



Committee of the Whole Report

For the Meeting of September 17, 2020

To: Committee of the Whole **Date:** September 10, 2020

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

Subject: Development Variance Permit No. 00248 for 801 Bank Street (Glenlyon Norfolk School)

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. 00248 for 801 Bank Street, in accordance with:

 - a. Plans date stamped September 10, 2020.
 - b. Development meeting all *Zoning Regulation Bylaw, Schedule F, Accessory Building Regulations* requirements, except for the following variances:

Modular Classroom (1 storey):

 - i. Locate the building in the side yard instead of rear yard
 - ii. Increase the maximum combined floor area from 37m² to 75.8m²
 - iii. Increase the maximum height from 3.50m to 3.88m

Modular Classroom (2 storey):

 - i. Locate a building in the side yard instead of rear yard
 - ii. Increase the maximum combined floor area from 37m² to 404.4m²
 - iii. Increase the maximum height from 3.50m to 7.15m

Pre-fabricated Gym:

 - i. Locate the building in the side yard instead of rear yard
 - ii. Increase the maximum combined floor area from 37m² to 226.6m²
 - iii. Increase the maximum height from 3.50m to 6.38m

Temporary Power Panel:

 - i. Locate the building in the side yard instead of rear yard
 - c. The Development Permit lapsing two years from the date of this resolution.”
2. That recommendations be forwarded to the September 17, 2020 daytime Council Meeting so that an opportunity for public comment can be scheduled in October.

3. That prior to scheduling an Opportunity for Public Comment the City receive more information regarding on-site and off-site trees, including an Arborist Report and Tree Preservation Plan, and revised plans showing anchoring and base preparation for the proposed buildings to the satisfaction of the Director of Parks, Recreation and Facilities.
4. That issuance of the Development Variance Permit be subject to a legal agreement securing the removal of the buildings within five years, to the satisfaction of the Director of Sustainable Planning and Community Development.

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 801 Bank Street. The proposal is to place two modular classroom structures with five classrooms, a pre-fabricated gym tent, and a power station at Glenlyon Norfolk School. The applicant is willing to provide a legal agreement on title to remove the structures within a maximum of five years. The variances are to have the buildings and tent located in the side yard, increase the heights, and increase the floor areas.

The following points were considered in assessing this application:

- the proposal responds to objectives and policies outlined in the *Official Community Plan, 2012* (OCP) that recognize the importance of schools and their role in creating a complete community
- the proposed variances are not expected to result in a significant impact on the neighbourhood
- the applicant has indicated that the buildings are required to facilitate physical distancing in response to COVID-19 and will not lead to increased enrolment at the School.

BACKGROUND

Description of Proposal

The proposal is to place two modular classroom buildings and a gym tent at Glenlyon Norfolk School. The buildings will be located on the southern portion of the site. Specific details include:

- the buildings would be situated in an undeveloped lawn area in the side yard
- the one storey modular building would be 3.88m in height and have a floor area of 75.8m²
- the two storey modular building would be 7.15m in height and have a floor area of 404.4m²
- the pre-fabricated gym tent would be 6.38m in height and have a floor area of 226.6m²
- exterior finishing materials of the modular buildings include hardi-panel siding and metal flashing
- exterior materials of the gym tent include an aluminium frame with translucent, white and green membrane.

Sustainability Features

The applicant has not identified any specific sustainability features associated with this proposal. However, in the Letter to Council the applicant has pointed out the modular buildings will be relocated from another campus.

Active Transportation Impacts

The applicant has not identified any active transportation impacts associated with this proposal. More background information is provided in the Analysis section of this report.

Public Realm Improvements

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

Accessibility Impact Statement

The applicant has indicated that the modular buildings will have barrier-free ramps, as well as, stairs.

Existing Site Development and Development Potential

The site is presently occupied by Glenlyon Norfolk 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	Existing Zone (R1-B)
Site area (m ²) – minimum	23,334.30	460.00
Lot width (m) – minimum average	118.30	15.00
Site coverage (%) – maximum	25.40 - overall	40.00
Building Locations	Side yard* - gym Side yard* - 2 storey Side yard* - 1 storey Side yard* - power panel	Rear Yard
Height (m) – maximum	6.38* – gym 7.15* - 2 storey 3.88* - 1 storey	3.50

Zoning Criteria	Proposal	Existing Zone (R1-B)
Floor Area (m2) - maximum	226.60* - gym 404.40* - 2 storey 75.80* - 1 storey	37.00
Rear Yard Site coverage (%) – maximum	7.10	25.00
Setbacks (m) – minimum:		
Rear	33.24 – gym 15.10 – 2 storey 5.32 – 1 storey	0.60
Side (south)	11.54 - gym 4.98 - 2 storey 3.45 - 1 storey	0.60
Separation space from main building (m) - minimum	4.0 - gym 4.98 - 2 storey 3.45 - 1 storey	2.40
Parking – minimum	112	103

Relevant History

There are currently two shipping containers in the south west corner of the property which are used for storage. The applicant has indicated there would be a separate application to relocate these containers.

Transportation Considerations

The Glenlyon Norfolk School (GNS) campus at 801 Bank Street has direct access to the Greenways Network on Maddison Street, the transit route on Richmond Avenue, and is within close proximity to the All Ages and Abilities (AAA) Cycling Network on Richardson Street. Upgrades to Richardson Street, as part of the AAA cycling network implementation are scheduled for 2021, pending construction funding.

