

COMMITTEE OF THE WHOLE REPORT
FROM THE MEETING HELD NOVEMBER 24, 2016

For the Council Meeting of November 24, 2016, the Committee recommends the following:

1. Development Variance Permit No. 00179 for 1328 Vining Street (Fernwood)

That Council after giving notice and allowing an opportunity for public comment at a meeting of Council on December 8, 2016, consider the following motion:

"That Council authorize the issuance of Development Variance Permit Application No. 00179 for 1328 Vining Street, in accordance with:

1. Plans date stamped November 2, 2016.
2. Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:
 - i. Schedule J, Secondary Suite Regulations, Section 2 Exterior Changes:
increase the maximum enclosed floor area added within five years of installing a secondary suite from 20m² to 106.98m²;
3. The Development Permit lapsing two years from the date of this resolution.

2. Development Permit Application No. 000463 for 712 Bay Street (Burnside)

That Council authorize the issuance of Development Permit Application No. 000463 for 712 Bay Street, in accordance with:

1. Plans date stamped August 31, 2016.
2. Development meeting all Zoning Regulation Bylaw requirements.
3. The Development Permit lapsing two years from the date of this resolution.

3. Authorization for staff to submit application for Bike BC funding program

That Council authorize:

1. The Director of Engineering and Public Works to submit a grant application to the Province of British Columbia under the 2017 Bike BC funding program for the proposed Fort Street protected bike lane project.
2. The Mayor and the City Clerk to execute a grant agreement under the Bike BC funding program, if successful.

4. Presentation: Greater Victoria Public Library

That Council receive the report for information.

5. Presentation: Victoria Police Department

That Council receive the report for information.

6. Presentation: Island Health

That Council receive this report for information.

7. Secondary Suites – Part 1 Regulatory Changes

That Council direct staff to:

1. Prepare amendments to the Zoning Regulation Bylaw to:
 - a. Shift the current parking regulation for secondary suites from Schedule J: Secondary Suites into Schedule C: Off-Street Parking Regulations; and
 - b. Delete Schedule J: Secondary Suite Regulations.
2. Develop and implement programs and events to assist homeowners who may be interested in adding a new secondary suite - or legalizing an existing secondary suite - understand the benefits and possibilities associated with secondary suites, and the requirements that must be met to establish them;
3. Create a communications plan that includes updates to the Secondary Suite Design Guidelines, Secondary Suites Made Easier, and the website to reflect zoning changes and raise awareness for secondary suite programs and events, and promotional material for mail out and general distribution;
4. Undertake public engagement during local area planning to consider secondary suites in additional ground-oriented building forms and on permitting more than one secondary suite on residential properties with future zoning changes to follow.

8. Victoria Housing Reserve Fund Program Update

1. That Council direct staff to update the Victoria Housing Reserve Fund Guidelines appended to this report in Attachment 1, based on the following changes:
 - a. an update to the grant structure by changing funding allocation for projects in the City of Victoria to a tiered model of:
 - i. \$10,000 per one bedroom or smaller affordable rental unit, and \$5,000 per one bedroom or smaller affordable home ownership unit;
 - ii. \$20,000 per two bedroom affordable rental unit, and \$10,000 per two bedroom affordable home ownership unit;
 - iii. \$30,000 per three+ bedroom affordable rental unit, and \$15,000 per three bedroom affordable home ownership unit;
 - b. a further update to the grant allocation for projects outside the City of Victoria but within the CRD to \$5000 per unit of any size, or an amount equivalent to host municipality contribution, whichever is smaller, from municipalities that contribute to the Regional Housing Trust Fund, and consideration will be given to the proximity of the proposed development to the City of Victoria and projects that benefit the City of Victoria;
 - c. the inclusion of a new application package containing updated administrative documents for applicants, which are appended to this report in Attachments 2-4, as well as a process document for staff attached in Attachment 5;
 - d. the creation of a tracking mechanism to monitor statistics pertaining to projects funded through the Victoria Housing Reserve, and to report back on these statistics as a part of the Annual Housing Report;
 - e. the appending of the Final Report Template to the Victoria Housing Fund Grant Agreement, and amendment of the Grant Agreement to include language referencing the requirement of submitting the Final Report by the 'due-by' date.
2. That Council direct staff to:

- a. undertake focused consultation with affordable housing providers and the development community to receive feedback on the proposed changes to the Victoria Housing Reserve Fund guidelines; and
- b. report back to Council as part of the 2019 budget request with consideration for future annual contributions to the fund to meet family housing targets.

9. Council Member Motion – Reviewing City process for proclamations

That the following motion be postponed pending a report from staff on the precedence of proclamations in other jurisdictions and the City's current policy:

"That Council approve the following motion:

1. THAT staff be directed to create a standardized online form for proclamation requests, including the name of the sponsoring organization, the proposed date(s) of the proclamation, and the proposed text of the proclamation.
2. That staff report to Committee of the Whole with proclamation requests received in accordance with this prescribed form.
3. In order to be forwarded for Council's consideration, each proclamation request will require a resolution approved at Committee of the Whole.
4. That City Staff provide Council with a calendar each year with the proclamations made in the previous year.
5. That Council vote on each proclamation individually."