

**F. REPORTS OF COMMITTEES**

**F.1 Committee of the Whole**

**F.1.b Report from the August 6, 2020 Committee of the Whole**

**F.1.b.b.1118 Princess Avenue: Development Variance Permit  
Application No. 000246 (George Jay Elementary School)  
(Fernwood)**

**Moved By** Councillor Alto

**Seconded By** Councillor Potts

1. That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion:  
"That Council authorize the issuance of Development Variance Permit Application No. 00246 for 1118 Princess Avenue, in accordance with:
  - a. Plans date stamped July 15, 2020.
  - b. Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:
    - i. Allow the building to be constructed over a property line
    - ii. Reduce the side yard setback from 1.85m to 0.0m (West - Lot 16)
    - iii. Reduce the side yard setback from 1.85m to 0.0m (East Lot 17).
  - c. The Development Permit lapsing two years from the date of this resolution."
2. That recommendations be forwarded to the August 6, 2020 daytime Council Meeting so that an opportunity for public comment can be scheduled in September.

**CARRIED UNANIMOUSLY**

**B. CONSENT AGENDA**

**Moved By** Councillor Alto

**Seconded By** Councillor Dubow

That the following items be approved without further debate.

**CARRIED UNANIMOUSLY**

**G.1 1118 Princess Avenue: Development Variance Permit Application No. 000246 (George Jay Elementary School) (Fernwood)**

Committee received a report dated July 23, 2020 from the Director of Sustainable Planning and Community Development regarding the proposed Development Variance Permit Application No. 000246 for 1118 Princess Avenue in order to place a portable school building at George Jay Elementary School.

**Moved By** Councillor Alto

**Seconded By** Councillor Dubow

1. That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion:  
“That Council authorize the issuance of Development Variance Permit Application No. 00246 for 1118 Princess Avenue, in accordance with:
  - a. Plans date stamped July 15, 2020.
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  - c. The Development Permit lapsing two years from the date of this resolution.
2. That recommendations be forwarded to the August 6, 2020 daytime Council Meeting so that an opportunity for public comment can be scheduled in September.

**CARRIED UNANIMOUSLY**



## Committee of the Whole Report For the Meeting of August 6, 2020

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**To:** Committee of the Whole **Date:** July 23, 2020

**From:** Karen Hoesel, Director, Sustainable Planning and Community Development

**Subject:** Development Variance Permit No. 00246 for 1118 Princess Avenue (George Jay Elementary School)

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### RECOMMENDATION

1. That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion:  
"That Council authorize the issuance of Development Variance Permit Application No. 00246 for 1118 Princess Avenue, in accordance with:
  - a. Plans date stamped July 15, 2020.
  - b. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
    - i. Allow the building to be constructed over a property line
    - ii. Reduce the side yard setback from 1.85m to 0.0m (West - Lot 16)
    - iii. Reduce the side yard setback from 1.85m to 0.0m (East – Lot 17).
  - c. The Development Permit lapsing two years from the date of this resolution."
2. That recommendations be forwarded to the August 6, 2020 daytime Council Meeting so that an opportunity for public comment can be scheduled in September.

### LEGISLATIVE AUTHORITY

In accordance with Section 498 of the *Local Government Act*, Council may issue a Development Variance Permit that varies a *Zoning Regulation Bylaw* provided the permit does not vary the use or density of land from that specified in the *Zoning Regulation Bylaw*.

### EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for a Development Variance Permit application for the property located at 1118 Princess Avenue. The proposal is to place a portable school building at George Jay Elementary School to be used as a dedicated music room for the upcoming school year. The existing school site consists of multiple lots that have not been consolidated. The proposed building would be located on the lot line between two lots, referred to as Lot 16 and Lot 17. Variances from the *Zoning Regulation Bylaw* are required to permit the building to be located over the lot line and for the resulting zero side yard setback conditions on both of the impacted lots.

The following points were considered in assessing this application:

- the proposal responds to objectives and policies outlined in the *Official Community Plan*, (OCP, 2012) that recognize the importance of schools and their role in creating a complete community
- the proposed variances are technical in nature resulting from locating the portable building on an existing lot line within the overall school site and are not expected to result in a significant impact on the neighbourhood.

## **BACKGROUND**

### **Description of Proposal**

The proposal is to place a portable school building at George Jay Elementary School. The building will be used as a music room. Specific details include:

- the building would be situated on an existing hard surfaced area located between the existing school buildings and playing fields
- the building would be 4.2m in height and have a footprint of approximately 90m<sup>2</sup>
- exterior finishing materials include lap siding and metal flashing.

Variances are required to permit the proposed building to be located over a lot line and for the resulting zero side yard setback conditions on each impacted lot.

### **Sustainability Features**

The applicant has not identified any specific sustainability features associated with this proposal, however, the architect has indicated that this particular portable is a new build, constructed to current code standards with improved energy efficiency, featuring thermal resistance using higher insulation values, as well as heating systems that are improved over earlier modular classroom models.

