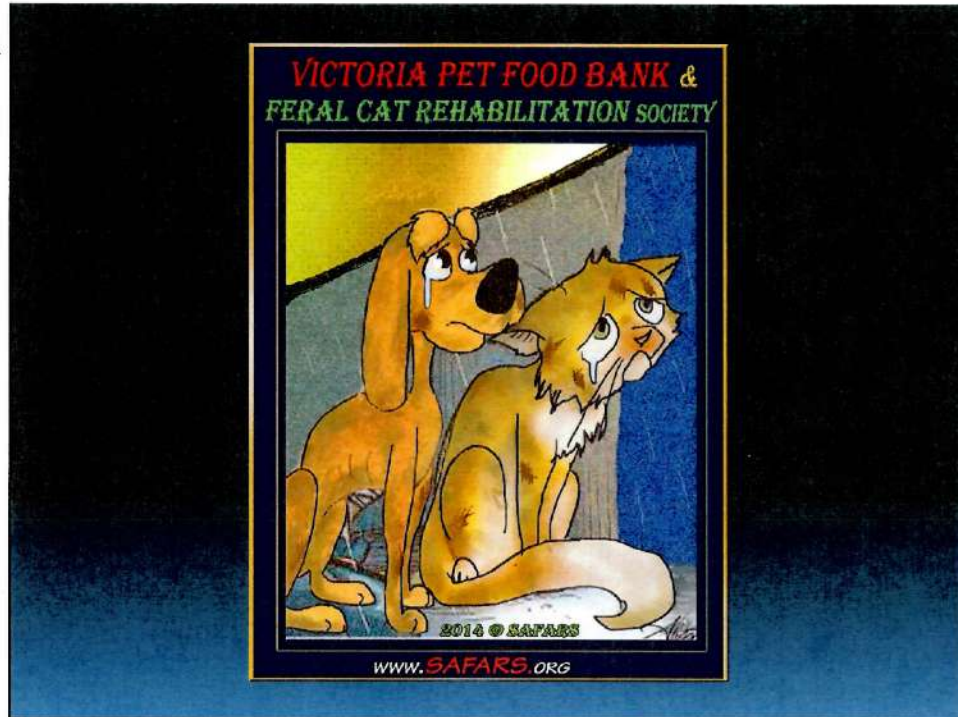
**CONTACT INFO:**

**Contact Name:** Margarita Dominguez  
**Contact Address:** PO Box 344  
**Contact Phone Number:** 778-352-2999

**Contact Email:**

[safars.org@hotmail.com](mailto:safars.org@hotmail.com)





## "NO PET WILL GO HUNGRY" POLICY

17,000 LBS OF FOOD PER YEAR



## WE TEACH COMPASSION

The Stewart College's summer daycare program love to visit us.





## THEY DEPEND IN OUR RELIABILITY

RHEA



SADDIE



## WE FEED THEIR POOCHES & BUY THEM COATS TO PROTECT THEM DURING THE FREEZING NIGHTS.

TUMBLIS



ANGEL



PETS LOVE THEIR OWNERS FOR WHO THEY  
ARE WITHOUT JUDGING THEM

BRUCE



THEIR PETS IS ALL THEY HAVE; THEY ARE THEIR  
FAMILY AND THEIR BEST FRIENDS







TO GIVE THEM A HOUSE WHERE THEIR PETS CANNOT BE IS  
LIKE PUNISHMENT AND THEY WILL NOT USE IT.



TO CARE MEANS TO CONSIDER THEIR FAMILY,  
THEIR PETS.



OUR SOLUTION,  
A KENNEL BESIDE THE HOUSE

In chain-link with a gate

and with a dog house inside





## IN WOOD - 10 X 4



## MORE POSITIVE THAN NEGATIVE

### PROS

- Prevent the owner's depression for losing his/her pet.
- Allow its master to search for employment, studies or to run errands.
- Save an animal from ending in an overcrowded kill shelter, or in the pound where there is not enough staff to socialize with it and where it can only stay 72 hours.
- Keep the animal safe instead of being tied up outside on the streets and picked up by animal control officers creating problems between those in control and those who fear them.
- Prevent conflicts between pet owner and animal control or police officers.

### CONS

- The animal would bark.
- The animal would be abandoned.
- The enclosure would be dirty.
- Aggressive animal.

## ANSWERS TO CONS + OUR SERVICES

### ANSWERS

- Decide the best approach to the animal regarding location where it will be placed in a case of the owner not showing up for one, two or more days.
- Include a deadline the person would have to pick up the pet.
- Give us authorization to surrender the animal to the pound if the animal is aggressive and if the owner does not show up in time.
- Verify that the animal is up to date with its vaccinations before it is accepted in the park.
- In case of the animal becomes pregnant Safars will add a clear clause in the contract giving us the right to place the pups or kittens in one of the animal rescue groups we work with, including ours, or in a boarding kennel.

### SERVICES

- Clean and disinfect the pet enclosure
- Wash blankets and change hay
- Collect, buy, pack, and distribute food and supplies such as blankets, hay, bowls, toys, and other needed items to dogs or cats in regular basis
- Start a fund especially for the medical bills of the pets living in the park
- Find a company to build the enclosure.

WE OFFER TO USE OUR 12 X 10 SHED AS PET FOOD STORAGE WHERE OUR VOLUNTEERS CAN WORK. IT JUST NEEDS TO BE MOVED. IT IS INSULATED AND HAS WATER AND HYDRO HOOKUPS.





THANK YOU FOR BEING THE FIRST COUNCIL SHOWING LOVE AND  
RESPECT FOR ANIMALS! IT SAYS A LOT ABOUT WHO YOU ARE AS  
INDIVIDUALS AND AS POLITICIANS.



BY THE WAY ITS  
ANIMALS ARE TREATED.  
MAHATMA GANDHI

THE GREATNESS OF A  
NATION AND ITS MORAL  
PROGRESS CAN BE JUDGED



Victoria, June 25<sup>th</sup>, 2015

Dear Mayor and Council:

We, the Victoria Pet Food Bank and Feral Cat Rehabilitation Society, previously named Sooke Animal Food and Rescue Society, known as Safars, is an organization with two different mandates first, to prevent the abandonment of animals by helping out their families with food and supplies and second, to rescue and rehabilitate abandoned cats. Nevertheless, our presentation today will describe our organization and pet food bank services and also a project we would like you to consider. The mentioned project is complementary to the City's micro-housing proposal.

#### ABOUT US

Our society founder, Margarita Dominguez, along with her children Kai and Daniel Yates, had been rescuing dogs from puppy mills in Quebec and from the streets in other countries from a very young age. In 1997, they moved to BC where they continued with their love and dedication to animals by fostering dogs and fund-raising to help low and no income families with food, veterinary services and supplies such as de-worming and de-fleaing medication.

In 2007, an elder gentleman, an acquaintance of the family died leaving 1.2 million dollars to animals. Of the million received by the BC registered society in Victoria only \$7,500.00 from the man's legacy came back to his community.



After such deceptive reality, in 2011, a group of friends came together to form Safars. More friends, parents and youth joined the rescue mission in the years that followed. Nowadays, schools help with the different animal and humanitarian projects such as: kittens, crafts, dog parties, and distributing food for those who have very little in life. Probation officers find Safars a viable project for youth and adults serving community service sentencing.

Safars is run by adults teaching and allowing the younger generation to lead, preparing them for the future.



At the end of 2012, Kai, the society vice-president, moved to Victoria determined to help the pets of citizens living on the streets. At first, she carried dog food around during her lunch break and after work, searching for paw-prints. She named her mission the *Boneless Project*. After 6 months of walking from one side of the city to the other and tired of carrying heavy bags of food Safars' board members decided to partner with another group working with homeless issues to run the program out of their facility. From the beginning of 2013 till the end of 2014 Safars sponsored Our Place Society with 400 pounds of food every month.

In November 2014, Safars transferred the Boneless Project to the Victoria Cool Aid Society's Rock Bay Landing emergency shelter and to the Salvation Army Stan Hagen Center for families. The change was positive, it extended the reach to more pets and families in need: single parents, the disabled and all those who live with their pets in the Victoria Cool Aid's emergency shelters or who use the Stan Hagen Center's food bank.

From the beginning, people's need made the Boneless Project blossom like a spring flower and now, in its third year, the program delivers 800 pounds of dry food to the Greater Victoria Area, 170 pounds to the Beecher Bay First Nations Reserve and; approximately, another 200 pounds to Sooke plus 60 cans of wet food and treats between all the locations. Our volunteers do door-to-door deliveries in cases of disability or lack of transportation. How can we say "no" to a person who has no transportation or money to buy food for their loyal companion due to the loss of employment or illness?



Safars created its society to help others. We oppose the BCSPCA's belief that animals should be taken away from an owner who cannot afford to feed it, or to vaccinate it. Safars would like to see more free clinics in Victoria because an animal that is loved at home, or by its owner should remain beside him or her. Animals help us heal our soul and heart and removing an animal from a person can sometimes cause severe depression, fear, anxiety, loneliness, and aggravate a mental illness. In addition, this same animal should not be sent to the only and already overcrowded shelter.



**SHEIBA**  
**SHE LOST ONE LEG &**  
**HER MASTER CAN**  
**BARELY WALK**

Love and generosity are two of the most wonderful healing qualities humans have and it our duty as a society to share it with those who are experiencing hardship. Giving a bag of dog or cat food a month to a hungry animal or putting some money in a veterinary clinic for those in need is not too much to ask when the mental health of society depends on it. Our society has become ill due to: child abuse, domestic violence, predators, alcohol, drugs, and rape and it is our duty to help those affected by tragedy rather than blaming them for living on the streets.

The micro-housing project is not perhaps the ideal long term solution as many have said. However, it is better than nothing until something else can be found. We congratulate Council on your decision.

The micro-houses will boost their residents' self-esteem and become a vehicle to employment. The micro-houses are going to reinstate that lost feeling of "HOME" to many and only positive can be related to them. However, because a home without a pet is just a house Safars brings a solution.

#### OUR PROJECT

Considering that an animal is most of the time the only family and friend a person has, the City and all of us need to think about not excluding pets from this project. Safars years of experience in working with street and low income pet owners revealed that when food is scarce for both, master and animal, the master will go hungry to feed his best friend first. When the emergency shelter does not accept a person's dog or cat inside the building, this person will cuddle with his furry buddy under their tent regardless the freezing cold of the night. On the other hand, when the human is discriminated against or rejected by society his furry pal will be always beside him to lick his tears, to purr, to wag its tail expressing gratitude, to give sloppy kisses, and to love him or her unconditionally. How can we leave such a good and noble friend out in the rain and cold alone as it is expected by the majority of emergency shelters? In the past we attempted to place dog houses



outside of an emergency shelter and our request was denied. Please do not reject us now as pet owners will not use the micro-houses if their pets are not allowed inside.

Therefore, if Council's decision is for only cats to be allowed inside the houses and not dogs, a chain-link enclosure will be the perfect solution.



The 10 x 4 foot chain-link fence or a wood enclosure will be placed right beside the pet owner's house and protected from the rain or summer heat with a proper roof. We will find the least expensive alternative to build the enclosure, the roof and the dog house and present them to you together with our budget.

The dog house will have hay, blankets and toys inside and a compartment to storage the pet's food for a couple of days.



| The PROS   | The CONS               |
|--|------------------------|
| <ul style="list-style-type: none"> <li>Prevent the owner's depression for losing his/her pet.</li> </ul> | The animal would bark. |

|  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Allow its master to search for employment or to run errands.</li> <li>• Save an animal from ending in an overcrowded kill shelter, or in the pound where there is not enough staff to socialize with it and where it can only stay 72 hours.</li> <li>• Keep the animal safe instead of being tied up outside on the streets and picked up by animal control officers creating problems between those in control and those fearing them. .</li> <li>• Prevent conflicts between pet owner and animal control or police officers.</li> </ul> | <p>The animal would be abandoned.</p> <p>The enclosure would be dirty.</p> <p>Aggressive animal.</p> |
|--|--|

#### ANSWERS TO THE CONS:

At the moment of signing the contract with the City another contract would be signed with the Safars. It would give us permission to:

1. Decide the best approach to the animal regarding location where it will be placed in a case of the owner not showing up for one, two or more days.
2. Include a deadline the person would have to pick up the pet.
3. Give us authorization to surrender the animal to the pound if the animal is aggressive and if the owner does not show up in time.
4. Verify that the animal is up to date with its vaccinations before it is accepted in the park.
5. In case of the animal becomes pregnant Safars will add a clear clause in the contract giving us the right to place the pups or kittens in one of the animal rescue groups we work with, including ours, or in a boarding kennel.

All of the above explained precautions will be clearly stated in the contract allowing Safars to negotiate with the pet owner in favour of the pet's best interest and to preserve the peace and respect in the park for both parties, the City and the tenant.

In the past, Safars has been approached by pet owners living on the streets who have been intimidated or felt been harrassed by the Victoria Animal Control authorities. The Boneless Project' presence in the micro-housing parks will help reduce the tension and possible disadvantages.

#### OUR RESPONSIBILITIES OTHER THAN THE ONES JUST ABOVE MENTIONED:

- Cleaning and disinfecting the pet enclosure
- Wash blankets and change hay
- Collect, buy, pack, and distribute food and supplies such as blankets, hay, bowls, toys, and other needed items to dogs or cats in regular basis
- Start a fund designated for the medical bills of the pets living in the park

To conclude, after the City's announcement of how many houses and extra storage buildings will be available in each location Safars will provide its budget including the cost of its services and the cost of the building and building materials for each kennel. Safars already has a 12 x 10 wonderful shed that can be brought to one of the parks to store the pet food.



Last, we want you to assure you that if you hire our services to organize and take care of this parallel part of your wonderful project we will be fully devoted to its success. We will make its services grow and transform it into a role model to other cities, just as we have done with our pet food bank.

After years of helping the street community with their pets we have gained their trust; they know we are reliable and that they can count on us. No other group before us wanted to work for free as we did during all these years just to prevent the abandonment of animals helping them stay with their owners. We are the first and only pet food bank on the island and our society is devoted and passionate for what we do.

Sincerely,

Victoria Pet Food Bank and Feral Cat Rehabilitation Society, SAFARS







Number: S-0059393

# CERTIFICATE OF CHANGE OF NAME

*SOCIETY ACT*

*I Hereby Certify that* **SOOKE ANIMAL FOOD AND RESCUE SOCIETY** has this day changed its name to **VICTORIA PET FOOD BANK AND FERAL CAT REHABILITATION SOCIETY** on February 5, 2015 at 04:26 PM Pacific Time.

*Issued under my hand at Victoria, British Columbia,  
on February 5, 2015*



CAROL PREST

*Registrar of Companies*  
PROVINCE OF BRITISH COLUMBIA  
CANADA



# THE DETERMINATION OF A YOUNG GIRL TO SAVE ANIMALS

TIMES COLONIST, VICTORIA, B.C.



## THE CAPITAL AND VANCOUVER ISLAND

Editor: Dave Senick > Telephone: 250-380-5113 > Email: localnews@timescolonist.com

TUESDAY, MARCH 26, 2013 A3

**KAI YATES  
CREATES THE  
BONELESS  
PROJECT TO  
SPONSOR THE  
FURRY FRIENDS  
VISITING  
OUR PLACE'S  
SOCIETY**



Kai Yates from the Sooke Animal Food and Rescue Society hands out food to Tanner Andrews and his three-year-old chihuahua at the pet-food bank at Our Place, which has provided dog and cat food to those in need since January.

### New food bank caters to Fido

AMY SMART  
Times Colonist

Jackie Stobbart may consider her cats priceless, but the cost of feeding them has become a problem for the low-income Victoria resident, who lives on disability assistance.

Thanks to a new pet-food bank offered through Our Place, however, Stobbart now has an emergency supply of food for Cleo, Casey and Buddy. "It's really good that they actually help people on low income, because we wouldn't be able to do it on how much we have," said Stobbart, who also volunteers with the pet-food bank. "I just don't have the funds."

The pet-food bank has provided dog and cat food and treats — typically in portions large enough to feed one large animal for a week — to individuals and families in need since January.

The program is co-ordinated by the Sooke Animal Food and Rescue Society and administered through Our Place, which provides services such as a drop-in centre, meals and transitional housing to low-income and homeless people.

Almost half the clients at Our Place have pets, according to director Don Evans. "We get requests for pet food on a daily basis," he said.

Our Place also offers free veterinary services on a monthly basis — each Vets for Pets event attracts an average of about 60 people. While food is already provided there, the new pet-food bank will be available throughout the week, during Our Place's operating hours.

Evans said pets serve an important role for Our Place clients.

"People living on the street and living in poverty often have pets," he said. "The common need is around companionship, but a lot of people have pets for protection, as well."

The Sooke Animal Food and Rescue Society started the pet-food bank project a

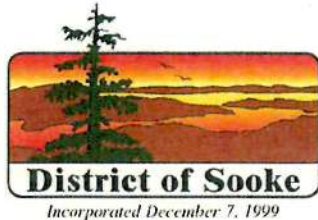
year ago in Sooke. Co-founder Kai Yates, who now lives and works downtown, brought the program to Our Place after noticing many pet owners in need in the downtown region.

"I was noticing how many homeless people there were with pets," said Yates.

"We started talking to vet clinics and pet stores around and I thought, if we could collect animal food, we could make little hamper to give out."

The program is in constant need of donations.

To make a donation, contact 778-352-2999 or sookeanimalfoodbank@gmail.com. [www.sookeanimalfoodbank.com](http://www.sookeanimalfoodbank.com)



2205 Otter Point Road, Sooke, British Columbia, Canada V9Z 1J2

Phone: 250-642-1634 • Fax: 250-642-0541 • Email: info@sooke.ca • Website: www.sooke.ca

0220-01

May 19, 2015

To whom it may concern:

**RE: Letter of Support for Sooke Animal Food & Rescue Society / Victoria Pet Food Bank & Feral Cat Rehabilitation Society**

On behalf of the District of Sooke Council, I am pleased to provide this letter of support for the Sooke Animal Food and Rescue Society / Victoria Pet Food Bank & Feral Cat Rehabilitation Society ("Society").

The Society is a group of volunteers that are dedicated to providing assistance to animals in distress (feral or stray) and to support low income families within the Sooke area by providing pet food. The Society is managed and operated by volunteers and is largely funded through donations. The Society also provides educational and volunteer opportunities to youth in the community.

The District of Sooke supports in principle the Society in their efforts to manage the number of feral cats in the area and their petition to other levels of government for assistance and in addressing this serious issue.

Sincerely,

A handwritten signature in black ink, appearing to read "Maja Tait", is written over the printed name and title.

Maja Tait  
Mayor





Making a difference...together

Juan de Fuca Electoral Area

2-6868 West Coast Road, PO Box 283

Sooke, BC, Canada V9Z 0S9

T: 250.642.1500

F: 250.642.5274

E: [directorjdf@crd.bc.ca](mailto:directorjdf@crd.bc.ca)

Tuesday, June 16, 2015

To Whom it May Concern,

Margarita Dominguez has requested a letter of support which I am delighted to provide. Margarita has been working in the East Sooke, Otter Point and Sooke Region for the past number of years capturing, saving and rehabilitating feral cats. She has been relentless against all odds in her quest to help animals with little or no funding and support from government.

I understand that she is now expanding to set-up a pet food bank in addition to helping feral cats. If her new society Safars has even half the energy, passion and dedication to animals that Margarita has demonstrated, they will be a huge asset to Victoria and the Capital Regional District.

Sincerely,

A handwritten signature in black ink that reads "Mike Hicks".

Mike Hicks  
Regional Director  
Juan de Fuca Electoral Area



**Bylaw Services**

212-2780 Veterans Memorial Parkway  
Victoria, BC, Canada V9B 3S6

T: 250.474.3351  
F: 250.391.9727  
www.crd.bc.ca

June 16, 2015

To Whom it May Concern

**RE: Victoria Pet Food and Feral Cat Rehabilitation Society**

Please be advised that this group provides services over and above what is done by CRD Animal Care Services. We certainly appreciate that this group rescues and cares for feral and abandoned domestic cats. They also assist needy pet owners with food for their pets.

Sincerely,

Don Brown  
Chief Bylaw Officer  
Capital Regional District  
(250) 474-3351 (21)

C.c. Margarita Dominguez





16 June 2015

To the honourable Councillors of the City of Victoria,

Over the past year the Sooke Animal Food and Rescue Society (SAFARS) has played an important role in the stability and recovery of pet owners from homelessness through its Boneless Project, a pet food bank hosted at our emergency shelter Rock Bay Landing.

While Rock Bay Landing allows people seeking refuge to bring their pets with them into the shelter, the Victoria Cool Aid Society receives no funding or supplies for the provision of these animals. Without the food and animal care supplies donated through the Boneless Project, many would be forced to give up the companions who are often the last remaining family and sole source of comfort to people in the desperate struggle to overcome homelessness.

We at Cool Aid are grateful for the tremendous time and energy that members from SAFARS and the Boneless Project contribute to supplying food and care items for pets, as well as the hours spent collaborating with our staff to ensure donations are swiftly received by those in greatest need.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

Christopher Geater  
Community Relations  
cgeater@CoolAid.org

The Salvation Army  
Stan Hagen Centre for Families  
2695 Quadra Street  
Victoria, BC V8T 4E3

Telephone: 250-386-8521  
Fax: 250-386-8527  
www.sashcf.com

June 16, 2015

To whom it may concern,

Please accept this letter as support and referral for the "Boneless Project" The Salvation Army Stan Hagen Centre has recently joined forces with "The Boneless Project" in ensuring that our vulnerable population has a source of food and other supplies for their Canine and Feline friends. Our friends that drop into the Centre are extremely grateful for the service provided through the boneless project as it is the only pet food bank that exists. For many, owning a pet is their best shot at survival, offering companionship, security, laughter and exercise just to name a few. We want to support this positive influence.

We have come to appreciate working together and value their passionate service to the community. They are very professional, reliable, and discreet and have become an integral partner in our efforts to bring the very best to our community through our many Dignity Programs. In turn, they will also be a vital component to the success and health of any program geared to transitioning people into various forms of housing.

My hope is that you will also recognize and support the vital role of this organization in our community.

Sincerely,

Pat Humble – Director  
The Salvation Army  
Stan Hagen Centre for Families

4901B East Sooke Road  
Sooke, BC, V9Z 1B6  
Telephone: 250.478.3535  
Facsimile: 250.478.3585



June 17, 2015

To Whom It May Concern:

RE: Letter of Support for Sooke Animal Food & Rescue Society /  
Victoria Pet Food Bank, Feral Cat Rehabilitation Society

Beecher Bay First Nation is happy to provide a letter of support for the  
above mentioned Societies and Food Bank.

Beecher Bay First Nation has a number of community members who  
access the much needed services which are provided.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Mary Lou Preston', written over a horizontal line.

Mary Lou Preston,  
Band Administrator



[PETS \(/PETS\)](#)

[INSPIRING \(/INSPIRING\)](#)

[CUTE \(/CUTE-ANIMALS\)](#)

[SEAWORLD \(/SEAWORLD\)](#)

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Share to show your support for Ron and Shadow

2,449

people have seen this  
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## Dog Is Homeless Man's Best Friend So Strangers Fight To Keep Them Together

By Anna Swartz ([http://www.thedodo.com/anna-swartz](#))



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19 June 2015

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### SHARE THIS STORY

Sometimes loving an animal means giving them everything you can — even when you don't have much. Ronald Aaron and his beloved dog Shadow, a 13-year-old black Lab, fell on hard times after Aaron lost his job and his home. The two wound up living together on the streets (<http://www.wsvn.com/story/29349429/good-samaritan-rescue-group-help-homeless-man-dog-find-shelter>) of Hallandale Beach, Florida, after no shelter would allow Aaron to keep Shadow with him, according to local outlet WSVN.

Hranto Davoyen, a dog lover who volunteers with the Miami-based rescue A Way for a Stray (<https://www.facebook.com/AYayForAstray/timeline>) passed by the two sitting together earlier this week when he noticed, with amazement, that Aaron was sharing his very last piece of food with Shadow.

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Did Traffic Cameras Catch a Glimpse of a



<http://www.zergnet>  
Very Rare And Adorable Pocket





Facebook/AWayForAStray

(<https://www.facebook.com/AWayForAStray/timeline>)

Davoyen stopped to talk to Aaron, and after hearing his story, he knew he had to do something to help. He immediately went into the nearest store and came out with bags of dog food and groceries for the two of them. Davoyen began calling every shelter in the area to see if any would take Shadow along with his dad, but they all turned him down.

Knowing that Aaron would never let Shadow, who he'd had since she was a puppy, be taken from him, Davoyen helped set Aaron up in a pet-friendly hotel room. Now A Way for a Stray is working to raise money (<http://www.youcaring.com/ron-shadow-373322>) to find Aaron and Shadow a permanent solution.

The rescue shared the story on Facebook along with an impassioned plea: "How can we encourage people to keep their pets when no one is willing to help those that do not want to give up on their loved ones?"

Bigfoot Family?

Shark Discovered



(<http://www.zergnet.com/Bigfoot-Family-1208417313.html>)

(<http://www.zergnet.com/Shark-Discovered-1208417313.html>)

What You Need To Know About Your Dog's Dewclaws

9 Facts About Animals You Wish You Didn't Know

(<http://www.zergnet.com/What-You-Need-To-Know-About-Your-Dog-s-Dewclaws-1208417313.html>)

(<http://www.zergnet.com/9-Facts-About-Animals-You-Wish-You-Didn-t-Know-1208417313.html>)

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screen\_name=@HuffPostGreen)

(<http://www.huffingtonpost.com/2015/06/17/ve>)

**This cat cafe is an animal lover's dream come true.**

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**20 Animals With A Case Of Resting Bitch Face**

(<https://www.thedodo.com/20-animals-with-a-case-of-resting-bitch-face-1208417313.html>)



Shadow relaxes at the hotel (Facebook/AWayForAStray  
(<https://www.facebook.com/AWayForAStray/timeline>))

Shadow and Aaron are now safe in a hotel room, and Shadow is relaxing in the AC on a brand-new donated doggie bed. Most recently, a good Samaritan who heard their story stopped by with grocery store gift cards, and donated enough for Aaron and Shadow to stay in their hotel room for 14 more days.

"Both Ron & Shadow still can't wrap their heads around all that has transpired in the last 24 hours," the rescue posted on Thursday (<https://www.facebook.com/AWayForAStray/timeline>). "We have restored their hope and faith in humanity and we think he is starting to feel like not all is lost."

#### SHARE THIS STORY

LIKE THE DODO ON FACEBOOK

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**Anna Swartz**

*Anna is an associate writer for The Dodo. She loves almost all animals, but she especially loves the ones who love her back. You can reach her at [anna@thedodo.com](mailto:anna@thedodo.com)*

#### Community Comments

(<https://www.thedodo.com/13-important-pieces-of-life-ad-660394006.html>)

#### 13 Important Pieces Of Life Advice From Cats

(<https://www.thedodo.com/13-important-pieces-of-life-ad-660394006.html>)

(<https://www.thedodo.com/tiny-animals-real-1206038548.html>)

#### Teeny-Tiny Animals You Can't Believe Are Even Real

(<https://www.thedodo.com/tiny-animals-real-1206038548.html>)

(<https://www.thedodo.com/seaworld-orca-hearing-noise-1208124451.html>)

#### SeaWorld Is Loud As Hell. Orca Ears Can't Take It.

(<https://www.thedodo.com/seaworld-orca-hearing-noise-1208124451.html>)

**Janet Hawkins**

---

**From:** webforms@victoria.ca  
**Sent:** Sunday, Jun 21, 2015 7:19 PM  
**To:** Council Secretary  
**Subject:** Thank you for your submission - City of Victoria - Address Council Form

**Name:** Jason Grenier **Date:** June 21, 2015

**Address:** #405-760 Johnson Street

**I wish to appear at the following Council meeting:** June 25, 2015

**I represent:** Divest Victoria

**Topic:** Investment of Municipal Funds

**Action you wish Council to take:**

Work on a strategy to invest municipal funds in a socially and ecologically responsible manner.

**CONTACT INFO:**

**Contact Name:** Jason Grenier

**Contact Address:** 709 Yates Street, P.O. Box 8191 Victoria Main Post Office, Victoria BC, V8W 3R8

**Contact Phone Number:** [REDACTED]

**Contact Email:** [REDACTED]





**UNFINISHED BUSINESS**

For the Council meeting of June 25, 2015

**1. ZONING REGULATION BYLAW AMENDMENTS**

| <b>ZONING<br/>AMENDMENT<br/>No.</b> | <b>INTRODUCTION<br/>DATE</b>   | <b>PROPERTY ADDRESS</b>  | <b>REZONING<br/>APPLICATION<br/>No.</b> | <b>BYLAW<br/>No.</b> |
|-------------------------------------|--|--|---|----------------------|
| 707                                 | October 28, 2004   | Adaptable Housing Regulations<br><i>Awaiting Staff Report for Update</i> | City                                    | 04-77                |
| 660                                 | September 30, 2004   | Railway Corridor District  | City                                    | 04-89                |
|                                     | <i>The above bylaw was proposed to rezone the E&amp;N Rail line when rail service ceased. Currently, segments of the rail line are within various zones that correspond with contiguous properties with development potential. This bylaw would prevent private development that could compromise the corridor from being utilized as light rail or other form of public transportation mode in future. The bylaw was held pending community consultation.</i> |  |   |                      |
| 805                                 | October 11, 2007   | Ms-I Zone, Douglas-Blanshard<br>Industrial District                      | 00140                                   | 07-033               |
| 806                                 | October 11, 2007   | M3-G Zone, Government Heavy<br>Industrial District                       |   | 07-037               |
|                                     | <i>The above bylaws were proposed to amend these particular zones to remove noxious industrial uses. The OCP, 2012 identifies the Rock Bay district as a "priority 1" project for future local area planning, during which time land use and other planning matters would be considered during community consultation</i>  |  |   |                      |
| 991                                 | Tabled<br>April 10, 2014   | 1303 Dallas Road   | 00430                                   | 14-033               |
| 1005                                | Postponed<br>July 24, 2014   | 1002-1008 and 1012 Pandora<br>Avenue                                     | 00381                                   | 14-067               |
| 1009                                | October 23, 2014   | 1082 Richmond Road   | 00388                                   | 14-075               |
| 1010                                | August 28, 2014  | 2636, 2638 and 2642<br>Shelbourne Street                                 | 00404                                   | 14-077               |
| 1018                                | November 27, 2014  | 1315 Richardson Street   | 00421                                   | 14-093               |
| 10401                               | May 28, 2015   | 1049 Richmond Avenue   | 00451                                   | 15-043               |
| 1041                                | May 14, 2015   | 2822 and 2826 Cedar Hill Road  | 00467                                   | 15-044               |
| 1042                                | May 14, 2015   | 324 Chester Avenue   | 00471                                   | 15-045               |

**2. OFFICIAL COMMUNITY PLAN BYLAW AMENDMENTS**

| OC<br>AMENDMENT # | INTRODUCTION<br>DATE | PROPERTY ADDRESS | REZONING<br>APPLICATION # | BYLAW<br># |
|-------------------|----------------------|------------------|---------------------------|------------|
|-------------------|----------------------|------------------|---------------------------|------------|

**1. HERITAGE DESIGNATION BYLAWS**

**Heritage Designation (1964 Fairfield Road), Amendment Bylaw (No. 1)** 13-101  
*Received two readings December 20, 2013*

**Heritage Designation (624 Battery Street) Bylaw** 15-046  
*Received two readings May 28, 2015*

**2. HOUSING EMERGENCY BYLAW (No. 6)**

*Received three readings October 23, 2008* 08-095

**3. HOUSING AGREEMENT (1002-1008 AND 1012 PANDORA AVENUE) BYLAW**

*Received three readings July 24, 2014* 14-069  
*PH postponed at the September 11, 2014 Council Meeting*

**4. HOUSING AGREEMENT (1082 RICHMOND ROAD) BYLAW**

*Received three readings October 23, 2014* 14-076

**5. HOUSING AGREEMENT (960-962 YATES STREET) BYLAW**

*Received three readings June 11, 2015* 15-047

**6. ACTION PLAN FOR HOUSING SUPPORTS AND CITY SERVICES FOR SHELTERING IN CITY PARKS**

*The following items were postponed June 11, 2015*

Appendix A: Advocacy for Permanent Housing & Supports.

2.b. Social and Health Service Supports:

**Status:**

- Coalition report "Creating Homes, Enhancing Communities" published with analysis of homeless populations' needs.

**Recommendations:**

- Support Coalition recommendations in *Creating Homes, Enhancing Communities* report.
- Continue to support Coalition with City funding (\$100,000) and staff support.



## Council Report

For the Meeting of June 25, 2015

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**To:** Council **Date:** June 4, 2015

**From:** Charlotte Wain, Senior Planner – Urban Design, Development Services Division

**Subject:** Rezoning Application No. 00421 for 1315 Richardson Street - Application ready to proceed to Public Hearing

---

### RECOMMENDATION

Staff recommend that Council receive this report for information and that the Rezoning Application proceed to a Public Hearing in accordance with Council's resolution of October 23, 2014.

### EXECUTIVE SUMMARY

The purpose of this report is to inform Council that, in accordance with Council's motion of October 23, 2014 (attached), the necessary pre-conditions have been met and the Zoning Regulation Bylaw Amendment that would authorize Rezoning Application No. 00421 for the property located at 1315 Richardson Street has been prepared. The Planning and Land Use Committee report dated September 25, 2014, along with the meeting minutes, are attached. With regard to the pre-conditions associated with this Application, staff can report that the registration of a Statutory Right-of-Way of 0.856m on Richardson Street has now been submitted by the applicant (attached).

The recommendation provided above contains the appropriate language to advance Rezoning Application No. 00421 for consideration at a Public Hearing.

Respectfully submitted,

Handwritten signature of Charlotte Wain.

Charlotte Wain  
Senior Planner – Urban Design  
Development Services Division

Handwritten signature of Alison Meyer.

Alison Meyer, Assistant Director  
Development Services Division  
Sustainable Planning and  
Community Development  
Department

Handwritten signature of Andrea Hudson.

Andrea Hudson  
Acting Director  
Sustainable Planning  
and Community  
Development  
Department

Report accepted and recommended by the City Manager:

  
\_\_\_\_\_  
Jason Johnson

Date:

June 8, 2015

CW:aw

S:\TEMPEST\_ATTACHMENTS\PROSPERO\PL\REZ\REZ00421\COUNCIL REPORT.DOC

### List of Attachments

- Planning and Land Use Committee report dated September 25, 2014
- Planning and Land Use Committee minutes dated October 16, 2014
- Minutes from October 23, 2014, Council Meeting
- Registered Statutory Right-of-Way.





## Planning and Land Use Committee Report

---

**To:** Planning and Land Use Committee      **Date:** September 25, 2014  
**From:** Charlotte Wain, Senior Planner – Urban Design  
**Subject:** Rezoning Application #00421 and Development Permit Application for 1315 Richardson Street – Application to permit the construction of a garden suite

---

### Executive Summary

The purpose of this report is to present Council with information, analysis and recommendations regarding a Rezoning Application with Development Permit for the property at 1315 Richardson Street. The Rezoning Application is to rezone the property from the R1-B Zone (Single Family Dwelling District) to the R1-B-GS2 Zone (Single Family Dwelling with Garden Suite District) to permit the construction of a 51 m<sup>2</sup> one-and-a-half storey garden suite.

The following points were considered in assessing this application:

- The proposal is consistent with the Traditional Residential Urban Place Designation in the *Official Community Plan 2012* (OCP) and related objectives for sensitive infill in Development Permit Area 15E: Intensive Residential Garden Suites.
- The *Garden Suite Policy* identifies this R1-B Zoned property as a potential garden suite "plus site", as the lot size exceeds 557 m<sup>2</sup>.
- The proposed design and siting of the garden suite is consistent with the *Garden Suite Policy*, 2011.
- The garden suite will have minimal visual, privacy and shadowing impacts on adjacent properties.
- The proposal requires a variance to allow the garden suite to be located in the front yard of the existing panhandle lot.

For the reasons listed above, staff recommend that the Planning and Land Use Committee advance this Rezoning Application to a Public Hearing.

