June 24, 2019

Dear Ms. Desjardins and Esquimalt City Councillors,

My name is Heather Bowness. My colleague Elyssa Lefurgey-Smith and I are both professional violinists and music teachers in Victoria.

Last year we bought a property (15-1182 Colville Street) that was currently zoned as a mixed-use residential and commercial property. At the time a convenience store was run out of the commercial space. Last summer we applied for (and was approved for) a zoning text amendment so that we could turn the downstairs convenience store into a community and collaborative arts space for children and youth providing music lessons for acoustic/classical instruments, Suzuki strings programmes and baby and tot music and movement classes. We renovated the interior of the building, making it feel warm and inclusive.

This year, the commercial space was filled by both music and yoga programming and is currently almost at full capacity. As well, we were approached by a preschool, which was looking to run a licenced preschool and was struggling to find affordable space to rent. When we contacted the city about this, we found out that unfortunately we weren't zoned for a preschool. Consequently we are now requesting amending the current zoning to include "group children's daycare center." As well, in order to make space for the preschool in the commercial space downstairs, we will need to move some of our music programs upstairs into the residential unit. So we are also asking that the space be text amended to "one combined commercial/residential dwelling OR one commercial unit." We have also talked to the strata the building is included in. They are aware of our intended use and have given us a approval to continue this process.

We look forward to working with you all through the zoning amendment process and continue to grow and be a part of the vibrant community of Esquimalt.

RECEIVED
JUN 24 2019
CORP. OF TOWNSHIP OF ESQUIMALT
DEVELOPMENT SERVICES

Sincerely,

H Bowness

Heather Bowness and Elyssa Lefurgey-Smith

Pearl Barnard

From: Heather Bowness <[redacted]>
Sent: June-28-19 9:10 AM
To: Pearl Barnard
Cc: Elyssa Lefurgey-Smith
Subject: Fwd: zoning 1182 Colville
Attachments: zoning letter.docx; ATT00001.htm



Hi Pearl,

Here is the email from the strata saying they don't oppose our application. We hope to get a letter from them soon

Cheers

Heather

Heather Bowness
Violinist / Educator / Collaborator
Sent from my iPhone

Begin forwarded message:

> **From:** Elyssa Lefurgey-Smith <[redacted]>
> **Date:** June 24, 2019 at 10:22:45 PM PDT
> **To:** Andrea De Vries <[redacted]>
> **Cc:** Heather Bowness <[redacted]>, ryan simmonds <[redacted]>, Jenn Burger <[redacted]>
> **Subject: Re: zoning**
>
> Hi everyone,
>
> Thank you very much for taking the time to look into this. We really appreciate it and are excited to move forward with our application process with the city. We were hoping that you could write a quick letter similar to the one that you wrote last year for our original zoning application just stating that you don't have any objections to what we are asking for. We've included the letter from last year (attached to this email) so you could use the same letter and simply change a couple of words and the date. We would also be happy to rewrite it for you. I think having a formal letter from the strata stating that there are no objections makes our application much stronger.
>
> In terms of parking we have definitely noticed that a number of people have decided to use this area as a permanent parking space. We have left a kind letter on a couple of the cars asking to keep it clear but people haven't paid much attention to these notes. We are not really sure what to do as we don't want to call the parking ticket people over on our potential neighbours. Do you have any advice?

Thank you,

Elyssa

On Mon, 24 Jun 2019 at 19:38, Andrea De Vries <[redacted]> wrote:

Hello Heather and Elyssa,

Thanks for checking in. We had a strata council meeting this past week and reviewed over your e-mails.

1) The rezoning proposal is the municipality's decision process. We thank you for informing us, but ultimately it needs to go through the municipality's steps for rezoning. We will write in the strata minutes the for rezoning proposal so all the other owners are aware of your plan. Thanks for updating us.

As you know, Esquimalt is also required to send out notices (within a specific time period) to all the home owners who reside within a specific distance of your proposed commercial rezoning. All neighbours & home owners are then able to ask questions, voice support/concerns etc. through the municipality and have the option to attend town hall meetings related to rezoning.

2) We also received a reply from the strata's insurance agency. We needed to double check everything, just to make sure. Here is the reply:

I don't foresee any impact to your insurance for unit 15 to become a fully commercial occupied unit. We allow up to 20% commercial on our program so the 2 units are well within that range and a preschool occupancy fits within the scope of allowable occupants. We do strongly recommend proof of insurance for the occupants are obtained and checked annually. Please do keep us posted if the zoning allows so we can note the file.

3) One thought the strata council has is the playground would need to be off limits to the preschool. The equipment is built for older children and for liability reasons we would not want anything to happen. I am also guessing that daycare licensing would not approve the playground. We would ask the preschool owner/teacher to sign a document saying they would not use the playground area.

4) The preschool owner/teacher would need to be given a copy of the strata bylaws so they are aware of how the strata is run and what bylaws they need to follow, just like your current tenants.