### **Active Transportation Impacts**

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

### **Public Realm Improvements**

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

### **Accessibility Impact Statement**

An accessible wheelchair ramp to the building entrance would be provided.

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

The site is presently occupied by George Jay Elementary School.

Under the current R1-B Zone, Single Family Dwelling District, the property could be redeveloped as a single-family dwelling with a secondary suite or a garden suite.

### **Data Table**

The following data table compares the proposal with the existing R1-B Zone. An asterisk is used to identify where the proposal is less stringent than the existing zone.

Zoning Criteria	Proposal Lot 16	Proposal Lot 17	Existing Zone (R1-B)
Site area (m <sup>2</sup> ) – minimum	676	676	230
Lot width (m) – minimum	18.46	18.46	7.5
Building Location	Over property line *	Over property line *	Building not permitted over property line
Height (m) – maximum	4.2	4.2	7.6
Storeys – maximum	1	2.5	2.5
Site coverage (%) – maximum	8	7.5	40
<b>Setbacks (m) – minimum:</b>			
Front	7.5	7.5	7.5
Rear	13.86	13.86	9.16
Side (west)	0 *	10.79	1.85
Side (east)	14.5	0 *	1.85
Parking – minimum	0	0	0

## Relevant History

The proposed portable building would be located on land owned by the City but administered by School District under the *School Act* given its use for education purposes. On June 25, 2020, the City approved a licence allowing the School District to place the portable at this location for a period of five years with an option to extend this to two further five-year periods if required.

Staff did consider whether it would be possible to consolidate the two lots that are subject to this application (i.e. if the lots were consolidated then no variances would be necessary). However, consolidating lots was not deemed feasible and the submission of a Development Variance Permit application to allow the proposed temporary building to straddle the lot line was considered to be the best way forward.

## Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, on July 16, 2020, the application was referred for a 30-day comment period to the Fernwood CALUC. As there is some urgency to proceed with the development and place the building on site for the start of the school year, this application is being presented to Committee of the Whole prior to the end of the 30-day comment period. However, staff have contacted the CALUC chair to discuss the proposal and explain the timelines associated with this application. At the time of writing this report, a letter

from the CALUC had not been received. Any comments received from the CALUC will be forwarded to Council at the Opportunity for Public Comment, should Council proceed with the staff recommendation.

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 variance.

## **ANALYSIS**

### **Official Community Plan**

The proposal is consistent with the *Official Community Plan* (OCP, 2012) which includes policies that support schools and recognize the importance of their role in creating complete communities.

### **Tree Preservation Bylaw and Urban Forest Master Plan**

There are no *Tree Preservation Bylaw* impacts or impacts to public trees with this application.

### **Proposed Variances**

The existing site occupied by George Jay Elementary School is made up of multiple lots. As outlined in their letter dated July 20, 2020, the School District is seeking to install the portable building over one of these lot lines for the following reasons:

- if the building was located further to the east (on Lot 16) it would encroach upon the school playing fields
- if the building was located further to the west (on Lot 17) it would encroach upon the existing school and it would be difficult to achieve adequate separation distance between buildings as required by the BC Building Code
- other locational factors such as the presence of a retaining wall on Lot 17, the suitability of the existing asphalt surface and proximity of underground utilities have also influenced the siting of the proposed building.

Further details are included in the aforementioned letter (attached).

The proposed siting of the building requires variances to allow the building to be situated on the lot line and to permit the resulting zero side yard setback condition on both the impacted lots. The proposed side yard setback variance would occur centrally within the school grounds. The proposed building is set back 7.5m from Queens Avenue and would be located a significant distance from the nearest neighbouring property. As such, staff consider that these variances are supportable and would not adversely impact neighbours or the wider neighbourhood.

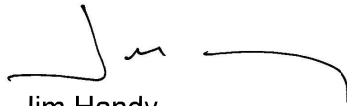
## **CONCLUSIONS**

The proposed application to place a portable school building at George Jay Elementary School is consistent with City policy. The proposed variances are considered supportable and would not impact the neighbouring properties or the wider neighbourhood.

## **ALTERNATE MOTION**

That Council decline Development Variance Permit Application No. 00246 for the property located at 1118 Princess Avenue.