## Recommendation

That Council instruct staff to prepare the necessary *Zoning Regulation Bylaw* amendment that would authorize the proposed development outlined in Rezoning Application with Development Permit #00421 for 1315 Richardson Street and advance it to a Public Hearing, subject to registration of a Statutory Right-of-Way of 0.856 m on Richardson Street to the satisfaction of the Director of Engineering and Public Works

Respectfully submitted,

*C. R. Wain*

Charlotte Wain  
Senior Planner – Urban Design  
Development Services Division

*AM*

*A. E. Day*

Deb Day, Director  
Sustainable Planning and Community  
Development Department

Report accepted and recommended by the City Manager:

*[Signature]*

Jason Johnson

Date: October 8, 2014

CW:aw

S:\TEMPEST\_ATTACHMENTS\PROSPERO\PL\REZ\REZ00421\PLUSC PLANNING REPORT TEMPLATE REZ2.DOC

## 1.0 Purpose

The purpose of this report is to present Council with information, analysis and recommendations regarding a Rezoning Application with Development Permit for the property at 1315 Richardson Street. The Rezoning Application is to rezone the property from the R1-B Zone (Single Family Dwelling District) to the R1-B-GS2 Zone (Single Family Dwelling with Garden Suite District) to permit the construction of a 51 m<sup>2</sup> one-and-a-half storey garden suite.

## 2.0 Background

### 2.1 Description of Proposal

Details of the proposal are:

- The proposed garden suite will be located in the front yard of the existing panhandle lot and will not be viewed from the panhandle driveway. This choice in siting was made based on feedback from neighbours.
- The garden suite is approximately 51m<sup>2</sup> with one bedroom and has a private outdoor space located on its north side.
- New landscaping will be introduced along the south and west boundaries to delineate the private outdoor space for the garden suite.
- Exterior building materials include cedar board-and-batten siding, cedar shingles and cedar trim.

### 2.2 Sustainable Features

The sustainable features associated with this Application include retention of a permeable (gravel) surface strip within the panhandle driveway.

### 2.3 Land Use Context

The property is located in the Fairfield Neighbourhood and is in the R1-B Zone, Single Family Dwelling District, with single family dwellings being the predominant land use in the area. The two adjacent properties to the north are occupied by single family dwellings.

### 2.4 Improvements to the Transportation Network

The subject property is located on Richardson Street, which is defined as a secondary collector street. Richardson Street is substandard in width, which creates a challenge in terms of accommodating future transportation needs for improvements to bus lanes, bike lanes, sidewalks and boulevard placement. To accommodate these needs, the City would secure a 0.856 m Statutory Right-of-Way on Richardson Street as a condition of rezoning.

### 2.5 Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning Applications*, the Fairfield Gonzales CALUC hosted a meeting regarding the proposal on September 16 2013. A summary of the meeting had not been provided by the CALUC at the time of writing this report.

An email of support from adjacent neighbours at 1310 Richardson Street (across from the panhandle access driveway) has been included in the package for members of Council.

## 2.6 Existing Site Development and Development Potential

The 864 m<sup>2</sup> lot is in the R1-B Zone, Single Family Dwelling District, and is currently occupied by a single family dwelling. The existing house is non-conforming with respect to front yard parking, as well as rear yard setbacks. While a secondary suite is permitted, the under-height basement is not suitable for a secondary suite. The parcel qualifies as a "plus site" since it is over 557 m<sup>2</sup> in size, therefore, the floor area of a garden suite may be increased to 56 m<sup>2</sup>. Should the rezoning proceed in compliance with the *Garden Suite Policy*, a single family dwelling and a garden suite will be permitted, thus precluding the use of the main dwelling for the inclusion of a secondary suite. The lot is exempt from the requirements of Schedule H (Panhandle Lot Regulations) since the lot was created prior to implementation of these regulations.

## 2.7 Data Table

The following data table compares the proposal with the R1-B-GS Zone (Single Family Dwelling with a Garden Suite District). An asterisk is used to identify where the proposal is less stringent than the proposed comparative existing zone.

| Zoning Criteria  | Proposal | Zone Standard<br>R1-B-GS2<br>"Plus Site" |
|--|----------|--|
| Site area (m <sup>2</sup> ) – minimum                            | 864.3    | 557                                      |
| Site area excluding panhandle driveway (m <sup>2</sup> )         | 752.82   |  |
| Floor area of single family dwelling (m <sup>2</sup> ) – maximum | 178.6    | 280                                      |
| Garden suite floor area (m <sup>2</sup> ) – maximum              | 51       | 56                                       |
| Storeys – maximum  | 1.5      | 1.5                                      |
| Height (m) – maximum (for garden suite)                          | 4.23     | 5.5                                      |
| Total site coverage excluding panhandle driveway (%) – maximum   | 25       | 40                                       |
| Setbacks (m) – minimum   |          |  |
| Interior lot line (west)   | 4.5      | 0.6                                      |
| Side (south)   | 1.5      | 0.6                                      |
| Separation Space Between Buildings (m) – minimum                 | 5.49     | 2.4                                      |
| Parking – minimum  | 2        | 1  |

## 2.8 Legal Description

Lot 9, Fairfield Farm Estate, Victoria City, Plan 1440.

## 2.9 Consistency with City Policy

### 2.9.1 Official Community Plan, 2012

The proposed development is consistent with the Urban Place designation policies for Traditional Residential within the *Official Community Plan (OCP)*, 2012. In accordance with the OCP, new garden suites are subject to Development Permit Area (DPA) 15E Intensive



Residential – Garden Suites. The proposal is consistent with the objectives of DPA 15E, to integrate more intensive residential development that is compatible with and respects the established character in residential areas.

### 2.9.2 Garden Suite Policy, 2011

The proposal is generally consistent with the relevant policies of the *Garden Suite Policy* by proposing:

- siting that attempts to minimize conflicts with neighbours
- high quality architecture, urban design and landscaping
- windows and entries that reduce potential privacy impacts on adjacent neighbours
- private outdoor amenity space for the garden suite
- retention of existing trees
- provision of screened garbage enclosures.

### 3.0 Issues and Analysis

The only issue associated with this application is related to the siting of the garden suite.

#### 3.1 Garden Suite Siting

The proposed garden suite would be sited at the end of the panhandle driveway and would not be visible from Richardson Street. Staff requested the suite be moved further west so that it would be more visible from the street, in line with the recommendations of the Design Guidelines. However, the applicant wished to mitigate any siting and shading impacts on the adjacent neighbour to the west and maintain the 4.5 m setback from this boundary (3.9 m above the minimum requirements).

### 4.0 Resource Impacts

There are no resource impacts anticipated with this Application.

### 5.0 Conclusions

This proposal to construct a new garden suite at 1315 Richardson Street is consistent with the OCP objectives and guidelines for sensitive infill in the form of garden suites within established residential areas. The garden suite creates an opportunity for another form of rental housing.

Although the proposal is inconsistent with the *Garden Suite Policy* with respect to the suite's visibility from the street, the garden suite will prove a livable environment for its occupants with minimal infringement on the neighbouring dwellings. Both the main dwelling and the garden suite will enjoy private outdoor space in the rear yard.

Staff recommend that Council support this application.

## **6.0 Recommendations**

### **6.1 Staff Recommendations**

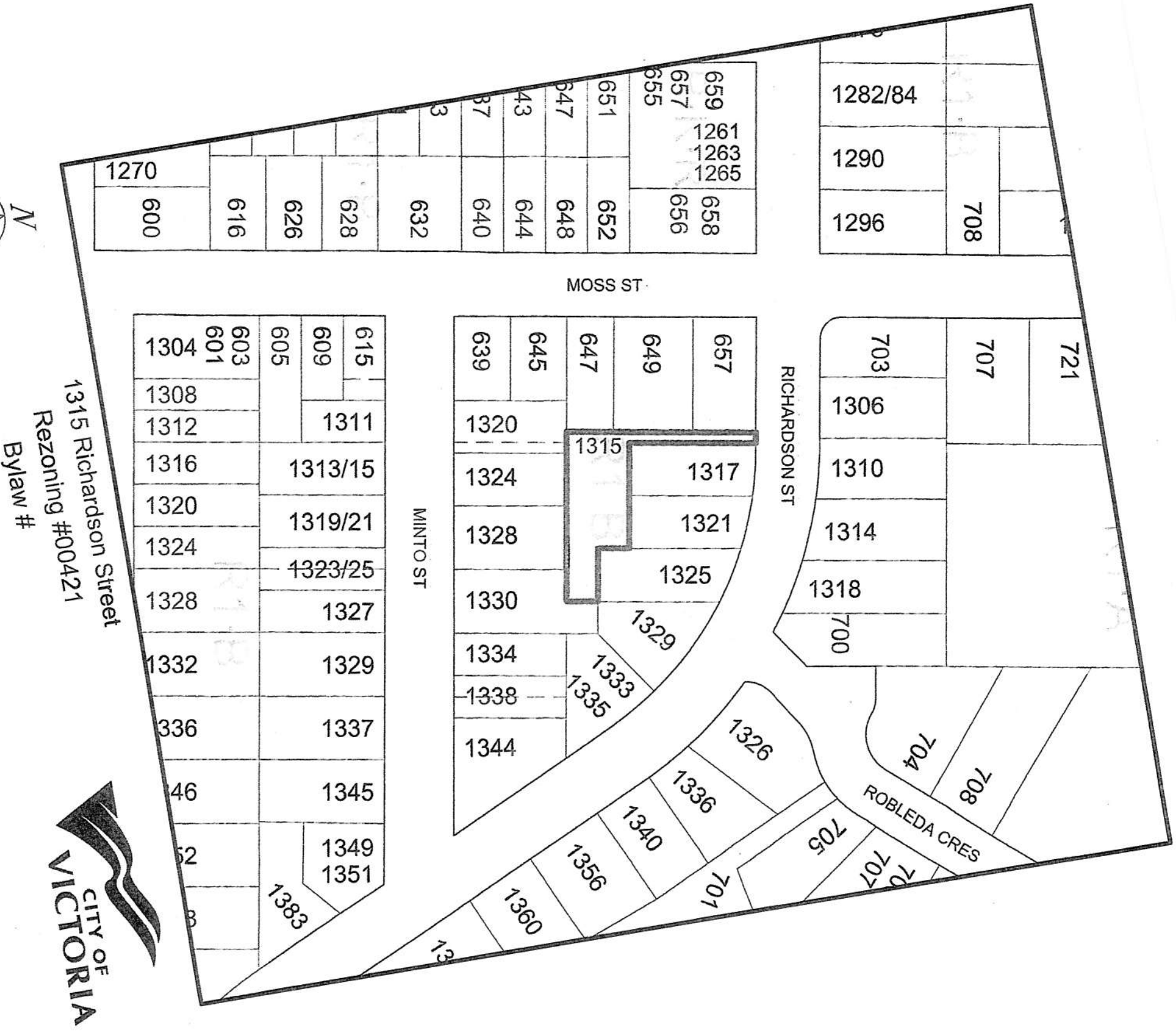
That Council instruct staff to prepare the necessary *Zoning Regulation Bylaw* amendment that would authorize the proposed development outlined in Rezoning Application with Development Permit #00421 for 1315 Richardson Street and that it advance to a Public Hearing subject to registration of a Statutory Right-of-Way of 0.856 m on Richardson Street to the satisfaction of the Director of Engineering and Public Works

### **6.2 Alternate Recommendation**

That Rezoning Application with Development Permit #00421 for 1315 Richardson Street be declined.

## **7.0 List of Attachments**

- Zoning map
- Aerial photo
- Letter from applicant dated September 16, 2014
- Plans for Rezoning Application with Development Permit #00421, dated September 16, 2014
- Email of support from neighbours at 1310 Richardson Street.



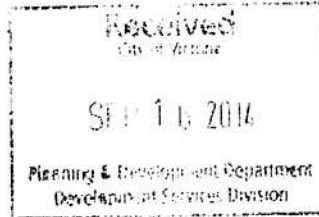


1315 Richardson Street  
Rezoning #00421  
Bylaw #





Whitney Davis  
1315 Richardson Street  
Victoria, BC, V8S 1P6  
(250) 388-4060



September 16, 2014

Dear Mayor and Council:

My husband, Blair, and I are submitting an application to the City of Victoria to rezone from RB-1 to RB-1-GS-2, allowing for a secondary suite, which in our case will be a small, detached "garden suite". Our lot is large enough at approximately 9 thousand square feet, to permit this type of rezoning, with a high enough percentage of land- to dwelling- square footage. We also have determined that the height of the main dwelling's unfinished, uninsulated basement, which is 6'3", does not meet the height requirement for an attached suite in our basement.

We have designed a very small and tasteful building that we will build. It will moderately increase neighborhood density, and provide more diverse and affordable housing options in the area; we anticipate it being inhabited by a couple, a small family or single person.

The economic, environmental and social benefits to the City and neighborhood include more diverse and affordable rental housing options, add moderate densification to the area, it will provide this property with rental income option to soften the price of living in this area. The garden suite will be built with aesthetic and environmental considerations.

The building and proposal complies with city regulations and codes, compliments the surrounding dwellings, and fits with the landscape and lot shape. Our lot and layout is especially conducive to this type of rezoning as it is a larger-than-normal lot, it is private, and has enough space parking, thus street parking will not be compromised. The location of the garden suite is situated to enhance privacy between surrounding lots, with setbacks which create minimal shading and intrusion for neighbors. We have designed it with the intention of enhancing aesthetic and property/real estate value to the property and neighborhood, as well as to attract tenants who will appreciate Blair's careful workmanship and design, and who we hope will take extra great care of it, be upstanding residents, and a great addition to the Fairfield community.

Speaking with all our neighbors and the community meeting garnered nothing but favorable feedback and consent.

Please consider our application illustrating our intent to build a beautiful dwelling that reflects the City of Victoria's vision for the community, which will ultimately add value to neighborhood real estate.

Please do not hesitate to call us or stop by to see the site and/or ask any questions.

Whitney Davis

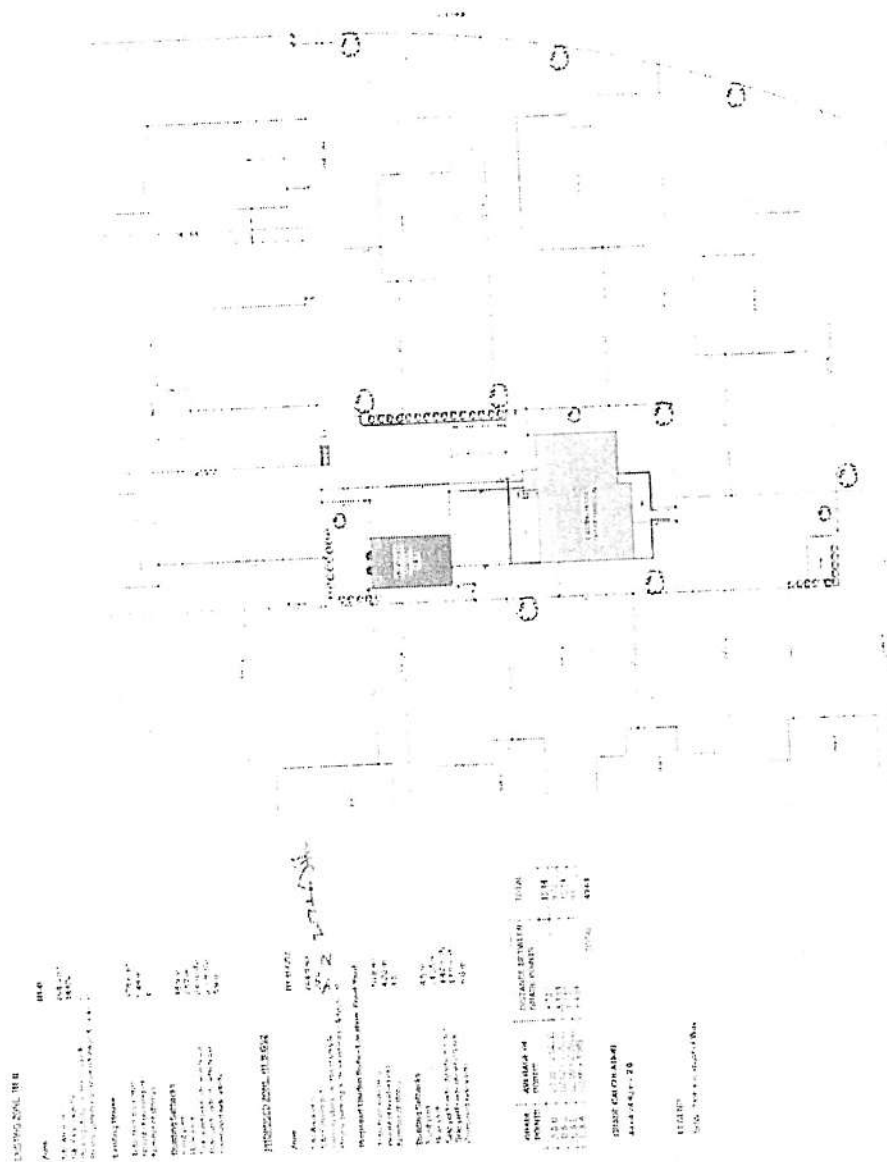
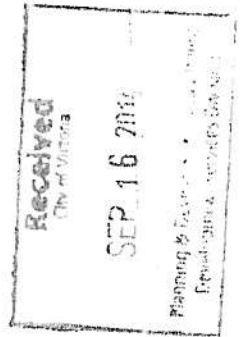
A handwritten signature in cursive script that reads "Whitney Davis".

Blair Hochhalter

A handwritten signature in cursive script that reads "Blair Hochhalter".

1316 HIGH STREET, VICTORIA B.C.  
M2

BLAIR HOCHHALTER

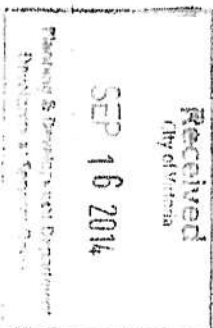


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SECTION 1 AND DETAIL 11 AND  
SECTION 1 2000

PROPOSED GARBAGE ENCLOSURE ELEVATION  
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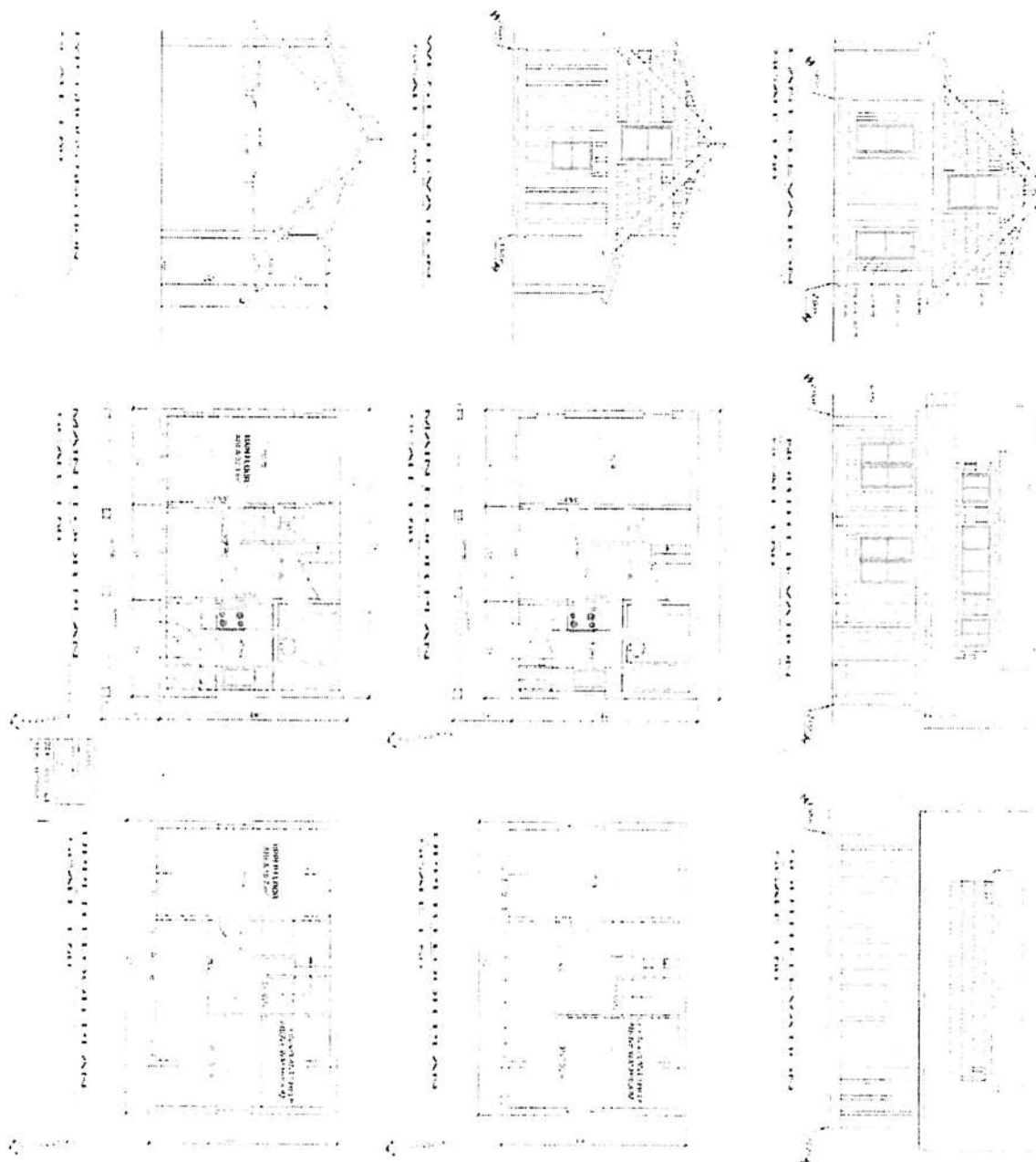
SECTION 1 AND DETAIL 11 AND  
SECTION 1 2000



BLAIR HOCHHALTER

115 ROBINSON STREET, VICTORIA, B.C.

#12

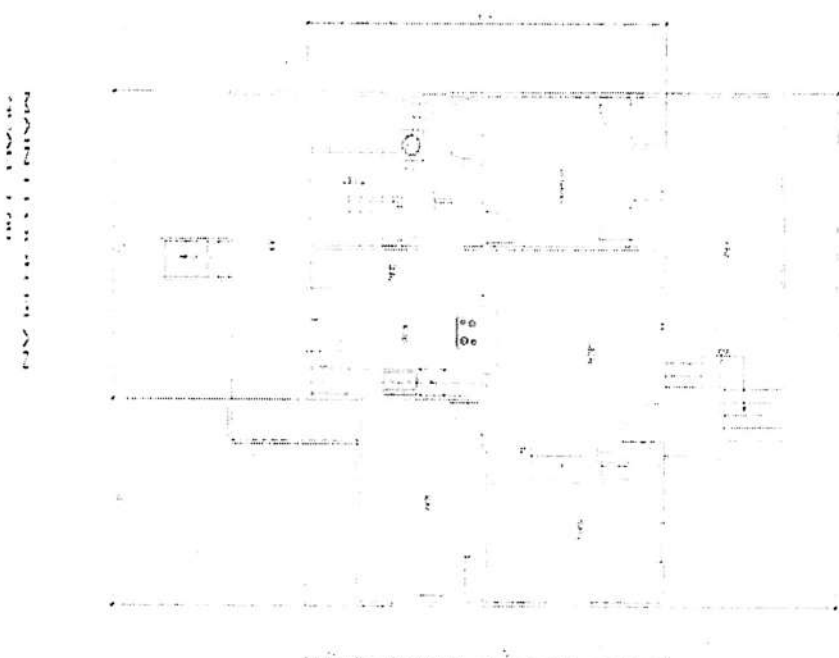
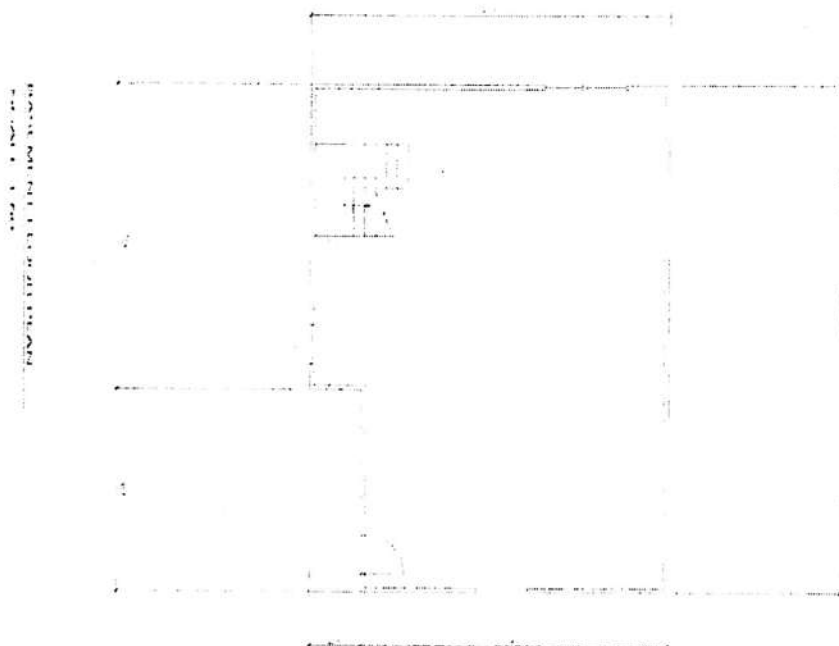


Received  
City of Victoria  
SEP 16 2014

BLAIR HOCHHALTER

#21





SEP 16 2014

Received  
City of Victoria

BLAIR HOCHHALTER

A22

**Charlotte Wain**

---

**From:** Paul Brown <planandzone@fairfieldcommunity.ca>  
**Sent:** Monday, Sep 23, 2013 2:37 PM  
**To:** Anita Walper  
**Subject:** FW: Attention: Paul Brown - 1315 Richardson Development

fyi

**From:** Eriksen [<mailto:norway70@shaw.ca>]  
**Sent:** September-17-13 12:01 PM  
**To:** [development@fairfieldcommunity.ca](mailto:development@fairfieldcommunity.ca)  
**Subject:** Attention: Paul Brown - 1315 Richardson Development

We would like to let City Council know that we are in support of Blair Hochhalter and Whitney Davis' proposal for the development on 1315 Richardson Street. The development will not be seen from the street. We live directly across the street and we live on the Rockland hill so if anyone would see it, we would. The property and access road has been in long need of someone making an improvement on it. We believe that it will improve our neighbourhood.

Freida and Finn Eriksen  
1310 Richardson Street

### 3. DECISION REQUEST

#### 3.1 Rezoning Application No. 00421 and Development Permit Application for 1315 Richardson Street

Committee received a report dated September 25, 2014 which provided information, analysis and recommendations regarding a Rezoning Application with Development Permit for the property located at 1315 Richardson Street. The Rezoning Application is to rezone the property from the R1-B Zone (Single Family Dwelling District) to the R1-B-GS2 Zone (Single Family Dwelling with Garden Suite District) to permit the construction of a 51 m<sup>2</sup>, one-and-a-half storey garden suite.

**Action:** It was moved by Councillor Madoff, seconded by Councillor Helps, that Committee recommends that Council instruct staff to prepare the necessary *Zoning Regulation Bylaw* amendment that would authorize the proposed development outlined in Rezoning Application with Development Permit #00421 for 1315 Richardson Street and advance it to Public Hearing, subject to registration of a Statutory Right-of-Way of 0.856 m on Richardson Street to the satisfaction of the Director of Engineering and Public Works.

Committee discussed:

- The unique shape of the lot, which favours a garden suite proposal.

CARRIED UNANIMOUSLY 14/PLUC0260

PLUC meeting  
October 16, 2014

**REPORTS OF THE COMMITTEE**

**2. Planning and Land Use Committee – October 16, 2014**

**3. Rezoning Application No. 00421 and Development Permit Application for 1315 Richardson Street:**

It was moved by Councillor Helps, seconded by Councillor Alto, that Council instruct staff to prepare the necessary *Zoning Regulation Bylaw* amendment that would authorize the proposed development outlined in Rezoning Application with Development Permit #00421 for 1315 Richardson Street and advance it to Public Hearing, subject to registration of a Statutory Right-of-Way of 0.856 m on Richardson Street to the satisfaction of the Director of Engineering and Public Works.

Carried Unanimously

Council meeting  
October 23, 2014



Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.

Eric Alexander  
Kerr FDSQRN

Digitally signed by Eric Alexander Kerr  
FDSQRN  
DN: c=CA, cn=Eric Alexander Kerr  
FDSQRN, o=Lawyer, ou=Verify ID at  
www.juricert.com/LKUP.cfm?  
id=FDSQRN  
Date: 2015.06.02 12:34:45 -07'00'

1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)

Johns Southward Glazier Walton & Margetts

Barristers and Solicitors

204 - 655 Tye Road

Victoria

BC V9A 6X5

Tel: 250-381-7321

File: 142000 EAK/gl

Document Fees: \$156.20

Deduct LTSA Fees? Yes ☒

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:  
[PID] [LEGAL DESCRIPTION]

007-410-573

LOT 9 FAIRFIELD FARM ESTATE VICTORIA CITY PLAN 1440

STC? YES ☐

3. NATURE OF INTEREST

CHARGE NO.

ADDITIONAL INFORMATION

SEE SCHEDULE

4. TERMS: Part 2 of this instrument consists of (select one only)

(a) ☐ Filed Standard Charge Terms D.F. No.

(b) ☒ Express Charge Terms Annexed as Part 2

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument.

5. TRANSFEROR(S):

WHITNEY HERRICK DAVIS AND BLAIR ALLAN HOCHHALTER

ROYAL BANK OF CANADA (AS TO PRIORITY ONLY)

6. TRANSFEREE(S): (including postal address(es) and postal code(s))

THE CORPORATION OF THE CITY OF VICTORIA

1 CENTENNIAL SQUARE

VICTORIA

BRITISH COLUMBIA

V8W 1P6

CANADA

7. ADDITIONAL OR MODIFIED TERMS:

n/a

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)

Execution Date

Transferor(s) Signature(s)

Eric A. Kerr

Barrister & Solicitor

204 - 655 Tye Road

Victoria, BC V9A 6X5

| Y  | M  | D  |
|----|----|----|
| 15 | 05 | 28 |

WHITNEY HERRICK DAVIS

BLAIR ALLAN HOCHHALTER

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

Officer Signature(s)

Execution Date

Transferor / Borrower / Party Signature(s)

\_\_\_\_\_  
ROBERT G. WOODLAND

| Y  | M  | D  |
|----|----|----|
| 15 | 06 | 01 |

THE CORPORATION OF THE CITY  
OF VICTORIA, by its authorized  
signatory:

Commissioner for Taking Affidavits in BC

1 Centennial Square  
Victoria, BC V8W 1P6

\_\_\_\_\_  
Mayor Lisa Helps

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

Officer Signature(s)

Execution Date

Transferor / Borrower / Party Signature(s)

\_\_\_\_\_  
Thevarajah Rabimohan

Notary Public

The Royal Trust Company  
10 York Mills Road  
Toronto, Ontario M2P 0A2

| Y  | M  | D  |
|----|----|----|
| 15 | 05 | 27 |

ROYAL BANK OF CANADA  
by its authorized signatory(ies):

\_\_\_\_\_  
Sabrina Curtis

\_\_\_\_\_  
Orrie Sobers

(as to both signatures)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

SCHEDULE

PAGE 4 OF 11 PAGES

| NATURE OF INTEREST     | CHARGE NO. | ADDITIONAL INFORMATION     |
|------------------------|------------|----------------------------|
| Statutory Right of Way |            | over part on plan EPP44933 |

| NATURE OF INTEREST | CHARGE NO. | ADDITIONAL INFORMATION   |
|--------------------|------------|--|
| Priority Agreement |            | Granting the Statutory Right of Way herein priority over Mortgage No. CA1978465 (as modified by CA2301814) |

| NATURE OF INTEREST | CHARGE NO. | ADDITIONAL INFORMATION |
|--------------------|------------|------------------------|
|--------------------|------------|------------------------|

| NATURE OF INTEREST | CHARGE NO. | ADDITIONAL INFORMATION |
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| NATURE OF INTEREST | CHARGE NO. | ADDITIONAL INFORMATION |
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| NATURE OF INTEREST | CHARGE NO. | ADDITIONAL INFORMATION |
|--------------------|------------|------------------------|
|--------------------|------------|------------------------|



## Statutory Right of Way - Highway

### TERMS OF INSTRUMENT - PART 2

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#### WHEREAS:

A. The Transferor is the registered owner in fee simple of the following land in the Province of British Columbia:

PID: 007-410-573

Lot 9, Fairfield Farm Estate, Victoria City, Plan 1440

(the "**Lands**")

B. The Transferee is the Corporation of the City of Victoria;

C. This Right of Way is necessary for the operation and maintenance of the Transferee's undertaking as described in Recital D;

D. The Transferee wishes to be able to construct, operate and maintain a public highway and other works including but not limited to a system of roadways, sidewalks and utility services in perpetuity over a portion of the Lands; and

E. To facilitate the construction and use by the Transferee and the public of a public highway, and to facilitate the installation and use of works that may be placed by the Transferee on, under or over the highway including pavements, sidewalks, boulevards, curbs, gutters, drains, sewers, utility poles, wires, fences, overhead and underground cables, traffic signals, transit shelters, and landscaping including but not limited to trees, shrubs, flowers and grass, and irrigation works required for the maintenance of that landscaping, and any other works, facilities or appurtenants necessary for the use of the Right of Way as a public highway (collectively the "**Works**"), the Transferor has agreed to grant the Right of Way in this Agreement.

**NOW THEREFORE**, in consideration of the sum of One (\$1.00) Dollar of lawful money of Canada, now paid by the Transferee to the Transferor (the receipt and sufficiency of which is now acknowledged by the Transferor), and in consideration of the covenants and conditions agreed to be observed and performed by the parties and for other valuable consideration:

#### 1.0 THE TRANSFEROR:

1.1 Pursuant to Section 218 of the Land Title Act, hereby grants, conveys, confirms

and transfers, in perpetuity, to the Transferee, its officers, employees, contractors, licensees and invitees, including without limitation the general public, the full, free and uninterrupted right, licence, liberty, privilege, permission and right of way to use as a public highway, including but not limited to the right to enter onto, use, go, return, pass over and across for highway purposes, that portion of the Lands, shown in heavy outline on the Explanatory Plan prepared by Wey Mayenburg Land Surveying Inc. and filed in the Victoria Land Title Office under Plan No. EPP44933, a reduced copy of which is attached hereto as Schedule "A" (the **"Right of Way"**);

1.2 Covenants and agrees to and with the Transferee that in connection with the grant under Section 1.1 of this Agreement, the Transferee and its officers, employees, contractors, licensees and invitees shall have the full, free and uninterrupted right, licence, liberty, privilege, permission and right of way to lay down, install, construct, entrench, operate, maintain, inspect, alter, repair, remove, replace, bury, cleanse, string, and otherwise establish one or more system of Works upon the Right of Way;

1.3 Covenants and agrees to and with the Transferee that the Transferee shall:

- (a) for itself and its agents, workers, contractors and all other licensees of the Transferee;
- (b) together with machinery, vehicles, equipment, and materials;
- (c) upon, over, under and across the Right of Way;
- (d) as may be necessary, useful, or convenient for the purposes in Section 1.1 and Section 1.2; and
- (e) in connection with the operations of the Transferee in relation to the Works;

be entitled at all times to enter, use, pass and repass, labour, construct, erect, install, dig, carry away soil or other surface or subsurface materials, and clear of all trees, growth, buildings or obstructions now or hereafter in existence upon, over, under and across the Right of Way;

1.4 Grants, conveys, confirms and transfers unto the Transferee for itself, and its employees, agents, workers, contractors and all other licensees of the Transferee together with machinery, vehicles, equipment and materials, the right at all times to enter upon and to pass and repass over such of the Lands of the Transferor as may reasonably be required for the purpose of ingress to and egress from the Right of Way;

1.5 Transfers, assigns and conveys to the Transferee all right, title and interest in and to any Works that the Transferee, or the Transferor have prior to this Agreement established or constructed or maintained or operated within the Right of Way or in

relation to any similar Works previously constructed by any party whatsoever within the Right of Way.

## **2.0 THE TRANSFEROR COVENANTS:**

2.1 Not, and not to permit or allow any other person, to erect, place, install or maintain any building, structure, addition to a building or structure, mobile home, paved driveway or patio, pipe, wire or other conduit on, over or under any portion of the Right of Way;

2.2 Not to do anything or to permit any act or thing which in the opinion of the Transferee in any way interferes with or damages or prevents access to or use of the Right of Way or is likely to cause harm to the Works installed in or upon the Right of Way;

2.3 To trim or, if the Transferee determines it is necessary, cut down any tree or other growth on the Lands which in the opinion of the Transferee, constitutes or may constitute a danger or obstruction to the Right of Way or the Works or those using same;

2.4 From time to time and at all times at the reasonable request and at the cost of the Transferee to do and execute or cause to be made, done or executed any further and other lawful acts, deeds, things, devices, conveyances and assurances in law required to ensure the Transferee of its rights under this Agreement; and

2.5 To permit the Transferee to peaceably hold and enjoy the rights hereby granted.

## **3.0 THE TRANSFEE COVENANTS:**

3.1 As far as reasonably possible, to carry out all work in a proper and workmanlike manner so as to do as little injury to the Lands as possible; and

3.2 To make good at its own expense damage or disturbance which may be caused to the Lands in the exercise by the Transferee of its rights under this Agreement except as permitted under this Agreement.

