

MINUTES  
**PLANNING, TRANSPORTATION & ECONOMIC DEVELOPMENT  
ADVISORY COMMITTEE**  
COMMITTEE ROOM NO. 2  
Thursday, March 13, 2014 AT 4:30 PM

Present: Chair: Councillor Leif Wergeland

Members: Michael Fisher, Lee Haney, John Schmuck

Staff: Valla Tinney, Director of Finance; Harold Stanley, Planner; Cameron Scott, Manager of Community Planning; Jim Hemstock, Manager of Transportation; Elizabeth van den Hengel, Committee Clerk

Regrets: Samantha Charlton, June Klassen, Travis Lee, Ronald Jefferies, Andrea Mercer

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Quorum was not met at today's meeting.

#### **MINUTES**

Adoption of the minutes will occur at the next meeting when a quorum is present.

#### **BUSINESS LICENSING OVERVIEW**

The Director of Finance provided the Committee with an overview of business licensing in Saanich. The following was noted:

- The Business License Bylaw allows Saanich to regulate businesses within the municipality.
- The annual revenue generated by Business Licensing program is \$480,000.
- Saanich licenses approximately 4,200 businesses annually.
- Actual costs associated with approving many business licenses are front-ended and are not actually recovered with the first year fee.
- The majority of staff time is spent on application approval, identifying unlicensed businesses and compliance. Removal of the renewal system would not reduce operational costs to offset revenue loss.

The Director of Finance answered Committee questions and the following was noted:

- If Business Licensing fees were discontinued the municipality will still have internal business associated costs.
- Not a lot of municipalities have adopted the Langford model.
- Mobil businesses only require a business license in the municipality where the business originates as per an inter-municipal agreement.

#### **SHELBOURNE VALLEY ACTION PLAN**

The Manager of Community Planning and Planner presented the proposed changes to the Draft Shelbourne Valley Action Plan as a result from feedback from the recent open houses and survey, various advisory committees and comments from stakeholders. The following was noted:

- Changes were made to the Action Plan's five key topic areas (environment, land use,

- mobility, short term mobility actions, and urban design and accessibility).
- Environment survey results indicated that the majority (78%) agree with the Plan's direction regarding the valley's environment.
  - Comments received on this section included the possibility of daylighting specific portions of Bowker Creek, having a watershed based approach to the plan, and increasing the street tree canopy.
  - Changes proposed include stressing the importance of the street tree canopy; ensuring strategies are linked to the Plan (e.g. Urban Forest Strategy), supporting a feasibility study for daylighting Bowker Creek and clarifying the role of natural state covenants.
  - Land Use survey results indicated that 75% agree with the Plan's general land use direction, 60% support 8-storey buildings in University Centre, and 68% support a mix of single-family dwelling and multi-family units in the area between Shelbourne Street and Cedar Hill Road and McKenzie Avenue and Cedar Hill Cross Road.
  - Comments on land use include ensuring that the proposed density/height along Shelbourne Street is feasible, consider higher density for properties that face Hillside Mall, and identify the need for a connected hierarchy of green and open spaces.
  - Proposed changes include ensuring there is a policy to consider additional height and density for developments offering significant community contributions; adding a framework for the type and location of park space in an urban context, adding Bowker Creek to the land use map and identifying the need for a parking study to determine parking standards in the valley's centres and village.
  - Mobility survey results indicate an 80% agreement with the direction of the Plan and 75% agreement with a proposed ultimate cross-section of Shelbourne Street. Removal of bus bays on Shelbourne Street showed 45% not in favor, and 62% of those surveyed disagreed with off peak parking on Shelbourne Street.
  - Comments regarding mobility include maintaining vehicle access to commercial properties, considering on-street parking during off peak hours on a trial basis, widening cycle tracks to 3 meters to permit passing, monitoring traffic volume to see if traffic lanes can be reduced from 4 to 2 by 2044, considering devoting curb lanes on Shelbourne Street to cycling only on Sundays, considering park and rides, add a policy on car sharing, considering rail based transit or transit only lanes on Shelbourne Street.
  - Mobility changes proposed include a long term plan for transit-only lanes on Shelbourne Street, an emphasis on a street tree canopy on Shelbourne Street, an objective to not increase Shelbourne Street's capacity for motor vehicles, a policy on upgrading pedestrian crossing signals so they activate automatically within the Valley's Centres, a transit exchange at McKenzie and Shelbourne, car sharing as part of a traffic demand management strategy, and the implementation of walking infrastructure improvements identified in the Safe Routes to Schools Program.
  - The open house survey indicated a strong majority think that mobility should be the focus of implementation in the short term, while 48% of respondents support an interim cycle track on Shelbourne Street to the north of Pear Street and south of Blair Street with the focus on pedestrian improvements in the University and Shelbourne Valley Centres. 34% supported an interim cycle track all along Shelbourne Street while 18% supported focusing only on pedestrian improvements.
  - Comments included that improvements are needed at the Poplar Street and Iona/Cedar Hill Cross Road intersections as part of the UVic bicycle connection improvements, and that an interim cycle track to allow passing is important and maintaining or expanding the tree canopy is desirable.
  - The survey results indicated strong support for the Plan's Urban Design and Accessibility direction as well as the Plan's Design Principles.
  - Comments included a need for public toilets and kiosks near transit exchanges, underground utilities, memorial trees as a historic feature and identifying Bowker