5) Regarding parking, we highly recommend keeping the two spots on Colville as 15min drop off parking zone only. This way the spots would be available for parents to quickly drop off and pick up. We have noticed that people are not following the marked signs which state

15min only. This is causing some people to park and/or drop off further down the street---at times blocking strata owners driveways.

We have also noticed that when cars are continuously parked in the drop-off spots (for hours or days at a time) it makes it very hard for drivers to see people stepping out onto the cross walk. The visibility is not great and the cross walk has become a very tricky place to cross the road.

We would recommend that the teacher/owner of the preschool inform all the parents regarding parking protocol, so they do not block driveways or park on the side lane of the strata property (which can block access for emergency vehicles).

At this time, we have no need to meet with you both in person. Thanks again for your patience as we had to send off e-mails to proline and the insurance agency, before getting back to you.

Please let us know your thoughts or questions. Thanks!

Andrea De Vries,

(On behalf of Greenside Mews Strata Council)

On Thu, Jun 20, 2019 at 7:53 PM Heather Bowness <[redacted]> wrote:

Hi Andrea and Strata council members,

I hope you are all doing well this week. We are wondering if you'd had a chance to meet and discuss our proposal? We understand you are very busy and appreciate all the work you are doing on the strata council. Obviously we are very hopeful that we are able to move forward soon. If there is any other information you need from us to help with the decision please let us know. Thank you!

Cheers
Heather

[redacted]

June 24, 2019

Dear Local Residents,

We are excited to present to you a proposal for an expanding business in your neighbourhood.

My name is Heather Bowness. My colleague Elyssa Lefurgey-Smith and I are both professional violinists and music teachers. We have been running Silver Bow Studio near you at 15-1182 Colville Street that offers music programing throughout the year.

Currently, Silver Bow Studio being a community and collaborative arts space for children and youth providing music lessons for acoustic/classical instruments, Suzuki strings programmes and baby and tot music and movement classes.

This year, the commercial space was filled by both music and yoga programming and is currently almost at full capacity. As well, we were approached by a preschool, which was looking to run a licenced preschool and was struggling to find affordable space to rent. When we contacted the city about this, we found out that unfortunately we weren't zoned for a preschool. Consequently we are now requesting amending the current zoning to include "group children's daycare center." As well, in order to make space for the preschool in the commercial space downstairs, we may need to move some of our music programs upstairs into the residential unit in the future. So we are also asking that the unit be text amended to "one combined commercial/residential dwelling OR one commercial unit." As part of the zoning text amendment process the Township of Esquimalt has asked us to hold an open house and gather feedback from our neighbours and community.

We would like to invite you to our open house on July 18th at 8-9pm at 15-1182 Colville Rd. We would love to meet you and hear about your thoughts around our proposed business and answer any questions you may have.

If you would like to contact us in the meantime you can reach us at 250-858-1787 or silverbowstudio@gmail.com

We look forward to meeting you!

Best,

Heather Bowness and Elyssa Lefurgey-Smith



Aug 12, 2019

Dear Mayor Desjardin and Council Members,

On July 18th we had our open house and it was very quiet. We had three people show up in the two-hour window. The concerns raised were about parking (given the increase of traffic with the daycare), but once they heard that the preschool would be operating 9am-3pm with pick up and drop off (utilizing the 15min parking spots and our two commercial spots), they weren't concerned anymore. None of them wished to write a note to include in the application.

I forwarded you the one email from a neighbour we received in support to include in our application.

Thanks so much!

Best,
Heather Bowness and Elyssa Lefurgey-Smith

RECEIVED
AUG 13 2019
CORP. OF TOWNSHIP OF ESQUIMALT
DEVELOPMENT SERVICES

Janany Nagulan

From: Heather Bowness [redacted]
Sent: July-16-19 3:07 PM
To: Janany Nagulan
Subject: 1182 Colville Rd app

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Janany,

Here is an email of support from one of our neighbours to add to our application.

As well, I am picking the signage up today and it'll be in the window tomorrow.

Cheers
Heather

---------- Forwarded message ---------
From: **Silver Bow Studio** [redacted]
Date: Tue, Jul 16, 2019 at 3:04 PM
Subject: Re: Open house
To: [redacted]

On Mon, Jul 8, 2019 at 4:14 PM Karissa Brown [redacted] wrote:

> Good day,
>
> I am a tenant at 1180 Colville Rd, and although I am unable to attend your open house coming up next week I wanted to help with your request for community input.
>
> I think our neighborhood would greatly benefit from another preschool option. I am a MBR of the RCN and many of my peers struggle with finding adequate preschool and childcare programs with available space upon being posted to the area.
>
> Best of luck in this endeavor, I hope you are able to make the changes you propose for the growth of your business and to the benefit of our community.
>
> Have a wonderful day!
>
> Karissa Brown
> 307-1180 Colville Rd

--
Heather Bowness
Blue Octopus Studio
250-858-1787
http://blueoctopus.ca