## **4.0 THE PARTIES COVENANT TO AND AGREE WITH EACH OTHER, as follows:**

4.1 The Transferor shall not diminish or increase the soil cover over any pipe installed in the Right of Way without the Transferee's prior written consent;

4.2 No right herein granted to or reserved by the Transferee shall require the Transferee to clear, repair or maintain the Works or the Right of Way unless the Transferee is expressly required herein to perform such cleaning, repairing or maintenance;

4.3 If the Transferor defaults in observance or performance of its obligations hereunder, the Transferee, after 10 days prior written notice to the Transferor specifying the default and at any time in case of emergency, may (but is not obligated to) rectify the default, and the Transferor shall pay to the Transferee, on demand, its reasonable costs in connection with so rectifying;

4.4 The Transferor shall, after execution hereof by it at the expense of the Transferor, do or cause to be done all acts necessary to grant priority to this Agreement over all financial charges and encumbrances which are registered, or pending registration, against the Title to the Lands in the Land Title Office save and except those as have been specifically approved in writing by the Transferee or have been granted in favour of the Transferee;

4.5 Waiver of any default by either party shall not be deemed to be a waiver of any subsequent default by that party;

4.6 Whenever this Agreement creates a power or obligation of the Transferee to make a decision or to exercise any contractual right or remedy, the Transferee may do so in accordance with the provisions of this Agreement and no public law duty, whether arising from the principals of fairness or the rules of natural justice, shall have any application;

4.7 Notwithstanding anything herein contained, the Transferee reserves all rights and powers of expropriation otherwise enjoyed by the Transferee;

4.8 Without limiting Section 4.7, nothing contained or implied in this Agreement will derogate from the obligations of the Transferor under any other agreement with the Transferee or prejudice or affect the Transferee's rights, powers, duties or obligations in the exercise of its functions under all public and private statutes, by-laws, orders and regulations, which may be as fully and effectively exercised in relation to the Lands as if this Agreement had not been executed and delivered by Transferor and the Transferee;

4.9 In spite of any rule of law or equity to the contrary, the Works brought on to, set, constructed, laid, erected in, upon or under the Right of Way by the Transferee shall at all times remain the property of the Transferee, even if the Works are annexed or affixed to the freehold, and the Works shall at any time and from time to time be removable in whole or in part by the Transferee;

4.10 No part of the title in fee simple to the Lands of the Transferor shall pass to or be vested in the Transferee under or by virtue of this Agreement, and the Transferor may fully use and enjoy all of the Lands of the Transferor subject only to the rights and restrictions in this Agreement;

4.11 If any section, subsection, sentence, clause or phrase in this Agreement is for



any reason held to be invalid by the decision of a court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder of the Agreement;

4.12 This Agreement shall attach to and run with the Lands and each and every part to which the Lands may be divided or subdivided whether by subdivision plan, strata plan or otherwise howsoever;

4.13 The Transferor acknowledges that (a) these Covenants are enforceable against the Transferor and his successors in title, but (b) the Transferor is not personally liable for breach of these Covenants where such liability arises by reason of an act or omission occurring after the Transferor named herein or any future owner ceases to have a further interest in the Lands;

4.14 If at the date hereof the Transferor is not the sole registered owner of the Lands of the Transferor, this Agreement shall nevertheless bind the Transferor to the full extent of his interest therein, and if he acquires a greater or the entire interest in fee simple, this Agreement shall likewise extend to such after-acquired interests;

4.15 Where the expression "Transferor" includes more than one person, all covenants made by the Transferor shall be construed as being several as well as joint with respect to all persons constituting the Transferor;

4.16 This Agreement shall continue to benefit and be binding upon the Transferor and Transferee, and their respective heirs, administrators, executors, successors and permitted assigns, as the case may be;

4.17 Gender specific terms include both genders and corporations, and the singular and plural forms are interchangeable, according to the context; and

4.18 This Agreement will be governed and construed according to the laws of the Province of British Columbia.

4.19 Nothing contained or implied in this Agreement shall prejudice or affect the rights and powers of the Transferee in the exercise of its functions under any public or private statutes, bylaws, order and regulations, all of which may be fully and effectively exercised in relation to the Land as if this Agreement had not been executed and delivered by the parties.

#### **4.20 PRIORITY AGREEMENT**

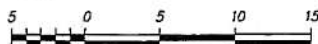
Royal Bank of Canada, as the registered holder of a charge by way of a mortgage against the within described property, which said charge is registered in the Land Title Office at Victoria, British Columbia, under number CA1978465 (as modified by CA2301814), for and in consideration of the sum of One Dollar (\$1.00) paid by the Transferee to the said Chargeholder (the receipt whereof is hereby acknowledged), agrees with the Transferee, its successors and assigns, that the within Right of Way shall be an encumbrance upon the within described property in priority to the said charge in the same manner and to the same effect as if it had been dated and registered prior to the said charge.

The parties hereto acknowledge that this Agreement has been duly executed and delivered by the parties executing Forms C and D attached hereto.

Schedule "A"

# Explanatory Plan Over Part Of Lot 9, Fairfield Farm Estate, Victoria City, Plan 1440.

Pursuant to Section 99(1)(e) of the Land Title Act.  
For Statutory Right of Way purposes.  
BCGS 92B 044

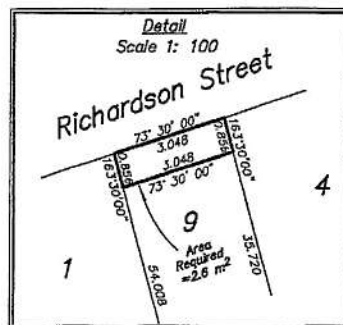


The intended plot size of this plan is 432mm  
in height by 280mm in width (B size) when  
plotted at a scale of 1:250.

Distances are in metres unless otherwise indicated.

Integrated Survey Area No. 17, The Corporation of  
the City of Victoria, NAD83 (CSRS) 3.0.0.BC.1.CRD.

Astronomic Bearings are derived from Plan 1440.



This plan lies within the  
Capitol Regional District.

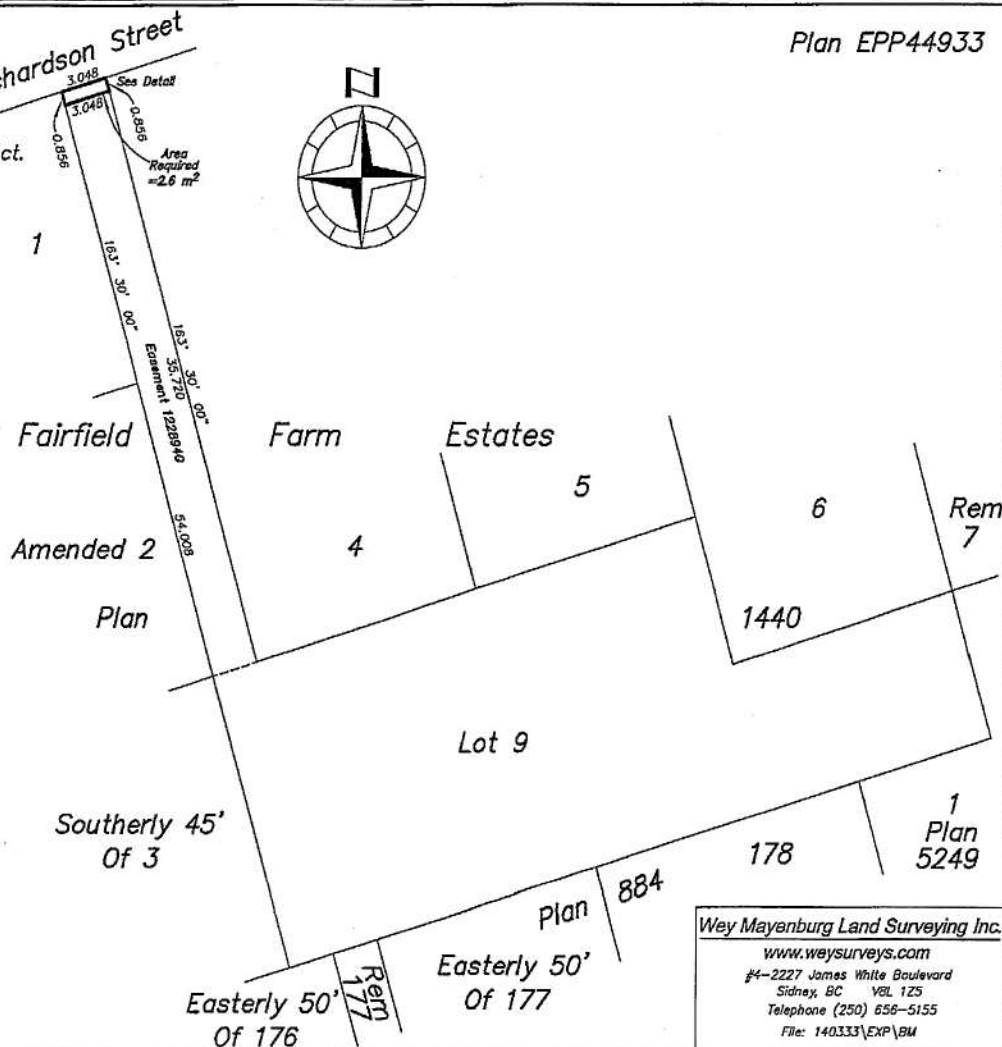
This plan is based on the Land Title and  
Survey Authority of BC records: Plan 1440

Brent W. Mayenburg, BCLS 910  
11th day of November, 2014.

Richardson Street



Plan EPP44933



Wey Mayenburg Land Surveying Inc.  
www.weysurveys.com  
#4-2227 James White Boulevard  
Sidney, BC V8L 1Z5  
Telephone (250) 656-5155  
File: 140333\EXP\BM







## **Council Report**

**For the Meeting of June 25, 2015**

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**To:** Council **Date:** June 11, 2015  
**From:** Leanne Taylor, Planner, Development Services Division  
**Subject:** **Development Permit with Variances Application No. 000401 for 1046 North Park Street - Application Ready to Proceed to Public Hearing**

---

### **RECOMMENDATION**

- 1) That Council amend their previous motion and add the following variances to Section 2:
  - iv. Schedule F, Section 4(a): reduce the rear yard setback of an accessory building from 0.6m to 0m
  - v. Schedule F, Section 4(b): reduce the side yard setback of an accessory building from 0.6m to 0m
  - vi. Schedule F, Section 4(d): reduce the separation space between an accessory building and the principal building from 2.4m to 1.94m.
- 2) That Council direct staff to give notice and set a meeting to allow an opportunity for public comment for Development Permit with Variances Application No. 000401 for 1046 North Park.

### **EXECUTIVE SUMMARY**

The purpose of this report is to inform Council that, in accordance with the Council's motion of April 16, 2015 the necessary conditions that would authorize the issuance of the Development Permit with Variances for the property located at 1046 North Park have been fulfilled. The Planning and Land Use Committee (PLUC) report dated, April 1, 2015, along with the meeting minutes, are attached. The motion from the April 16, 2015 PLUC meeting was:

"That Council authorize the issuance of Development Permit with Variances Application #000401 for 1046 North Park Street, in accordance with:

1. Plans date stamped March 17, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - i. Part 4.6.2 (8): Relaxation to permit one parking space to be located in the front of the building;
  - ii. Schedule C - Off-street Parking (7.2)(b): Relaxation to permit one parking space to be located at 0m from a street;
  - iii. Schedule C - Off-street Parking (A)(11)(c): Reduction from 1.3 parking spaces per rental attached dwelling (8 parking spaces) to 0 parking spaces per rental attached dwelling (0 parking spaces).
3. Registration of a legal agreement on title dedicating the parking space to Victoria Car

- Share to the satisfaction of the Assistant Director, Development Services Division, Sustainable Planning and Community Development Department, and the City Solicitor.
4. An Agreement between the present owner and Victoria Car Share to secure six car share memberships and the collection of membership fees to the satisfaction of the Assistant Director, Development Services Division, Sustainable Planning and Community Development Department, and the City Solicitor.
  5. Final plans to be generally in accordance with the plans identified above to the satisfaction of the Assistant Director, Development Services Division, Sustainable Planning and Community Development."

With regard to the pre-conditions that Council set in relation to this Application, staff can report that:

- A Section 219 Covenant has been registered on title dedicating the onsite parking space to MODO (formerly Victoria Car Share) car share.
- The applicant and MODO have signed an Agreement to secure six car share memberships for the development and the collection of membership fees.

The applicant is proposing to construct six enclosed and secure storage lockers for bikes and garden tools as well as a cistern to collect rainwater at zero lot line in the rear yard of the subject property. These two structures were shown on the original plans; however, it was discovered that the storage lockers would be fully enclosed and therefore, subject to setback regulations in Schedule F: Accessory Building Regulations. The existing CR-NP Zone, North Commercial Residential District, does not include minimum side yard setback requirements for principal buildings and therefore the proposed buildings can be constructed at zero lot line along the internal boundary. However, setback variances would be required to construct the storage lockers at zero lot line. A variance to reduce the separation space between the accessory building and the principal dwelling unit from 2.4m to 1.94m would be required. There are no Building Code issues associated with this reduction and staff recommend for Council's consideration that the proposed bike storage lockers fit in with the overall design and site layout.

The applicant is proposing a design change which involves replacing external stairwells with walkways (bridge connections) connecting the two buildings in order to comply with fire access requirements outlined in the *BC Building Code*. The stairwells on the original plans complied with the Code requirements, however, due to construction costs the applicant would prefer to construct the walkways. To soften the appearance of the propose walkways, a tree will be planted in the courtyard area and climbing vines for screening on the west (side) elevation. A letter of support is provided by the adjacent neighbour in support of the proposed change (attached).

## PARKING

In addition to the pre-conditions, Council directed staff to report back on the adequacy of the on-street parking supply in the North Park area south of Caledonia Avenue, and the on-street parking capacity issues related to this Application.

There are two types of on-street parking restrictions that have been requested in this neighbourhood, to try to balance resident and business needs. The restrictions are intended to encourage turnover, and improve the availability of on-street parking for customers, while balancing the needs of parking for residents and their guests. Below is a list of parking



restrictions in the area, and their impacts:

#### Limited Time Parking (1 to 2 hour maximum)

- Increases turnover and improves short-term parking availability for businesses
- Increases turnover and improves short-term parking availability for residents of multi-family dwellings
- Can influence housing choices (people may choose not to move into a building if on-site parking is not available)
- Limits the dependence on on-street parking by residents of multi-family dwellings
- Encourages long-term parking of vehicles in off-street areas
- Accommodates evening parking for residents and their guests

#### Resident Parking Only

- Deters all-day employee parking
- Improves parking availability for residents and guests adjacent to single family and duplex land uses

Staff was recently contacted by the North Park Neighbourhood Association regarding neighbourhood on-street parking, and will be attending a neighbourhood meeting in July to share information and discuss parking options.

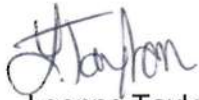
Due to the 7.32m width of 1046 North Park Street, there are limited practical options to create on-site parking for the development. In an effort to offset the expected parking shortfall associated with this property, the following Transportation Demand Management (TDM) measures were also included with the application:

- Six Victoria Car Share memberships (1 membership per unit)
- One parking space dedicated to the Victoria Car Share
- Six secure bike lockers (1 per dwelling unit)
- One communal and secure bicycle storage room for eight bikes
- One exterior bicycle rack for six bikes
- Three scooter parking spaces, and electric charging stations for scooters

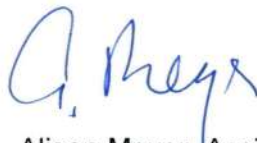
After considering the above TDM measures, the site location, close proximity of amenities and access to alternate transportation options in the area, staff recommended Council support the reduction in on-site parking.

Based on parking studies at comparable developments and staff knowledge, an overall parking demand of up to three spaces is expected for this development, and would be accommodated in the North Park neighbourhood. With several hundred publicly available on-street and off-street parking spaces within a five minute walk of the development, the additional potential demand for up to three parking spaces is expected to have a limited impact on the available neighbourhood parking supply south of Caledonia Avenue. For longer term daytime storage of vehicles, owners of vehicles would need to secure parking at surface lots in the area.

Respectfully submitted,



Leanne Taylor  
Planner  
Development Services Division




Alison Meyer, Assistant Director  
Development Services Division  
Sustainable Planning and  
Community Development  
Department



Andrea Hudson  
Acting Director  
Sustainable Planning  
and Community  
Development  
Department

Report accepted and recommended by the City Manager:

Date:

  
Jason Johnson  
June 15, 2015

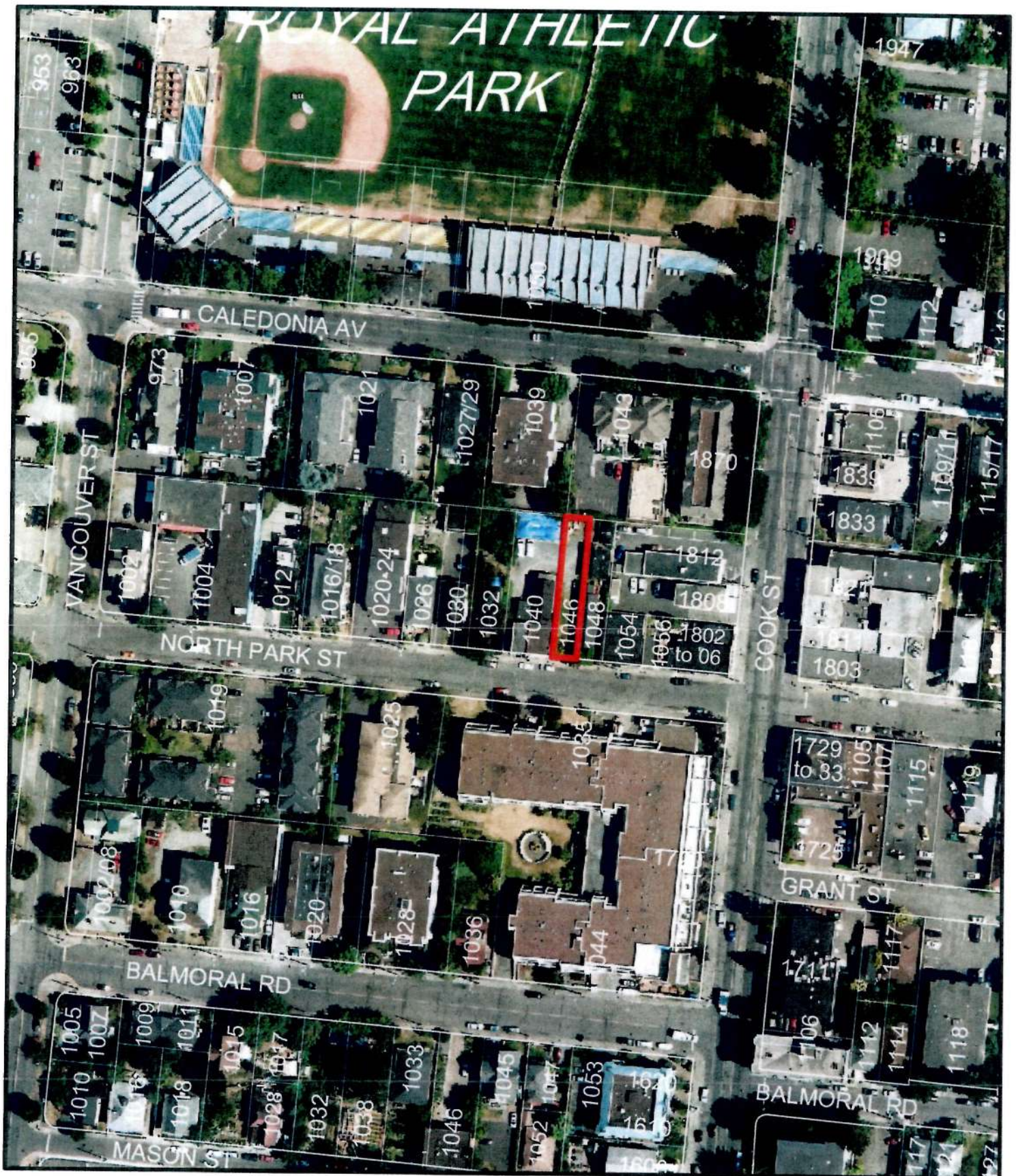
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S:\TEMPEST\_ATTACHMENTS\PROSPERO\PL\DP\DP000401\COUNCIL REPORT.DOC

### List of Attachments

- Zoning map
- Aerial map
- April 1, 2015, Planning and Land Use Committee Report
- April 16, 2015, Planning and Land Use Committee Minutes
- April 16, 2015, Council Minutes
- Letter from adjacent neighbour dated May 29, 2015
- Revised plans dated May 29, 2015





1046 North Park Street  
Development Permit #000401





## Planning and Land Use Committee Report For the Meeting of April 16, 2015

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

**From:** Leanne Taylor, Planner, Development Services Division

**Subject:** Development Permit with Variances Application No. 000401 for 1046 North Park Street

---

### RECOMMENDATION

Staff recommend that Committee forward this report to Council and, after giving notice and allowing an opportunity for public comment, that Council consider the following motion:

"That Council authorize the issuance of Development Permit with Variances Application #000401 for 1046 North Park Street, in accordance with:

1. Plans date stamped March 17, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - i. Part 4.6.2 (8): Relaxation to permit one parking space to be located in the front of the building;
  - ii. Schedule C - Off-street Parking (7.2)(b): Relaxation to permit one parking space to be located at 0m from a street;
  - iii. Schedule C - Off-street Parking (A)(11)(c): Reduction from 1.3 parking spaces per rental attached dwelling (8 parking spaces) to 0 parking spaces per rental attached dwelling (0 parking spaces).
3. Registration of a legal agreement on title dedicating the parking space to Victoria Car Share to the satisfaction of the Assistant Director, Development Services Division, Sustainable Planning and Community Development Department, and the City Solicitor.
4. An Agreement between the present owner and Victoria Car Share to secure six car share memberships and the collection of membership fees to the satisfaction of the Assistant Director, Development Services Division, Sustainable Planning and Community Development Department, and the City Solicitor.
5. Final plans to be generally in accordance with the plans identified above to the satisfaction of the Assistant Director, Development Services Division, Sustainable Planning and Community Development."

### 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*.

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 1046 North Park Street. The proposal is to permit six multiple dwelling units.

The following points were considered in assessing this Application:

- The proposal is consistent with the *Official Community Plan 2012* (OCP) and the design guidelines contained in Development Permit Area 16.
- The proposed design is consistent with the *Design Guidelines for Multi-Unit Residential, Commercial and Industrial* (2012).
- The proposed gate and fence are consistent with the *Guidelines for Fences, Gates and Shutters* (2010).
- The proposed contemporary design, density, height and massing are considered acceptable in the neighbourhood context.
- Three parking variances are being requested with respect to onsite parking. The variances are supportable given the Transportation Demand Management (TDM) measures being proposed.

## BACKGROUND

### Description of Proposal

The proposal is for six multiple dwelling units. Specific details include:

- two, three-storey buildings connected by a single-storey bicycle storage room containing three dwelling units each with separate exterior entrances
- the exterior materials include horizontal smooth fibre-cement siding, painted wood fascia and trim, a natural birch finished front entry door and painted concrete wall
- an internal courtyard and community gardens are being proposed
- permeable paving materials would be integrated throughout the site
- transportation demand management (TDM) amenities would include private bicycle storage lockers, a common bike room, scooter parking and an electric charging station for scooters
- one parking space would be located in front of the building (variance required).

The proposed variances are related to:

- reducing the off-street parking requirement from eight parking spaces to nil
- allowing the parking space to be located in front of the building
- allowing the parking space to be 0m from the street.



## Sustainability Features

As indicated in the applicant's Green Features Summary (attached), the following sustainability features are associated with this Application:

- permeable surfaces
- water conservation measures
- energy efficient features.

## Active Transportation Impacts

The applicant is proposing to provide Class 1 (enclosed and secure) and Class 2 (bike rack) bicycle parking in the development to encourage active transportation options.

## Existing Site Development and Development Potential

The site is currently in the CR-NP Zone, North Park Commercial Residential District, and is presently a vacant lot.

Under the current CR-NP Zone, the property could be developed at a density of 1.5:1 Floor Space Ratio (FSR) and with the uses proposed; however, it could also be developed into a commercial-residential building.

## Data Table

The following data table compares the proposal with the existing CR-NP Zone. An asterisk is used to identify where the proposal is less stringent than the existing zone.

| Zoning Criteria  | Proposal    | Zone Standard<br>CR-NP Zone |
|--|-------------|-----------------------------|
| Density (Floor Space Ratio) - maximum  | 0.98:1      | 1.5:1                       |
| Total floor area (m <sup>2</sup> ) - maximum                                 | 307.54      | 471                         |
| Minimum unit size (m <sup>2</sup> ) - minimum                                | 41.89       | 33                          |
| Height (m) - maximum   | 8.61        | 12                          |
| Storeys - maximum  | 3           | 4                           |
| Number of buildings on a lot   | 1           | 1                           |
| Setbacks (m) - minimum<br>Rear   | 7           | 6                           |
| *No minimum front and side yard<br>setback requirements in the CR-NP<br>Zone |             |                             |
| <b>Parking</b>   |             |                             |
| Parking - minimum  | 1*          | 8                           |
| Parking location   | Front Yard* | Behind building face        |
| Parking stall distance from the street (m)<br>- minimum                      | 0*          | 1                           |



| <b>Bicycle Parking</b> |    |   |
|------------------------|----|---|
| Class 1                | 14 | 6 |
| Class 2                | 6  | 6 |

### **Relevant History**

The subject property was previously subject to a Development Variance Permit Application along with the lands known as 1032 and 1040 North Park Street. The application was to consolidate the lots and construct 34 residential units. The application was subsequently cancelled in 2011 and the properties were marketed for sale. The current applicant purchased 1046 North Park and a Development Permit with a parking variance was issued by Council in January 2013 to permit the construction of a three-storey residential triplex. Construction had not commenced on the subject property and the Development Permit expired on January 17, 2015. The applicant has revised its proposal and submitted this current Application for Council's consideration.

### **Community Consultation**

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, on January 19, 2015, the Application was referred for a 30-day comment period to the North Park CALUC. A letter dated January 7, 2015, attached to this report, was submitted by the North Park CALUC. Staff have confirmed that although the letter predates the City's original referral, it is relevant to this proposal.

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 DPA 16: General Form and Character. The subject property is a long and narrow lot. The applicant is proposing creative design solutions to integrate the building in a manner that is intensive but complementary to the established place character of the neighbourhood. The immediate neighbourhood has a mix of commercial and residential buildings ranging from single-storey buildings to four-storey buildings and a mix of architectural types. The property to the west of the subject property is a two-storey art-deco commercial building and the property to the east is a single family dwelling with accessory buildings.

The proposed three-storey residential building would have flat rooflines, horizontal siding, large windows, balconies and exterior stairs. The building would appear as two separate buildings from the street, however, they would be connected by a single-storey bicycle storage room and stairs. The interior face of the blank west side elevation would be painted red to act as an accent wall. The windows facing the adjacent neighbours would be opaque glass block. The building would be setback 5.1m from the front property line to accommodate one parking space. Some hard and soft landscaping would be provided to enhance the visual interest along the street. The applicant is also proposing an internal courtyard and community gardens in order to provide useable and quality open space for the development.



## Regulatory Considerations

### Parking Reduction

The applicant is requesting a variance to reduce the required number of off-street parking spaces from eight to nil for the development. However, the one parking space being proposed onsite would be dedicated to Victoria Car Share. Providing more than one parking space in the front yard would not be possible. A shortfall in parking for this development could potentially add to the congestion on the street, limiting parking availability for existing residents and customers to businesses in the area. However, the applicant is proposing to provide the following TDM measures:

- six Victoria Car Share memberships (1 membership per unit)
- one parking space dedicated to Victoria Car Share
- six secure bike lockers (1 per dwelling unit)
- one communal and secure bicycle storage room for eight bikes
- one exterior bicycle rack for six bikes
- three scooter parking spaces and an electric charging station for scooters.

Considering the above TDM measures, the site location, close proximity of amenities and access to alternative transportation options in the area, staff recommend Council support a reduction in parking.

### Location and Setback of Parking Space

The applicant is proposing to locate one parking space in front of the building. Locating surface parking at the rear of buildings is encouraged in the design guidelines for multi-unit residential; however, due to the width of the lot (7.32m), there are limited practical options for parking on the subject property. Given the parking space would be dedicated to Victoria Car Share, there may not be a vehicle parked in the space at all times.

There is a regulation in Schedule C: Off-Street Parking in the *Zoning Regulation Bylaw* that states that a parking space must not be closer than 1m from the street. A relaxation to this requirement, in order to allow the building to be closer to the street, is being requested. Permeable and durable paving materials are proposed for the surface treatment for the parking space as well as landscape buffer strip between the parking space and the ground floor unit. These landscaping features, combined with a potential low usage of the parking stall, would minimize the visual impact of the front yard parking.

## CONCLUSIONS

The proposal to construct six rental multiple dwelling units is consistent with DPA 16 and the multi-family design guidelines with respect to building form, character and finishes. The parking variance to reduce the number of off-street parking spaces may increase on-street parking demand on North Park Street; however, the proposed TDM measures, access to alternative transportation options in the neighbourhood and the limited time parking zone along North Park Street should deter vehicle ownership and reduce the overall parking demand for the development. Dedicating the parking space to Victoria Car Share would benefit the residents in the development who would be offered car share memberships as well as raise awareness of Victoria Car Share in the community. The applicant is also proposing appropriate design measures to accommodate the parking space in the front yard and close to the property line. Staff recommend that Council consider supporting this Application.

## ALTERNATE MOTION

That Council decline Development Permit with Variances Application No. 000401 for the property located at 1046 North Park Street.

Respectfully submitted,



Leanne Taylor, Planner  
Development Services Division



Alison Meyer, Assistant Director  
Development Services Division  
Sustainable Planning and Community Development

Report accepted and recommended by the City Manager:



Jason Johnson

Date:

April 8, 2015

LT/ljm

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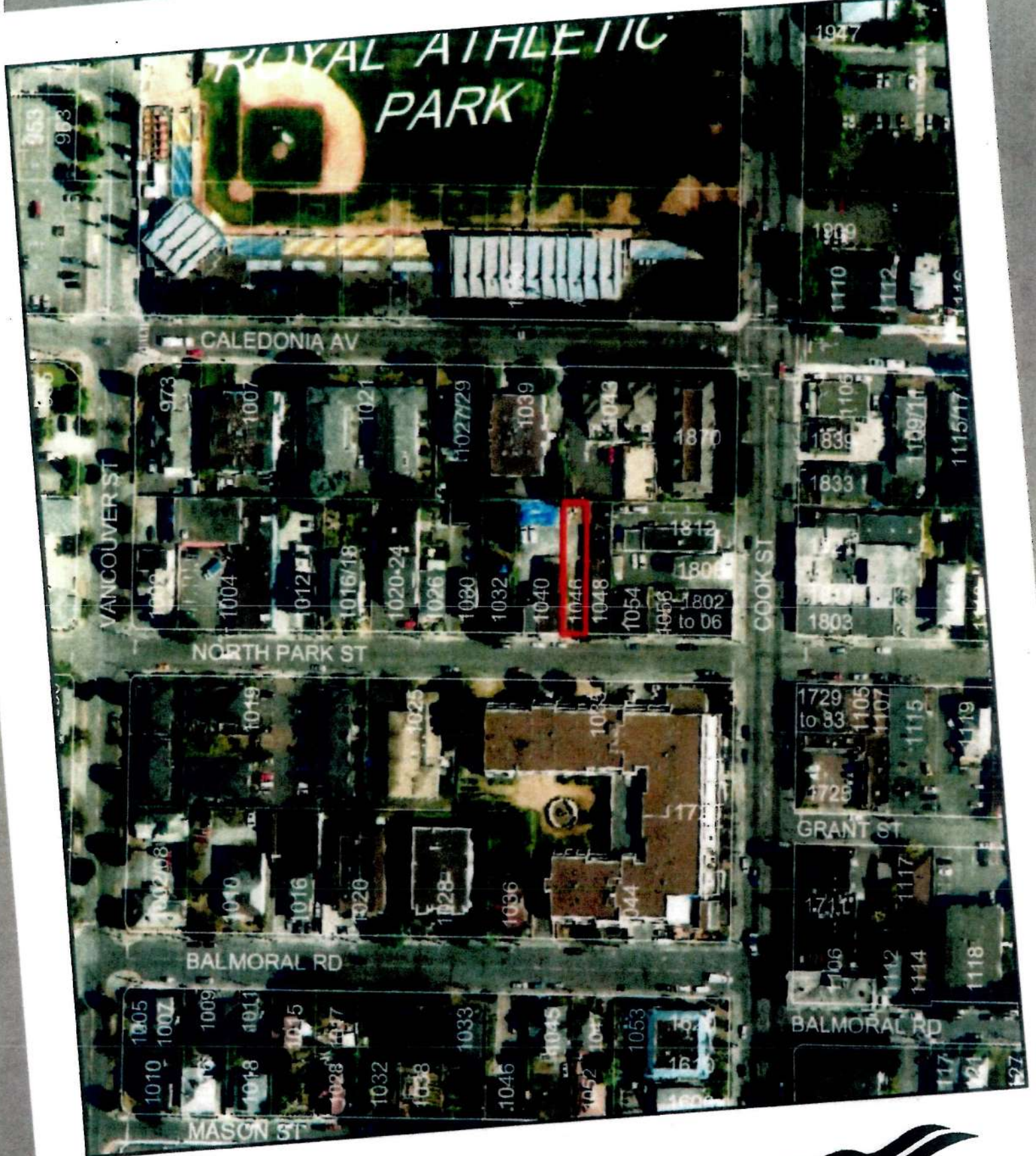
## List of Attachments

- Zoning map
- Aerial map
- Letter from applicant dated March 10, 2015
- Letter from neighbour dated November 17, 2014
- Letter from North Park Neighbourhood Association dated January 7, 2015
- Minutes of December 3, 2014 North Park Neighbourhood Association Meeting
- Green Building Features Summary
- Plans dated March 17, 2015.









1046 North Park Street  
Development Permit #000401





March 10, 2015

## Sloane Square Development Rental Units

Letter to Mayor and Council:

Application to Develop 1046 North Park Street



Description of proposal:

We are proposing a compact, creative, appealing, cost effective rental building, each side of the building with 3 rental units. A proposal of 6 rental units located in the Zone CR-NP (Commercial / Residential District).

During our concept design stage this proposal has taken several different directions. After in-depth conversations with the owner and resident of 1048 North Park St, and the City of Victoria we came to the current design. This well thought out design allows for more separations, sun exposure, and optimized habitation for our friendly neighbours. We have designed our private community garden beside our East neighbour's existing garden and at the same time, have carefully designed our building to be further west and under height to allow for greater southerly sun exposure for our east neighbours buildings and garden.

Our proposal requires three variances. (Three parking variances) Please refer to page 4 parking for more detail on those variances.

We believe this 6 rental unit, which appears to be a two building design is ideal for the greater community. This tasteful design gives a sense of community for our development, as well creates safety and security for all residents. 1046 North Park is located in the designated new population growth within walking distance of North Park Village, and is in the core residential area making this a development for the inner city community.

#### Neighbourhood:

As noted above we have positive feedback from the most effected adjoining neighbour. This was very important to us. This development will also create a safer environment for all North Park Residents as it reduce open dark space which are not ideal for communities. Affordable, compact, cost effective developments such as this are important for growing communities.

#### Design and development permit guidelines: (Multi-Unit Residential, Commercial and Industrial)

We feel this proposal meets the community guidelines in achieving a new development with results in design excellence, liveability, contributing to a sense of place and urbanism, while being flexible and creative to our immediate neighbourhood location.

#### General Guidelines

1.0-The proposed development is very compatible with the established area. Two smaller well-designed portions of building create less building massing. Both proposed sides are under height, which reduces skyline view corridor obstruction. This proposed building is larger than 1048, this is why we took great lengths to reduce sun shading of our adjoining neighbour. 2 smaller sections of one building with a decent interior side yard setback reduce any negative impact on our East neighbour. Our proposa has privacy screens located on the porches, and opaque rated glass block windows facing 1048 North Park, this eliminates any privacy issues for our neighbour.

