



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall
1229 Esquimalt Road
Esquimalt, B.C. V9A 3P1

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Attachments: 1. Housing Matrix - Inventory of Dwelling Units Based on Current Applications

Date	Ver.	Action By	Action	Result
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PERIOD REPORT

DATE: September 10, 2019 Report No. DEV-19-084

TO: Laurie Hurst, Chief Administrative Officer

FROM: Bill Brown, Director of Development Services

SUBJECT: Development Services - 2019 Second Period Report

The following is a report on the activities pertaining to the Development Services Department from May 1, 2019 to August 31, 2019.

I. DIVISION ACHIEVEMENTS AND ACTIVITIES

1. Rezoning Applications/Official Community Plan Amendments/Temporary Use Permits

In addition to processing applications submitted previously, the Department received three new rezoning applications in the second period;

- New - 1048 & 1050 Tillicum Road: to amend zoning from an RD-1 to a CD Zone to accommodate a duplex and triplex (5 unit townhouse) as reviewed by the Design Review Committee [DRC] on July 10, 2016
- New - 874 Fleming Street (Greater Victoria Housing Society): to amend zoning to a CD Zone to accommodate a 6 storey, 137 unit, purpose built rental and the existing 77 unit building to be demolished
- New - 15-1182 Colville Road: for a text amendment to add “group children’s daycare centre” as a permitted use and “one combined residential commercial dwelling for one commercial unit”, as reviewed by the Advisory Planning Commission [APC] on July 16, 2019, and given 1st and 2nd

readings as approved by Council on August, 19, 2019

- 829 Admirals Road: to amend the zoning to accommodate a Cannabis Retail Store in Unit B; reviewed by APC on June 18, 2019 and amending bylaw given 1st and 2nd readings as approved by Council on July 15, 2019
- 1314 Esquimalt Road: to amend zoning to accommodate a Cannabis Retail Store in Unit A; reviewed by Advisory Planning Commission on July 16, 2019 and amending bylaw given 1st and 2nd readings as approved by Council on August 19, 2019
- 681 & 685 Admirals Road: proposal for a 50-unit purpose built rental apartment building as reviewed by the Design Review Committee on April 3, 2019; reviewed by the APC on April 16, 2019, and given 1st reading on July 15, 2019. Council requested the applicant provide further public consultation opportunities
- 1158 Craigflower Road: proposal to allow for a two lot infill subdivision for two detached dwelling units; reviewed by the APC on February 19, 2019; given 1st and 2nd readings as approved by Council on April 15, 2019 and, 3rd reading and adoption given on May 27, 2019
 - 615 Bryden Court: proposal to accommodate a two lot infill subdivision for two infill dwelling units; reviewed by the APC on April 16, 2019 and given 1st and 2nd readings as approved by Council on September 9, 2019
 - 612 & 610 Lampson Street and 1100 & 1004 & 1108 Esquimalt Road: proposal to accommodate a six storey building with 98 residential units. Applicant's architect preparing revisions based on discussions with staff
 - 1072 Colville Road: proposed Duplex reviewed by APC on June 18, 2019
 - 1076 Colville Road: proposed Duplex reviewed by APC on June 18, 2019
 - 937 Colville Road: proposed 6 townhouses; reviewed by the DRC on February 13, 2019, APC on May 21, 2019, and the amending bylaw given 1st and 2nd readings on August 19, 2019
 - 616-620 Constance Avenue & 619-623 Nelson Street & 1326 Miles Street - A proposal for a 106 unit building with ground floor commercial. Reviewed by the Design Review Committee on January 9, 2019. Reviewed by the Advisory Planning Commission on March 19, 2019. 1st and 2nd reading given on August 19, 2019.
 - 522 Admirals Road - An application to amend the Zoning Bylaw to accommodate a Cannabis Retail Store. Project reviewed by Advisory Planning Commission on July 16, 2019 and amending bylaw received 1st and 2nd reading on August 19, 2019.
 - 901 Selkirk Avenue - A proposal for a 3 lot single family subdivision. Bylaw Adopted June 24th, 2019.
 - 1198 Munro Street - A proposal to create a small lot on existing corner lot and build a single family dwelling. Bylaw Adopted May 27th, 2019.
 - 916/920 Old Esquimalt Road - A proposal for 5 new single family homes to replace existing homes. Reviewed by the Advisory Planning Commission on July 17, 2018. Council gave the amending bylaw 1st reading on March 4, 2019 and 2nd reading on June 10, 2019. The Public Hearing occurred on July 15, 2019 and the amending bylaw was read a 3rd time.
 - 636/638/640/642 Drake Avenue - A proposal for 8 new townhouses. Reviewed by the Design Review Committee on July 17, 2018. Reviewed by Advisory Planning Commission on October 16, 2018. Council authorized OCP consultation circulation on December 17, 2018. Council gave amending bylaw 1st and 2nd reading on April 1, 2019.
 - 838/842 Admirals Road - A proposal to rezone the property to a Comprehensive Development zone to accommodate a 4-storey, 28-unit multi-residential purpose built rental building. Considered by the Advisory Planning Commission on February 20, 2018. Considered by the Design Review Committee on February 14, 2018. Bylaw was given 1st and 2nd reading on