Respectfully submitted,



Jim Handy  
Senior Planner – Development Agreements  
Development Services Division



Karen Hoese, Director  
Sustainable Planning and Community  
Development Department

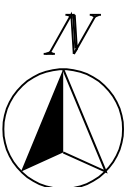
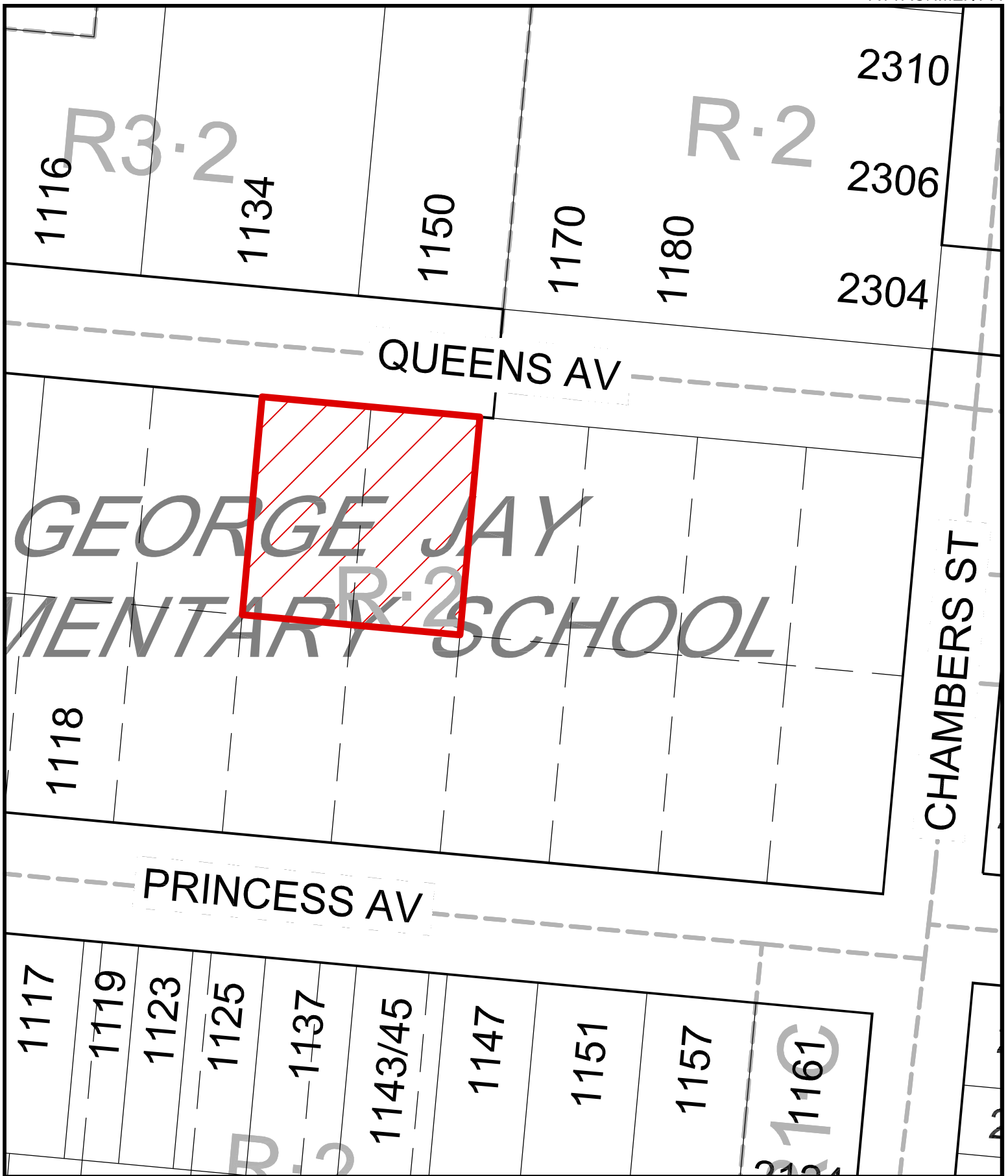
Report accepted and recommended by the City Manager:



Date: July 25, 2020

### List of Attachments

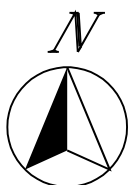
- Attachment A: Subject Map
- Attachment B: Aerial Map
- Attachment C: Plans date stamped July 15, 2020
- Attachment D: Letter from applicant to Mayor and Council dated July 20, 2020
- Attachment E: Letter from the Greater Victoria School District dated July 20, 2020.



1118 Princes Avenue  
Development Variance Permit #00246







1118 Princes Avenue  
Development Variance Permit #00246







Client	Architectural Design	Structural Consultants	Mechanical Consultants	Electrical Consultants
School District No. 61 Chuck Morris, Director of Facilities 556 Boleskine Rd. Victoria, B.C. V8Z 1E8 Ph: (250) 920-3401	Iredale Architecture Michael Van Bakel 16 Bastion Square Victoria, B.C. V8W 1H9 Ph: (250) 381-5582	Herold Engineering Kate Ulmer 1051 Vancouver Street Victoria, B.C. V8V 4T6 Ph: (250) 590-4875	Stephen McNicholls Consulting Stephen McNicholls 45 King George Terrace Nanaimo, B.C. V6C 1S4 Ph: (604) 687-1800	AES Iain Barnes 300 - 1815 Blanshard Street Victoria B.C. V8T 5A4 Ph: (250) 381-6121