Our location on North Park has little natural vegetation. one proposed cherry tree planted in a 5'x5' landscaped planter will add to the streetscape. And one proposed cherry tree planted in a 5'x5' landscaped planter with benches between our two buildings will add a sense of serenity in a urban environment. This development will add a vibrant, modern touch to North Park.

#### Streetscape, relationship to the street and orientation

2.0- Our proposal will add a very positive cohesive, visual identity to the North Park streetscape. The entrance arch / gate and brick walkway and parking surface creates a urban character for this proposal. An entrance roof and upper roof created building relief, and two smaller sections of the building allows for reduced roofline massing. The massing of this proposal creates an impression of 2 smaller buildings. This development has a strong, safe, secure street presences. The building frontage and main entrance is directly facing North Park. Conversations with the Victoria Planning and engineering department were instrumental to this final design. The interlocking brick walkway to front entrance and side electronic gate entrance create privacy, and direct street connection for the public. Natural sunlight has been optimized as much as possible for this narrow lot. There are no privacy issues with this proposal.

Page 2



#### Human Scale, massing, height and architectural features

3.0- The proposed building has a very narrow front face, this reduces any need for projections.

The exterior façade of this proposal will have a class of dignity, heritage, modernism, and creativity. Key exterior elements will blend together to keep the building smart and not too busy. The secure parking will have a buffer from the street, but will be in full view of the three fronting units. This creates a safer environment for all residents. All garage and recycling areas are located in easy to access hidden locations; we feel this is a smart locating for these amenities.

The entire building design fits nicely in the existing environment. All design elements are directly related to massing, visual impact, and shading. Our proposed buildings have the same setbacks as both our East and West neighbours.

All 6 units of the proposal have private patios and porches. These spaces can be used to have solitary and at the same time if wanted can be used to create a better sense of community. A central open common area green space enhances all entrances.

#### Exterior Finishes

4.0- The building materials of this proposal will last for a long period of time and hopefully will be timeless. A lighter charcoal grey horizontal smooth fibre cement siding will cover the main body. Darker charcoal painted wood fascia and trim will define the building. A natural Birch finished front entry door will create a pronounced front façade. And the interior surface of the vertical exterior wall will be painted deep red which will bring color to the porches and community.

#### Open spaces and landscaping

5.0- Permeable block landscaping for walkways, patios, and parking surfaces create a greener environment for the entire development. Hanging baskets add a positive touch for all residences, but do not reduce the usable area of this small site.

#### Lighting

6.0- An entrance light pole with character will be installed where the walkway into the development starts. The site ground mounted lights will create a well lit, safe, secure, but not visually obtrusive environment. Exterior lights at key locations shown on the landscape plan will add functionality, comfort, and security. The developer is planning on using as many high efficiency lights as possible. All areas including bike parking, scooter parking, walkways, patios, recycling / garbage areas and stairs will have well laid out exterior lighting.



#### Universal accessible design and safety

7.0- All lower floor units area going to be accessible. There are not stairs or steep ramps located on this proposed side on the ground level. Safe well-lit exit travel paths are very evident in this design. All areas will be well lit and secure from mischief.

#### Parking

8.0- This lot is only 7.32m wide, and is too narrow to allow side or rear yard parking. This only allows for front yard parking. **Variance #2- Variance for front yard parking.**

The new generation is living a more active, positive, environmentally friendly lifestyle; this design has kept this in mind throughout all stages. Nearby bike paths, local stores and bus routes make this an easy place to live with little need for a vehicle. Additional lit, secure, bike parking, and bike storage reduce the need for a vehicle. Charging stations for electric scooters makes this tasteful proposal very appealing to renters with a greener thumb. Victoria Carshare have been contacted and they are keen to acquire this front yard parking stall as a holding / parking location for their members. Each rental unit will be allocated a car share membership. The developer is also looking into bus tickets to help reduce any vehicle parking needs. **Variance #3 – Variance for reduced parking.**

All parking surfaces will be appealing paving stones. In a group effort we have designed the building as close to North Park Street as possible. This allows for greater separation between the buildings and brings our building closer in line with the existing frontage of our adjoining neighbours. We have allowed for 5.1m to park in the front yard, with a wheel stop located to prevent vehicles from damaging the porch posts. **Variance #4 – Variance for reduced clearance requirement from the property line.**

#### Access and circulation

9.0- The entire proposed building site has very good internal pedestrian circulation. A layout design with public safety and security has been well thought out. One driveway access has been specifically designed to reduce cars backing onto North Park Street issues.

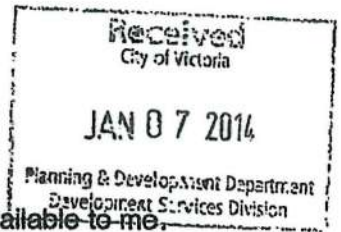
#### Loading and service areas, ancillary mechanisms and unenclosed storage

10.0- Easy access allows for speedy garbage and recycling removal. Both buildings have their own garbage and recycling areas. Casual surveillance is possible from many angles of this proposal.

Thank you for taking your time to read this letter. We hope you see the effort we have taken to satisfy all needs of the local community and municipality.

Lindsay Justin Baker  
Aspire Custom Deigns Ltd.

November 17, 2014  
 Mayor and Council  
 Re: Proposed development of 1046 North Park Street



I have reviewed the plans for this property that Aspire Custom Designs made available to me. Although I have concerns as outlined in this letter they are adequately addressed by the design and the assurances of the owner's agents. I do support the building of these two rental buildings as proposed.

I have lived in my home at 1048 North Park Street for 20 years. The 1046 lot was and remains vacant as of this date.

#### Concerns and Comments

##### Light

The rear 20 feet of 1046 will be open ground allowing my garden opposite this location on 1048 to receive plenty of afternoon sun. The entrance/access pathway is next to my property. This will allow a corridor of light along my west side. Twin buildings creates both light and space.

##### Water Management

Flooding has occurred towards the rear of the property. The proposed aqua pavers allow most water to go back into the ground - a City of Victoria preference for handling rainfall. The required code drainage piping will assure no damage to either property.

##### Property Maintenance for 1048

I have spoken to the developer's agent who has promised to create an easement on 1046's deed in my favor that will allow mine and any subsequent owner of 1048 access to 1046 property for purposes of maintaining the west side of 1048's current buildings.

##### Parking

The parking variance sought by the developer I believe to be supportable. Council will need to consider a longer range strategy to deal with street parking in this RC zoned block. A developer of my own property, for example, will expect similar concessions given to 1032 North Park and those being considered for 1046. (A possible solution would be to make the 1000 block "resident only" parking after 6pm. We are not pleased to be a parking lot for Athletic Park and the Memorial Arena)

I have enjoyed a good relationship with those who wish to move forward with building on the 1046 lot. Given the urban location, the design provides reasonable light and privacy - the stairs are located on the west side of the building and the porches incorporate opaque privacy glass; the design fits the site; encourages downsizing automobile ownership in our neighbourhood; provides wheelchair accessibility for the two ground floor suites.

##### Bottom Line

I support the two variances sought: Parking stall reduction to one off street parking space.  
 Two dwellings to be allowed.

Respectfully,

Charles Joerin  
 copies: Aspire Custom Designs





North Park Neighbourhood Association  
P.O. Box 661, #185 - 911 Yates St.  
Victoria, BC V8V 4Y9  
[www.npna.ca](http://www.npna.ca)



January 7, 2015

City of Victoria, Land Use Committee of the Whole  
1 Centennial Square  
Victoria, BC V8W 1P6

**RE: Aspire Custom Designs development proposal – 1046 North Park Street**

Dear mayor and council:

The North Park Neighbourhood Association supports the current development proposal from Aspire Custom Designs for 1046 North Park Street. We find this proposal forward-thinking and creative. We particularly appreciate that it incorporates energy-efficient building materials and provision for solar energy, bike storage and outdoor space in an aesthetically pleasing design appropriate for the site.

Early in the process the developer met and consulted with the immediate neighbour at 1048 North Park Street. The NPNA has confirmed that the neighbour is satisfied with the results of that consultation. His attempt to meet with the property owner on the other side of the site was unsuccessful.

Considering all these factors, a motion was approved at the January 7 NPNA general meeting to support the developer's request for two variances for this project.

Thank you for your attention.

Sincerely,

Al Gallupe  
Land Use Committee  
North Park Neighbourhood Association

**NORTH PARK NEIGHBOURHOOD ASSOCIATION**  
**Minutes of December 3, 2014 Meeting**

**Present:**

**Board Members:** Jenny Farkas (Chair), Tim Hewett, Claudia de Haan, Al Gallupe, Charles Joerin, Penny Bond, Nicole Dillman

**Members:** Lorna Rennie, Alex Kerr, Tristan Trotter, Yoka van den Berg, Jeff Sears

**Guests:** Lindsay Baker (Aspire Custom Designs), Dennis Rogers (owner, 1046 North Park St.), Deb Beaton-Smith (Rifflandia), Tanya Leduc (neighbourhood resident)

**Regrets:** Anne Moon, Daniel Ferguson, Katie Fillion

**Call to Order and Introductions:**

- Jenny called the meeting to order at 7:00 p.m.
- Welcome to new member Jeff Sears, board member of North Park Manor Society and pastor of First Baptist Church.

**Agenda:**

The agenda was adopted.

**Motion:** Claudia de Haan/Alex Kerr/carried

**Presentations:**

1. **Development proposal — 1046 North Park St.** — Lindsay Baker, Dennis Rogers
  - Design plans were distributed (see attachment).
  - Initial plan for this currently empty lot was for a triplex. The initial plan had been approved by the City. Financially this plan was not feasible.
    - New design is for a total of six market rental units (estimated as ≈ \$850/month) in two three-story buildings. There is one unit/floor in each of the two buildings. This plan works better for the property and the design is greener.
  - Green components include solar panels on roof; passive solar from windows; community garden for tenants at back of property; internal courtyard between the two buildings as well as individual patio/deck area for each unit; bicycle storage; charging stations for mobility scooters and one car, using solar power; building height, and location of courtyard and community garden designed to allow optimal light to adjacent house at 1048 North Park St.
  - The current plan added mobility scooter parking and more bicycle storage.
  - The developer is asking the City for a variance for two buildings instead of one, and a relaxation of the parking variance to one, instead of two, vehicle spots.
- Attempts to contact the owner of the neighbouring commercial building to the west were unsuccessful.



2.

- Those present felt that this proposal was forward-thinking and creative. It was noted that the developer's early and ongoing consultation with and consideration of the neighbour at 1048 North Park St. was appreciated.

Motion: NPNA is in favour of the development proposal for 1046 North Park St., including the developer's request for two variances, and will write a letter of support to the City of Victoria Land Use Committee.

Al Gallupe/Penny Bond/carried

2. Rifflandia 2014 follow-up — Deb Beaton-Smith

- Highlights of the 2014 Rifflandia festival were:
  - Royal Athletic Park (RAP) as flagship location, also the Atrium building during the day and 14 night venues. Phillips Brewery capacity was increased with street closure.
  - Thinklandia and Kidlandia.
  - Change in BC liquor laws allowed granting of an open liquor licence, one of only two granted in BC in 2014.
    - VicPD and City Parks Dept. were on board for security.
    - It was noted that with the open liquor licence there were fewer liquor sales and the atmosphere was calmer, therefore more family-friendly.
  - At RAP, there were 500 age-10 and under wrist-banded attendees (excluding babies, who are not wrist-banded). Total attendance at RAP, over three days, was 16,500.
  - There were two stages at RAP.
  - The green team and bike racks were in place.
    - RAP hours are 3 - 9 p.m. Friday; noon - 9 p.m. Saturday and Sunday.
  - It is expected that the 9 p.m. curfew will remain.
  - There were fewer complaints in received at Rifflandia's office in 2014, including fewer noise complaints.
  - Rifflandia won its bid to bring "Breakout West" to Victoria.
    - Breakout West formerly was named the "West Coast Music Awards".
    - It has a three components — awards ceremony, conference and performances.
    - The festival component will be in night venues. It is not yet known if RAP will be used for any larger scale performances.
- Discussion:
  - Tanya Leduc, resident of block adjacent to RAP, representing her family, as well as a neighbour, reported:
    - There has been no problem with other RAP events which mainly are sports.
    - There was initial shock when RAP was allowed to be used as a venue for Rifflandia; since then the neighbours have accepted that it is going to happen.

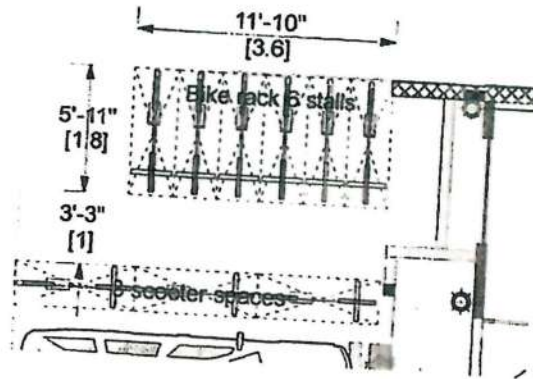
## Green Building Features for North Park Development.

### The **"NORTH PARK COMPLEX"**

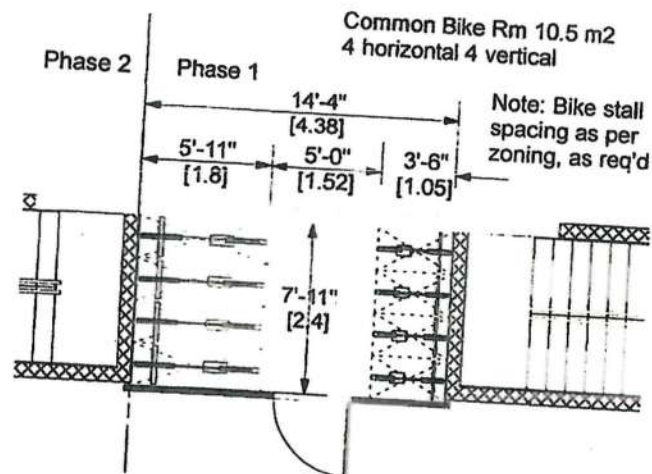
- Permeable parking surface
- Permeable walkway surface
- Permeable patios on ground surface
- Passive design incorporated
- Car share participation
- Roof water catchment
- Water catchment for gardening
- Solar panels / photovoltaic system
- Car / scooter charging station
- Bike parking & bike storage lockers
- Thermal windows
- Community garden area
- Recycling area
- Composting area
- Reduced parking to create urban walking environment
- Bike paths and bus routes nearby
- Instant hot water / hot water on demand

- Green building rating system still to be explored.
- The building has integrated passive design practice by locating the proposed building to give it the most southerly exposure. Most of the walls and exposed building face will generate heat through sun exposure throughout daylight hours.
- Creating two smaller buildings rather than one larger building will allow for more green space as well allows adjoining neighbors to have more sun exposure. This was critical as the adjoining neighbor to the east has a beautiful garden. Separating the two building also allows for community green space between the buildings.
- As the 6-unit complex is walking distance from downtown, reduced parking will also be a positive benefit by decreasing carbon emissions. A car share program will be explored for all the residents.
- The location of this property allows for easy bus route access to many bus routes. We would also like to explore the option of a bus pass provision for the residents of this property.
- We have gone to great lengths to create additional bike parking and secure bike storage for our residents.
- We will also be installing an electric scooter / bike charging station.
- We are planning on plumbing the building to be solar hot water ready.
- We are planning on being pre-plumb for solar PV.
- Ideally we will be able to obtain a minimum of 5% building energy consumption through renewables.
- We are planning on building a water catchment for complex community gardening purposes.
- We will be using Aqua Pavers throughout the site. This is a very permeable surface.
- As this property is bare land at the moment we will be adding a few additional trees on the property. Mainly we will have a beautiful feature Cherry tree located next to the front boulevard.
- Hanging baskets on the front of the building will add greenery.
- An electric car charging station will be installed.
- Solar panels will help reduce electrical consumption.

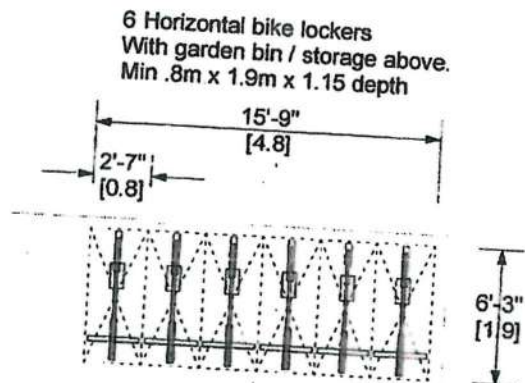




**Front Yard Bicycle Parking**  
3/16 = 1'0"



**Bicycle Room Parking**  
3/16 = 1'0"

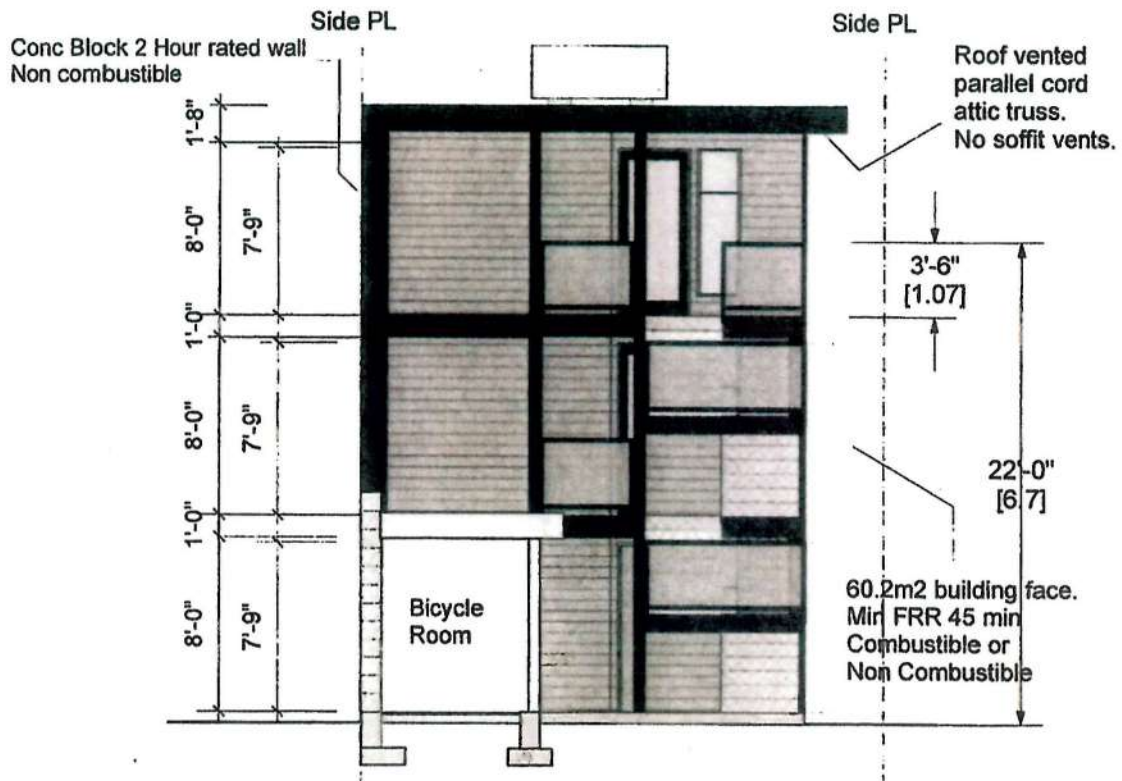


**Bicycle Locker Parking**  
3/16 = 1'0"

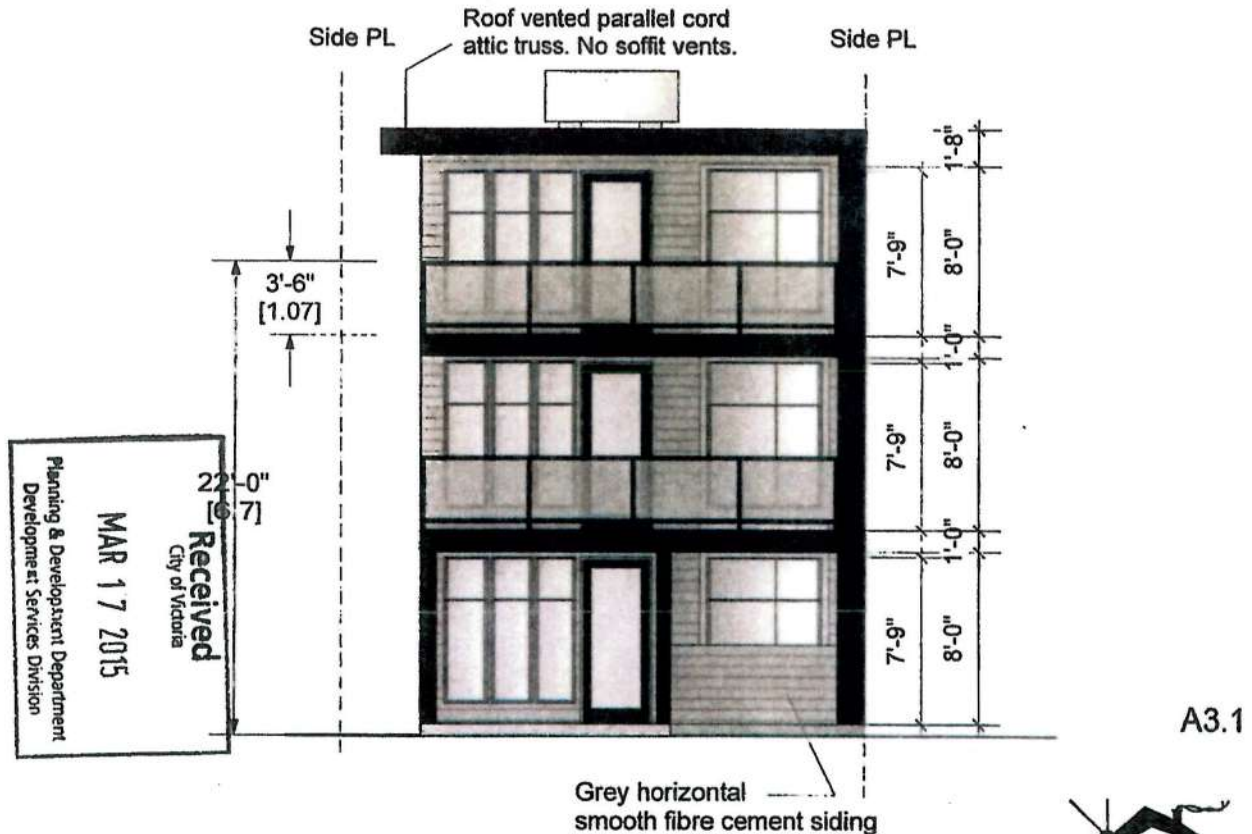








Interior Front Phase 1 Elevation

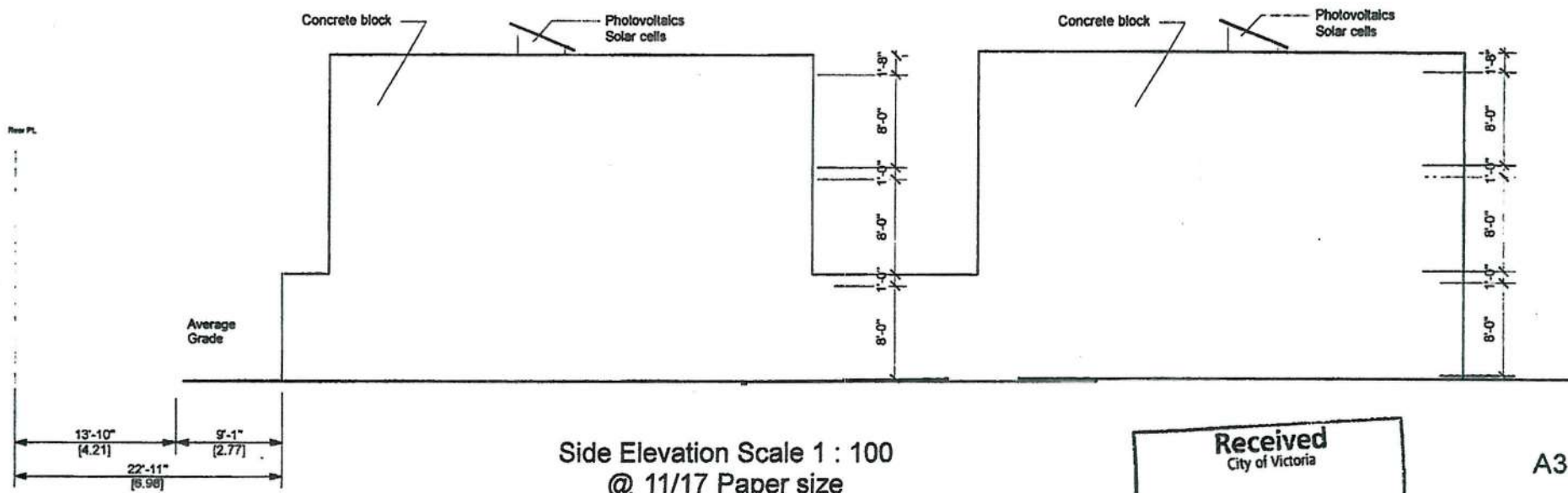
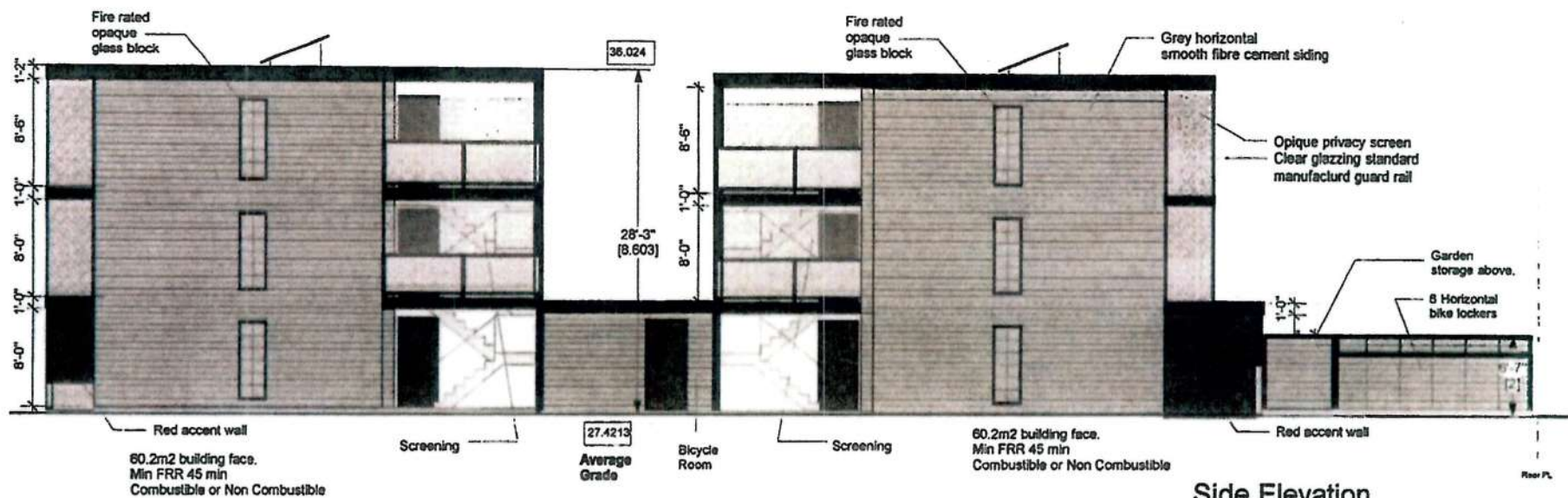


A3.1

Rear Elevation Phase 1



Received  
City of Victoria  
MAR 17 2015  
Planning & Development Department  
Development Services Division

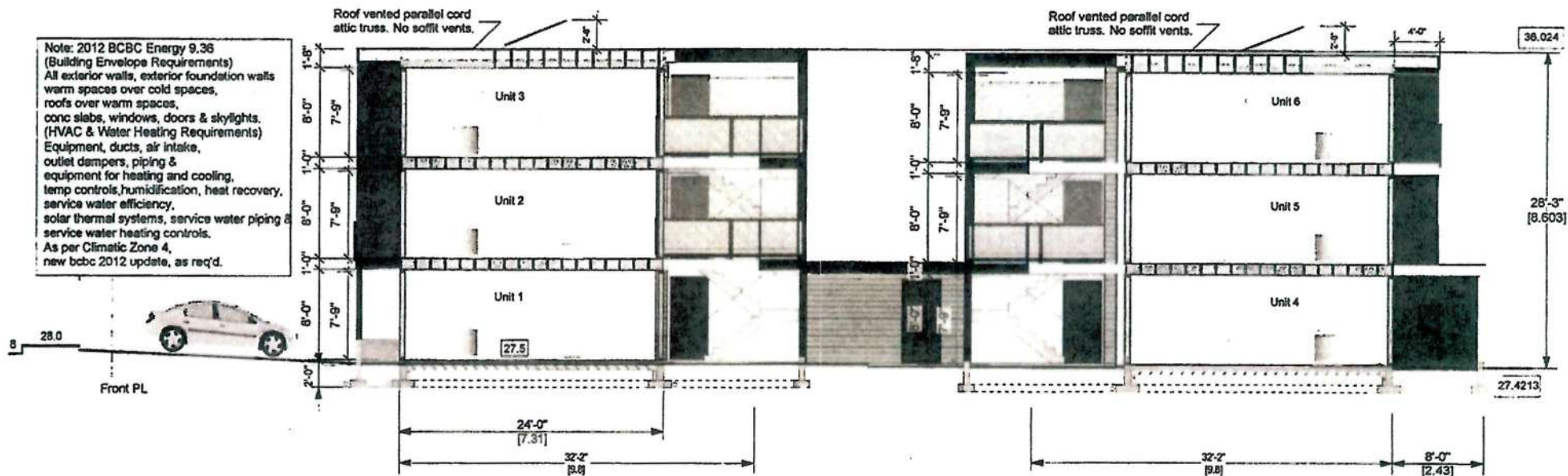


**Victoria City Council - 25 Jun 2015**

### A3.2

Received  
City of Victoria  
MAR 17 2015  
Planning & Development Department  
Development & Services Division





Section  
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@ 11/17 Paper size

A3.3



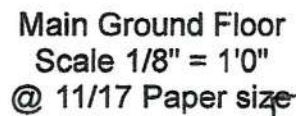












**Received**  
City of Victoria

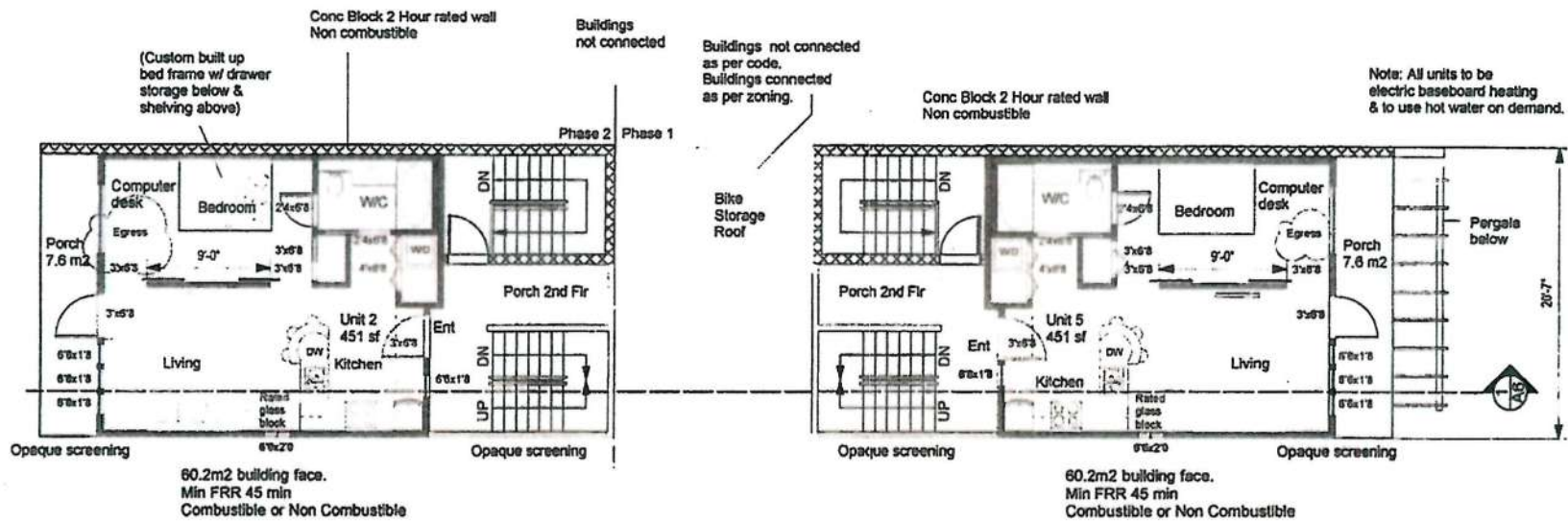
MAR 17 2015

Planning & Development Department  
Development Services Division

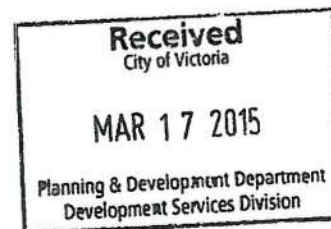
## A2.1





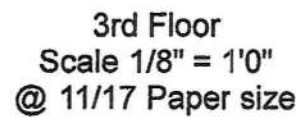


2nd Floor  
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@ 11/17 Paper size

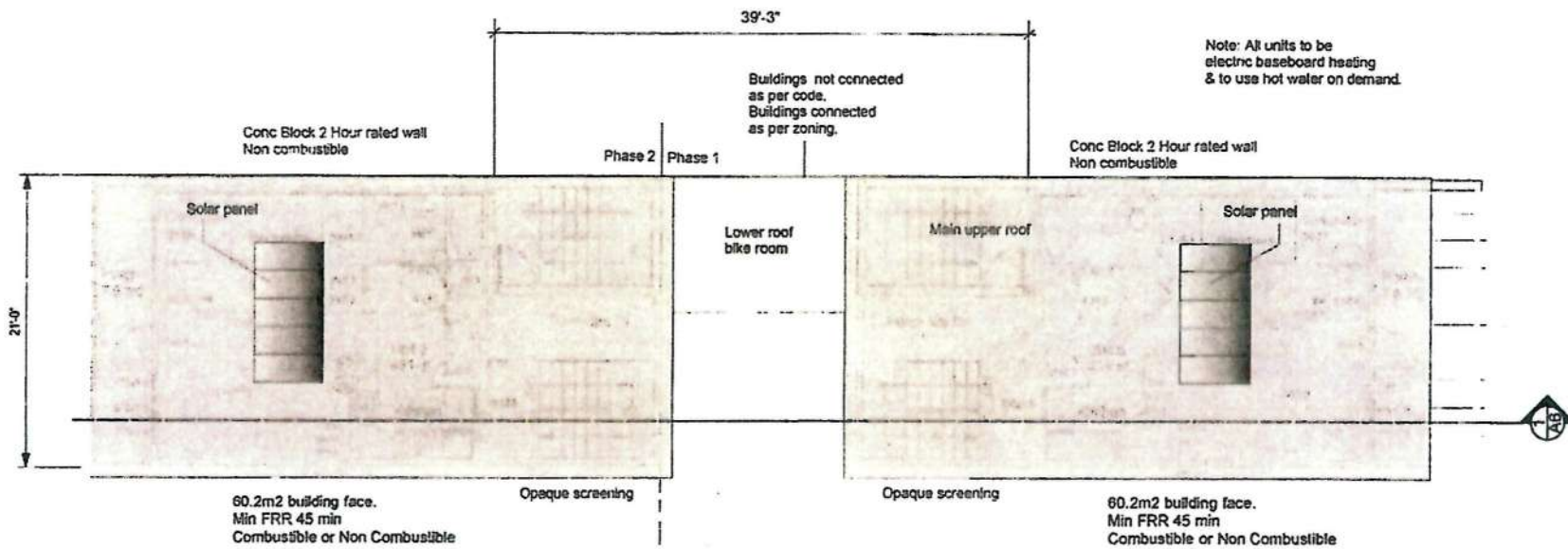


A2.2





Received  
City of Victoria  
MAR 17 2015  
Planning & Development Department  
Development Services Division