August 20, 2018. The public hearing was held on November 19th, 2018 and 3rd reading was given. The bylaw was adopted on May 6, 2019.

- 638/640 Constance and 637 Nelson - A proposal to rezone the property to a Comprehensive Development Zone to accommodate a 6-storey, 71-unit multi-residential purpose built rental building. Considered by the Design Review Committee on February 14, 2018. Council gave 1st reading on August 20, 2018 and 2nd reading on November 26, 2018. The public hearing was held on May 6, 2019. 3rd reading was given on June 10, 2019. The bylaw was adopted on August 19, 2019.
- 899 Esquimalt Road - A proposal to rezone the consolidated parcels bounded by Esquimalt Road, Head Street, and Wollaston Street to accommodate a 12-storey, 72-unit, commercial and residential mixed use building incorporating 2 commercial retail spaces oriented toward Esquimalt Road and 70 residential units. This application will also require approval of an OCP amendment to proceed. Staff completed a comprehensive review and provided feedback to the applicant resulting in amended plans being provided in early January 2018. Considered by Design Review Committee on March 14, 2018. The application was considered by the Advisory Planning Commission on May 15, 2018. Council gave 1st and 2nd reading on May 27, 2019. The public hearing was held on July 8, 2019.

2. Development Permit (DP) Applications

In addition to the existing development permit applications that Development Services continues to process, the Department received eight new applications in the second period and two applications to amend existing Development Permits.

- New - 916 & 920 Old Esquimalt Road: DP Application for a 5 Single Family Dwellings
- New - 469 Kinver Street: DP Application to build a single family dwelling on a small lot
- New - 471 Kinver Street: DP Application to build a single family dwelling on a small lot
- New - 1198 Munro Street: DP Application for a new single family dwelling.
- New - 638 Constance Avenue/640 Constance Avenue/637 Nelson Street - DP Application for a 71 unit purpose rental building.
- New - 455 Sturdee Street: DP Application for DPA 2 Hazardous Conditions to create a 3 lot strata subdivision
- New - 885 Dunsmuir Road: DP Application for balcony repairs.
- New - 880 A Esquimalt Road: DP Application for exterior façade changes to the Tim Hortons
- 622 Admirals Road: DP Application for 179-unit congregate care building. Approved by Council on May 6, 2019.
- 622 Admirals Road: DP Amendment Application for minor changes to windows and patio doors
- 1052 Tillicum Road: DP Amendment Application for changes to retaining walls
- 1110 Craigflower Road: DP Amendment Application for changes to landscaping and driveway design
- 468 Head Street: DP Amendment Application for changes to exterior stair design and landscaping
- 485 Head Street: DP Amendment application for changes to the windows of the accessory building and approved by the Director of Development Services on June 10, 2019
 - 910 Yarrow Place: DP Amendment application for changes to the landscaping design - Approved by the Director of Development Services on June 10, 2019.
 - 939 Colville Road & 825 Lampson Street: DP application for 10 - 3 bedroom plus den

townhouses.

- 10-300 Plaskett Place: DP application received for a patio deck extension.
- 801 Esquimalt Road: DP application received for balcony repairs
- 1129 Munro Street: DP application received for a new accessory building, located in front of the face of the principal building
- 838/842 Admirals Road: DP application received for a 4 storey 28-unit purpose built rental building and approved by Council on May 27, 2019

3. Development Variance Permit (DVP) Applications

In addition to continuing to process existing Development Variance Permit applications, five new DVP applications were received during the second period.

- New -835 Dunsmuir Road: Variance for a reduction in the front setback for the parking structure and approved by Council on June 10, 2019
- New - 614 Grenville Avenue: Variance for parking to allow 14 spaces instead of the required 24 parking spaces to increase seating
- New 1010 Wychbury Avenue: Variance for relaxation of the Parking Bylaw to accommodate a Child Care Studio
- New 455 Sturdee Street: Variance for height, siting requirements (front setback) and Siting Requirements (rear Setback)
- New 429 Lampson Street: Variance for a Billboard Sign
- 502 Paradise Street: Variance required for the construction of front stairs and porch roof approved by Council on June 24, 2019
- 1217 Juno Street: Variance required for the enclosure of the carport - Approved by Council June 24, 2019
- 1336 Wood Street: Variance for a front addition which encroaches into the setback Approved by Council on May 6, 2019
- 10-300 Plaskett Place: Variance for front & side lot line for a patio deck extension. Approved by Council on June 10, 2019
- 1129 Munro Street: Variance for siting requirement of an accessory building. Approved by Council on June 10, 2019

4. Board of Variance Application (BOV)

No new applications were received.