# SD 61 - Portable Building - New Music Room George Jay Elementary School

1118 Princess Ave. Victoria, B.C. V8T 1L3 | Development Variance Permit| July 13, 2020

## Drawing List

Architectural
A-000 Cover Sheet
A-100 Site Plan
A-101 Plans
A-102 Elevations & Sections
A-103 Wall Sections & Details

## BUILDING ENVELOPE REQUIREMENTS

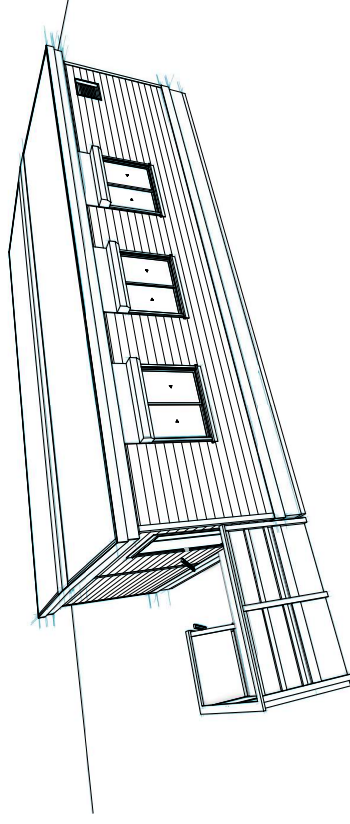
Referenced Documents: ASHRAE-90.1, 2016  
Requirements Taken From Table 5.5-4 For Climate Zone 4C Nonresidential

<b>1. Roofs</b> Insulation Entirely Above Deck Wood Framed	R-30 e4
<b>2. Walls Above Grade</b> Wood Framed	R-20
<b>3. Floors</b> Wood Framed	R-30
<b>4. Opaque Doors</b> Swinging	U-0.370 Max.
<b>5. Vertical Fenestration</b> Non Metal Framing	U-0.31 Assembly Max. 0.36 Assembly Min. Single 1.10 Assembly Min. V7TS40C

## BUILDING CODE REVIEW

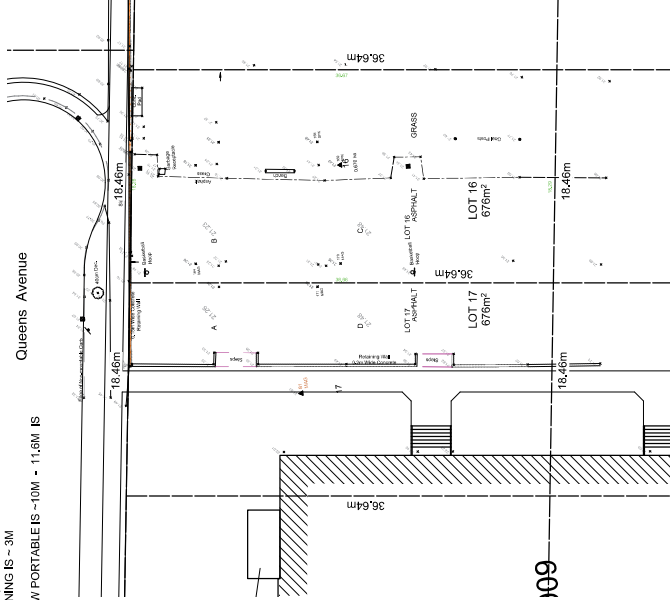
Referenced Documents:  
British Columbia Building Code 2018 - Part 3

<b>1. Building Information</b> Building Area Number of Storeys Sprinklered	960 sq.ft. 1 No
<b>2. Building Classification</b> Group 1, Class 1, Occupancy (max 20 people) Section 3.1.2.5 Allowable Building Type Classified As Group D Combustible Construction Permitted	