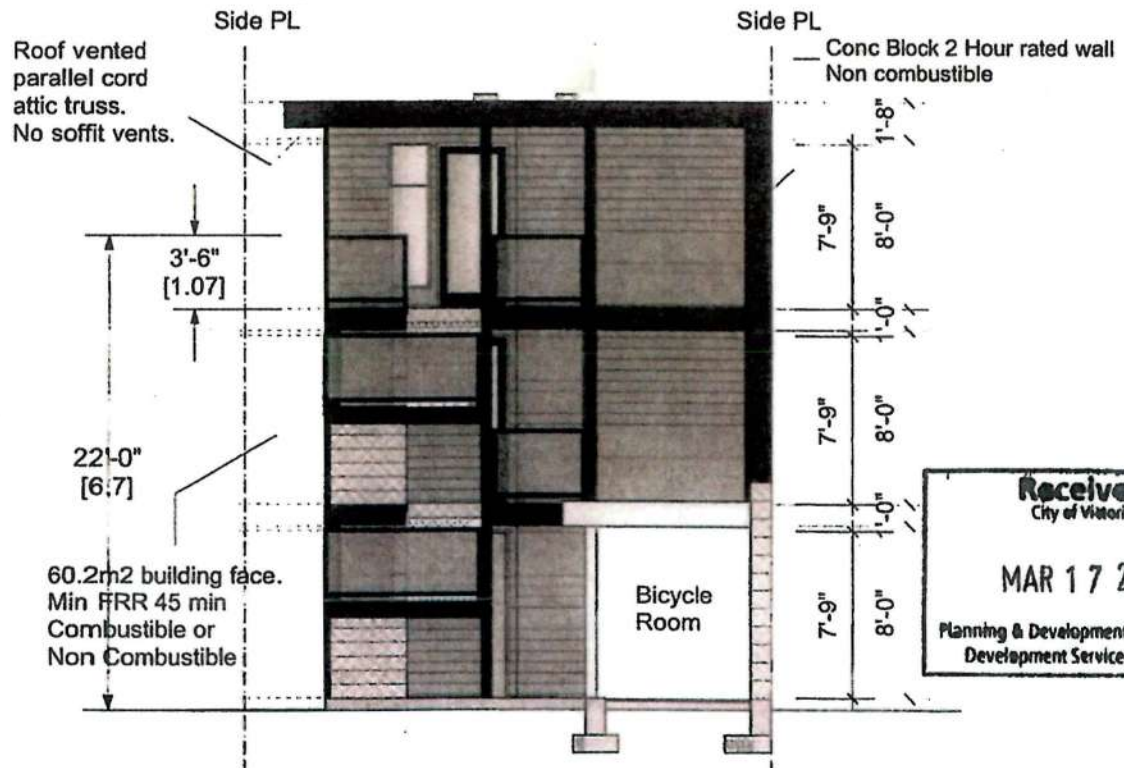
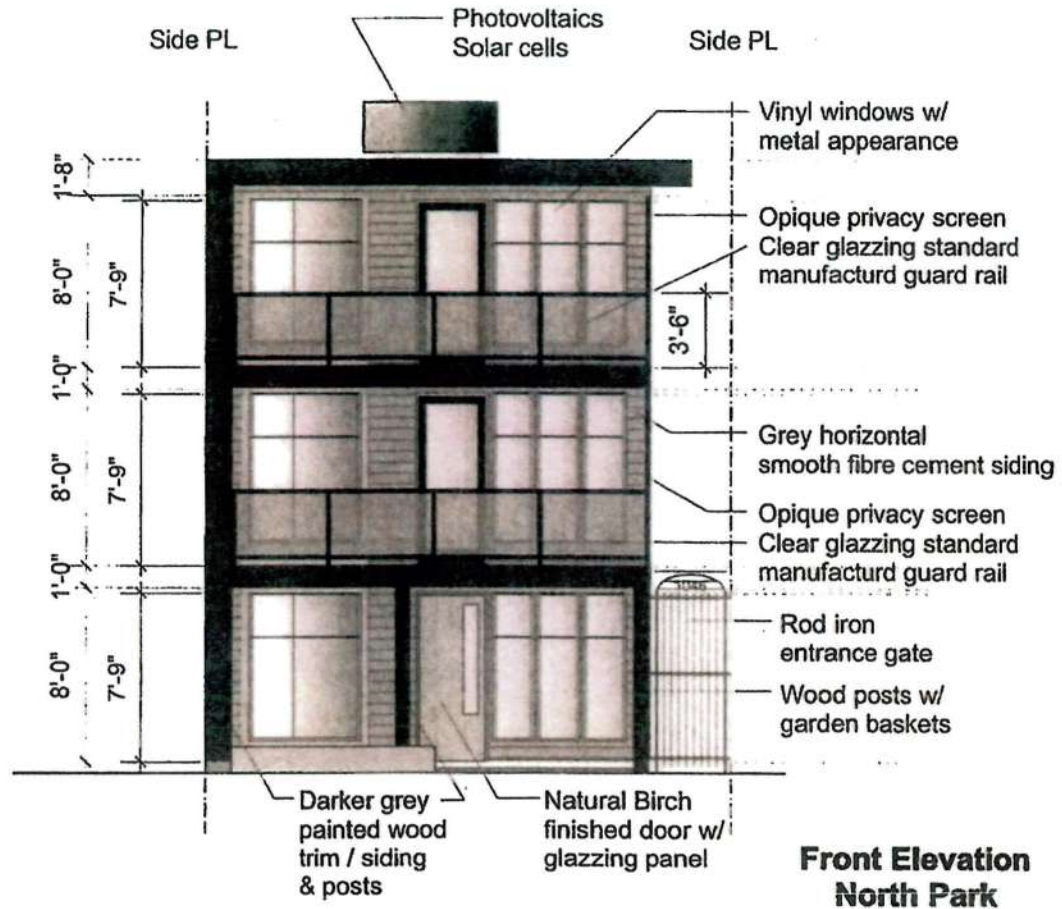


Roof Plan  
Scale 1/8" = 1'0"  
@ 11/17 Paper size



A2.4





**Interior Front Phase 2 Rear Elevation**



A3.0



### 3.1 Development Permit with Variances Application No. 000401 for 1046 North Park Street

Committee received a report regarding a development permit with variances application for 1046 North Park Street. The proposal is to permit six multiple dwelling units. The application proposes variances to the parking requirements.

**Action:** It was moved by Councillor Alto, seconded by Councillor Coleman, that Committee recommends that Council, after giving notice and allowing an opportunity for public comment, consider the following motion:

"That Council authorize the issuance of Development Permit with Variances Application No. 000401 for 1046 North Park Street, in accordance with:

1. Plans date stamped March 17, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - i. Part 4.6.2 (8): Relaxation to permit one parking space to be located in the front of the building;
  - ii. Schedule C - Off-street Parking (7.2)(b): Relaxation to permit one parking space to be located at 0m from a street;
  - iii. Schedule C - Off-street Parking (A)(11)(c): Reduction from 1.3 parking spaces per rental attached dwelling (8 parking spaces) to 0 parking spaces per rental attached dwelling (0 parking spaces).
3. Registration of a legal agreement on title dedicating the parking space to Victoria Car Share to the satisfaction of the Assistant Director, Development Services Division, Sustainable Planning and Community Development Department, and the City Solicitor.
4. An Agreement between the present owner and Victoria Car Share to secure six car share memberships and the collection of membership fees to the satisfaction of the Assistant Director, Development Services Division, Sustainable Planning and Community Development Department, and the City Solicitor.
5. Final plans to be generally in accordance with the plans identified above to the satisfaction of the Assistant Director, Development Services Division, Sustainable Planning and Community Development."

Committee discussed:

- The development will be phased due to site conditions. The rear building will be built first and then the other building fronting the street.
- Concerns about the lack of parking and the burden on the limited supply of on-street parking.
- The North Park Neighbourhood Association has written a letter of support but the lack of parking provided continues to be an issue. The Association would like to hold a workshop with City staff to discuss the limited available parking due to the mix of use, between residential and commercial.

CARRIED UNANIMOUSLY 15/PLUC093

**Action:** It was moved by Councillor Isitt, seconded by Councillor Loveday, that Council direct staff to report back on the adequacy of on-street parking supply in the North Park area south of Caledonia, and any on-street parking capacity issues if they exist.

**Action:** It was moved by Councillor Alto, seconded by Councillor Isitt, that Committee amend the motion as follows:

That Council direct staff to report back on the adequacy of on-street parking supply in the North Park area south of Caledonia, and report back on on-street parking capacity issues ~~if they exist~~ **as it pertains to this application.**

On the amendment:  
CARRIED UNANIMOUSLY 15/PLUC094

On the main motion as amended:  
CARRIED UNANIMOUSLY 15/PLUC095

Councillor Thornton-Joe made a Notice of Motion that she will be requesting that moving forward the Planning and Land Use reports include a section that identifies affordability issues.

PLUC meeting  
April 16, 2015

**REPORTS OF THE COMMITTEES**

**5. Planning and Land Use Committee – April 16, 2015**

**1. Development Permit with Variances No. 000401 for 1046 North Park Street**

It was moved by Councillor Alto, seconded by Councillor Coleman, that after giving notice and allowing an opportunity for public comment, that Council consider the following motion:  
"That Council authorize the issuance of Development Permit with Variances Application #000401 for 1046 North Park Street, in accordance with:

1. Plans date stamped March 17, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - i. Part 4.6.2 (8): Relaxation to permit one parking space to be located in the front of the building;
  - ii. Schedule C - Off-street Parking (7.2)(b): Relaxation to permit one parking space to be located at 0m from a street;
  - iii. Schedule C - Off-street Parking (A)(11)(c): Reduction from 1.3 parking spaces per rental attached dwelling (8 parking spaces) to 0 parking spaces per rental attached dwelling (0 parking spaces).
3. Registration of a legal agreement on title dedicating the parking space to Victoria Car Share to the satisfaction of the Assistant Director, Development Services Division, Sustainable Planning and Community Development Department, and the City Solicitor.
4. An Agreement between the present owner and Victoria Car Share to secure six car share memberships and the collection of membership fees to the satisfaction of the Assistant Director, Development Services Division, Sustainable Planning and Community Development Department, and the City Solicitor.
5. Final plans to be generally in accordance with the plans identified above to the satisfaction of the Assistant Director, Development Services Division, Sustainable Planning and Community Development."

Carried Unanimously

It was moved by Councillor Alto, seconded by Councillor Coleman, that Council direct staff to report back on the adequacy of on-street parking supply in the North Park area south of Caledonia, and report back on on-street parking capacity issues as it pertains to this application.

Carried Unanimously

Council meeting  
April 16, 2015



Attention Mayor and Council:

I spoke with Dennis Rogers and reviewed the change from 4 stairways back to two. The two removed will be replaced with walkways on 2nd and 3rd floors in order to facilitate alternate egress from both buildings. This new design actually appears less intrusive than the two stairwells next to me. I like it.

Thanks,  
Charles Joerin  
1048 North Park  
250-388-0528





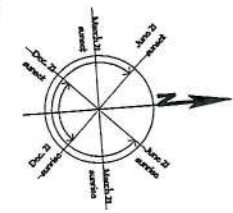
Site Plan Of:  
The Westerly 24 Feet Of Lot 24, Suburban Lot 13,  
Victoria City, Plan 26.

# Strata Plan 2016

Suburban  
Plan

Lot 13  
26

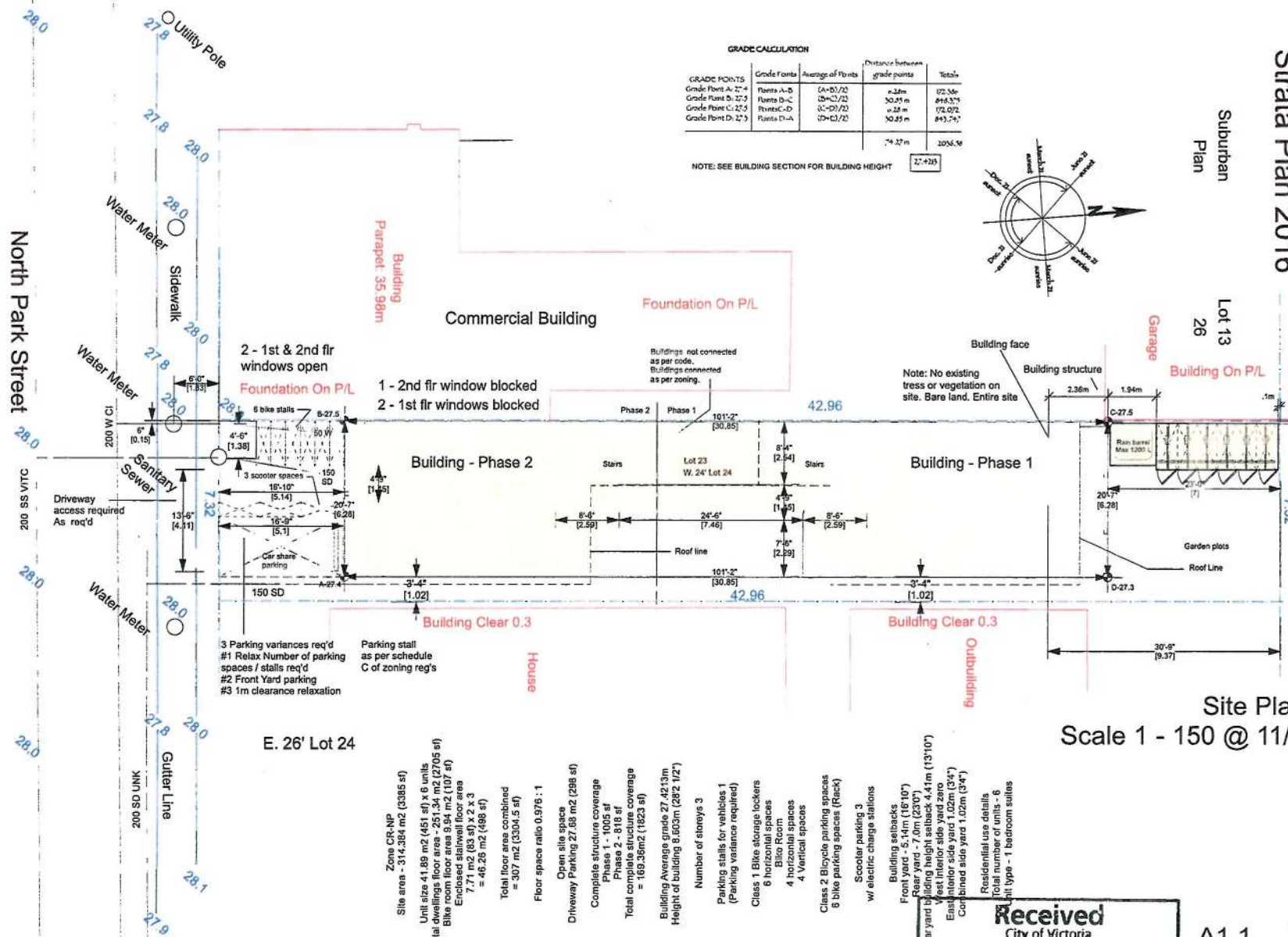
Strata Plan 4824



GRADE CALCULATION

| Grade Points        | Grade Points | Average of Points | Distance between grade points | Total  |
|---------------------|--------------|-------------------|-------------------------------|--------|
| Grade Point A: 27.4 | Points A-B   | (A+B)/2           | 0.30m                         | 172.36 |
| Grade Point B: 27.5 | Points B-C   | (B+C)/2           | 0.30m                         | 174.37 |
| Grade Point C: 27.5 | Points C-D   | (C+D)/2           | 0.30m                         | 176.38 |
| Grade Point D: 27.5 | Points D-A   | (D+A)/2           | 0.30m                         | 178.39 |
|                     |              |                   | 1.20m                         | 704.50 |
|                     |              |                   |                               | 27.425 |

NOTE: SEE BUILDING SECTION FOR BUILDING HEIGHT



Site Plan  
Scale 1 - 150 @ 11/17 paper size

E. 26' Lot 24

- Zone CR-NP
- Site area - 314.384 m<sup>2</sup> (3385 sf)
- Unit size 41.89 m<sup>2</sup> (451 sf) x 6 units
- Total dwellings floor area - 251.34 m<sup>2</sup> (2705 sf)
- Bike room floor area 9.94 m<sup>2</sup> (107 sf)
- Enclosed stairwell floor area 7.71 m<sup>2</sup> (83 sf) x 2 x 3 = 46.26 m<sup>2</sup> (498 sf)
- Total floor area combined = 307 m<sup>2</sup> (3304.5 sf)
- Floor space ratio 0.976 : 1
- Open site space
- Driveway Parking 27.68 m<sup>2</sup> (298 sf)
- Complete structure coverage
- Phase 1 - 1805 sf
- Phase 2 - 1805 sf
- Total complete structure coverage = 1603.36m<sup>2</sup> (1823 sf)
- Building Average grade 27.4213m
- Height of building 8.603m (282 1/2')
- Number of storeys 3
- Parking stalls for vehicles 1 (Parking variance required)
- Class 1 Bike storage lockers
- Class 1 Bike storage lockers
- 6 horizontal spaces
- 4 horizontal spaces
- 4 Vertical spaces
- Class 2 Bicycle parking spaces
- 6 bike parking spaces (Rack)
- Scooter parking 3
- w/ electric charge stations
- Building setbacks
- Front yard 7.0m (23'0")
- Rear yard 4.41m (13'10")
- East side 1.02m (3'4")
- West side 1.02m (3'4")
- Combined side yard 1.02m (3'4")
- Residential use details
- Total number of units - 6
- Unit type - 1 bed, 1 bedroom suites

Received  
City of Victoria  
MAY 29 2015  
Planning & Development Department  
Development Services Division

A1.1









Water Meter

Sidewalk

Water Meter

Sanitary Sewer

Driveway access required As req'd

Water Meter

Gutter Line

200 SD UNK

Building Parapet: 35.98m

Commercial Building

Foundation On P/L

2 - 1st & 2nd flr windows open

Foundation On P/L

1 - 2nd flr window blocked  
2 - 1st flr windows blocked

Buildings not connected as per code.  
Buildings connected as per zoning.

Note: No existing trees or vegetation on site. Bare land. Entire site



6 bike stalls

50 W

4'-6" [1.38]

3 scooter spaces

16'-10" [5.14]

16'-9" [5.1]

Car share parking

150 SD

3 Parking variances req'd

#1 Relax Number of parking spaces / stalls req'd

#2 Front Yard parking

#3 1m clearance relaxation

Parking stall as per schedule C of zoning reg's

House

Building Clear 0.3

Outbuilding

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

Building - Phase 2

Stairs

Stairs

Lot 23

W. 24' Lot 24

Roof line

101'-2" [30.85]

42.96

3'-4" [1.02]

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

Building Clear 0.3

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Building Clear 0.3

Building Clear 0.3

Site Plan

Scale 1 - 100 @ 11/17 Paper size

Received  
City of Victoria

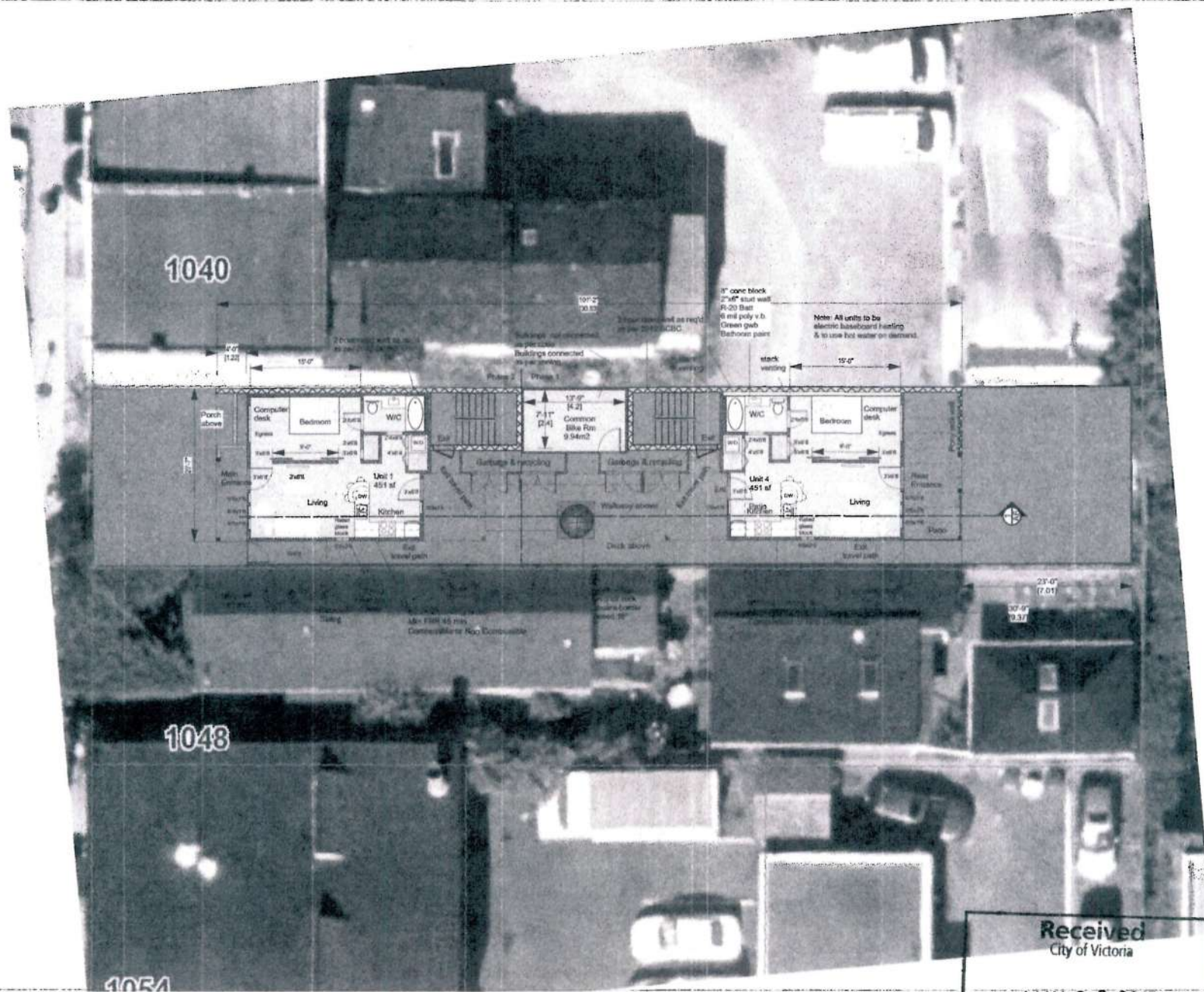
MAY 29 2015

Planning & Development Department  
Development Services Division

A1.3







Victoria City Council - 25 Jun 2015

A1.4

Site Plan  
Overview

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City of Victoria

MAY 29 2015

Planning & Development Department  
Development Services Division

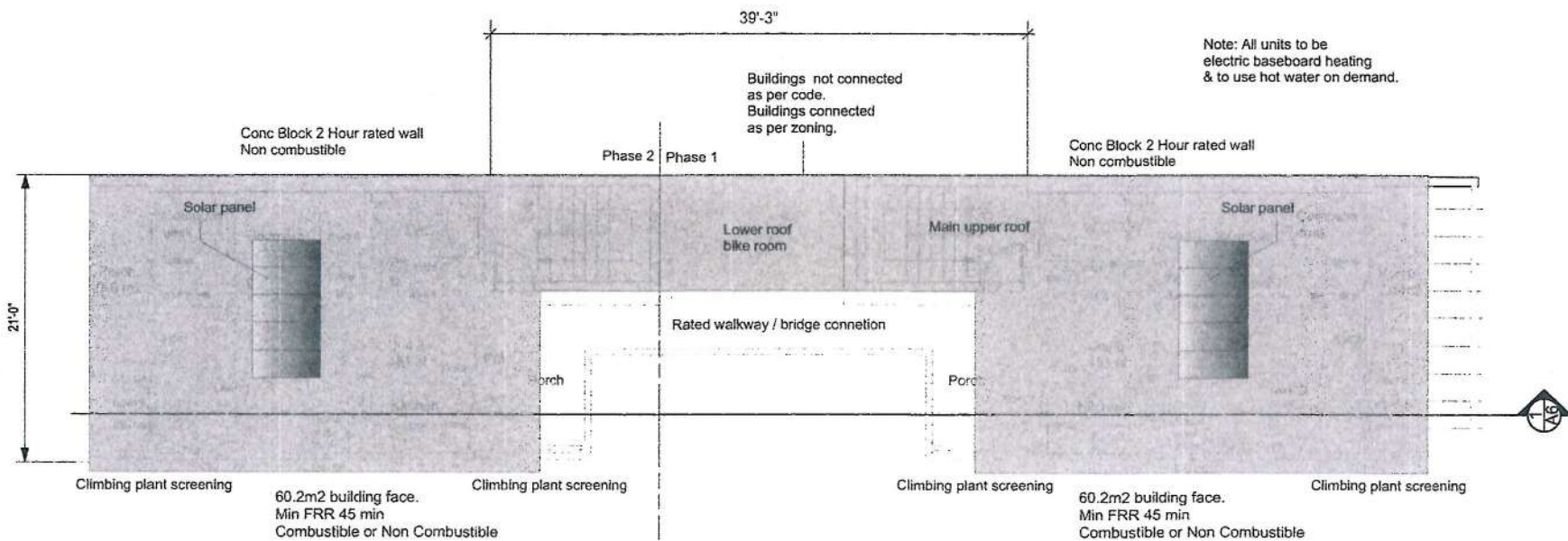




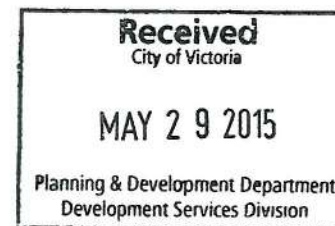






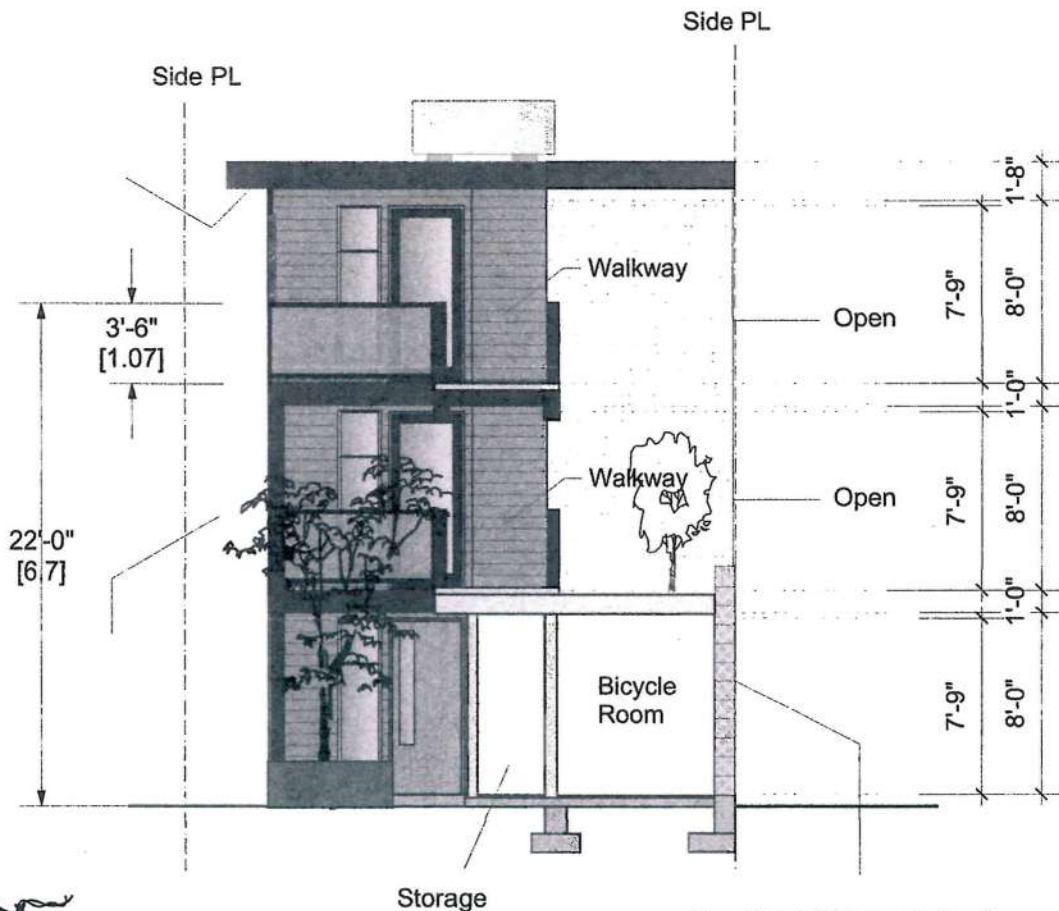
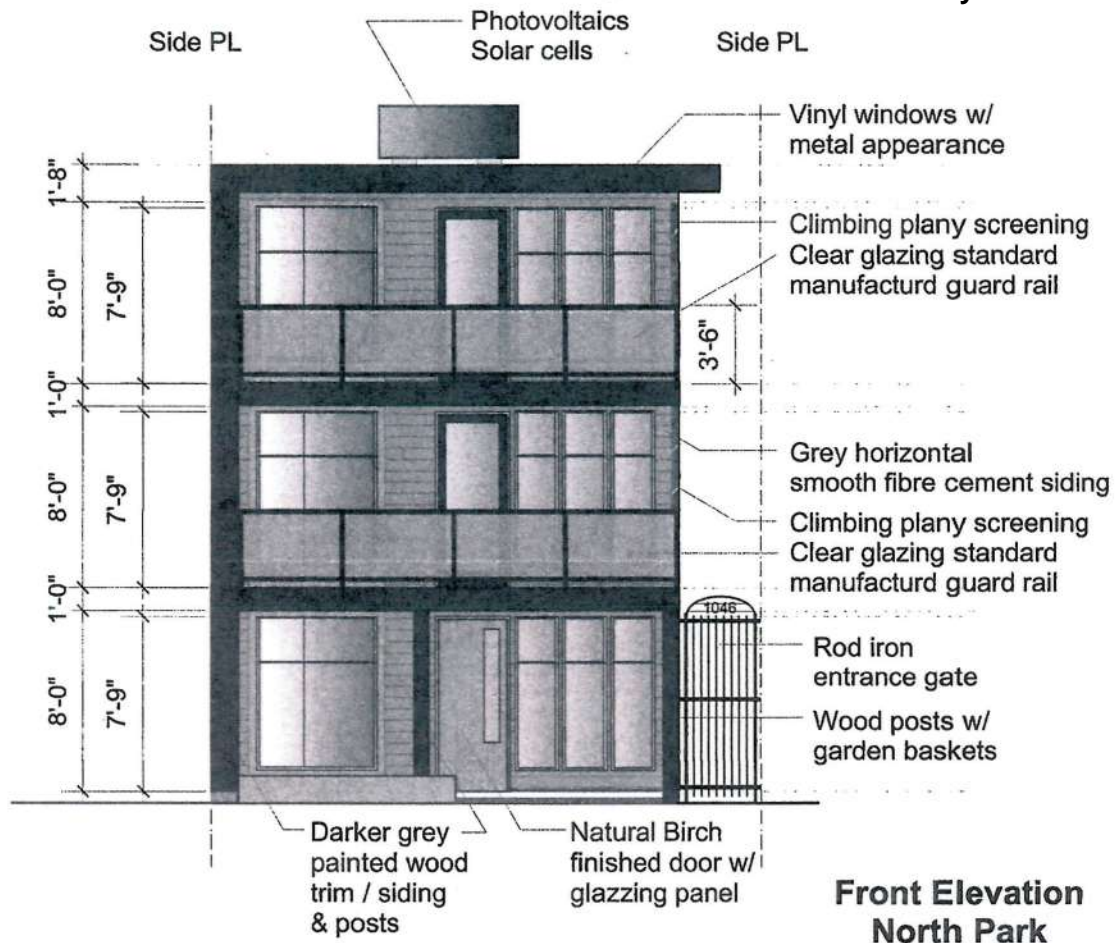