The City receives continued interest from nearby residents to de-emphasize Maddison Street as a primary private vehicle entrance for the school and to direct more pick-up and drop-off activity to Richmond Avenue, now and in the future. This supports Maddison Street's designation as a People Priority Greenway. Richmond Road is a secondary collector road and intended for increased vehicle volumes and activity. Maddison Street is a local road and designated as a People Priority Greenway, which are designed for pedestrians, bicycles and other non-motorized rolling traffic, and motorized vehicles. People Priority Greenways occur on streets

classified as secondary collectors and local streets with potential for traffic calming measures.

Recently, staff received interest from a community group to enhance the 800 block of Maddison Street adjacent the GNS campus through the My Great Neighbourhood (MGN) Grant Program. This MGN proposal includes a variety of traffic calming planters and place-making design measures. This proposal will be evaluated by staff in context of the Richardson project, the City's existing traffic calming program, and GNS activities now and in the future. In the short term, the applicant has also been encouraged to continue to provide wayfinding to school patrons which supports the Richmond Road pick-up and drop-off travel pattern in the interim.

Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, on August 19th, 2020, the application was referred for a 30-day comment period to the Gonzales CALUC. As directed by Council on August 6th, 2020, to expedite land use application for schools applying to place portables to accommodate physical distancing, staff contacted the CALUC chairs to discuss the proposal and explain the timelines associated with this application.

The applicant also stated in their letter to Council that hand-delivered correspondence was provided to 60 households surrounding the school on August 25, 2020 to give advance notice of the application and inviting them to contact the school with questions and concerns.

The applicant also attended a Gonzales Fairfield CALUC meeting on the August 27, 2020. More information on that meeting is provided in the applicant's letter to Mayor and Council and the CALUC has also provided a summary of the meeting which is attached to this report.

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

ANALYSIS

Official Community Plan

The proposal is consistent with the *Official Community Plan*, 2012 (OCP) 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

Further information from the applicant is required for the impacts to trees to be analyzed and mitigation measures determined. For Parks review, the applicant needs to address the following: include a cross-section showing the anchoring and base preparation required for the proposed modular buildings and gym tent, engage an ISA Certified Arborist to prepare an Arborist Report, and provide a Tree Preservation Plan and a Site Servicing Plan. The Arborist Report needs to assess construction-related impacts to trees in proximity to the proposed modular classroom and gym tent including:

- two Garry oak trees, a birch tree, and two hornbeam trees near the Laurentian Place parking area
- a Garry oak tree located northwest of the project area
- two small ash trees near the Denford Hall entrance

- trees located at 728 Laurentian Place with critical root zones extending onto the subject site
- and any other trees which may be impacted by the proposal.

While the application does not currently provide adequate information to fully examine potential impacts to trees, the installation of the modular buildings can most likely be achieved in a manner that ensures impacts to the surrounding trees are minimal.

Proposed Variances

The existing site is occupied by Glenlyon Norfolk School and has several buildings. As outlined in the applicant's letter dated September 1, 2020, the School is seeking to install two modular buildings to hold 5 classrooms, and a prefabricated tent gym to temporarily expand the teaching space.

The current zoning is R1-B, Single Family Dwelling District, and therefore Schedule F, Accessory Building Regulations, of the *Zoning Regulation Bylaw* applies. The proposed siting of the buildings requires variances to allow the buildings in the side yard. There are also variances for the building heights and floor areas. The proposed setbacks to neighbouring properties are generally consistent with side yard setbacks on adjacent properties and exceed the minimum requirements for accessory buildings. The buildings are smaller in scale as compared to the other school buildings on site and would provide a transition in scale to adjacent residential properties, which are also owned by Glenlyon Norfolk School. As such, staff consider that that these variances are supportable and would not adversely impact neighbours or the broader neighbourhood. Furthermore, the proposed location was chosen to minimize the impact on other school facilities, existing trees and the surrounding neighbourhood. Further details are included in the attached letter.

Legal Agreement for Temporary Placement

The applicant notes in their letter that the proposed buildings are only needed on a temporary basis and are therefore offering a legal agreement to ensure the buildings are removed within five years. Should Council choose to approve the application, the applicant would have to register the agreement prior to issuance of the Development Variance Permit. The appropriate language to secure this agreement has been added to the recommendation.

CONCLUSIONS

The proposed application to place temporary portable school buildings at Glenlyon Norfolk School is consistent with City policy. The proposed variances are considered supportable and would have limited impact on neighbouring properties and the wider neighbourhood.

ALTERNATE MOTION

That Council decline Development Variance Permit Application No. 00248 for the property located at 801 Bank Street.

Respectfully submitted,



Alec Johnston
Senior Planner
Development Services Division



Karen Hoese, Director
Sustainable Planning and Community
Development Department

Report accepted and recommended by the City Manager:



Date: September 11, 2020

List of Attachments

- Attachment A: Subject Map
- Attachment B: Aerial Map
- Attachment C: Plans date stamped September 10, 2020
- Attachment D: Letter from applicant to Mayor and Council dated September 1, 2020
- Attachment E: Letter from CALUC dated August 27, 2020
- Attachment F: Correspondence.