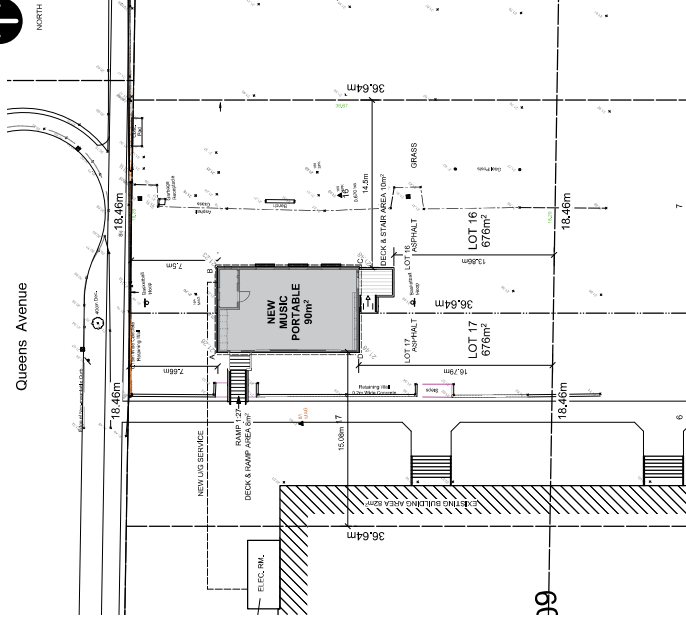


**LIMITING DISTANCE**

EXISTING EAST FACE OF SCHOOL,  
FROM TABLE 3.2.3.1 OF BCBC WE REQUIRE A LIMITING DISTANCE OF ~7m  
WEST FACE OF PORTABLE FROM TABLE 3.2.3.7 BCBC  
FOR PORTABLE CLADDING WE REQUIRE  
MINIMUM ALLOWABLE UNPROTECTED OPENINGS BETWEEN 25 TO 50%  
FROM TABLE 3.2.3.2 OF BCBC THE LIMITING DISTANCE FOR 25% OPENING IS ~ 3M  
MINIMUM LIMITING DISTANCE BETWEEN EXISTING BUILDING AND NEW PORTABLE IS ~10M - 11.6M IS  
PROPOSED.



3 Existing Site Plan  
Scale: 1:200



2 Proposed Site Plan  
Scale: 1:200

**PARKING REQUIREMENTS AS PER SCHEDULE C VICTORIA BY-LAW**

1 SPACE PER 150m²  
TOTAL SCHOOL AREA = 1352m²  
REQUIRED PARKING SPACES = 9.01  
EXISTING PARKING SPACES = 36

NOTE: BUILDING IS BEING PLACED ON GRUBBING ON EXISTING ASPHALT	
GRAD POINTS	AVERAGE OF POINTS
A TO B	(21.26 + 21.23) / 2 = 21.25
B TO C	(21.23 + 21.48) / 2 = 21.36
C TO D	(21.48 + 21.48) / 2 = 21.48
D TO A	(21.48 + 21.26) / 2 = 21.37
TOTAL	85.54
PERIMETER	39
AVERAGE GRADE	21.37
TOTAL X	85.54

**PROJECT DATA LOT 16**

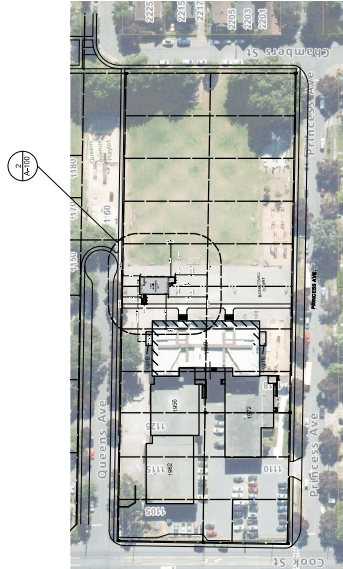
Project Address 1118 Princess Avenue Lot 16  
P.L.D. 000-335-382  
Folio 234.07-475-004

Zone Standard	Proposed
R-2	676
Site Area M2	Public Building N/A
Total Floor Area m2	Public Building N/A
Floor Space Ratio	40%
Site Coverage %	30%
Open Site Space %	2.5 max
Number of Storeys	2.5 max
Parking Stalls	1