Roof Plan  
Scale 1/8" = 1'0"  
@ 11/17 Paper size

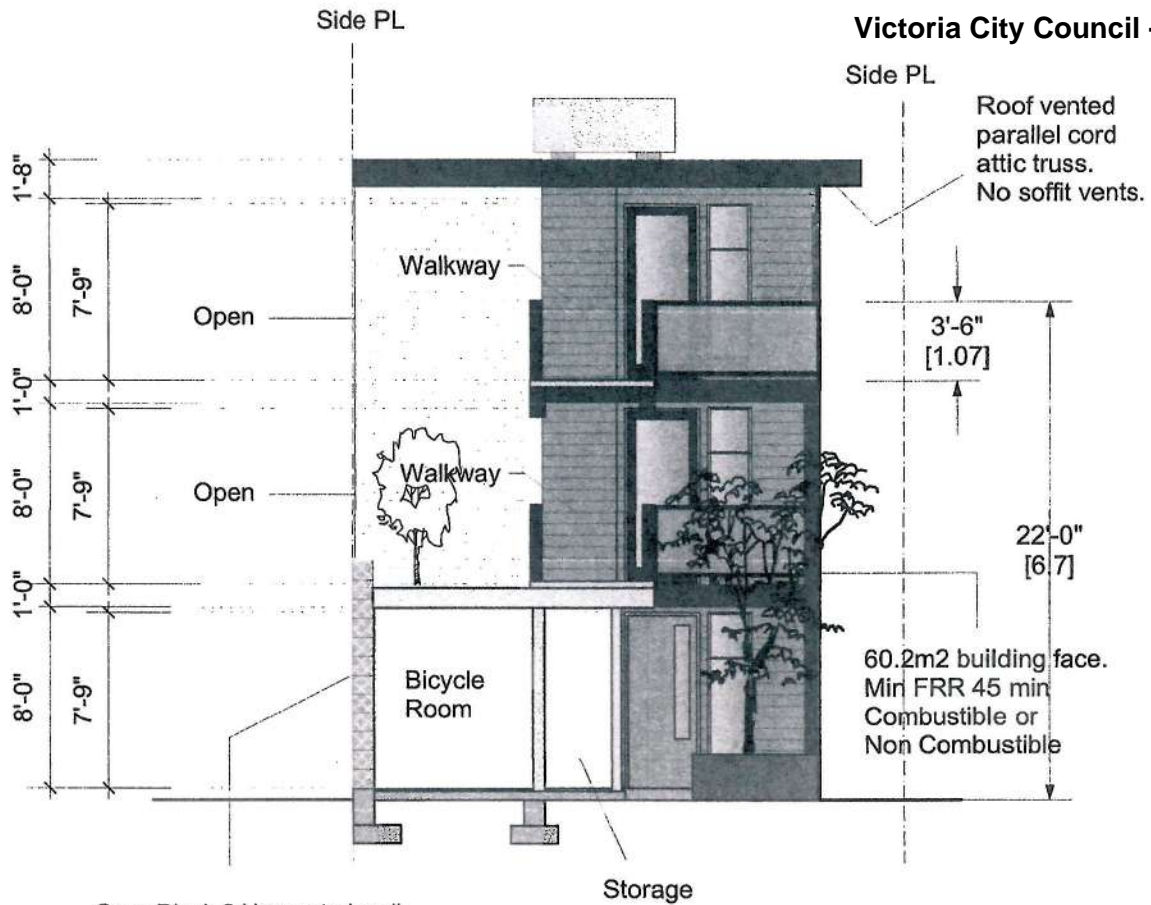


A2.4

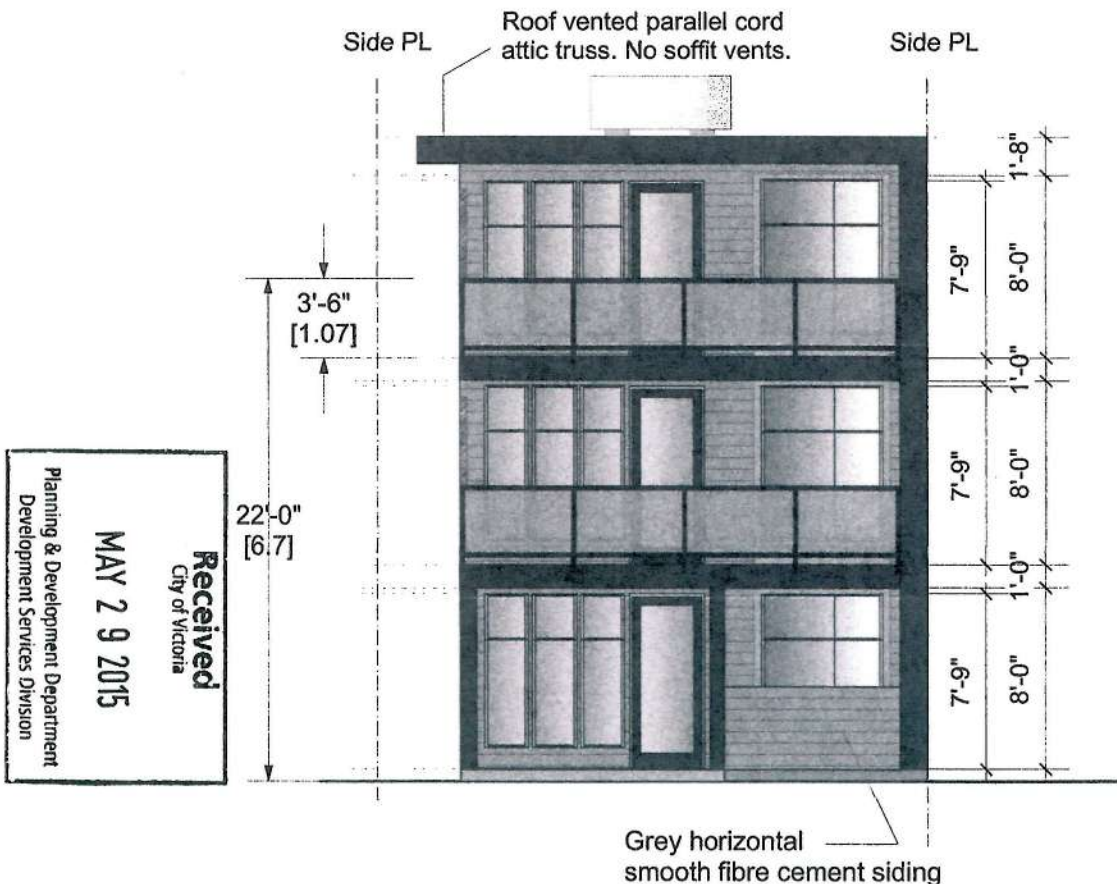




**Interior Front Phase 2 Rear Elevation**



Interior Front Phase 1 Elevation



Rear Elevation Phase 1

A3.1



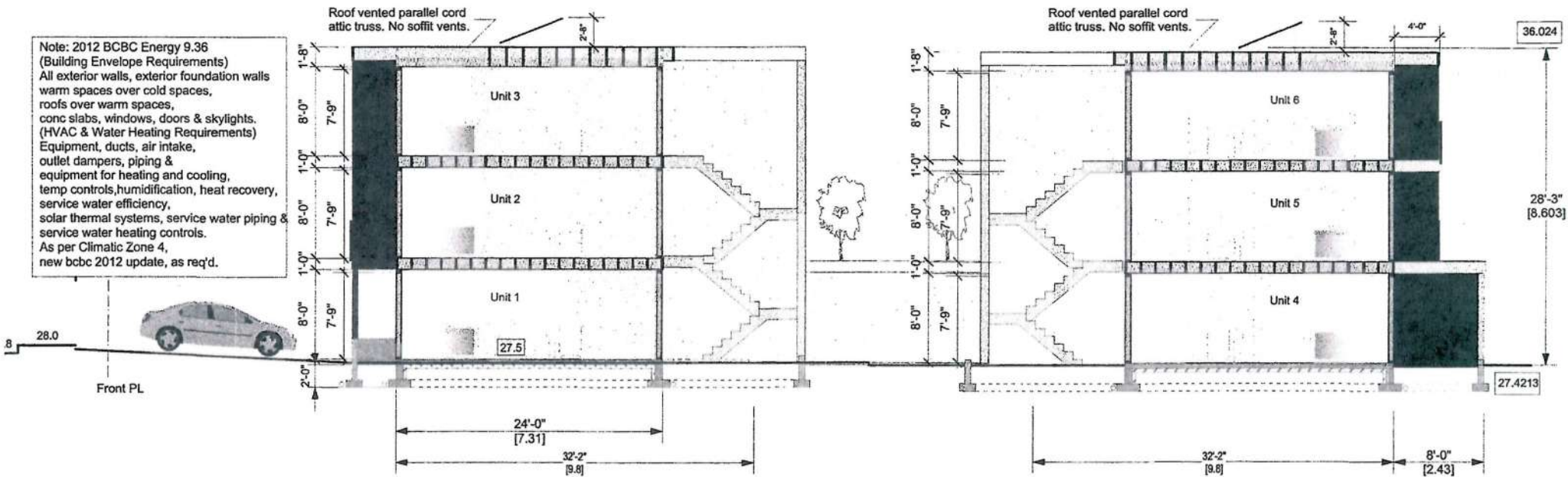
Received  
City of Victoria  
MAY 29 2015  
Planning & Development Department  
Development Services Division



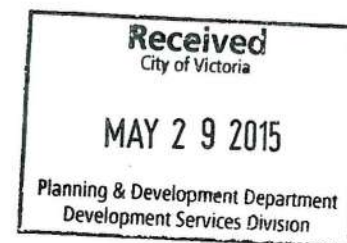


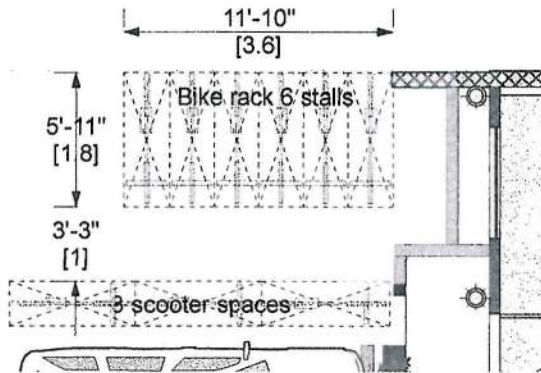


Note: 2012 BCBC Energy 9.36  
(Building Envelope Requirements)  
All exterior walls, exterior foundation walls  
warm spaces over cold spaces,  
roofs over warm spaces,  
conc slabs, windows, doors & skylights.  
(HVAC & Water Heating Requirements)  
Equipment, ducts, air intake,  
outlet dampers, piping &  
equipment for heating and cooling,  
temp controls, humidification, heat recovery,  
service water efficiency,  
solar thermal systems, service water piping &  
service water heating controls.  
As per Climatic Zone 4,  
new bc bc 2012 update, as req'd.



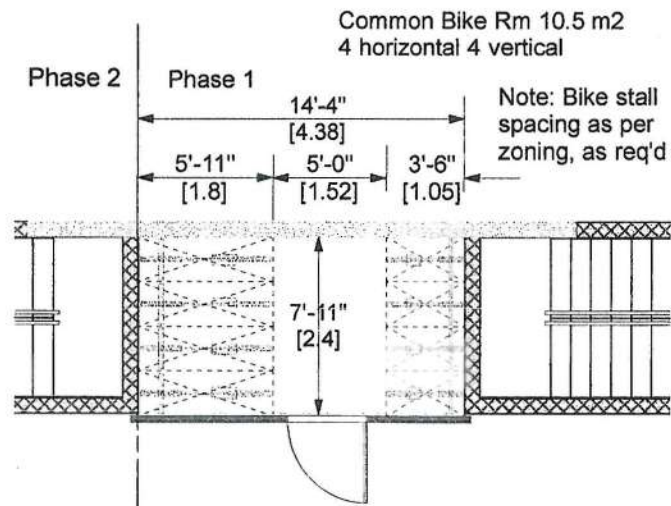
Section  
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### Front Yard Bicycle Parking

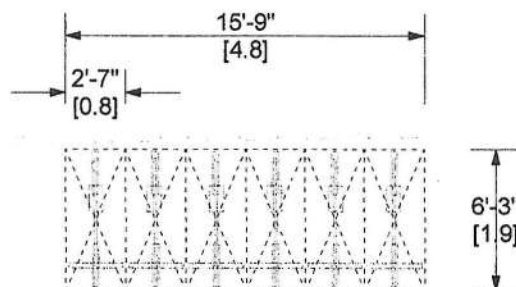
3/16 = 1'0"



### Bicycle Room Parking

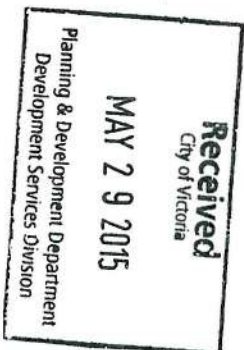
3/16 = 1'0"

6 Horizontal bike lockers  
With garden bin / storage above.  
Min .8m x 1.9m x 1.15 depth



### Bicycle Locker Parking

3/16 = 1'0"





**Council Report**  
**For the Meeting of June 25, 2015**

---

**To:** Council  
**From:** Susanne Thompson  
**Subject:** Utility Retroactive Adjustment Bylaw Amendments

---

**Date:** June 11, 2015

**Executive Summary**

On the July 10, 2014 meeting, Council passed the following motion:

**1. Utility Billing Retroactive Adjustments**

It was moved by Councillor Helps, seconded by Councillor Gudgeon, that Council:

1. Instruct the City Solicitor to bring forward necessary bylaw amendments to allow the City to refund over billed utility customers back to the date of error, last ownership change or 5 years, whichever is less.
2. Instruct the City Solicitor to bring forward the necessary bylaw amendments to allow the City to charge a \$40 water meter turn on/off fee for new water connections.
3. Instruct the City Solicitor to bring forward necessary bylaw amendments to allow the City to charge a \$40 water meter turn on/off fee for existing water connections.
4. In the case of City error, do not retroactively bill utility customers.

Bylaw amendments have been completed for the *Sanitary Sewer and Stormdrain Bylaw 14-071*. Bylaw amendments remain outstanding for the *Waterworks Bylaw 07-030*. Proposed *Waterworks Bylaw Amendment Bylaw (No.9) 15-049* (Appendix A) brings into effect the motion listed above. See attached Appendix B for original Governance and Priorities Report date June 26, 2014.

**Recommendation:**

That Council Adopt *Waterworks Bylaw Amendment Bylaw (No. 9)*.


Respectfully submitted

  
Christopher Paine  
Manager-Revenue

  
Susanne Thompson  
Director of Finance

**Report accepted and recommended by the City Manager:**

**Date:**

  
June 15, 2015

# Appendix A:

Proposed Bylaw 15-049 Waterworks Bylaw  
Amendment Bylaw (No.9)



NO. 15-049

## **WATERWORKS BYLAW, AMENDMENT BYLAW (NO. 9)**

### **A BYLAW OF THE CITY OF VICTORIA**

The purpose of this Bylaw is to amend the *Waterworks Bylaw No. 07-030* by establishing provisions applicable to water meter connections and incorrect utility accounts.

### **Contents**

- 1 Title
- 2 Amendments
- 3 Effective date

Under its statutory powers, including section 194 of the *Community Charter* and the *Local Government Act Additional Powers Regulation*, the Council of the City of Victoria in an open meeting assembled enacts the following provisions:

#### **Title**

- 1 This Bylaw may be cited as the "Waterworks Bylaw, Amendment Bylaw (No. 9)".

#### **Amendments**

- 2 Bylaw No. 07-030, the Waterworks Bylaw is amended

- (1) by adding the following section immediately after section 7:

#### **"Water meter connections**

- 7A (1) Subject to subsections (2) to (4), a person must not connect to or disconnect from a water meter.
- (2) To connect to or disconnect from a water meter, a customer must apply to the Director.
- (3) If the Director is satisfied that it is necessary to connect to or disconnect from a water meter, the Director may
  - (a) direct how the water meter may be connected or disconnected, and
  - (b) arrange to have an authorized person attend at the water meter to ensure the connection or disconnection occurs in accordance with the Director's direction.
- (4) While the person authorized by the Director pursuant to subsection (3)(b) is attending at a water meter, the customer, or agent for the customer, may connect or disconnect a water meter in accordance with the Director's direction.

- (5) A customer who had an authorized person attend at a water meter for the purposes of subsection (3)(b) must pay the fee set out in Schedule A.”,

- (2) by adding the following section immediately after section 33:

**“Incorrect accounts**

- 33A (1) If the City renders an incorrect account pursuant to section 30, the City must
- (a) provide a refund to the owner of any amount overcharged, or
  - (b) forfeit any amount undercharged.
- (2) The applicable refund pursuant subsection (1)(a) is the amount overcharged since the most recent of the following dates:
- (a) the date the error occurred;
  - (b) the date of the most recent transfer of ownership of the property;
  - (c) the date that is five years prior to the date upon with the City receives notice of the error.”

- (3) in Schedule A, by adding the following section immediately after section 6:

**“7. Water Meter Activation/Deactivation Fee**

To have an authorized person attend at a water meter pursuant to section 7A(5): \$40.”.

**Effective date**

- 3 This Bylaw comes into force upon adoption.

|                        |        |      |
|------------------------|--------|------|
| READ A FIRST TIME the  | day of | 2015 |
| READ A SECOND TIME the | day of | 2015 |
| READ A THIRD TIME the  | day of | 2015 |
| ADOPTED on the         | day of | 2015 |

CORPORATE ADMINISTRATOR

MAYOR

# Appendix B:

## Utility Billing Retroactive Adjustment Governance and Priorities Report, June 26, 2014



## Governance and Priorities Committee Report

For the Meeting of June 26, 2014

---

**To:** Governance and Priorities Committee      **Date:** June 12, 2014  
**From:** Susanne Thompson, Acting Director of Finance  
**Subject:** Utility Billing Retroactive Adjustments

---

### Executive Summary

The purpose of this report is to seek direction from Council regarding retroactive billing adjustments for incorrectly billed utility accounts. In some rare occurrences, utility accounts have been erroneously overcharged or undercharged. Factors in each case can vary significantly so each case is given unique consideration. In general, however, the City will back charge a customer for no more than the current year plus one previous year. Similarly, the City will generally only refund an overcharged customer the current year and one previous year. These adjustments are currently applied by administrative policy. However, incorporating these adjustments in applicable bylaws will provide better clarity and greater certainty.

The City conducted a survey of 38 municipalities. Approximately 60% of municipalities surveyed had a policy of refunding no more than three years of overbilled accounts. Approximately 30% of municipalities surveyed had a policy of refunding overbilled accounts back to the last date of error or ownership change, whichever is less.

Approximately 70% of municipalities surveyed had a policy of retroactively billing under billed accounts for no more than one year. In fact approximately 30% had a policy of not retroactively billing whatsoever.

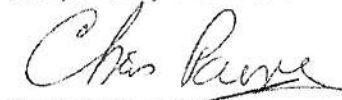
The City is making efforts to ensure that departments work together to serve the customer from beginning to end. Consequently processes have been reviewed to improve utility billing accuracy. In order to implement changes that will improve accuracy, a meter turn on/off fee in the amount of \$40 is recommended for new connections. A turn on/off process for new connections will ensure customers are properly connected and City infrastructure is protected from illegal connection and damage. Additionally a turn on/off fee in the amount of \$40 for existing connections is recommended to recover the cost of providing this service.



### Recommendations

1. That Council instruct the City Solicitor to bring forward necessary bylaw amendments to allow the City to refund over billed utility customers back to the date of error, last ownership change or 5 years, whichever is less.
2. That Council instruct the City Solicitor to bring forward necessary bylaw amendments to allow the City to charge a \$40 water meter turn on/off fee for new water connections.
3. That Council instruct the City Solicitor to bring forward necessary bylaw amendments to allow the City to charge a \$40 water meter turn on/off fee for existing water connections.

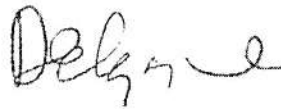
Respectfully submitted



Christopher Paine  
Manager-Revenue



Susanne Thompson  
Acting Director of Finance



Dwayne Kalynchuk  
Director of Engineering & Public Works

Report accepted and recommended by the City Manager:

Date:



June 17, 2014

## Purpose

*The purpose of this report is to seek direction from Council regarding retroactive billing adjustments for incorrectly billed utility account, and to apply a turn on/off fee for the connection and disconnection from a water service.*

## Background

The City levies its utilities in accordance with the following bylaws: (1) Waterworks Bylaw 07-030, (2) Sewer User Charge Bylaw 91-234 (3) Solid Waste Bylaw 12-086 and (4) Utility Fees Penalty Bylaw 05-66. In some rare occurrences, utility accounts have been erroneously overcharged or undercharged. This error is most common on new multi-family dwellings where there are numerous water services nearby. Often customers connect to a service assigned to an adjacent lot. Consequently neighbours are billed for each other's consumption.

Factors in each case can vary significantly so each case is given unique consideration. In general, however, the City will retroactively bill a customer no more than the current year plus one previous year. Some factors will include: (1) when a customer complaint was received, (2) when the last ownership change took place, (3) tenancy changes and (4) water leaks. Similarly, the City will generally only refund an overcharged customer the current year and one previous year. These adjustments are currently applied by administrative policy. However, incorporating these adjustments in applicable bylaws will provide better clarity and greater certainty.

Solutions to avoid billing errors are explored below. One solution would be to have Public Works supervise all connections or disconnections from water services. Annually, Public works responds to nearly 200 connection/disconnection requests. There is currently no fee for this service.

## Issues & Analysis

The City may consider a number of factors when formalizing a policy for retroactive adjustments. Some factors may include: (1) customer service, (2) fault and due diligence, and (3) financial considerations.

A retroactive billing or refund will likely have a significant impact on the individual ratepayers who have experienced erroneous billings. Conversely, retroactive adjustments have an equal and opposite impact on the general pool of ratepayers. The water and sewer utilities are full cost recovery utilities and thus refunds impact utility rates. Extended refund terms and restricted retroactive billing terms have an impact on ratepayers. Consequently, Council may consider the financial and customer service impact that an adjustment provision in the bylaw would have in both cases.

The City conducted a survey of similar municipalities. Survey results are summarized below. Please see Appendices A & B for full survey results. While most municipalities had general guidelines (formal or informal), discretion was often applied to vary adjustment terms. Additionally, responses were submitted with the assumption that the adjustments were a result of a municipal error. In the cases where a customer was clearly at fault, refund and back billing terms were normally less favourable. Most billing errors would be assumed to be the City's fault unless it can be clearly demonstrated that a customer is at fault.

## Refunds

Approximately 60% of municipalities surveyed had a policy of refunding no more than three years of overbilled accounts. Many of these policies were implemented to reduce the impact on the

general pool of ratepayers. Quite often, however, municipalities would exercise discretion and expand these terms.

Approximately 30% of municipalities surveyed had a policy of refunding overbilled accounts back to the date of error or last ownership change, whichever is less.

#### Retroactive billing

Approximately 70% of surveyed municipalities had a policy of retroactively billing for under billed accounts for no more than one year. In fact approximately 30% had a policy of not retroactively billing whatsoever.

#### Turn on/off – New Connections

Most recently discovered billing errors have been the result of cross connected meters. Cross connections can occur when a customer connects to the incorrect water meter. On some multi-family properties, it can sometimes be unclear which water service is for which residential unit. Some water connections have occurred without the City's supervision.

To mitigate the risk of error, it is recommended that Public Works supervise the connection to City water meters on new connections (approximately 70 per year). This practice will also serve to protect City infrastructure from illegal or unsafe connection. All new meters are outfitted with a locking mechanism which can be used to ensure unsupervised connections do not occur. This practice would ensure that the new meter and thus correct consumption is assigned to the correct billing account.

A turn on/off fee is proposed to recover the costs of water connection supervision. The connection supervision would include verification that the connection has been made to the correct meter. The cost of the supervision is estimated to be \$40 per connection. Engineering is currently undertaking a development servicing rate review. The \$40 fee would be integrated into the new water service fee.

The City is making efforts to ensure that departments work together as one City to serve the customer from beginning to end. This is one process change suggested that will improve cohesiveness between departments.

#### Turn on/off – Existing Connections

In 2013, the Public Works staff were called out to turn on/off existing water connections approximately 130 times. This service has an associated cost. It is recommended that the City introduce a \$40 turn on/off fee to recover the cost of this service.

Public works will receive turn on/off requests for existing connections for a variety of reasons. Some reasons may include: (1) a residential customer is having plumbing work done, (2) in progress developments need a temporary service, (3) a water line has been hit and needs to be shut off, or (4) fire protection work is being conducted.

### **Options & Impacts**

#### Refunds

Option 1 (recommended): In the case of City error, refund over billed utility customers back to the date of error, last ownership change or 5 years, whichever is shorter.

Impact: This policy would be more favourable to individually impacted ratepayers than approximately 60% of municipalities surveyed. Ratepayers may have to fund larger refunds compared to the current administrative policy of current year + one year. It is difficult to predict the financial impact of this change but in the last two years there were nine refunds issued totalling \$6,600 approximately. This represents less than 0.04% of total budgeted sewer and water utility revenues.

Option 2: In the case of City error only, refund over billed utility customers back to the current year plus one additional year.

Impact: This policy would be more favourable to individually impacted ratepayers than approximately 25% of municipalities surveyed. This option would not expand utility ratepayer's financial exposure to refunds. Where the overbilling occurred due to a customer error or error by a third party, the customer would not receive a refund from the City and would have to seek a remedy elsewhere.

#### Retroactive Billing

Option 1 (recommended): In the case of City error, do not retroactively bill utility customers.

Impact: This policy would be more favourable to individually impacted ratepayers than approximately 70% of municipalities surveyed. It is difficult to predict the financial impact of this change but in the last two years there were six retroactive billings in the amount of \$1,500 approximately. This represents approximately 0.01% of total budgeted sewer and water utility revenues. It can be difficult for a customer to recognize consumption errors and thus this option appears to be the fairest.

Option 2: In the case of City error, retroactively bill under billed utility customers back to the current year plus one additional year.

Impact: This policy will help mitigate the cost of refunds for cross connected meters and other errors. The City has been following this policy for many years. In 2013, the City recuperated approximately \$1,500 in retroactive billings. It can be difficult for customers to recognize these errors and thus they often feel the policy is unfair.

#### Turn on/off – New Connections

Option 1 (recommended): Introduce a \$40 water meter turn on/off fee for new connections.

Impact: Public works staff will verify new connections approximately 70 times per year. City meter infrastructure will be better protected from illegal, dangerous or unauthorized connections on new services.

Option 2: Do not require a fee for new water service turn on/off. The cost associated with annual turn on/off for new connections will continue to be funded through existing user fees.

#### Turn on/off – Existing Connections

Option 1 (recommended): Introduce a \$40 water meter turn on/off fee for existing connections.

Impact: The City will recover the costs associated with approximately 130 turn on/off requests per year.



Option 2: Do not require a fee for new water service turn on/off for existing connections. The cost associated with annual turn on/off for existing connections will continue to be funded through existing user fees.

#### Recommendations

1. That Council instruct the City Solicitor to bring forward necessary bylaw amendments to allow the City to refund over billed utility customers back to the date of error, last ownership change or 5 years, whichever is less.
2. That Council instruct the City Solicitor to bring forward necessary bylaw amendments to allow the City to charge a \$40 water meter turn on/off fee for new water connections.
3. That Council instruct the City Solicitor to bring forward necessary bylaw amendments to allow the City to charge a \$40 water meter turn on/off fee for existing water connections.

## Appendix A: Survey Results

| MUNICIPALITY                           | Policy Type       | Refund Policy   | Retro Bill Policy |
|--|-------------------|-----------------|-------------------|
| Abbotsford                             | Formal            | Current + 2     | Current + 2       |
| Campbell River                         | Informal          | 1 Year          | 1 Year            |
| Central Saanich                        | Informal          | Ownership or 5  | No Retro Billing  |
| Chilliwack                             | Informal          | 1 Year          | 1 Year            |
| Comox Valley                           |                   |                 |                   |
| Regional District                      | Informal          | Current         | Current           |
| Coquitlam                              | Informal          | Current + 1     | Current           |
| Cowichan Valley                        |                   |                 |                   |
| Regional District                      | Informal          | 1 Year          | 1 Year            |
| Cranbrook                              | Informal          | 1 Year          | 1 Year            |
| Delta                                  | Informal          | Current + 2     | No Retro Billing  |
| Duncan                                 | Council Policy    | Current + 1     | Current + 1       |
| Kamloops                               | Informal          | Current         | No Retro Billing  |
| Kelowna                                | Informal          | Error/Ownership | Current           |
| Ladysmith                              | Informal          | Current         | Current           |
| Lake Cowichan                          | Informal          | Current + 1     | Current + 1       |
| Langley (City)                         | Informal          | Current + 1     | No Retro Billing  |
| Langley (Township)                     | Informal          | Error/Ownership | No Retro Billing  |
| Maple Ridge                            | Informal          | Current + 7     | No Retro Billing  |
| Merritt                                | Informal          | Current + 1     | Current + 1       |
| Nanaimo                                | Formal - in bylaw | 10 Years        | 1 Year            |
| Nelson                                 | Formal - in bylaw | Error/Ownership | Current + 1       |
| New Westminster                        | Informal          | Error/Ownership | 1 Year            |
| North Saanich                          | Informal          | Current + 2     | 1 Year            |
| North Vancouver<br>(City)              | Informal          | Error/Ownership | 1 Year            |
| North Vancouver<br>(District)          | Informal          | Error/Ownership | Varies            |
| Osoyoos                                | Informal          | Current + 1     | Current + 1       |
| Parksville                             | Informal          | 1 Year          | 1 Year            |
| Penticton                              | Informal          | Error/Ownership | No Retro Billing  |
| Port Alberni                           | Formal - in bylaw | 1 Year          | 1 Year            |
| Port Coquitlam                         | Council Policy    | Current + 2     | Current + 2       |
| Port Moody                             | Informal          | Error/Ownership | 1 Year            |
| Powell River                           | Informal          | Current + 1     | Current + 1       |
| Prince George                          | Informal          | Varies          | Varies            |
| Regional District of<br>North Okanagan | Informal          | Error/Ownership | No Retro Billing  |
| Richmond                               | Council Policy    | Current + 3     | No Retro Billing  |
| Saanich                                | Informal          | Error/Ownership | Varies            |
| Sidney                                 | Informal          | 1 Year          | No Retro Billing  |
| Surrey                                 | Informal          | Current + 2     | Current + 2       |
| Vancouver                              | Formal - in bylaw | Current + 2     | 1 Year            |

## Appendix B: Survey Summary

## Refund Term Summary

| Terms           | Count | Percentage |
|-----------------|-------|------------|
| Current         | 3     | 7.89%      |
| 1 Year          | 7     | 18.42%     |
| Current + 1     | 7     | 18.42%     |
| Current + 2     | 6     | 15.79%     |
| Current + 3     | 1     | 2.63%      |
| Current + 7     | 1     | 2.63%      |
| 10 Years        | 1     | 2.63%      |
| Ownership or 5  | 1     | 2.63%      |
| Error/Ownership | 10    | 26.32%     |
| Varies          | 1     | 2.63%      |
| Total           | 38    | 100.00%    |

## Retroactive Billing Summary

| Terms            | Count | Percentage |
|------------------|-------|------------|
| Current          | 4     | 10.53%     |
| 1 Year           | 12    | 31.58%     |
| Current + 1      | 6     | 15.79%     |
| Current + 2      | 3     | 7.89%      |
| No Retro Billing | 10    | 26.32%     |
| Varies           | 3     | 7.89%      |
| Total            | 38    | 100.00%    |







## Council Report

For the Meeting of June 25, 2015

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**To:** Council **Date:** June 8, 2015  
**From:** Susanne Thompson, Director, Finance  
**Subject:** Reserve Fund Bylaw

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At its April 16, 2015 meeting, Council made the following motions related to the Reserve Fund Policy Review:

### Reserve Fund Policy Review

It was moved by Councillor Isitt, seconded by Councillor Alto, that Council:

1. Approve the methodology for determining target balances for each reserve as outlined in Appendix E of the report dated March 10, 2015 for inclusion in the Reserve Fund Policy.
2. Transfer the funding in the Economic Development Reserve to the Buildings and Infrastructure Reserve.
3. Transfer the funding in the Fiscal Reserve to the Financial Stability Reserve keeping the subsets of Debt Reduction and Insurance, but merging Working Capital with the main reserve.
4. Amend the Reserve Fund Bylaw, 2004 by:
  - a. Eliminating the Economic Development Reserve.
  - b. Eliminating the Fiscal Reserve.
5. Amend the Reserve Fund Policy for the water, sewer and stormwater utilities to direct 50% of each utility's surpluses to the respective financial stability reserve until they reach target balances and the remainder to the respective equipment and infrastructure reserve.
6. Direct staff to bring forward options for the use of the funding in the Strategic Initiatives Reserve timed with the report on public input on the draft Strategic Plan.
7. Direct staff to report back on recommended target balances and annual funding contributions for all reserves related to facilities once the facilities assessment is complete.
8. Direct staff to annually report to Council on the status of all reserve funds.

The proposed new Reserve Fund Bylaw attached to this report brings into effect the underlined motions numbered 2 through 4 above. The Council direction anticipated amendments to the existing Reserve Fund Bylaw; however that bylaw has been updated numerous times and, upon further review, staff determined that a new bylaw would be the simplest way to bring Council's direction into effect.

### Recommendation

That Council adopt the proposed Reserve Fund Bylaw attached to this report.

Respectfully submitted,

  
 Susanne Thompson  
 Director, Finance

Report accepted and recommended by the City Manager:

Date:

  
 June 15, 2015

NO. 15-050

**RESERVE FUND BYLAW****A BYLAW OF THE CITY OF VICTORIA**

The purpose of this Bylaw is to continue certain Reserve Funds of the City, discontinue the Economic Development Reserve Fund and the Fiscal Reserve Fund and transfer the money in those two Reserve Funds to the Equipment and Infrastructure Reserve Fund and the Financial Stability Reserve Fund, respectively.

Under its statutory powers, including sections 188 and 189 of the *Community Charter*, the Council of The Corporation of the City of Victoria, in an open meeting assembled, enacts the following provisions:

**Title**

- 1 This Bylaw may be cited as the "Reserve Fund Bylaw."

**Continuation of Reserve Funds**

- 2 The Reserve Funds listed in Column 1 of Schedule A are continued for the purposes specified in Column 2 of Schedule A.

**Discontinuation of Economic Development Reserve Fund**

- 3 (1) Money in the Economic Development Reserve Fund is transferred to the Equipment and Infrastructure Reserve Fund and the money transferred must be used for the purpose of building and infrastructure capital projects.
- (2) The Economic Development Reserve Fund is discontinued.

**Discontinuation of Fiscal Reserve Fund**

- 4 (1) Money in the Fiscal Reserve Fund is transferred to the Financial Stability Reserve Fund as follows:
- (a) money held for the purpose of debt reduction must continue to be used for that purpose;
  - (b) money held for the purpose of insurance claims must continue to be used for that purpose;
  - (c) money held for working capital may be used for the general purposes of the Financial Stability Reserve Fund.
- (2) The Fiscal Reserve Fund is discontinued.

**Expenditure of Reserve Funds**

- 5 Expenditure of money in a Reserve Fund listed in Schedule A may be authorized by resolution of Council or by a bylaw adopted by Council.

**Repeal**

- 6 Bylaw No. 04-119, the RESERVE FUND BYLAW, 2004, is repealed.

|                        |        |      |
|------------------------|--------|------|
| READ A FIRST TIME the  | day of | 2015 |
| READ A SECOND TIME the | day of | 2015 |
| READ A THIRD TIME the  | day of | 2015 |
| ADOPTED on the         | day of | 2015 |

CORPORATE ADMINISTRATOR

MAYOR

**SCHEDULE A**

|    | <b>Column 1 – Reserve Fund Name</b>                      | <b>Column 2 – Reserve Fund Purpose</b>   |
|----|--|--|
| 1. | Art in Public Places Reserve Fund                        | For funding the planning, design, fabrication, acquisition, installation and maintenance of art in public places   |
| 2. | Climate Action Reserve Fund                              | For funding climate action and mitigation projects that promote greenhouse gas reduction, energy conservation, and carbon neutrality   |
| 3. | Downtown Core Area Public Realm Improvement Reserve Fund | For monies received from the Density Bonus System, for funding amenities and other improvements that tangibly and visibly improve the physical condition, appearance and function of the public realm and provide a public benefit to the overall Downtown Core Area   |
| 4. | Downtown Heritage Buildings Seismic Upgrade Reserve Fund | For monies received from the Density Bonus System, for funding a portion of the cost of seismic upgrading as part of the re-use, retrofit and conservation of eligible heritage buildings within the Downtown Neighbourhood  |
| 5. | Employee Benefit Obligation Reserve Fund                 | For funding employee retirement benefit liabilities, and other employee benefit or pension related liabilities   |
| 6. | Equipment and Infrastructure Reserve Fund                | For funding building and infrastructure capital projects, new equipment purchases and capital equipment replacement  |
| 7. | Financial Stability Reserve Fund                         | For funding operating and environmental emergencies, for funding debt reduction and liability claims, for stabilizing the temporary impact of cyclical revenue downturns and cost increases and for funding innovations within City Departments that create efficiencies and enhance the effectiveness of programs |
| 8. | Local Amenities Reserve Fund                             | For paying the cost of public amenities  |
| 9. | Parks and Greenways Acquisition Reserve Fund             | For acquisition of land for parks and greenways, and acquisition and construction of improvements on that land   |



4

|     | <b>Column 1 – Reserve Fund Name</b> | <b>Column 2 – Reserve Fund Purpose</b>  |
|-----|-------------------------------------|---|
| 10. | Tax Sale Lands Reserve Fund         | For monies received from the sale of City land and buildings, for funding the purchase and development of land and improvements |
| 11. | Victoria Housing Reserve Fund       | For funding housing projects, including those that fall under the Secondary Suite Incentive Program                             |





**Council Report**  
**For the Meeting of June 25, 2015**

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**To:** Council **Date:** June 10, 2015  
**From:** Thomas Soulliere, Director, Parks and Recreation  
**Subject:** Recreation Fees

---

At its May 28, 2015 meeting, Council directed staff to amend the Recreation Fees Bylaw to reflect a 1% overall increase with exceptions as listed in the report dated May 21, 2015, effective September 1, 2015.

The proposed Recreation Fees Bylaw, Amendment Bylaw (No. 9) attached to this report brings into effect this Council direction. The proposed bylaw also makes several changes to the definition section of the Recreation Fees Bylaw, in order to update references to the Save-on-Foods Memorial Centre.

**Recommendation**

That Council adopt the proposed Recreation Fees Bylaw, Amendment Bylaw (No. 9) attached to this report.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'T. Soulliere', written over a horizontal line.

Thomas Soulliere  
Director, Parks and Recreation

**Report accepted and recommended by the City Manager:**

**Date:**

A handwritten signature in black ink, appearing to be 'M. [unclear]', written over a horizontal line.  
June 15, 2015

NO. 15-054

**RECREATION FEES BYLAW, AMENDMENT BYLAW (NO. 9)****A BYLAW OF THE CITY OF VICTORIA**

The purpose of this Bylaw is to revise the fees for use of recreation facilities.

Under its statutory powers, including section 194 of the *Community Charter*, the Council of The Corporation of the City of Victoria in an open meeting assembled enacts the following provisions:

**Title**

- 1 This Bylaw may be cited as the "Recreation Fees Bylaw, Amendment Bylaw (No. 9)".

**Amendments to section 2**

- 2 Section 2 of Bylaw No. 06-56, the Recreation Fees Bylaw, is amended

(a) by repealing the definition of "Victoria Centre Facility",

(b) by adding the following definition:

"Save-on-Foods Memorial Centre"

means the sports and entertainment facility located at 1925 Blanshard Street; and

(c) in the definitions of "community use time," "non-prime time" and "prime time," by striking out "Victoria Centre Facility" and substituting "Save-on-Foods Memorial Centre."

**Amendments to Schedules A to H**

- 3 Bylaw No. 06-56, the Recreation Fees Bylaw, is amended by repealing Schedules A to H and substituting the Schedules A to H attached to this Bylaw as Schedule 1.