5. Heritage Alteration Permits (HAP)

- 429 Esquimalt Road (Rosemead House): proposed changes to windows

6. Subdivision Applications

In addition to continuing to process existing Subdivision Applications, two new Subdivision Applications were received during the second period.

- (New) 1198 Munro Street - Subdivision Application to create 2 lots

- (New) 808 Viewfield Units A, B & C - Subdivision Application to covert existing warehouse into 3 strata lots.
- 471 Kinver Street - Subdivision application to create 2 lots. Approved by the Subdivision Approving Officer on June 14, 2019.
- 1179 & 1181 Old Esquimalt Road - Subdivision application to covert a bare land strata to a fee simple.
- 455 Sturdee Street - Three-lot subdivision.

7. Temporary Use Permit Applications

- New - 624 Admirals Road: for a temporary lay down site for the Legion project

8. Legal Document

- Processing of numerous Housing Agreements and Section 219 Covenants

9. Other Planning Projects

- Launched survey for 'Designing Density' project on June 30; closed survey August 10
- Started analysis of 'Designing Density' survey
- Attended CFB Military Museum Open House July 13 and Esquimalt Farmer's Market August 1 to promote Designing Density Project

10. Consultation

- Staff participated in a number of pre-application consultations with various developers and architects actively preparing submissions for multiple family residential projects
- Consulted with developers and commercial realtors to identify possible sites for small lot infill, commercial mixed use, and high density residential development in Esquimalt
- Fielded a significant volume of realtor, appraiser, developer, and potential home buyer inquiries regarding properties in Esquimalt

11. Economic Development

- Worked with numerous developers to promote development in Esquimalt

12. Sustainability

- Completed and analyzed survey results for Checkout Bag Regulation Bylaw
- Presented amended Checkout Bag Regulation Bylaw to Council for 2nd and 3rd readings
- Attended Climate Action Inter-municipal Working Group meeting at the CRD
- Attended two Residential Retrofit Acceleration Project workshops to develop actions for increasing heat pump installation as well as overall energy efficiency upgrades
- Formally accepted to Partners for Climate Protection and submitted information to achieve Milestone 1 for 1corporate operations and Milestone 2 for Community emissions reductions
- Completed Climate Action Progress Report for corporate and community GHG emissions

reductions

- Completed Terms of Reference for Climate Action Planning Project
- Prepared data for Climate Action reporting requirements for 2017
- Calculated energy use and Greenhouse Gas emissions for corporate activities for 2017
- Calculated Carbon Tax expenditures and credits for corporate activities in 2017
- Submitted survey results of municipal efforts to reduce Greenhouse Gases in corporate and community activities
- Completed CARIP public reporting requirements by June 1 deadline

13. Geographic Information System (GIS)

- Provided digital data to the Integrated Cadastral Information Society
- Created and updated online maps and specific thematic maps for staff
- Provided mapping services to other departments as requested
- Prepared a fire hydrant map for the Fire Department
- Updated fire hydrant information in collaboration with City of Victoria and DND

14. Other

- Reviewed numerous Building Permit applications for compliance with development permits and zoning regulations
- Electronically registered 6 Notices with B.C. Land Title and Survey Authority
- Reviewed 36 Business Licence Applications for Zoning Compliance
- Updated West Bay kiosk monthly, and when extra posters received
- Prepared 29 Building Permit History & Zoning Letters
- Attended two Urban Development Institute luncheons
- Helped organize the CRD's Healthy and Safe Environment Workshop
- Attended a Regional Housing Action Committee meeting
- Attended the BC Transit Strategic Planning Session

15. Training

Staff attended the following training sessions:

- Planning Institute of BC Ethics and Professionalism webinar
- Fairness in Practice: Skills Development Workshop - Office of the Ombudsperson.

II. COMMITTEES

Advisory Planning Commission

The Advisory Planning Commission met 3 times in the second period and reviewed 16 applications

Design Review Committee

The Design Review Committee met 2 times in the second period and reviewed 2 applications

Environmental Advisory Committee

The Environmental Advisory Committee met 1 time in the second period.

Board of Variance

No new Board of Variance applications were received.