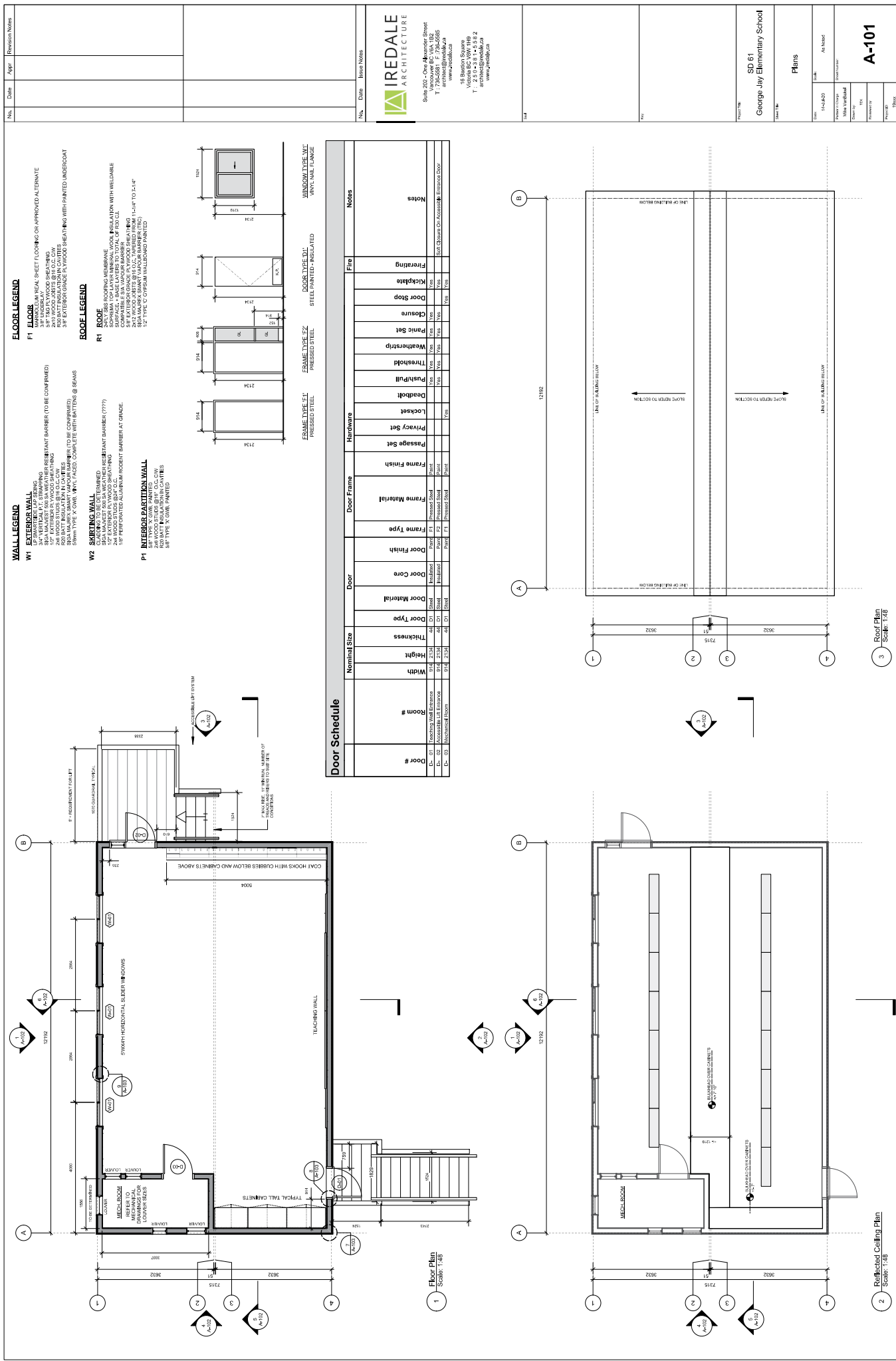
**PROJECT DATA LOT 17**

Project Address 1118 Princess Avenue Lot 17  
P.L.D. 000-335-382  
Folio 234.07-475-004

Zone Standard	Proposed
R-2	676
Site Area M2	Public Building N/A
Total Floor Area m2	Public Building N/A
Floor Space Ratio	40%
Site Coverage %	30%
Open Site Space %	2.5 max
Number of Storeys	2.5 max
Parking Stalls	1

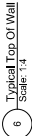
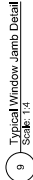
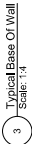
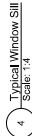
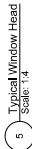


1 Context Plan  
Scale: 1:1000



[illegible]

1 Wall Section @ Windows  
Scale: 1:10





July 20, 2020

City of Victoria  
1 Centennial Square  
Victoria B.C., V8W 1P6

Att.: Mayor and Council City of Victoria

**RE: Development Variance Permit for Portable Building George Jay Elementary School**

### **DESCRIPTION OF PROJECT**

School District 61 Victoria is seeking to place a temporary prefabricated building at 1118 Princess Avenue, George Jay Elementary School.

The building is a new purpose built portable constructed to the current British Columbia Building Code and Ashrae requirements.

### **REASON FOR PORTABLE BUILDING**

The portable will be used as a dedicated music room for the school. Currently there is no dedicated space within the school to be used as a music room. At this time students must leave their classroom to collect instruments from storage, then return them to storage at the end of their music class. The new portable building will provide a place where instruments can be kept in one location.

In addition, since the new building will be remote from the main part of the school, music practice sessions will no longer be disruptive to the other classes.

### **VARIANCES**

#### **Property Line Setbacks**

The proposed location of the portable building would Site it half on Lot 17 and half on Lot 16. We would like to reduce the East sideyard setback of Lot 17 and the West sideyard setback of Lot 16 to 0m instead of the currently required 1.85m

If we locate the building to the west so that it is completely located on Lot 17, we cannot meet the required limiting distances as set out in the spatial separation tables of the BCBC. As well the building would overlay the existing north south walkway and require the demolition of the existing retaining wall.

The current proposed location of the building sits completely on an existing asphalt surface which has been approved as a suitable base for the cribbing of the building. If we move the building to the east so that it sits completely within the setback boundaries of Lot 16, we will no longer have a suitable base. The building would also encroach on student playfield.



By situating the building as shown we have close access to trench power from the existing electrical room on the north side of the school.

Also lot 17 is split with a retaining wall that runs north to south. We are proposing to take advantage of this change in elevation so that we can create a very shallow bridge/ramp that will connect directly from the existing paved walkway into the music portable, approx. 100mm rise over 2.8m. If we locate the building on lot 16 we will need to provide an expensive lift system or build a ramp about 8m in length.

Regards,

IREDALE ARCHITECTURE

Michael Van Bakel | Co-Principal  
Intern Architect AIBC, MRAIC





## *Greater Victoria School District*

491 Cecelia Road, Victoria, British Columbia V8T 4T4  
Phone 250-920-3458 ~ Fax 250-920-3461

July 20, 2020

### **Re- George Jay Music Studio location**

To Mayor and Council;

The Greater Victoria School District 61 is requiring a portable unit on the George Jay school site. The unit will be used as a music room for the George Jay school starting Sept 2020. The unit needs to be placed straddling lots 16 and 17. The unit cannot be placed on one of these lots due to the following reasons;

- Lot 17 has a retaining wall which with setbacks will push the unit into lot 16.
- Placing the unit solely on lot 16 is cost prohibitive and the unit would be placed partially onto the only school field.
- The best and only placement for the unit is located on lots 16 and 17.

For lots 16 and 17 please reference further information on the application for the proposed variance submitted by Michael Van Bakel of Iredale Architects.

I hope that you find the information above to your satisfaction. If you have any further questions or concerns please don't hesitate to contact me.

Sincerely,

A handwritten signature in dark ink, appearing to read "Chuck Morris".

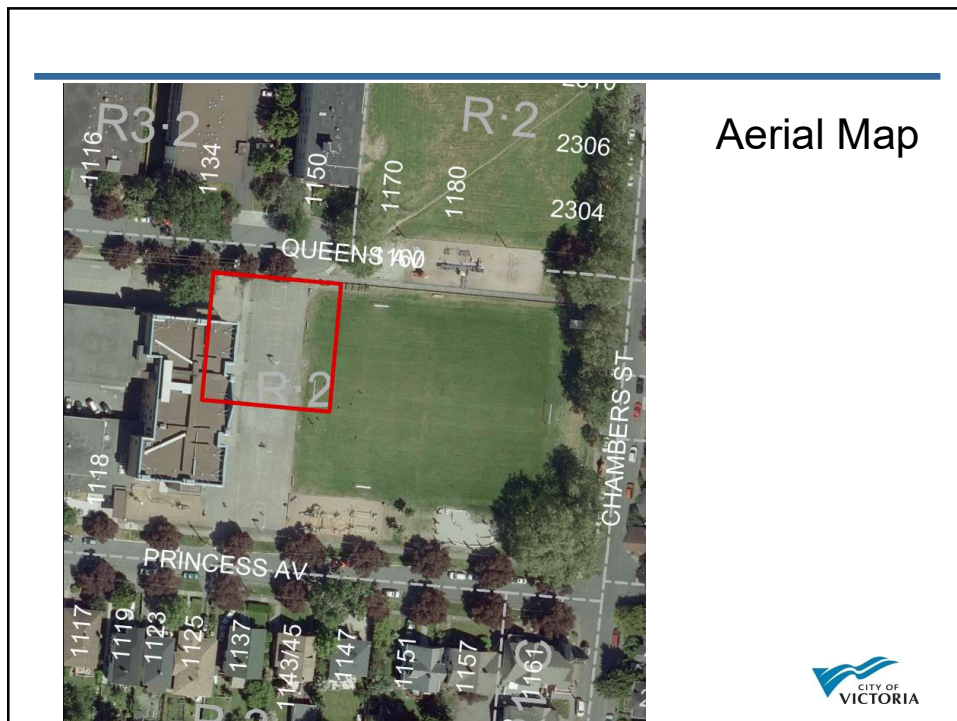
Chuck Morris, CTech  
Director of Facilities  
School District No. 61

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Development Variance Permit  
Application  
for  
1118 Princess Avenue  
George Jay Elementary School



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2

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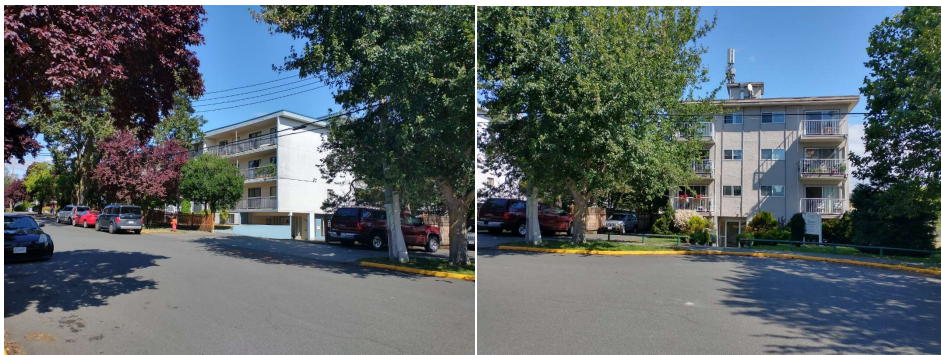
Looking South From Queens Avenue,  
East Side of School



3

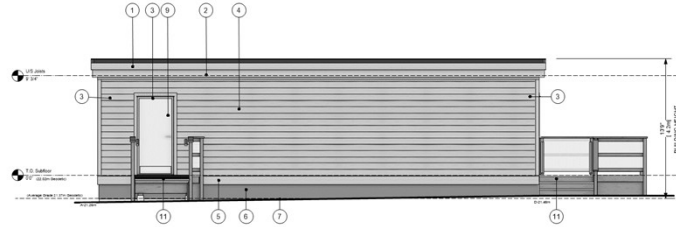
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North Side of Queens Avenue

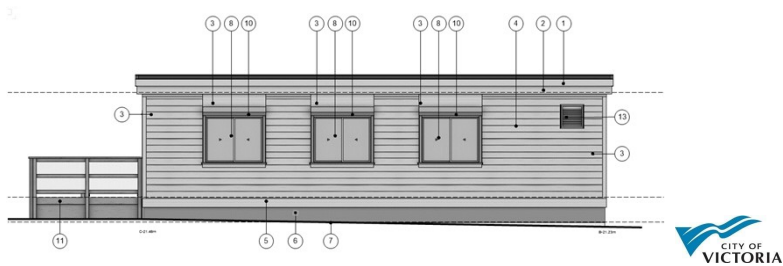


4

### Elevation Facing West to School

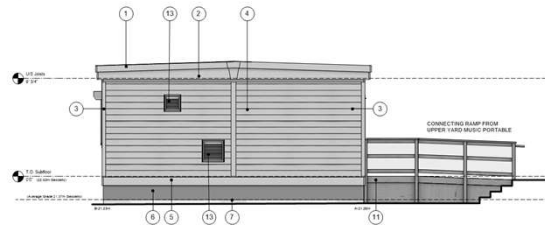


### Elevation Facing East to Playfield

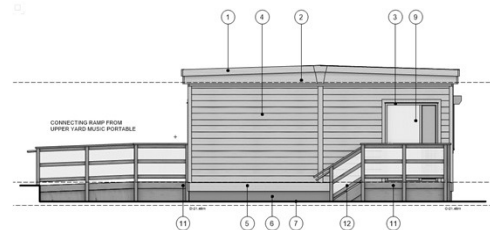


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### Elevation Facing North to Queens Avenue



### Elevation Facing South to Princess Avenue



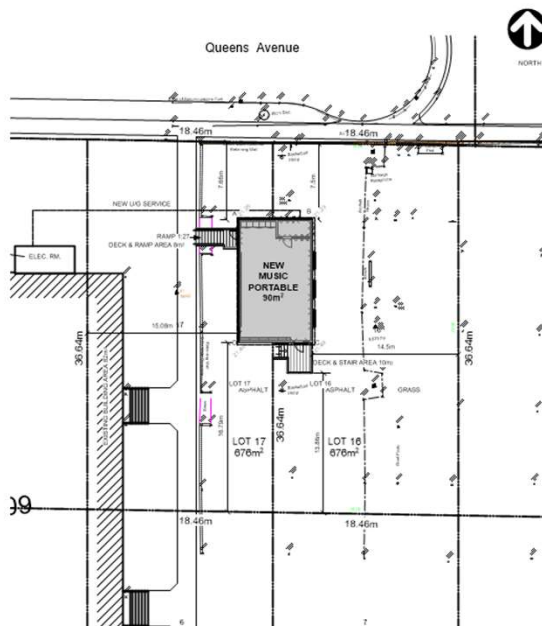
6

## Prefabricated Building



7

## Site Plan



8

## Pierre-Paul Angelblazer

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**From:** Jim Handy  
**Sent:** August 4, 2020 3:31 PM  
**To:** Christine Havelka; Katie Lauriston; Pierre-Paul Angelblazer  
**Cc:** Alison Meyer  
**Subject:** FW: Variance for George Jay Portable

**Importance:** High

Please see correspondence below from the Fernwood CALUC. This relates to 1118 Princess Ave which is on this Thursdays COTW agenda. Can we please add this as a late correspondence.

**From:** Fernwood Land Use Committee <[REDACTED]>  
**Sent:** August 4, 2020 3:22 PM  
**To:** Jim Handy <JHandy@victoria.ca>  
**Subject:** Variance for George Jay Portable

Hi Jim,

I am just writing to follow up on our conversation regarding the George Jay portable. We reached out to the Parents' Advisory Council at George Jay in case they had an opinion but they have not replied. We posted a notice on our website that was shared via our social media. We received one comment in support of the proposal and no other comments.

The Fernwood Community Association Land Use Committee therefore has no concerns or questions to report in regard to this variance issue. I hope this is sufficient for your needs as I know your deadline is tomorrow.

Let me know if you need anything else - you can call me at [REDACTED].

Thanks,  
Kristin