**Effective date**

- 4 This Bylaw comes into force on September 1, 2015.

|                        |        |      |
|------------------------|--------|------|
| READ A FIRST TIME the  | day of | 2015 |
| READ A SECOND TIME the | day of | 2015 |
| READ A THIRD TIME the  | day of | 2015 |
| ADOPTED on the         | day of | 2015 |

CORPORATE ADMINISTRATOR

MAYOR



**Schedule 1****Schedule A****Save-on-Foods Memorial Centre Community Use Rental and Admission Fees**

(Subject to Applicable Taxes)

The fees in this schedule apply to use of the Save-on-Foods Memorial Centre, including during community use time. All rental fees are hourly rates unless otherwise indicated. Equipment rental fees are based on usage of equipment during the designated public session when the equipment is available for use.

| <u>Ice Rentals – Community Use Time</u> |  | <u>Prime Time</u> | <u>Non-Prime Time</u> |
|---|--|-------------------|-----------------------|
| Minor Organization                      |  | \$122.50          | \$91.86               |
| Adult Organization                      |  | \$213.33          | \$160.01              |

|  |                     |  |          |
|--|---------------------|--|----------|
| <u>Meeting Room Rental</u>   |                     |  |          |
| Minor or Adult Organizations   |                     |  | \$25.53  |
| 4 hours or more per day  |                     |  | \$102.07 |
| <u>Dry Floor Rentals</u>   |                     |  |          |
| Minor Organizations  |                     |  | \$43.89  |
| Adult Organizations  |                     |  | \$68.40  |
| <u>Equipment Rental</u>  |                     |  |          |
| Skate Rental   |                     |  | \$3.52   |
| Helmet Rental  |                     |  | \$1.16   |
| <u>Public Skating</u>  |                     |  |          |
| <u>Child</u>   | Single Admission    |  | \$2.79   |
|  | 10 Ticket Admission |  | \$25.11  |
| <u>Youth</u>   | Single Admission    |  | \$3.25   |
|  | 10 Ticket Admission |  | \$29.25  |
| <u>Senior</u>  | Single Admission    |  | \$4.22   |
|  | 10 Ticket Admission |  | \$38.00  |
| <u>Adult</u>   | Single Admission    |  | \$5.39   |
|  | 10 Ticket Admission |  | \$48.54  |
| <u>School District/Group Admission to Public Skating (25 or more participants)</u> |                     |  |          |
| Adult  |                     |  | \$4.22   |
| Senior   |                     |  | \$3.27   |
| Youth  |                     |  | \$3.02   |
| Child  |                     |  | \$2.08   |
| Skate Rental   |                     |  | \$1.41   |
| Helmet Rental  |                     |  | \$1.17   |

**Schedule B****Crystal Pool and Fitness Centre Admission and Rental Fees****Admission Fees**

(Subject to Applicable Taxes)

|                         |                      |           |
|-------------------------|----------------------|-----------|
| <u>Preschool</u>        |                      | No charge |
| <u>Child</u>            | Single Admission     | \$2.79    |
|                         | 10 Ticket Admission  | \$25.11   |
|                         | One Month Pass       | \$27.90   |
|                         | Three Month Pass     | \$62.78   |
|                         | Annual Pass          | \$179.15  |
| <u>Youth</u>            | Single Admission     | \$3.25    |
|                         | 10 Ticket Admission  | \$29.25   |
|                         | One Month Pass       | \$32.50   |
|                         | Three Month Pass     | \$73.13   |
|                         | Annual Pass          | \$211.25  |
| <u>Senior</u>           | Single Admission     | \$4.22    |
|                         | 10 Ticket Admission  | \$38.00   |
|                         | One Month Pass       | \$42.22   |
|                         | Three Month Pass     | \$95.00   |
|                         | Annual Pass – Gold   | \$273.32  |
|                         | Annual Pass – Silver | \$250.91  |
| <u>Adult</u>            | Single Admission     | \$5.39    |
|                         | 10 Ticket Admission  | \$48.54   |
|                         | One Month Pass       | \$53.93   |
|                         | Three Month Pass     | \$121.35  |
|                         | Annual Pass – Gold   | \$354.08  |
|                         | Annual Pass – Silver | \$325.05  |
| Corporate Wellness Pass | Annual Pass          | \$265.56  |
| <u>Family</u>           | Single Admission     | \$10.90   |
|                         | 10 Ticket Admission  | \$97.17   |
| Locker Usage            | Small                | \$0.24    |
| 1 visit                 | Large                | \$0.28    |
| Locker Rental           | Small                | \$45.53   |
| (6 months)              | Large                | \$67.56   |

**Schedule B (Continued)****Rental Fees**

(Subject to Applicable Taxes)

"After Hours" means any time when the swimming pool is not open to the general public. "High Volume" means a minimum of 200 long course (50m pool) or 400 short course (25m pool) hours, or an equivalent combination of long course and short course hours, per calendar year.

Rates are hourly rates unless otherwise indicated

|   |          |
|---|----------|
| <b>25 Meter Pool (per Lane)</b>   |          |
| Minor Organizations   | \$11.50  |
| Minor Organizations High Volume/After Hours                               | \$8.63   |
| Adult Organizations   | \$14.38  |
| Adult Organizations High Volume/After Hours                               | \$10.79  |
| Commercial  | \$17.98  |
| Commercial High Volume/After Hours  | \$13.48  |
| <b>50 Meter Pool (per Lane)</b>   |          |
| Minor Organizations   | \$17.27  |
| Minor Organizations High Volume/After Hours                               | \$12.95  |
| Adult Organizations   | \$21.58  |
| Adult Organizations High Volume/After Hours                               | \$16.19  |
| Commercial  | \$26.98  |
| Commercial High Volume/After Hours  | \$20.23  |
| <b>Meeting Room</b>   |          |
| Minor and Adult Organizations   | \$25.53  |
| 4 hours or more per day   | \$102.07 |
| Birthday Party Package (2 hour room rental plus swimming for 10 children) | \$50.65  |

**Schedule C****Royal Athletic Park Rental Fees**

(Subject to Applicable Taxes)

Rates are hourly rates unless otherwise indicated.

|                              |   |                | Minor   | Adult   |
|------------------------------|---|----------------|---------|---------|
| <u>Field</u>                 | Spectator (Minimum four consecutive hours rental)   | Prime Time     | \$58.94 | \$65.84 |
|                              |   | Non-Prime Time | \$53.10 | \$58.40 |
|                              | Non-Spectator (Minimum two consecutive hour rental) | Prime Time     | \$49.15 | \$54.18 |
|                              |   | Non-Prime Time | \$43.55 | \$47.78 |
| <u>Diamond/<br/>Football</u> | Spectator (Minimum four consecutive hours rental)   | Prime Time     | \$66.37 | \$73.27 |
|                              |   | Non-Prime Time | \$60.54 | \$65.84 |
|                              | Non-Spectator (Minimum two consecutive hour rental) | Prime Time     | \$56.38 | \$62.17 |
|                              |   | Non-Prime Time | \$50.49 | \$55.22 |

|                               |          |
|-------------------------------|----------|
| <u>Meeting Room</u>           |          |
| Minor and Adult Organizations | \$25.53  |
| 4 or more hours per day       | \$102.07 |
| <u>Field Lighting</u>         |          |
| One Field                     | \$52.03  |
| Two Fields<br>(all lights)    | \$62.12  |



**Schedule D****Festival Equipment Fees**

(Subject to Applicable Taxes Except Where Otherwise Stated)

A "Community Use Event" is a publicly accessible activity (festival, celebration, or special event) that is not longer than 7 consecutive days where equipment is used in the City of Victoria by a not for profit organization. "Commercial/Other" is a publicly accessible event (festival, celebration, or special event) that is not longer than 4 consecutive days where equipment is used outside of the City of Victoria and/or by a commercial group.

| <u>Minor Equipment</u>   | Damage Deposit<br>(Taxes Included) | Community Use<br>Event (per<br>event) | Commercial/<br>Other<br>(per event) |
|--------------------------|------------------------------------|---------------------------------------|-------------------------------------|
| Cable Covers             | \$150.00                           | \$5.46                                | \$16.40                             |
| Chairs                   | \$150.00                           | \$0.76                                | \$2.33                              |
| Crowd Barriers           | \$150.00                           | \$6.77                                | \$19.79                             |
| Tables                   | \$150.00                           | \$3.65                                | \$10.16                             |
| Tent (10' x 10')         | \$150.00                           | \$13.52                               | \$39.56                             |
|                          |                                    |                                       |                                     |
| <u>Major Equipment</u>   |                                    |                                       |                                     |
| Bleachers – Quick Lock   | \$500.00                           | \$1.04                                | \$2.61                              |
| Bleachers – Trailer      | \$500.00                           | \$635.13                              | \$858.98                            |
| Staging – Outdoor        | \$500.00                           | \$5.47                                | \$16.40                             |
| Staging – Indoor         | \$500.00                           | \$5.47                                | \$16.40                             |
| Staging – Trailer        | \$500.00                           | \$270.74                              | \$442.73                            |
| Tent – 10' x 10' Marquee | \$250.00                           | \$53.10                               | \$161.38                            |
| Tent – 20' x 20' Marquee | \$500.00                           | \$59.36                               | \$177.00                            |
| Tent – 15' x 20' Marquee | \$500.00                           | \$59.36                               | \$177.00                            |
| Tent – 30' x 30' Marquee | \$500.00                           | \$67.67                               | \$197.83                            |

**Schedule E****Hard Court Surface Rental Fees**

(Subject to Applicable Taxes)

"Hard Court Surfaces" means tennis courts and lacrosse boxes.

|   |         |
|---|---------|
| <b>Hard Court Surfaces</b>                  |         |
| Minor Organization (per court/hour)         | \$2.44  |
| Adult/Senior Organization (per court/ hour) | \$4.87  |
| Commercial Rate (per court/hour)            | \$7.32  |
| Clubs (per court/hour)                      | \$2.44  |
| Minor Tournament (per court/day)            | \$24.40 |
| Club Tournament (per court/day)             | \$24.40 |
| Adult Tournament (per court/day)            | \$48.80 |

**Schedule F****Park and Green Space Rental Fees**

(Subject to Applicable Taxes)

|  |          |
|--|----------|
| <u>Special Events</u>  |          |
| Gated Event/per day  | \$104.11 |
|  |          |
| <u>Private Use</u>   |          |
| Annual Sport and Hobby Use (per year)  | \$124.96 |
| Weddings under 4 hours   | \$124.96 |
| Commercial/Corporate Use   |          |
| Per event (under 4 hours)  | \$163.46 |
| Per event (4 hours or more)  | \$241.56 |
| <u>Cameron Bandshell</u>   |          |
| Non profit Concert or Series Event Not Co-Sponsored by the City                        |          |
| Per event (under 4 hours)  | \$106.19 |
| Per event (4 hours or more)  | \$158.26 |
| Concert or Private Non-Profit Events Including Weddings                                |          |
| Per event (under 4 hours)  | \$163.46 |
| Per event (4 hours or more)  | \$241.56 |
| <u>Beer Garden</u>   |          |
| Service Charge for Park cleanup (refunded if cleanup is unnecessary)                   | \$104.11 |
|  |          |
| <u>Permit Fees:</u>  |          |
| Public Event for One Day   | \$130.16 |
| Public Event for each Additional Day after First Day                                   | \$62.47  |
| Private Event for Each Day   | \$156.18 |
|  |          |
| <u>Picnics and Gatherings</u>  |          |
| Reserved Area for Picnic or Family Type Gathering (refunded if cleanup is unnecessary) | \$98.94  |
|  |          |
| <u>Centennial Square</u>   |          |
| Commercial/Corporate Use (per day)   | \$488.06 |
| Non-Profit Ticketed Event (per day)  | \$244.02 |

**Schedule G****Sport Field Rental Fees**

(Subject to Applicable Taxes)

Rates are hourly rates unless otherwise indicated.

|   |          |
|---|----------|
| <u>Finlayson Artificial Turf Field</u>                                    |          |
| Minor Organization per hour   | \$34.45  |
| Adult/Senior Organization per hour  | \$51.69  |
|   |          |
| <u>Sports Field Lighting</u>  |          |
| Beacon Hill Park –Douglas Street Field per hour                           | \$15.93  |
| All Other Fields (excluding RAP per hour)                                 | \$21.24  |
|   |          |
| <u>Parks Sports Change Room Fee (per booking, except tournaments)</u>     | \$15.93  |
|   |          |
| <u>Tournaments/Community Events</u>                                       |          |
| Deposit Package (garbage & cleanup) (refunded if cleanup is unnecessary). | \$303.00 |
| Adult/Senior (per day)  | \$106.19 |
| Minor Organization (per day)  | \$53.10  |
| Change Rooms (per day)  | \$26.56  |
|   |          |
| <u>Miscellaneous Fees</u>   |          |
| <u>Park Bleachers</u>   |          |
| Rental for One Section of 25 – 50 seats for One Event                     | \$49.45  |
| Delivery and Removal of Bleachers within City Boundaries                  | \$109.32 |
|   |          |
| Barrier Fence Rental (per 50 foot roll)                                   | \$10.93  |
|   |          |
| <u>Garbage Disposal Fee per load</u>                                      | \$98.92  |
|   |          |
| <u>Sound Monitoring</u>   | \$26.05  |
|   |          |
| <u>Sports Fields</u>  |          |
| Commercial Rate   | \$19.91  |
| <u>Class A Sports Field:</u>  |          |
| Adult/Senior Organizations  | \$12.76  |
| Minor Organizations   | \$6.37   |
| <u>Class B Sports Field:</u>  |          |
| Adult/Senior Organizations  | \$8.83   |
| Minor Organizations   | \$4.41   |



10

**Schedule H****Filming Fees**

(Subject to Applicable Taxes)

Rates are hourly rates unless otherwise indicated.

| <u>Filming</u>   | <u>Crew Size</u><br>Under 10 | <u>Crew Size</u><br>10 or more |
|--|------------------------------|--------------------------------|
| Commercial - Movie, TV, Tour Photography,<br>Photography | \$62.47                      | \$124.96                       |
| Application Changes/Rescheduling (per change)            | \$41.65                      | \$41.65                        |



**GOVERNANCE & PRIORITIES COMMITTEE REPORT**  
**FROM THE MEETING HELD JUNE 18, 2015**

For the Council Meeting of June 25, 2015, the Committee recommends the following:

1. **Motion – Walk on Week – October 5 - 11, 2015:** that Council agrees to co-sponsor on an in-kind basis the launch of Walk On Week (WOW) on Monday, October 5 with Walk On, Victoria, including support with logistics, publicity and use of Centennial Square and encouragement to City staff, Council members, residents and businesses to participate in the launch and in other Walk On Week events.
2. **Proposed Next Steps Regarding a Potential James Bay Neighbourhood Library Branch:** that Council:
  1. Request that the Greater Victoria Public Library Board notify the City, after completion of its strategic planning process in September 2015, with the preferred option for a James Bay Neighbourhood Library Branch.
  2. Direct staff to incorporate the Greater Victoria Public Library Board's preferred option for a James Bay Neighbourhood Library branch into the 2016 financial planning process and associated public consultation
3. **Lessons Learned from the 2015 Financial Plan Process & Proposed 2016 Financial Plan Process:** that Council endorse the proposed approach for the 2016 financial planning process as outlined in the report dated June 5, 2015.





**PLANNING & LAND USE COMMITTEE REPORT**  
**FROM THE MEETING HELD JUNE 25, 2015**

For the Council Meeting of June 25, 2015, the Committee recommends the following:

**1. Rezoning Application No. 00476 for 1040 Moss Street (Art Gallery of Greater Victoria):**

That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00476 for 1040 Moss Street, 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. Applicant to further consider if refinements to the form and massing of the addition could improve visibility of the upper storey of Spencer Mansion, from Moss Street, while enabling the upper floor of the expanded gallery to function as exhibition space.
2. Further revisions to the proposed Statement of Significance for Spencer Mansion, to the satisfaction of staff.
3. Referral of Rezoning Application No. 00476 to the Advisory Design Panel and the Heritage Advisory Panel.
4. Removal of the existing Land Use Contract that is registered on the property title.
5. Registration of a Section 219 Covenant to secure the details for design and heritage alterations to the satisfaction of staff.
6. Applicant to explore the feasibility of securing access to surplus parking spaces on nearby properties and through legal agreements

**2. Rezoning Application No. 00381 and Development Permit Application No. 0003851 for 1002, 1008-1012 Pandora Avenue (St. Andrew's School)**

That Council:

1. Rescind third reading of Housing Agreement (1002-1008, 1012 Pandora Avenue) Bylaw No. 14-69.
2. That Council amend the Housing Agreement (1002-1008, 1012 Pandora Avenue) Bylaw No. 14-069 by replacing the amended Schedule A that secures 11 non-market rental units.
3. That Council give third reading of Housing Agreement (1002-1008, 1012 Pandora Avenue) Bylaw No. 14-069 with an amended Schedule A that secures 11 non-market rental units.
4. That Council refer the Rezoning Application No. 00381 for consideration at a Public Hearing.
5. Following consideration of Rezoning Application No. 00381, that Council approve a Development Permit for 1002, 1008-1012 Pandora Avenue, in accordance with:
  - a. Plans for Rezoning Application No. 00381 and Development Permit Application No. 000351, stamped June 8, 2015;
  - b. Development meeting all Zoning Regulation Bylaw requirements;
  - c. The Development Permit lapsing two years from the date of this resolution.
6. That Council authorize staff to execute an Encroachment Agreement for a fee of \$750 plus \$25 per m2 of exposed shored face during construction, in a form satisfactory to staff. This is to accommodate shoring for construction of the underground parking structure at the property line.

**Development Permit with Variances Application No. 000388 for 80 Saghalie Road**

That Committee forward this report to Council and that after giving notice and allowing an opportunity for public comment, that Council consider the following motion:

"That Council authorize the issuance of Development Permit with Variances Application No. 000388 for 80 Saghalie Road in accordance with:

1. Plans date stamped March 13, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - a. Part 10.42.27 - Increase the allowable maximum floor area for Commercial use from 190.00m<sup>2</sup> to 938.40m<sup>2</sup>;
  - b. Part 10.42.31 - Reduce the minimum required open site space from 50% to 45%;
  - c. Part 10.42.32 - Allow commercial uses on all floors rather than only the ground floor;
  - d. Part 10.42.34 (a) - Allow required parking to be located on-site rather than being enclosed;
  - e. Schedule C, Section C(5) - Reduce the required number of parking stalls from 14 to 8.
3. Register a legal agreement on title to limit the commercial use of the buildings and guarantee the future removal of the trailers within 15 to 20 years to the satisfaction of staff.
4. Final plans in to be accordance with the plans identified above the satisfaction of the staff."

**3. Heritage Alteration Permit Application Nos. 00198, 00199 and 00200 for 521, 539, and 545 Superior Street**

That Council authorize the issuance of Heritage Alteration Permit Applications Nos. 00198, 00199 and 00200 for 521, 539 and 545 Superior Street, respectively, in accordance with:

1. Plans date stamped February 18, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements.
3. Final plans to be generally in accordance with plans identified above as amended to the satisfaction of the Assistant Director, Community Planning, prior to the issuance of a Building Permit."

**4. Heritage Alteration Permit Application No. 00196 for 1202/1208 Wharf Street**

That Council authorize the issuance of Heritage Alteration Permit Application No. 00196 for 1202 / 1208 Wharf Street, in accordance with:

1. Revised Plans date stamped June 4, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements.
3. Final plans to be generally in accordance with the plans identified above to the satisfaction of the Assistant Director, Community Planning.

**5. Zoning Regulation Bylaw Improvement Project – Phase 2**

That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set in order to:

1. Add definitions of "finished grade" and "natural grade".
2. Amend the definitions of "site coverage" and "setbacks" and the applicable low density residential zones to include a requirement that raised-building features greater than 0.6m in height are subject to site coverage and setback regulations.

## NOTICE OF MOTION

Council Meeting – June 25, 2015

**PUBLIC HEARINGS**

That the following public hearings be held in the Council Chambers, City Hall on **Thursday, July 9, 2015, at 7 p.m.:**

**1. Rezoning Application No. 00451 for property known as 1049 Richmond Avenue**

**1. Zoning Regulation Bylaw, Amendment Bylaw (No. 1040)**

To rezone the land known as 1049 Richmond Avenue from the R1-G Zone, Gonzales Single Family District, to the R1-G2 Zone, Gonzales Small Lot District, to permit subdivision and construction of a new small lot single family dwelling.

New Zone: R1-G2 Zone, Gonzales Small Lot District

Legal Description: Lot 12, Section 74, Victoria District, Plan 2445, except part in Plan 16607

Existing Zone: R1-G Zone, Gonzales Single Family Dwelling District

**2. Development Permit Application**

The Council of the City of Victoria will also consider issuing a development permit for the land known as 1049 Richmond Avenue, in Development Permit Area 15A: Intensive Residential – Small Lot, for the purposes of approving the exterior design and finishes for the single family dwellings as well as landscaping.

The Development Permit will vary the following requirements of the R1-G2 Zone, Gonzales Small Lot District:

Existing Single Family Dwelling

- Part 4(2)(a): Increase height from 7.50m to 8.55m
- Part 4(2)(b): Increase height from 1.5 storeys with basement to 2 storeys with basement
- Part 9(1)(c): Reduce the north side yard setback from 2.4m to 1.3m and the south side yard setback from 2.4m to 1.2m
- Schedule C3: Permit one parking stall in the front yard

Proposed Single Family Dwelling

- Part 4(2)(b): Increase height from 1.5 storeys with basement to 2 storeys with basement
- Part 7(1): Increase the site coverage from 30% to 33.50%
- Part 9(1)(c): Reduce the north side yard setback from 2.40m to 1.57m

**2. Rezoning Application No. 00477 for property known as 819 Yates Street**

**1. Zoning Regulation Bylaw, Amendment Bylaw (No. 1043)**

To amend the CA-62, Central Area (Yates-View) District, of the Zoning Regulation Bylaw by changing the list of amenities required for increased density. This includes removing the requirement for two supported housing units, reducing the value of the required public art contribution from \$200,000 to \$100,000, adding a requirement for a \$100,000 contribution to the Victoria Housing Reserve Fund, and requiring that all housing units in this Zone be used and occupied only as rental housing for a period of 10 years. A technical amendment is also included that will exclude areas used exclusively as secured bicycle storage from the calculation of floor space ratio.

Existing Zone: CA-62, Central Area (Yates-View) District

Legal Description: Lot A, District Lots 306, 307, 324 and 325, Victoria City, Plan 33016

## NOTICE OF MOTION

Council Meeting – June 25, 2015

3. **Development Permit with Variances Application No. 000401 for property known as 1046 North Park Street**

The Council of the City of Victoria will consider issuing a Development Permit with Variances for the land known as 1046 North Park Street, in Development Permit Area 16: General Form and Character, for purposes of approving the exterior design and finishes of a multi-family residential building as well as landscaping, and the associated variances with respect to parking.

The Development Permit will vary the following requirements of the *Zoning Regulation Bylaw* Schedule “C” – Off-Street Parking:

- Reduce the parking requirement from 1.3 parking spaces per rental attached dwelling (8 parking spaces) to 0 parking spaces per rental attached dwelling (0 parking spaces)
- Relaxation to permit one parking space to be located in the front yard
- Relaxation to permit one parking space to be located at 0m from a street.

The Development Permit will vary the following requirements of the *Zoning Regulation Bylaw* Schedule “F” – Accessory Building Regulations:

- Reduce the rear yard setback of an accessory building from 0.6m to 0m
- Reduce the side yard of an accessory building from 0.6m to 0m
- Reduce the separation space between an accessory building and the principal building from 2.4m to 1.94m.

Legal Description of the Land:                      The Westerly 24 Feet of Lot 24, Suburban Lot 13, Victoria City, Plan 26

4. **Development Permit with Variances Application No. 000390 for property known as 1555 Jubilee Avenue**

The Council of the City of Victoria will be considering the issuance of a Development Permit with variances for the land known as 1555 Jubilee Avenue in Development Permit Area 16. The intent of this application is to permit five new residential units by filling in existing under-building parking.

The land is subject to the objectives and guidelines for Development Permit Area 16, General Form and Character, set out in the City’s *Official Community Plan Bylaw*.

The Development Permit will also vary certain requirements of the *Zoning Regulation Bylaw*, R3-2 Zone, Multiple Dwelling District, namely:

- Reducing the minimum size for four of the five residential units below 33m<sup>2</sup>
- Increasing the maximum allowable site coverage
- Reducing the minimum amount of required open site space
- With respect to the proposed bicycle storage building, allowing the placement in a side yard, reducing the required minimum setback distance to the north property boundary (lot line), reducing the separation distance between the bicycle storage building and the main building
- Reducing the required number of off-street parking stalls from 34 parking stalls to 16 parking stalls and eliminating the requirement for a separation distance between a parking stall and a residential unit.

Legal Description of the Land:                      Lot A. Section 76, Victoria District, Plan 22024



## NOTICE OF MOTION

Council Meeting – June 25, 2015

**5. Development Permit with Variances Application No. 000422 for property known as 1143 Grant Street**

The Council of the City of Victoria will consider issuing a Development Permit with Variances for the land known as 1143 Grant Street, in Development Permit Area 15A: Intensive Residential – Small Lot, for the purposes of approving the exterior design and finishes of the proposed deck and glass doors on the rear side of the existing small lot house, and the associated variance with respect to the rear yard setback.

The Development Permit will vary the following requirements of the *Zoning Regulation Bylaw R1-S22 Zone, Grant Small Lot District*:

- Part 1.86, Section 4(b): Reduce the rear yard setback from 8m to 6.25m.

Legal Description of the Land: Lot B, Suburban Lot 19, Victoria City Plan, VIP72869

**6. Development Permit with Variances Application No. 000411 for property known as 1990 Fort Street**

The Council of the City of Victoria will consider issuing a Development Permit with Variances for the land known as 1990 Fort Street in Development Permit Area 5A, Jubilee Large Urban Village for purposes of reducing the required amount of off-street parking stalls required for a 100 seat restaurant.

The Development Permit will vary the following requirements of the *Zoning Regulation Bylaw*, Schedule C, Off-Street Parking, by reducing the overall parking requirement for 1990 Fort Street from 92 to 66 parking stalls (representing a further reduction of 8 parking stalls specifically for the inclusion of this restaurant in the building).

Legal Description of the land: Lot A, Section 76, Victoria District, Plan VIP62527



NO. 15-051

# A BYLAW OF THE CITY OF VICTORIA

The purposes of this Bylaw are to amend Part 6.73 - CA-62 Zone, Central Area (Yates-View) District, of the Zoning Regulation Bylaw by changing the amenities required for increased density within that Zone and by excluding areas on the ground floor of a building used exclusively as secured bicycle storage from the calculation of floor space ratio.

The Council of The Corporation of the City of Victoria enacts the following provisions:

- 1 This Bylaw may be cited as the "ZONING REGULATION BYLAW, AMENDMENT  
BYLAW (NO. 1043)".
- 2 Bylaw No. 80-159, the Zoning Regulation Bylaw, is amended in Schedule B by deleting  
the text of Part 6.73, and substituting the provisions contained in Schedule 1 of this  
Bylaw.

READ A FIRST TIME the day of 2015.

READ A SECOND TIME the \_\_\_\_\_ day of \_\_\_\_\_ 2015.

Public hearing held on the \_\_\_\_\_ day of \_\_\_\_\_ 2015.

READ A THIRD TIME the \_\_\_\_\_ day of \_\_\_\_\_ 2015.

ADOPTED on the \_\_\_\_\_ day of \_\_\_\_\_ 2015.

CORPORATE ADMINISTRATOR

MAYOR

## SCHEDULE 1

### **PART 6.73 - CA-62 ZONE, CENTRAL AREA (YATES-VIEW) DISTRICT**

#### **Purpose**

- 1 The purpose of this Zone is to allow additional density for specified amenities.

#### **Definitions**

- 2 In the CA-62 Zone, Central Area (Yates-View) District,

“Amenities” means all of the following:

- (a) at least 80% of the floor area is provided exclusively for residential use;
- (b) a 3 m wide public walkway secured by Statutory Right-of-Way along the east side of the property, in this Zone, linking Yates and View Streets;
- (c) public art with a value of at least \$100,000;
- (d) a contribution of \$100,000 to the Victoria Housing Reserve Fund;
- (e) a housing agreement pursuant to Section 905 of the Local Government Act providing for a minimum of 10% of adaptable housing units in this Zone, and requiring that all housing units in this Zone must be capable of being rented to tenants, and requiring that all housing units in this Zone must be used and occupied only as rental housing for a period of ten years from the issuance of an occupancy permit.

#### **Permitted Uses**

- 3 The only uses permitted in this Zone are all of those permitted under Part 6.40 for the CA-HG Zone, Harris Green District.

#### **Siting of Uses**

- 4 Residential uses may be located on the first storey of a building.

#### **Regulations Table**

- 5 The regulations set out in the following Table apply if the Amenities are provided:

| <i>Category of regulation</i>   | <i>Requirements</i>    |  |
|---------------------------------|------------------------|--|
| <u>Height</u> (max.)            | 55 m                   |  |
| <u>Floor Space Ratio</u> (max.) | 5.83:1                 |  |
| <u>Setbacks</u>                 |                        |  |
|                                 | <i>Boundary of Lot</i> | <i>Setback (m)</i>   |
|                                 | Front (Yates Street)   | 1.4 m for portions of the <u>building</u> less than 10 m in <u>height</u><br>3.5 m for portions of the <u>building</u> 10 m or more in <u>height</u> |



|  |                    |  |
|--|--------------------|--|
|  | Rear (View Street) | 1.5 m for portions of the <u>building</u><br>less than 10 m in <u>height</u><br>5.3 m for portions of the <u>building</u><br>10 m or more in <u>height</u> |
|  | Side (East)        | 3.0 m  |
|  | Side (West)        | 0 m  |

That part of the ground floor of a building used exclusively as secure bicycle storage shall be excluded from the calculation of Floor Space Ratio in this Zone.

### General regulations

- 6 Except as provided in this Part, the regulations applicable in the CA-HG Zone, Harris Green District, apply in this Zone.



NO. 15-049

**WATERWORKS BYLAW, AMENDMENT BYLAW (NO. 9)****A BYLAW OF THE CITY OF VICTORIA**

The purpose of this Bylaw is to amend the *Waterworks Bylaw No. 07-030* by establishing provisions applicable to water meter connections and incorrect utility accounts.

**Contents**

- 1 Title
- 2 Amendments
- 3 Effective date

Under its statutory powers, including section 194 of the *Community Charter* and the *Local Government Act Additional Powers Regulation*, the Council of the City of Victoria in an open meeting assembled enacts the following provisions:

**Title**

- 1 This Bylaw may be cited as the "Waterworks Bylaw, Amendment Bylaw (No. 9)".

**Amendments**

- 2 Bylaw No. 07-030, the Waterworks Bylaw is amended

- (1) by adding the following section immediately after section 7:

**"Water meter connections**

- 7A (1) Subject to subsections (2) to (4), a person must not connect to or disconnect from a water meter.
- (2) To connect to or disconnect from a water meter, a customer must apply to the Director.
- (3) If the Director is satisfied that it is necessary to connect to or disconnect from a water meter, the Director may
  - (a) direct how the water meter may be connected or disconnected, and
  - (b) arrange to have an authorized person attend at the water meter to ensure the connection or disconnection occurs in accordance with the Director's direction.
- (4) While the person authorized by the Director pursuant to subsection (3)(b) is attending at a water meter, the customer, or agent for the customer, may connect or disconnect a water meter in accordance with the Director's direction.

- (5) A customer who had an authorized person attend at a water meter for the purposes of subsection (3)(b) must pay the fee set out in Schedule A.",
- (2) by adding the following section immediately after section 33:

## “Incorrect accounts

- 33A (1) If the City renders an incorrect account pursuant to section 30, the City must
- (a) provide a refund to the owner of any amount overcharged, or
  - (b) forfeit any amount undercharged.
- (2) The applicable refund pursuant subsection (1)(a) is the amount overcharged since the most recent of the following dates:
- (a) the date the error occurred;
  - (b) the date of the most recent transfer of ownership of the property;
  - (c) the date that is five years prior to the date upon with the City receives notice of the error."
- (3) in Schedule A, by adding the following section immediately after section 6:

**“7. Water Meter Activation/Deactivation Fee**

To have an authorized person attend at a water meter pursuant to section 7A(5): \$40.”.

**Effective date**

3 This Bylaw comes into force upon adoption.

READ A FIRST TIME the day of 2015

READ A SECOND TIME the \_\_\_\_\_ day of \_\_\_\_\_ 2015

READ A THIRD TIME the \_\_\_\_\_ day of \_\_\_\_\_ 2015

ADOPTED on the \_\_\_\_\_ day of \_\_\_\_\_ 2015

CORPORATE ADMINISTRATOR

MAYOR



NO. 15-049

**WATERWORKS BYLAW, AMENDMENT BYLAW (NO. 9)****A BYLAW OF THE CITY OF VICTORIA**

The purpose of this Bylaw is to amend the *Waterworks Bylaw No. 07-030* by establishing provisions applicable to water meter connections and incorrect utility accounts.

**Contents**

- 1 Title
- 2 Amendments
- 3 Effective date

Under its statutory powers, including section 194 of the *Community Charter* and the *Local Government Act Additional Powers Regulation*, the Council of the City of Victoria in an open meeting assembled enacts the following provisions:

**Title**

- 1 This Bylaw may be cited as the "Waterworks Bylaw, Amendment Bylaw (No. 9)".

**Amendments**

- 2 Bylaw No. 07-030, the Waterworks Bylaw is amended
  - (a) by adding the following section immediately after section 7:

**"Water meter connections**

- 7A
  - (1) Subject to subsections (2) to (4), a person must not connect to or disconnect from a water meter.
  - (2) To connect to or disconnect from a water meter, a customer must apply to the Director.
  - (3) If the Director is satisfied that it is necessary to connect to or disconnect from a water meter, the Director may
    - (a) direct how the water meter may be connected or disconnected, and
    - (b) arrange to have an authorized person attend at the water meter to ensure the connection or disconnection occurs in accordance with the Director's direction.
  - (4) While the person authorized by the Director pursuant to subsection (3)(b) is attending at a water meter, the customer, or agent for the customer, may connect or disconnect a water meter in accordance with the Director's direction.

- (5) A customer who had an authorized person attend at a water meter for the purposes of subsection (3)(b) must pay the fee set out in Schedule A.”,

- (b) by adding the following section immediately after section 33:

**“Incorrect accounts**

- 33A (1) If the City renders an incorrect account pursuant to section 30, the City must

- (a) provide a refund to the owner of any amount overcharged,  
or

- (b) forfeit any amount undercharged.

- (2) The applicable refund pursuant to subsection 33A(1)(a) is the amount overcharged since the most recent of the following dates:

- (a) the date the error occurred;

- (b) the date of the most recent transfer of ownership of the property;

- (c) the date that is five years prior to the date upon which the City receives notice of the error.”

- (c) in Schedule A, by adding the following section immediately after section 6:

**“7. Water Meter Activation/Deactivation Fee**

To have an authorized person attend at a water meter pursuant to section 7A(5): \$40.”.

**Effective date**

- 3 This Bylaw comes into force upon adoption.

READ A FIRST TIME the                      day of                      2015

READ A SECOND TIME the                      day of                      2015

READ A THIRD TIME the                      day of                      2015

ADOPTED on the                      day of                      2015

CORPORATE ADMINISTRATOR

MAYOR

NO. 15-050

**RESERVE FUND BYLAW****A BYLAW OF THE CITY OF VICTORIA**

The purpose of this Bylaw is to continue certain Reserve Funds of the City, discontinue the Economic Development Reserve Fund and the Fiscal Reserve Fund and transfer the money in those two Reserve Funds to the Equipment and Infrastructure Reserve Fund and the Financial Stability Reserve Fund, respectively.

Under its statutory powers, including sections 188 and 189 of the *Community Charter*, the Council of The Corporation of the City of Victoria, in an open meeting assembled, enacts the following provisions:

**Title**

- 1 This Bylaw may be cited as the "Reserve Fund Bylaw."

**Continuation of Reserve Funds**

- 2 The Reserve Funds listed in Column 1 of Schedule A are continued for the purposes specified in Column 2 of Schedule A.

**Discontinuation of Economic Development Reserve Fund**

- 3
  - (1) Money in the Economic Development Reserve Fund is transferred to the Equipment and Infrastructure Reserve Fund and the money transferred must be used for the purpose of building and infrastructure capital projects.
  - (2) The Economic Development Reserve Fund is discontinued.

**Discontinuation of Fiscal Reserve Fund**

- 4
  - (1) Money in the Fiscal Reserve Fund is transferred to the Financial Stability Reserve Fund as follows:
    - (a) money held for the purpose of debt reduction must continue to be used for that purpose;
    - (b) money held for the purpose of insurance claims must continue to be used for that purpose;
    - (c) money held for working capital may be used for the general purposes of the Financial Stability Reserve Fund.
  - (2) The Fiscal Reserve Fund is discontinued.

**Expenditure of Reserve Funds**

- 5 Expenditure of money in a Reserve Fund listed in Schedule A may be authorized by resolution of Council or by a bylaw adopted by Council.