Creek as a place-making feature.

- Next steps include meeting with the Shelbourne Valley Stakeholders Committee and preparing a final Plan to present to Council in late April.

Committee comments and responses to committee questions/comments were noted as follows:

- The Urban land Institute has written a letter of support for the Shelbourne Valley Action Plan.
- A paradigm shift needs to occur with respect to land-use and transportation within Shelbourne valley.
- Planners have created the opportunity for re-development in the Valley.
- Currently four story building heights are approved, but six story build heights may be preferable for portions of the re-development.
- Development community not certain that all of the recommended features are compatible with development vision and/or needs.
- The Plan includes opportunities for private open spaces to be created by developers.
- The survey question regarding the removal of turn lanes on Shelbourne Street did not specify left or right turns.
- The goal of 2044 for reducing traffic lanes from 4 to 2 is too far in the future. The long-term future cross section that shows transit only lanes on Shelbourne Street could be a short or mid-term goal, and rail could be a long-term goal.
- Thoughtful design consideration needs to be taken to ensure easy mobility for people
- Having bicycles on the roadway versus cycle tracks separated from traffic was discussed; concern was expressed that each driveway on a cycle track could create problems for cyclists, however it was also pointed out that more people are likely use cycle tracks than bike lanes on Shelbourne Street.
- Design of cycle tracks and curbs that ramp can be looked at; consideration needs to be taken as to how abrupt curbs help protect street lights and cyclists on cycle tracks from vehicles.
- The municipality is working with BC Transit; they need to increase their service levels before dedicated transit lanes are created. Public perception of transit needs to be changed if improvements are to be gained. Rail is perceived to be more desirable than busses.
- This is a 30-40 year plan; more possibilities need to be put in with regard to transit.
- Bi-directional tracks were considered but are a design challenge as well as a safety issue for people getting off at transit stations in the middle of the street.
- The CRD's Regional Growth Strategy indicates that the Western Communities have the most growth however only one of the CRD's eight major centres is located in that region.
- The detailed design needs to happen still and it will guide the behaviour of both pedestrians and cyclists.

## **WILKINSON ROAD, WILKINSON BRIDGE AND COLQUITZ RIVER TRAIL**

The Transportation Manger presented and the following was noted:

- This is a joint project between the Parks and Engineering Departments.
- The goal is to upgrade Wilkinson Road from Mann Avenue to Quick's Bottom Trail and includes installation of curb, sidewalks and bike lanes.
- The extension of the Colquitz River Trail will result in a 2.2 kilometer circular pedestrian route.
- Further upgrades include an underpass walkway so that pedestrians will not have to cross Wilkinson Road and replacement of the existing bridge over the Colquitz River at Lindsay Street.

- The vision is to have the Colquitz River Trail connect to Elk/Beaver Lake Park.
- As the municipality has acquired property along Wilkinson Road, trail extensions have been completed.
- Constraints of this project include the topography, grade of slope and location of trees.
- Storm water will be directed to terraced rain gardens before emptying into the Colquitz River.
- Conceptual drawings will be made available at the Open House.
- The length of the proposed trail extension is 500 meters.
- An Environmental Engineer has been hired and will prepare a detailed report in regards to environmental aspects of the project.
- The proposed replacement bridge at Lindsay Street will be considered a “lifeline bridge” meaning it will remain usable following a major earthquake.
- The municipality applied and was approved for a Federal Gas Tax grant for this project.
- The benefits of this project include increasing modal split and removal of invasive species, and enhancements such as rain gardens and storm water management.
- Next steps include holding a public Open House, finalized conceptual design and issuance of a construction tender.
- Construction is expected to begin in 2015 and take approximately 6-8 months to complete.

#### **NEXT MEETING**

The next Planning, Transportation and Economic Development Advisory Committee meeting is scheduled for April 7, 2014.

#### **ADJOURNMENT**

The meeting adjourned at 6:20 p.m.

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CHAIR

I hereby certify these Minutes are accurate.

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Committee Secretary