**Repeal**

- 6 Bylaw No. 04-119, the RESERVE FUND BYLAW, 2004, is repealed.

|                        |        |      |
|------------------------|--------|------|
| READ A FIRST TIME the  | day of | 2015 |
| READ A SECOND TIME the | day of | 2015 |
| READ A THIRD TIME the  | day of | 2015 |
| ADOPTED on the         | day of | 2015 |

CORPORATE ADMINISTRATOR

MAYOR



**SCHEDULE A**

|    | <b>Column 1 – Reserve Fund Name</b>                      | <b>Column 2 – Reserve Fund Purpose</b>   |
|----|--|--|
| 1. | Art in Public Places Reserve Fund                        | For funding the planning, design, fabrication, acquisition, installation and maintenance of art in public places   |
| 2. | Climate Action Reserve Fund                              | For funding climate action and mitigation projects that promote greenhouse gas reduction, energy conservation, and carbon neutrality   |
| 3. | Downtown Core Area Public Realm Improvement Reserve Fund | For monies received from the Density Bonus System, for funding amenities and other improvements that tangibly and visibly improve the physical condition, appearance and function of the public realm and provide a public benefit to the overall Downtown Core Area   |
| 4. | Downtown Heritage Buildings Seismic Upgrade Reserve Fund | For monies received from the Density Bonus System, for funding a portion of the cost of seismic upgrading as part of the re-use, retrofit and conservation of eligible heritage buildings within the Downtown Neighbourhood  |
| 5. | Employee Benefit Obligation Reserve Fund                 | For funding employee retirement benefit liabilities, and other employee benefit or pension related liabilities   |
| 6. | Equipment and Infrastructure Reserve Fund                | For funding building and infrastructure capital projects, new equipment purchases and capital equipment replacement  |
| 7. | Financial Stability Reserve Fund                         | For funding operating and environmental emergencies, for funding debt reduction and liability claims, for stabilizing the temporary impact of cyclical revenue downturns and cost increases and for funding innovations within City Departments that create efficiencies and enhance the effectiveness of programs |
| 8. | Local Amenities Reserve Fund                             | For paying the cost of public amenities  |
| 9. | Parks and Greenways Acquisition Reserve Fund             | For acquisition of land for parks and greenways, and acquisition and construction of improvements on that land   |

|     | <b>Column 1 – Reserve Fund Name</b> | <b>Column 2 – Reserve Fund Purpose</b>  |
|-----|-------------------------------------|---|
| 10. | Tax Sale Lands Reserve Fund         | For monies received from the sale of City land and buildings, for funding the purchase and development of land and improvements |
| 11. | Victoria Housing Reserve Fund       | For funding housing projects, including those that fall under the Secondary Suite Incentive Program                             |



**AMENDMENT TO HOUSING AGREEMENT**  
(Pursuant to Section 905 of the *Local Government Act*)

**THIS AGREEMENT** is made the \_\_\_\_ day of \_\_\_\_\_, 2015.

BETWEEN:

**THE CORPORATION OF THE CITY OF VICTORIA**

#1 Centennial Square  
Victoria, BC V8W 1P6

(the "City")

OF THE FIRST PART

AND:

**819 YATES HOLDINGS LTD.**

**(Inc. No. BC0805826)**

3rd Floor, 1 West 7<sup>th</sup> Avenue  
Vancouver, BC V5Y 1L4

(the "Owner")

OF THE SECOND PART

AND:

**ROYAL BANK OF CANADA**

AS TO PRIORITY

**WHEREAS**

- A. Under section 905 of the *Local Government Act* the City may, by bylaw, enter into a Housing Agreement with an owner regarding the occupancy of the housing units identified in the agreement, including but not limited to terms and conditions referred to in section 905(2) of the *Local Government Act*;
- B. The Owner is the registered owner in fee simple of lands in the City of Victoria, British Columbia, at a civic address of 819 Yates Street and legally described as:

PID 000-223-158

Parcel A, District Lots 306, 307, 324 and 325, Victoria City, Plan 33016



(the "**Lands**");

- C. The City entered into a Housing Agreement with the Owner's predecessor in title to the Lands, pursuant to section 905 of the *Local Government Act*, as authorized under City of Victoria Bylaw No. 07-096, Housing Agreement (819 Yates Street) Authorization Bylaw, and on the terms contemplated under a Master Development Agreement (the "**MDA**") that is registered against the title to the Lands as a covenant under section 219 of the *Land Title Act*, under Land Title Registration No. FB129152, as modified under No. \*, and as contemplated under the provisions of Part 6.73 – CA-62 Central Area (Yates-View) District of City of Victoria Zoning Regulation Bylaw No. 80-159 (the "**Housing Agreement**");
- D. The Owner has made application to the City to amend the terms of the MDA and to rezone the Lands as set out in City of Victoria Zoning Regulation Bylaw, Amendment Bylaw No. 1043 (the "**Rezoning Bylaw**");
- E. The amendments to the MDA, and the Rezoning Bylaw, if approved and adopted by Council for the City, will alter the requirements of the housing agreement that the Owner is required to enter into with the City, as one of the amenities to be provided under section 2 of Part 6.73 – CA-62 Central Area (Yates-View) District of City of Victoria Zoning Regulation Bylaw No. 80-159, in order to increase the permitted density of multiple-family development on the Lands;
- F. The City and the Owner wish to enter into this Agreement to amend the terms of the Housing Agreement so that it will be consistent with the requirements of the amendments to the MDA and the Rezoning Bylaw, if the Rezoning Bylaw is adopted by Council for the City and the MDA amendments are approved.

**NOW THIS AGREEMENT WITNESSES** that pursuant to section 905 of the *Local Government Act*, and in consideration of the premises and covenants contained in this Agreement, the parties agree each with the other as follows:

## **1.0 Amendments to Housing Agreement**

- 1.1 Section 1.1 of the Housing Agreement is amended by adding the following definitions:

"**Dwelling Unit**" means a self-contained residential dwelling unit that is constructed within the Development and includes any dwelling unit that is developed on the Lands in future, whether as part of the Development or otherwise, and "Dwelling Units" means collectively all of such residential dwelling units located on the Lands.

**"Immediate Family"** includes a person's husband, wife, child, mother, father, brother, sister, mother-in-law, father-in-law, grandparent, brother-in-law, sister-in-law, niece and nephew.

**"Non-owner"** means a person, other than the Owner or a member of the Owner's Immediate Family, who occupies a Dwelling Unit for residential purposes.

**"Tenancy Agreement"** has the same meaning as under the *Residential Tenancy Act*.

- 1.2 Section 4.0, Supported Housing, is deleted in its entirety and the following is substituted:

**4.0 Dwelling Units to be Used and Occupied Only as Residential Units**

- 4.1 The Owner covenants and agrees that for a period of ten (10) years commencing upon the date that the Building Inspector for the City of Victoria issues an occupancy permit for the Development, the Dwelling Units shall only be used and occupied as rental housing, and for that purpose each Dwelling Unit shall only be occupied by a Non-owner under the terms of a Tenancy Agreement between the Owner and the Non-owner who occupies the Dwelling Unit.

- 1.3 Section 8.1, Notice, is amended by substituting the following as the address for delivery of a notice under the Housing Agreement to the Owner:

3rd Floor, 1 West 7<sup>th</sup> Avenue  
Vancouver, BC V5Y 1L4

**2.0 Priority**

- 2.1 **Royal Bank of Canada**, the registered holder of charges by way of a Mortgage and Assignment of Rents against the within described property which said charges are registered in the Land Title Office at Victoria, British Columbia, under numbers CA2213230 and CA2213231 respectively, for and in consideration of the sum of One Dollar (\$1.00) paid by the City (the receipt whereof is hereby acknowledged), agrees with the City that upon filing of a Notice with the Land Title Office that the Lands are subject to the Housing Agreement as amended by this Agreement, pursuant to section 905(5) of the *Local Government Act*, the Housing Agreement, as amended by this Agreement, shall be an encumbrance upon the Lands in priority to the said charges in the same manner and to the same effect as if Notice had been filed prior to the said charges.

### 3.0 General

- 3.1 Except as expressly amended by this Agreement, the City and the Owner confirm the Housing Agreement, and the Housing Agreement and this Amending Agreement shall be read and construed as one document.

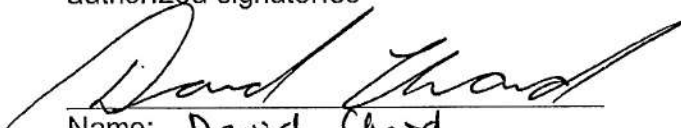
IN WITNESS WHEREOF the parties hereto have set their hands and seals as of the day and year first above written.

THE CORPORATION OF THE CITY OF )  
VICTORIA by its authorized signatories )

\_\_\_\_\_  
Mayor Lisa Helps )


\_\_\_\_\_  
Robert Woodland, Corporate Administrator )

819 YATES HOLDINGS LTD., by its )  
authorized signatories )

  
Name: David Chard )

\_\_\_\_\_  
Name: )

ROYAL BANK OF CANADA (as to )  
priority), by its authorized signatories )

  
Name: Ian Jarvis )  
Sr. Account Manager )

\_\_\_\_\_  
Name: )





NO. 15-054

**RECREATION FEES BYLAW, AMENDMENT BYLAW (NO. 9)****A BYLAW OF THE CITY OF VICTORIA**

The purpose of this Bylaw is to revise the fees for use of recreation facilities.

Under its statutory powers, including section 194 of the *Community Charter*, the Council of The Corporation of the City of Victoria in an open meeting assembled enacts the following provisions:

**Title**

- 1 This Bylaw may be cited as the "Recreation Fees Bylaw, Amendment Bylaw (No. 9)".

**Amendments to section 2**

- 2 Section 2 of Bylaw No. 06-56, the Recreation Fees Bylaw, is amended

(a) by repealing the definition of "Victoria Centre Facility",

(b) by adding the following definition:

"Save-on-Foods Memorial Centre"

means the sports and entertainment facility located at 1925 Blanshard Street," and

(c) in the definitions of "community use time," "non-prime time" and "prime time," by striking out "Victoria Centre Facility" and substituting "Save-on-Foods Memorial Centre."

**Amendments to Schedules A to H**

- 3 Bylaw No. 06-56, the Recreation Fees Bylaw, is amended by repealing Schedules A to H and substituting the Schedules A to H attached to this Bylaw as Schedule 1.

**Effective date**

- 4 This Bylaw comes into force on September 1, 2015.

|                        |        |      |
|------------------------|--------|------|
| READ A FIRST TIME the  | day of | 2015 |
| READ A SECOND TIME the | day of | 2015 |
| READ A THIRD TIME the  | day of | 2015 |
| ADOPTED on the         | day of | 2015 |

CORPORATE ADMINISTRATOR

MAYOR

**Schedule 1****Schedule A****Save-on-Foods Memorial Centre Community Use Rental and Admission Fees**

(Subject to Applicable Taxes)

The fees in this schedule apply to use of the Save-on-Foods Memorial Centre, including during community use time. All rental fees are hourly rates unless otherwise indicated. Equipment rental fees are based on usage of equipment during the designated public session when the equipment is available for use.

| <u>Ice Rentals – Community Use Time</u> | <u>Prime Time</u> | <u>Non-Prime Time</u> |
|---|-------------------|-----------------------|
| Minor Organization                      | \$122.50          | \$91.86               |
| Adult Organization                      | \$213.33          | \$160.01              |

|  |                     |          |
|--|---------------------|----------|
| <u>Meeting Room Rental</u>   |                     |          |
| Minor or Adult Organizations   |                     | \$25.53  |
| 4 hours or more per day  |                     | \$102.07 |
| <u>Dry Floor Rentals</u>   |                     |          |
| Minor Organizations  |                     | \$43.89  |
| Adult Organizations  |                     | \$68.40  |
| <u>Equipment Rental</u>  |                     |          |
| Skate Rental   |                     | \$3.52   |
| Helmet Rental  |                     | \$1.16   |
| <u>Public Skating</u>  |                     |          |
| <u>Child</u>   | Single Admission    | \$2.79   |
|  | 10 Ticket Admission | \$25.11  |
| <u>Youth</u>   | Single Admission    | \$3.25   |
|  | 10 Ticket Admission | \$29.25  |
| <u>Senior</u>  | Single Admission    | \$4.22   |
|  | 10 Ticket Admission | \$38.00  |
| <u>Adult</u>   | Single Admission    | \$5.39   |
|  | 10 Ticket Admission | \$48.54  |
| <u>School District/Group Admission to Public Skating (25 or more participants)</u> |                     |          |
| Adult  |                     | \$4.22   |
| Senior   |                     | \$3.27   |
| Youth  |                     | \$3.02   |
| Child  |                     | \$2.08   |
| Skate Rental   |                     | \$1.41   |
| Helmet Rental  |                     | \$1.17   |

**Schedule B****Crystal Pool and Fitness Centre Admission and Rental Fees****Admission Fees**

(Subject to Applicable Taxes)

|                         |                      |           |
|-------------------------|----------------------|-----------|
| <u>Preschool</u>        |                      | No charge |
| <u>Child</u>            | Single Admission     | \$2.79    |
|                         | 10 Ticket Admission  | \$25.11   |
|                         | One Month Pass       | \$27.90   |
|                         | Three Month Pass     | \$62.78   |
|                         | Annual Pass          | \$179.15  |
| <u>Youth</u>            | Single Admission     | \$3.25    |
|                         | 10 Ticket Admission  | \$29.25   |
|                         | One Month Pass       | \$32.50   |
|                         | Three Month Pass     | \$73.13   |
|                         | Annual Pass          | \$211.25  |
| <u>Senior</u>           | Single Admission     | \$4.22    |
|                         | 10 Ticket Admission  | \$38.00   |
|                         | One Month Pass       | \$42.22   |
|                         | Three Month Pass     | \$95.00   |
|                         | Annual Pass – Gold   | \$273.32  |
|                         | Annual Pass – Silver | \$250.91  |
| <u>Adult</u>            | Single Admission     | \$5.39    |
|                         | 10 Ticket Admission  | \$48.54   |
|                         | One Month Pass       | \$53.93   |
|                         | Three Month Pass     | \$121.35  |
|                         | Annual Pass – Gold   | \$354.08  |
|                         | Annual Pass – Silver | \$325.05  |
| Corporate Wellness Pass | Annual Pass          | \$265.56  |
| <u>Family</u>           | Single Admission     | \$10.90   |
|                         | 10 Ticket Admission  | \$97.17   |
| Locker Usage            | Small                | \$0.24    |
| 1 visit                 | Large                | \$0.28    |
| Locker Rental           | Small                | \$45.53   |
| (6 months)              | Large                | \$67.56   |

**Schedule B (Continued)****Rental Fees**

(Subject to Applicable Taxes)

"After Hours" means any time when the swimming pool is not open to the general public. "High Volume" means a minimum of 200 long course (50m pool) or 400 short course (25m pool) hours, or an equivalent combination of long course and short course hours, per calendar year.

Rates are hourly rates unless otherwise indicated

|   |          |
|---|----------|
| <b>25 Meter Pool (per Lane)</b>   |          |
| Minor Organizations   | \$11.50  |
| Minor Organizations High Volume/After Hours                               | \$8.63   |
| Adult Organizations   | \$14.38  |
| Adult Organizations High Volume/After Hours                               | \$10.79  |
| Commercial  | \$17.98  |
| Commercial High Volume/After Hours  | \$13.48  |
| <b>50 Meter Pool (per Lane)</b>   |          |
| Minor Organizations   | \$17.27  |
| Minor Organizations High Volume/After Hours                               | \$12.95  |
| Adult Organizations   | \$21.58  |
| Adult Organizations High Volume/After Hours                               | \$16.19  |
| Commercial  | \$26.98  |
| Commercial High Volume/After Hours  | \$20.23  |
| <b>Meeting Room</b>   |          |
| Minor and Adult Organizations   | \$25.53  |
| 4 hours or more per day   | \$102.07 |
| Birthday Party Package (2 hour room rental plus swimming for 10 children) | \$50.65  |



**Schedule C****Royal Athletic Park Rental Fees**

(Subject to Applicable Taxes)

Rates are hourly rates unless otherwise indicated.

|                              |   |                | Minor   | Adult   |
|------------------------------|---|----------------|---------|---------|
| <u>Field</u>                 | Spectator (Minimum four consecutive hours rental)   | Prime Time     | \$58.94 | \$65.84 |
|                              |   | Non-Prime Time | \$53.10 | \$58.40 |
|                              | Non-Spectator (Minimum two consecutive hour rental) | Prime Time     | \$49.15 | \$54.18 |
|                              |   | Non-Prime Time | \$43.55 | \$47.78 |
| <u>Diamond/<br/>Football</u> | Spectator (Minimum four consecutive hours rental)   | Prime Time     | \$66.37 | \$73.27 |
|                              |   | Non-Prime Time | \$60.54 | \$65.84 |
|                              | Non-Spectator (Minimum two consecutive hour rental) | Prime Time     | \$56.38 | \$62.17 |
|                              |   | Non-Prime Time | \$50.49 | \$55.22 |

|                               |          |
|-------------------------------|----------|
| <u>Meeting Room</u>           |          |
| Minor and Adult Organizations | \$25.53  |
| 4 or more hours per day       | \$102.07 |
| <u>Field Lighting</u>         |          |
| One Field                     | \$52.03  |
| Two Fields<br>(all lights)    | \$62.12  |

**Schedule D****Festival Equipment Fees**

(Subject to Applicable Taxes Except Where Otherwise Stated)

A "Community Use Event" is a publicly accessible activity (festival, celebration, or special event) that is not longer than 7 consecutive days where equipment is used in the City of Victoria by a not for profit organization. "Commercial/Other" is a publicly accessible event (festival, celebration, or special event) that is not longer than 4 consecutive days where equipment is used outside of the City of Victoria and/or by a commercial group.

| <u>Minor Equipment</u>   | Damage Deposit<br>(Taxes Included) | Community Use<br>Event (per<br>event) | Commercial/<br>Other<br>(per event) |
|--------------------------|------------------------------------|---------------------------------------|-------------------------------------|
| Cable Covers             | \$150.00                           | \$5.46                                | \$16.40                             |
| Chairs                   | \$150.00                           | \$0.76                                | \$2.33                              |
| Crowd Barriers           | \$150.00                           | \$6.77                                | \$19.79                             |
| Tables                   | \$150.00                           | \$3.65                                | \$10.16                             |
| Tent (10' x 10')         | \$150.00                           | \$13.52                               | \$39.56                             |
|                          |                                    |                                       |                                     |
| <u>Major Equipment</u>   |                                    |                                       |                                     |
| Bleachers – Quick Lock   | \$500.00                           | \$1.04                                | \$2.61                              |
| Bleachers – Trailer      | \$500.00                           | \$635.13                              | \$858.98                            |
| Staging – Outdoor        | \$500.00                           | \$5.47                                | \$16.40                             |
| Staging – Indoor         | \$500.00                           | \$5.47                                | \$16.40                             |
| Staging – Trailer        | \$500.00                           | \$270.74                              | \$442.73                            |
| Tent – 10' x 10' Marquee | \$250.00                           | \$53.10                               | \$161.38                            |
| Tent – 20' x 20' Marquee | \$500.00                           | \$59.36                               | \$177.00                            |
| Tent – 15' x 20' Marquee | \$500.00                           | \$59.36                               | \$177.00                            |
| Tent – 30' x 30' Marquee | \$500.00                           | \$67.67                               | \$197.83                            |

**Schedule E****Hard Court Surface Rental Fees**

(Subject to Applicable Taxes)

"Hard Court Surfaces" means tennis courts and lacrosse boxes.

|   |         |
|---|---------|
| <u>Hard Court Surfaces</u>                  |         |
| Minor Organization (per court/hour)         | \$2.44  |
| Adult/Senior Organization (per court/ hour) | \$4.87  |
| Commercial Rate (per court/hour)            | \$7.32  |
| Clubs (per court/hour)                      | \$2.44  |
| Minor Tournament (per court/day)            | \$24.40 |
| Club Tournament (per court/day)             | \$24.40 |
| Adult Tournament (per court/day)            | \$48.80 |

**Schedule F****Park and Green Space Rental Fees**

(Subject to Applicable Taxes)

|  |          |
|--|----------|
| <u>Special Events</u>  |          |
| Gated Event/per day  | \$104.11 |
|  |          |
| <u>Private Use</u>   |          |
| Annual Sport and Hobby Use (per year)  | \$124.96 |
| Weddings under 4 hours   | \$124.96 |
| <u>Commercial/Corporate Use</u>  |          |
| Per event (under 4 hours)  | \$163.46 |
| Per event (4 hours or more)  | \$241.56 |
| <u>Cameron Bandshell</u>   |          |
| Non profit Concert or Series Event Not Co-Sponsored by the City                        |          |
| Per event (under 4 hours)  | \$106.19 |
| Per event (4 hours or more)  | \$158.26 |
| Concert or Private Non-Profit Events Including Weddings                                |          |
| Per event (under 4 hours)  | \$163.46 |
| Per event (4 hours or more)  | \$241.56 |
| <u>Beer Garden</u>   |          |
| Service Charge for Park cleanup (refunded if cleanup is unnecessary)                   | \$104.11 |
|  |          |
| <u>Permit Fees:</u>  |          |
| Public Event for One Day   | \$130.16 |
| Public Event for each Additional Day after First Day                                   | \$62.47  |
| Private Event for Each Day   | \$156.18 |
|  |          |
| <u>Picnics and Gatherings</u>  |          |
| Reserved Area for Picnic or Family Type Gathering (refunded if cleanup is unnecessary) | \$98.94  |
|  |          |
| <u>Centennial Square</u>   |          |
| Commercial/Corporate Use (per day)   | \$488.06 |
| Non-Profit Ticketed Event (per day)  | \$244.02 |



**Schedule G****Sport Field Rental Fees**

(Subject to Applicable Taxes)

Rates are hourly rates unless otherwise indicated.

|   |          |
|---|----------|
| <u>Finlayson Artificial Turf Field</u>                                    |          |
| Minor Organization per hour   | \$34.45  |
| Adult/Senior Organization per hour  | \$51.69  |
|   |          |
| <u>Sports Field Lighting</u>  |          |
| Beacon Hill Park –Douglas Street Field per hour                           | \$15.93  |
| All Other Fields (excluding RAP per hour)                                 | \$21.24  |
|   |          |
| <u>Parks Sports Change Room Fee (per booking, except tournaments)</u>     | \$15.93  |
|   |          |
| <u>Tournaments/Community Events</u>                                       |          |
| Deposit Package (garbage & cleanup) (refunded if cleanup is unnecessary). | \$303.00 |
| Adult/Senior (per day)  | \$106.19 |
| Minor Organization (per day)  | \$53.10  |
| Change Rooms (per day)  | \$26.56  |
|   |          |
| <u>Miscellaneous Fees</u>   |          |
| <u>Park Bleachers</u>   |          |
| Rental for One Section of 25 – 50 seats for One Event                     | \$49.45  |
| Delivery and Removal of Bleachers within City Boundaries                  | \$109.32 |
|   |          |
| Barrier Fence Rental (per 50 foot roll)                                   | \$10.93  |
|   |          |
| <u>Garbage Disposal Fee per load</u>                                      | \$98.92  |
|   |          |
| <u>Sound Monitoring</u>   | \$26.05  |
|   |          |
| <u>Sports Fields</u>  |          |
| Commercial Rate   | \$19.91  |
| <u>Class A Sports Field:</u>  |          |
| Adult/Senior Organizations  | \$12.76  |
| Minor Organizations   | \$6.37   |
| <u>Class B Sports Field:</u>  |          |
| Adult/Senior Organizations  | \$8.83   |
| Minor Organizations   | \$4.41   |

**Schedule H****Filming Fees**

(Subject to Applicable Taxes)

Rates are hourly rates unless otherwise indicated.

| <u>Filming</u>   | <u>Crew Size</u><br>Under 10 | <u>Crew Size</u><br>10 or more |
|--|------------------------------|--------------------------------|
| Commercial - Movie, TV, Tour Photography,<br>Photography | \$62.47                      | \$124.96                       |
| Application Changes/Rescheduling (per change)            | \$41.65                      | \$41.65                        |

NO. 15-047

**HOUSING AGREEMENT (960-962 YATES STREET) BYLAW**  
A BYLAW OF THE CITY OF VICTORIA

The purpose of this Bylaw is to authorize an agreement for rental housing for the lands known as 960-962 Yates Street, Victoria, BC.

Under its statutory powers, including section 905 of the *Local Government Act*, the Council of The Corporation of the City of Victoria in an open meeting enacts the following provisions:

**Title**

- 1      This Bylaw may be cited as the "HOUSING AGREEMENT (960-962 YATES STREET) BYLAW".**

**Agreement authorized**

- 2      The Mayor and the City's Corporate Administrator are authorized to execute the Housing Agreement**
- (a)      substantially in the form attached to this Bylaw as Schedule A;
  - (b)      between the City and Yates Street Project Ltd. and Yates Street Project Limited Partnership or other registered owners from time to time of the lands described in subsection (c); and
  - (c)      that applies to the lands known as 1521-1531 Elford Street, Victoria, BC, legally described as:  
             PID #001-474-995  
             Lot 813, Victoria City  
  
             PID #001-475-061  
             Lot 814, Victoria City.

|                        |                        |        |              |       |
|------------------------|------------------------|--------|--------------|-------|
| READ A FIRST TIME the  | <b>11<sup>th</sup></b> | day of | <b>June,</b> | 2015. |
| READ A SECOND TIME the | <b>11<sup>th</sup></b> | day of | <b>June,</b> | 2015. |
| READ A THIRD TIME the  | <b>11<sup>th</sup></b> | day of | <b>June,</b> | 2015. |
| ADOPTED on the         |                        | day of |              | 2015. |

CORPORATE ADMINISTRATOR

MAYOR

**HOUSING AGREEMENT**  
**(Pursuant to Section 905 of the *Local Government Act*)**

BETWEEN:

**THE CORPORATION OF THE CITY OF VICTORIA**

#1 Centennial Square  
Victoria, B.C.  
V8W 1P6  
(the "**City**")

OF THE FIRST  
PART

AND:

**YATES STREET PROJECT LTD.**  
c/o 7 – 1175 Douglas Street  
Victoria, B.C.  
V8W 2E1

and

**YATES STREET PROJECT LIMITED PARTNERSHIP**  
c/o 7 – 1175 Douglas Street  
Victoria, B.C.  
V8W 2E1

(collectively, the "**Owners**")

OF THE SECOND  
PART

**WHEREAS**

- A. Under section 905 of the *Local Government Act* the City may, by bylaw, enter into a Housing Agreement with an owner regarding the occupancy of the housing units identified in the agreement, including but not limited to terms and conditions referred to in section 905(2) of the *Local Government Act*; Yates Street Project Ltd. is the registered owner in fee simple of lands in the City of Victoria, British



Columbia, with a civic address of 960 – 962 Yates Street, Victoria, B.C., and legally described as:

Lot 813, Victoria City  
PID No. 001-474-995

and

Lot 814, Victoria City  
PID No. 001-475-061

(the "Lands").

- B. Yates Street Project Ltd. is the registered owner and bare trustee of the Land pursuant to a Bare Trust Declaration dated February 10, 2015 whereby the Owner holds the Lands in trust for Yates Street Project Limited Partnership, who is the developer of the Lands.
- C. The Owners have applied to the City for an amendment to the City's Zoning Regulation Bylaw No. 80-159 in relation to the Lands, and for a Development Permit to permit the development of an eighteen story multi-use building consisting of approximately 88 residential units and 2 commercial units on the ground floor (the "Development").
- D. The proposed Dwelling Units are intended to be stratified and therefore will be subject to the *Strata Property Act* (British Columbia) and the bylaws of the Strata Corporation, but the intent of this Housing Agreement is to ensure the perpetual availability of rental units (in addition to owner-occupied units);
- E. The City and the Owners wish to enter into this Agreement, as a Housing Agreement pursuant to section 905 of the *Local Government Act*, to establish the terms and conditions regarding the occupancy of the residential units identified in this Housing Agreement.

**NOW THIS AGREEMENT WITNESSES** that pursuant to section 905 of the *Local Government Act*, and in consideration of the premises and covenants contained in this Agreement, the parties agree each with the other as follows:

## **1.0 Definitions**

### **1.1 In this Agreement:**

"**Development**" means the proposed 18 story multi-use residential and commercial development on the Lands to include 88 Dwelling Units.

"**Dwelling Unit**" means a self-contained residential dwelling unit within the

building that will be located on the Lands, and includes any dwelling unit that is developed on the Lands in future, whether as part of the Development or otherwise, and "Dwelling Units" means collectively all of such residential dwelling units located on the Lands.

**"Immediate family"** includes a person's husband, wife, child, mother, father, brother, sister, mother-in-law, father-in-law, grandparent, brother-in-law, sister-in-law, niece and nephew.

**"Non-owner"** means a person who occupies a Dwelling Unit for residential purposes, other than the Owner of that Dwelling Unit, and other than a member of the Owner's Immediate family.

**"Owner"** includes a person who acquires an interest in the Lands or any part of the Lands and is thereby bound by this Agreement, as referred to in section 5.1.

**"Tenancy Agreement"** has the same meaning as under the *Residential Tenancy Act*.

**"Strata Corporation"** means, for the portions of the Lands or any building on the Lands that is subdivided under the *Strata Property Act*, a strata corporation as defined in that Act, including the Owners while in control of the strata corporation and subsequently the individual strata lot owners collectively acting as the strata corporation.

## 1.2 In this Agreement:

- (a) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment; and
- (b) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided.

## 2.0 No Restrictions on Rentals

- 2.1 The Owners covenant and agree that the Owners shall not take any steps, or enter into any agreements, or impose any rules or regulations whatsoever, the effect of which would be to prevent or restrict the Owners of a Dwelling Unit from renting that Dwelling Unit for residential purposes to a Non-owner.
- 2.2 Without limiting the generality of section 2.1, the Owners covenant and agree that they will not make application to deposit a strata plan for or in respect of the Lands or a building on the Lands unless the strata bylaws in no way restrict rental of the Dwelling Units to Non-owners.
- 2.3 For certainty, if the Lands or the Development on the Lands are subdivided under

the *Strata Property Act*, the Dwelling Units within the Development may be occupied by the Owners of the strata lots.

### **3.0 Reporting**

3.1 The Owners covenant and agree to provide to the City, upon written request from the City's Director of Sustainability Planning and Community Development, a report in writing confirming:

- (a) the number, type and location by suite or strata lot number, of Dwelling Units that are being rented to Non-owners; and
- (b) any changes or proposed changes to the Strata Corporation's bylaws that may affect the terms of this Agreement.

3.2 The Owners covenant and agree:

- (a) to exercise their voting rights in the Strata Corporation against the passage of any bylaws that would restrict the availability for rental of any Dwelling Unit unless this Agreement is amended; and
- (b) to notify the City of any proposed amendments to its strata bylaws.

3.3 The Owners acknowledge that it is within the City's sole discretion to consent or not to consent to modifications to this Agreement and that such consent may be withheld for any reason.

### **4.0 Notice to be Registered in Land Title Office**

4.1 Notice of this Agreement ("**Notice**") will be registered in the Land Title Office by the City at the cost of the Owners in accordance with section 905(5) of the *Local Government Act*, and this Agreement is binding on the parties to this Agreement as well as all persons who acquire an interest in the Lands after registration of the Notice.

### **5.0 Liability**

5.1 The Owners agree to indemnify and save harmless the City and each of its elected and appointed officials, employees and agents and their respective administrators, successors and permitted assigns, of and from all claims, demands, actions, damages, costs and liabilities, which all or any of them shall or may be liable for or suffer or incur or be put to by reason of or arising out of failure of the Owners to comply with the terms and conditions of this Agreement.

5.2 The Owners hereby release and forever discharge the City and each of its elected and appointed officials, employees and agents and their respective administrators, successors and permitted assigns, of and from any and all

claims, demands, actions, damages, economic loss, costs and liabilities which the Owners now have or hereafter may have with respect to or by reason of or arising out of the fact that the Lands are encumbered by and affected by this Agreement.

- 5.3 The Owners' liability and obligations under this Agreement shall be restricted to such time as the Owners have an interest in the Lands.

## 6.0 General Provisions

### Notice

- 6.1 If sent as follows, notice under this Agreement is considered to be received

- (a) seventy-two (72) hours after the time of its mailing (by registered mail) or faxing, and
- (b) on the date of delivery if hand-delivered,

to the City:

City of Victoria  
 #1 Centennial Square  
 Victoria, BC V8W 1P6  
 Attention: Director of Sustainability Planning and  
 Community Development  
 Fax: 250-361-0386

to the Owners:

c/o 7 – 1175 Douglas Street  
 Victoria, B.C.  
 V8W 2E1

or upon registration of a strata plan for the Lands, to the Strata Corporation, and to the Owner of any Dwelling Unit that is subject to the restrictions under section 2.1.

If a party identifies alternate contact information in writing to another party, notice is to be given to that alternate address.

If normal mail service or facsimile service is interrupted by strike, work slow-down, force majeure, or other cause,

- (a) notice sent by the impaired service is considered to be received on the date of delivery, and
- (b) the sending party must use its best efforts to ensure prompt receipt of a notice by using other uninterrupted services, or by hand-delivering the



notice.

Time

6.2 Time is to be the essence of this Agreement.

Binding Effect

6.3 This Agreement will enure to the benefit of and be binding upon the parties hereto and their respective heirs, administrators, executors, successors, and permitted assignees.

Waiver

6.4 The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

Headings

6.5 The headings in this Agreement are inserted for convenience and reference only and in no way define, limit or enlarge the scope or meaning of this Agreement or any provision of it.

Language

6.6 Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.

Equitable Remedies

6.7 The Owners acknowledge and agree that damages would be an inadequate remedy for the City for breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

Cumulative Remedies

6.8 No remedy under this Agreement is to be deemed exclusive but will, where possible, be cumulative with all other remedies at law or in equity.

Entire Agreement

6.9 This Agreement when executed will set forth the entire agreement and understanding of the parties as at the date it is made.

Further Assurances

- 6.10 Each of the parties will do, execute, and deliver, or cause to be done, executed, and delivered all such further acts, documents and things as may be reasonably required from time to time to give effect to this Agreement.

Amendment

- 6.11 This Agreement may be amended from time to time, by consent of the Owners and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owners.

Law Applicable

- 6.12 This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

No Derogation from Statutory Authority

- 6.13 Nothing in this Agreement shall:
- (a) limit, impair, fetter or derogate from the statutory powers of the City all of which powers may be exercised by the City from time to time and at any time to the fullest extent that the City is enabled and no permissive bylaw enacted by the City, or permit, licence or approval, granted, made or issued thereunder, or pursuant to statute, by the City shall estop, limit or impair the City from relying upon and enforcing this Agreement; or
  - (b) relieve the Owners from complying with any enactment, including the City's bylaws, or any obligation of the Owners under any other agreement with the City.

Joint and Several

- 6.14 The Owners, if more than one, are jointly and severally obligated to perform and observe each and every of the covenants, warranties and agreements herein contained by the Owners to be observed and performed.

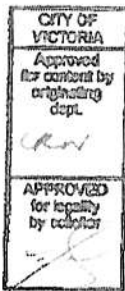
Counterpart

- 6.15 This Agreement may be executed in counterparts, each of which will have the same effect as if all parties had signed the same document. Each counterpart shall be deemed to be an original. All counterparts shall be construed together and shall constitute one and the same Agreement.

Effective Date

6.16 This Agreement is effective as of the date of the signature of the last party to sign.

IN WITNESS WHEREOF the parties hereto have set their hands as of the day and year first above written.



THE CORPORATION OF THE CITY OF  
VICTORIA by its authorized signatories:  
On the 27<sup>th</sup> day of May, 2015  
[Signature]  
MAYOR LISA HELPS  
#1 Centennial Square  
Victoria BC V8W 1P8  
\_\_\_\_\_  
Mayor Lisa Helps  
[Signature]  
\_\_\_\_\_  
Corporate Administrator

Robert G. Woodland  
Corporate Administrator  
City of Victoria  
#1 Centennial Square  
Victoria BC V8W 1P8

YATES STREET PROJECT DP6  
by its authorized signatories:  
On the 2<sup>nd</sup> day of April, 2015

\_\_\_\_\_  
by its authorized  
signatories:

\_\_\_\_\_  
Print Name: NEJESTY, BOB

\_\_\_\_\_  
Print Name:

**YATES STREET PROJECT LIMITED  
PARTNERSHIP**

by its authorized signatories:

On the 2<sup>nd</sup> day of April, 2015

\_\_\_\_\_  
by its authorized  
signatories:

Print Name: BISHA NEUGSTADT

\_\_\_\_\_  
Print Name: