

DISTRICT OF SAANICH  
MINUTES OF THE COUNCIL MEETING  
HELD IN THE COUNCIL CHAMBERS  
SAANICH MUNICIPAL HALL, 770 VERNON AVENUE  
**MONDAY, SEPTEMBER 15, 2014 AT 7:30 PM**

Present: **Chair:** Mayor Leonard  
**Council:** Councillors Brice, Brownoff, Derman, Gerrard, Murdock, Sanders, Wade and Wergeland  
**Staff:** Paul Murray, Chief Administrative Officer; Von Bishop, Manager of Development and Municipal Facilities; Jarret Matanowitsch, Manager of Current Planning; Donna Dupas, Legislative Manager; and Lynn Merry, Senior Committee Clerk

**PUBLIC HEARING**

2860-55  
Shelbourne  
Street

“ZONING BYLAW, 2003, AMENDMENT BYLAW, 2014, NO. 9297”

**PROPOSED AMENDMENT TO THE TEMPORARY COMMERCIAL OR INDUSTRIAL PERMITS SECTION OF THE ZONING BYLAW**

The intent of this bylaw is to amend Zoning Bylaw, 2003, Section 5.30 – Temporary Commercial or Industrial Permits – to allow the issuance of a temporary use permit on an RS-6 zoned property located at Lot 4, Block 4, Section 37, Victoria District, Plan 1722, except the west 4 feet 6 inches thereof taken for road purposes (3541 Shelbourne Street) for the purpose of a Community Kitchen and food resource centre.

2860-55  
Shelbourne  
Street

**APPLICATION FOR TEMPORARY USE PERMIT ON SHELBOURNE STREET**

Application for a temporary use permit to enable the use of an existing dwelling for a Community Kitchen and food resource centre on Lot 4, Block 4, Section 37, Victoria District, Plan 1722, except the west 4 feet 6 inches thereof taken for road purposes (3541 Shelbourne Street). A Development Variance Permit will also be considered to allow a variance for parking.

\*\*\*\*\*  
Councillor Sanders declared, pursuant to Section 85 of the Council Procedure Bylaw, that she is not entitled to participate in the Public Hearing or discussion of the Temporary Use Permit and Development Variance Permit for 3541 Shelbourne Street as she is affiliated with the applicant organization.

Councillor Sanders left the meeting at 7:32 pm.

\*\*\*\*\*  
The Clerk introduced the following:

- Notice of Public Hearing;
- Report from the Director of Planning dated July 14, 2014 recommending that:
  - a) Zoning Bylaw, 2003, s. 5.30 be amended as follows:

**5.30 Temporary Use Permits**

*(a) Notwithstanding any other provision of this bylaw, a temporary use permit issued pursuant to Local Government Act, s. 921 may be considered on any parcel within the District of Saanich except those parcels zoned RS, RD, RC, RT, RM, RA, RP, MFC, and MFI.*

*(b) Notwithstanding Section 5.30(a), a temporary use permit for a Community Kitchen and Food Resource Centre may be considered on Lot 4, Block 4, Section 37, Victoria District, Plan 1722 except the west 4 feet 6 inches thereof taken for road purposes as shown on said plan (3541 Shelbourne Street);*

- b) Temporary Use Permit TUP00006 be approved; and
- c) Development Variance Permit DVP00356 be approved.

- An excerpt from the minutes of the Committee of the Whole meeting held on August 18, 2014;
- Letter dated March 1, 2014 from the Chairperson, Shelbourne Community Kitchen;
- Letters of support from the partner organizations, including the Mount Tolmie Community Association, the Camosun Community Association, the Lutheran Church of the Cross, St. Luke's Anglican Church and St. Aidan's United Church;
- Agreement for parking lot use with Shelbourne Street Church of the Cross; and
- 12 letters from residents and organizations.

**APPLICANT:**

Mr. C. Booth, Director and Treasurer of Shelbourne Community Kitchen Society, presented to Council and highlighted the following:

- Three primary components for the planned programs are: kitchen, garden and pantry; small groups of six to eight people will prepare a meal, share a meal and be able to take a meal home for a later date.
- Programs will require pre-registration and evening programs will be concluded by 9:30 pm.
- He is not aware of any other organizations in the Shelbourne Valley that provide similar kitchen or garden programs.
- The pantry is intended to provide emergency food supplies to individuals who have limited access to nutritious food.
- Fixed and limited operating hours will be established to help control foot and vehicle traffic in the neighbourhood.
- Over 90 people have signed up to volunteer at the Community Kitchen.
- Codes of conduct have been established for volunteers and participants; inappropriate behaviour will not be tolerated.
- The Society recognizes and acknowledges the obligations and responsibilities under which they are expected to operate.
- The Community Kitchen will offer opportunities which contribute to improving food security, health and providing community outreach to the underprivileged.

**PUBLIC INPUT:**

M. Bergstrom, President of the Mount Tolmie Community Association, stated:

- The Community Association supports the Community Kitchen; the central location is ideal.
- As a result of being part of this process, the Community Association has further developed relationships within the community.
- The mandate of the Community Kitchen is to incorporate food security, support a healthy lifestyle and promote alternative modes of transportation.

- F. Haynes, Chair of the Saanich Community Association Network (SCAN), stated:
- SCAN supports this application; there is a growing awareness throughout the municipality regarding the Shelbourne Community Kitchen and the positive impact it will have on the community.
  - The Community Kitchen is about growing food, preparing food, education and having local impact on food security.

#### **COUNCIL DELIBERATIONS:**

**MOVED by Councillor Derman and Seconded by Councillor Brice: “That Council approve the amendment to Zoning Bylaw, 2003, s. 5.30 – Temporary Commercial or Industrial Permits to allow the issuance of a temporary use permit on the RS-6 zoned property on Lot 4, Block 4, Section 37, Victoria District, Plan 1722 except the west 4 feet 6 inches thereof taken for road purposes as shown on said plan (3541 Shelbourne Street).”**

Councillor Derman stated:

- He is pleased to support this initiative; being involved in this project has presented the Community Association the opportunity to further connect with the community.

Councillor Brice stated:

- She thanks the Community Association and the faith community for coming together with this partnership; this project has a high yield potential.
- The opportunity for community building and being a good neighbour are important aspects of this project.

Councillor Gerrard stated:

- This project is a great example of community building; the Community Association and the faith community came together on this worthwhile project.
- He appreciates the business plan, the commitment to a code of conduct, the location on a major bus route and the addition of bike racks.
- Concern regarding on-street parking has been mitigated through the parking agreement with the Shelbourne Street Church of Christ.

Councillor Wade stated:

- This project has brought the faith community and the community together in a partnership to serve.

Councillor Brownoff stated:

- A community kitchen in the neighbourhood, which is easily accessible and having the support of the faith organizations and the Community Associations is appreciated.
- It is important that the applicant keep in contact with immediate neighbours to assure them that protocols and codes of conduct will be put in place.
- This is the right location for the community kitchen.

Councillor Wergeland stated:

- He compliments the applicant for the initiative; this project will draw the community together and will have other communities thinking about the same type of initiative.

Councillor Murdock stated:

- The project brought together the Community Association, the community and faith organizations.
- There has been a lot of work done to make this initiative a success.
- Food security means having access to quality local food options and having the skills to prepare quality meals.

**The Motion was then Put and CARRIED**

2860-55  
Shelbourne  
Street

“ZONING BYLAW, 2003, AMENDMENT BYLAW, 2014, NO. 9297  
Second, Third and Final Readings

**MOVED by Councillor Derman and Seconded by Councillor Gerrard: “That Bylaw No. 9297 be read a second time.”**

**CARRIED**

**MOVED by Councillor Derman and Seconded by Councillor Gerrard: “That Bylaw No. 9297 be now passed.”**

**CARRIED**

**MOVED by Councillor Derman and Seconded by Councillor Gerrard: “That Bylaw No. 9297 be adopted by Council and the Seal of the Corporation be attached thereto.”**

**CARRIED**

**MOVED by Councillor Brice and Seconded by Councillor Derman: “That Temporary Use Permit TUP00006 be approved and issued for a Community Kitchen and Food Resource Centre on Lot 4, Block 4, Section 37, Victoria District, Plan 1722 except the west 4 feet 6 inches thereof taken for road purposes as show on said plans (3541 Shelbourne Street).”**

**CARRIED**

**MOVED by Councillor Wade and Seconded by Councillor Brice: “That Development Variance Permit DVP00356 be approved and issued on Lot 4, Block 4, Section 37, Victoria District, Plan 1722 except the west 4 feet 6 inches thereof taken for road purposes as shown on said plans (3541 Shelbourne Street).”**

**CARRIED**

\*\*\*\*\*

Councillor Sanders returned to the meeting at 7:55 pm.

\*\*\*\*\*

Minutes

**ADOPTION OF MINUTES**

**MOVED by Councillor Brownoff and Seconded by Councillor Brice: "That Council adopt the minutes of the September 8, 2014 Council and Committee of the Whole meetings."**

**CARRIED****RESOLUTIONS FOR ADOPTION**

5600-20  
Affordable  
Housing Fund

**REQUESTS FOR CONTRIBUTIONS FROM THE AFFORDABLE HOUSING FUND**

Report of the Director of Finance dated September 10, 2014 recommending Council consider the requests for funding from the Affordable Housing Fund as outlined:

1. \$112,000 to Victoria Cool Aid Society for "Cottage Grove" at 3207/3211/3217/3223 Quadra Street, and
2. \$172,000 to the St. Vincent de Paul Society for "Rosalie's Village" at 4349 West Saanich Road.

**MOVED by Councillor Derman and Seconded by Councillor Brownoff: "That the request from the Victoria Cool Aid Society for funding from the Affordable Housing Fund in the amount of \$112,000 for the "Cottage Grove" project at 3207/3211/3217/3223 Quadra Street be approved."**

**CARRIED**

**MOVED by Councillor Derman and Seconded by Councillor Brice: "That the request for funding from the St. Vincent de Paul Society from the Affordable Housing Fund in the amount of \$172,000 for the "Rosalie's Village" project at 4349 West Saanich Road be approved."**

In response to questions from Council, the Director of Finance stated:

- There is currently approximately \$461,000 in the Affordable Housing Fund; the average annual deposits into the fund are approximately \$115,000.
- If these two requests are approved, the balance in the fund would be \$177,000.
- It is recommended that the balance of the Fund not drop below \$200,000.

In response to a question from Council, the Chief Administrative Officer stated that this is the first time Council has considered requests for funding from the Affordable Housing Fund.

Councillor Brice stated:

- Presently, there is no policy for approving requests for funding; however, she would support these applications based on the fact that there is money available in the Affordable Housing Fund for requests.

Councillor Gerrard stated:

- A policy is needed to advise applicants on the process for applying for funding and how much funding is available.

Councillor Derman stated:

- He agrees with the need for a policy; he supports these requests for funding to the level requested due to the potential of social good they will bring to the community.

Councillor Wergeland stated:

- A policy should be developed; he is concerned with the amount of funding requested by St. Vincent de Paul Society.

Councillor Brownoff stated:

- This fund was established without procedures defining how to determine who gets funding and how much; these two requests fall within the mandate of affordable housing.

Councillor Murdock stated:

- A framework is required to determine how funds are allocated.
- He supports these requests for funding.

Councillor Sanders stated:

- She supports these requests; the Greater Victoria Coalition to End Homelessness deems these projects as priorities.
- Guidelines for considering requests are needed.

**The Motion was then Put and CARRIED**

Adjournment On a motion from Councillor Brownoff, the meeting adjourned at 8:05 pm.

The meeting reconvened at 10:20 pm.

## **RECOMMENDATIONS**

*From the Committee of the Whole Meeting held September 15, 2014*

2860-20  
Lily Avenue

**850 LILY AVENUE – DEVELOPMENT PERMIT AMENDMENT – TREVOR BARRY**

**MOVED by Councillor Gerrard and Seconded by Councillor Wade: “That Council approve and issue Development Permit Amendment DPA00817 on Strata Lot 1, Section 65, Victoria District, Strata Plan VIS5187, Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as Show on Form V (850 Lily Avenue).”**

**CARRIED**

In Camera  
Motion

**MOVED by Councillor Brice and Seconded by Councillor Brownoff: “That pursuant to Section 19(a) of the Council Procedure Bylaw, 2007, No. 8840, the following meeting be closed to the public as the subject matter being considered relates to personal information about individuals considered for appointment.”**

**CARRIED**

Adjournment On a motion from Councillor Wergeland, the meeting adjourned at 10:22 pm.

.....  
MAYOR

I hereby certify these Minutes are accurate.

.....  
MUNICIPAL CLERK

DISTRICT OF SAANICH  
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING  
HELD IN THE COUNCIL CHAMBERS  
SAANICH MUNICIPAL HALL, 770 VERNON AVENUE  
**MONDAY, SEPTEMBER 15, 2014 AT 8:06 PM**

Present: **Chair:** Councillor Brice  
**Council:** Mayor Leonard and Councillors Brownoff, Derman, Gerrard, Murdock, Sanders, Wade and Wergeland  
**Staff:** Paul Murray, Chief Administrative Officer; Von Bishop, Manager of Development and Municipal Facilities; Jarret Matanowitsch, Manager of Current Planning; Donna Dupas, Legislative Manager; and Lynn Merry, Senior Committee Clerk

2860-20  
Lily Avenue

**850 LILY AVENUE – DEVELOPMENT PERMIT AMENDMENT – TREVOR BARRY**

Report of the Director of Planning dated August 25, 2014 recommending Council approve Development Permit Amendment DPA00817 for a proposed second storey addition to an existing two-family dwelling.

On behalf of the applicants, R. McNeil, McNeil Building Design Limited, presented to Council and highlighted the following:

- The proposed development permit amendment will permit an office and closet addition to the existing dwelling; a variance is necessary for the rear yard setback.
- The overall footprint of the dwelling will not change.

In response to questions from Council, the applicant, T. Barry stated:

- Neighbours were consulted and no concerns were identified.
- There will be no visual impact on neighbours; existing cedar hedges assist in screening.

**PUBLIC INPUT:**

Nil

**Motion:** **MOVED by Councillor Gerrard and Seconded by Councillor Wergeland: “That it be recommended that Council approve and issue Development Permit Amendment DPA00817 on Strata Lot 1, Section 65, Victoria District, Strata Plan VIS5187, Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as Show on Form V (850 Lily Avenue).”**

Councillor Derman stated:

- The proposed amendment is minor and will have no visual impact for neighbours.

Councillor Gerrard stated:

- This is a minor amendment; he supports the application.

Councillor Murdock stated:

- The proposed amendment is minor; no concerns were identified by neighbours.

**The Motion was then Put and CARRIED**

2860-40  
Kenneth Street

**652 KENNETH STREET – DEVELOPMENT VARIANCE PERMIT – KORS DEVELOPMENT SERVICES LTD.**

Report of the Director of Planning dated August 26, 2014 recommending Council approve Development Variance Permit DVP00354 to reduce lot widths for a proposed two lot residential subdivision under the current RS-6 zone; and that ratification be withheld pending registration of a covenant requiring that any new dwelling on proposed Lots A and B conform to a minimum EnerGuide 82 or equivalent energy efficient building design and construction standard, the exterior design, siting and size of a dwelling on proposed Lot A is consistent with the conceptual housing style as presented to Council and as shown in the plans by Hartmann’s Drafting & Design received February 6, 2014, and the existing Garry Oak sapling be relocated elsewhere on the property and a \$600 security be provided to be held for three years following the date of transplanting.

The applicant, D. Kors, Kors Development Services Inc., presented to Council and highlighted the following:

- A variance is requested for reduced lot width; the proposed lot widths are similar to other properties in the neighbourhood.
- The proposed house designs are consistent with existing neighbouring homes; an existing Garry Oak sapling will be retained and one additional boulevard tree will be planted.
- The applicant is committed to building the proposed dwellings such that they conform to a minimum EnerGuide 82 or equivalent energy efficiency standard; the existing dwelling and carport will be deconstructed.
- The larger than minimum side yard setbacks minimize the impact on adjacent properties.
- Consultation took place with neighbours; due to concerns expressed regarding the height of the proposed dwellings, the height of the houses as been kept as low as possible.
- The Residents Association of Strawberry Vale, Marigold and Glanford had no objections to the project.
- Servicing improvements include storm water management and the addition of



- concrete curb, gutter and separated sidewalk on Kenneth Street.
- Privacy fences will be provided on the north, east and west property lines.
- This property is in close proximity to shopping, transit and schools.

In response to questions from Council, the applicant stated:

- Discussion will take place with the neighbour to the west of Lot B to coordinate the addition of the fence so as not to impact her home business.
- Storm water retention on this property will be improved.
- Deconstruction of the existing dwelling and carport will be secured by covenant.
- The height of the fence along the property line will be approximately 6 feet.
- The proposed dwellings could include secondary suites in the future.

**PUBLIC INPUT:**

Nil

**Motion:**

**MOVED by Councillor Wade and Seconded by Mayor Leonard: "That it be recommended that:**

1. **Development Variance Permit DVP00354 be approved:**
2. **Ratification of the Development Variance Permit be withheld pending registration of a covenant requiring that:**
  - a) **Any new dwelling on proposed Lots A and B conform to a minimum EnerGuide 82 or equivalent energy efficient building design and construction standard;**
  - b) **The exterior design, siting and size of a dwelling on proposed Lot A is consistent with the conceptual housing style as presented to Council and as shown in the plans by Hartmann's Drafting and Design received February 6, 2014; and**
  - c) **The existing Garry Oak sapling be relocated elsewhere on the property and a \$600 security be provided to be held for three years following the date of transplanting."**

Councillor Wade stated:

- Neighbours and the Community Association support this project; this is an attractive design.

Councillor Sanders stated:

- She supports the application on the understanding that a covenant will secure deconstruction of the existing dwelling and carport.

In response to a question from Council, the Manager of Current Planning stated that the fee for a covenant is approximately \$350.

**The Motion was then Put and CARRIED**

2870-30  
Wilkinson Road

**3865 WILKINSON ROAD – REZONING APPLICATION – MERV MAWSON, BROADMEAD PLANNING**

Report of the Director of Planning dated August 11, 2014 recommending Council approve the rezoning from A-1 to RS-10 for a proposed two lot residential subdivision, that proposed Lot 2 be exempted from the statutory requirement to provide a minimum 10% perimeter road frontage under Section 944(2) of the *Local Government Act*, and that final reading be withheld pending registration of a

covenant requiring that any new dwelling on proposed Lot 2 conforms to a minimum BUILT GREEN® Gold or equivalent energy efficient building design and construction standard.

\*\*\*\*\*

Councillor Wergeland declared, pursuant to Section 85 of the Council Procedure Bylaw, that he is not entitled to participate in the discussion of the rezoning application at 3865 Wilkinson Road as he has a family member involved in the application.

Councillor Wergeland left the meeting at 8:30 pm.

\*\*\*\*\*

The applicant, M. Mawson, Broadmead Planning, presented to Council and highlighted the following:

- Consultation took place with neighbours and the Residents Association of Strawberry Vale, Marigold and Glanford and no concerns were identified.
- The application is in compliance with the criteria for panhandle lots.
- The applicant is committed to meeting the BUILT GREEN® Gold energy efficiency standards, widening Wilkinson Road and the addition of concrete curb and gutter.

**PUBLIC INPUT:**

Nil

**Motion:**

**MOVED by Councillor Derman and Seconded by Councillor Gerrard: “That a Public Hearing be called to further consider the rezoning application on Parcel A (DD 326301-I) of Lot 5, Block A, Section 16, Victoria District, Plan 851 (3865 Wilkinson Road).”**

In response to a question from Council, the applicant stated that the majority of immediate neighbours wish to have the trees on the property retained.

**The Motion was then Put and CARRIED**

\*\*\*\*\*

Councillor Wergeland returned to the meeting at 8:35 pm.

\*\*\*\*\*

2870-30  
Gordon Head  
Road

**4360 GORDON HEAD ROAD – REZONING APPLICATION – GARY SKABEIKIS**  
Report of the Director of Planning dated August 22, 2014 recommending Council approve the rezoning from RS-16 to RS-12 for a proposed two lot residential subdivision, that proposed Lot B be exempted from the statutory requirement to provide a minimum 10% perimeter road frontage under Section 944(2) of the *Local Government Act*, and that final reading be withheld pending registration of a covenant requiring that design and construction of a new dwelling on proposed Lot B conform to a minimum EnerGuide 82 or equivalent energy efficiency standard; and, with regard to the building mass, dimensions, and siting, that the proposed house for Lot B be constructed substantially in compliance with the site plan prepared by J.E. Anderson & Associates received January 16, 2014 and the floor plans and building elevations prepared by Aspire Custom Design Ltd. received October 30, 2013.

In response to a question from Council, the Manager of Current Planning stated the Zoning Bylaw prohibits accessory buildings being used as secondary suites. A covenant is not necessary to prohibit this.

The applicant, G. Skabeikis, Gordon Head Road, and L. Baker, Aspire Custom Designs Ltd. presented to Council and highlighted the following:

- No variances are requested;
- Neighbours' concerns regarding their views were considered; the design, height and siting of the proposed new dwelling will minimize the impact on their views.
- A hedge will be planted at the chain-link fence to address the privacy concern of a neighbour.
- The driveway has been widened to facilitate access for the Fire Department.
- The request of the Gordon Head Residents' Association for a covenant restricting the siting, height and floor area of a future new dwelling on proposed Lot A is too restrictive.

**PUBLIC INPUT:**

P. McKivett, President of the Gordon Head Residents' Association, stated:

- The Community Association has concerns regarding the siting, height and floor area of a future new dwelling on Lot A and the prospect of conversion of ancillary buildings into secondary suites.
- The GHRA requests that future development on this property be restricted to the size of the existing dwelling or less.
- Registration of a covenant in this regard will provide greater protection to neighbours and provide an additional tool for the municipality to enforce the bylaw.

In response to a question, the applicant stated the existing house is very small; a covenant to restrict the size and siting of a future dwelling is overly restrictive and may devalue the property.

In response to a question from Council, the Manager of Current Planning stated that a covenant to restrict the size of a future dwelling to the same or less than the existing house, would limit the new dwelling to the size permitted under RS-2 zoning.

**Motion:**

**MOVED by Councillor Derman and Seconded by Councillor Gerrard: "That a Public Hearing be called to further consider the rezoning application on Lot A (DD256411I), Section 85, Victoria District, Plan 4266 (4360 Gordon Head Road)."**

Councillor Derman stated:

- He appreciates the applicant's efforts to consider the neighbours' views.
- Further discussion with the Community Association regarding the size and siting of future development on Lot A may mitigate concerns.

Councillor Gerrard stated:

- The proposed dwelling is well designed; the applicant should be commended for considering the neighbours' view and for the commitment to planting a hedge to address privacy concerns.
- A covenant restricting dwelling size may affect future development.

Councillor Wade stated:

- She appreciates that consultation took place with neighbours.
- Although she understands the Community Association's desire to limit the size of a future dwelling, such a covenant might pose a hardship on the applicant; a compromise could be reached through further discussion.

Councillor Murdock stated:

- The design is thoughtful of the impact on immediate neighbours.
- The applicant and the Community Association should have further discussion on the possibility of limiting the size of a future dwelling on proposed Lot A.

Councillor Sanders stated:

- The building design is appropriate and fits within the character of the neighbourhood.
- She appreciates the Community Association's concerns; when this application comes to Public Hearing, she expects some consideration be given to restricting the size of a future dwelling on Lot A.

Councillor Brownoff stated:

- The applicant has been considerate of neighbours' concerns.
- The Community Association is requesting assurance that the size of a future dwelling will be restricted; she is hopeful that the applicant will consult further with the Community Association about their concerns.

**The Motion was then Put and CARRIED**

1110-30  
Zoning Bylaw

Xref: 2870-40  
Secondary  
Suites

## **SECONDARY SUITE STUDY – NORTH OF MCKENZIE AVENUE**

Report of the Director of Planning dated August 25, 2014 recommending Council support the legalization of secondary suites within the study area north of McKenzie Avenue, with the same regulatory controls currently in place south of McKenzie Avenue.

C. Scott, Manager of Community Planning, presented to Council and highlighted the following:

- Approximately one in three single family homes in Saanich have secondary suites.
- The issue of potential legalization of secondary suites was brought forward during the development of the Official Community Plan in 2008 when there was a need identified for more affordable housing.
- The 2014 Strategic Plan identified the need for a study of the area north of McKenzie Avenue regarding legalization of secondary suites.
- The areas of Broadmead, Rural Saanich and the Blenkinsop Valley were excluded from the study.
- The engagement process used a number of different techniques to garner feedback from residents including open houses, telephone and paper surveys and through personal interaction; telephone and online and paper surveys were the primary mechanisms for receiving feedback.
- The key issues identified through feedback were: the need for secondary suites in the community, comments related to parking and traffic issues, building code and bylaw enforcement, health and safety issues and implications from a tax perspective.
- There were a number of comments received supporting secondary suites in all

areas of Saanich.

- Staff recommends the following: expanding the area where suites are already legal to include the area north of McKenzie Avenue, undertaking a future study to look at the potential of secondary suites in accessory building in both areas north and south of McKenzie Avenue, and having the same regulatory controls in effect both south of McKenzie Avenue and in the area north of McKenzie Avenue.

In response to questions from Council, the Manager of Community Planning stated:

- The current regulations require one additional parking space for a secondary suite; initial analysis looked to achieve a balance to address the parking issues with the street esthetical issues and minimizing the amount of pavement on the property.

**PUBLIC INPUT:**

P. McKivett, President of Gordon Head Residents' Association, stated:

- Secondary suites in Gordon Head are a fact of life; the Residents' Association is disappointed that rooming houses were not included in the scope of the study.
- Rooming houses are a problem; dedicated enforcement against parking, noise and health and safety infractions north of McKenzie Avenue will be appreciated.
- The Residents' Association asks that Council table the study and direct staff to include the question of rooming houses.

S. Sall, Haliburton Avenue, stated:

- The Indo-Canadian community supports the legalization of secondary suites, however using the Urban Containment Boundary (UCB) as one of the limits for the study is a concern.
- The UCB may mean that residents of the same street will not have the same financial benefit of a secondary suite; he urges Council to permit secondary suites in all of Saanich.

F. Haynes, Prospect Avenue, stated:

- Rooming houses exist and should have been included in the scope of the survey.
- Secondary suites should be permitted in all of Saanich and there is a need to address the problems associated with rooming houses.

A. Rampon, Alderley Road, stated:

- Suites already exist in rural Saanich; parking and noise would not be a concern if secondary suites were legalized for rural properties.
- The legalization of secondary suites in rural Saanich would benefit local communities and help property owners financially.
- Council should consider permitting secondary suites in all of Saanich.

R. Parker, Seapearl Place, stated:

- The character of the neighbourhood should be considered when discussing legalization of secondary suites.
- The Seapearl Place neighbourhood should be excluded from the study and treated as part of Broadmead; Broadmead is excluded from the study due to the presence of restrictive covenants.
- Additional vehicles due to the legalization of secondary suites would create traffic problems on this steep, winding road.

**Motion:                   MOVED by Mayor Leonard and Seconded by Councillor Murdock: “That a Public Hearing be called to further consider amendments to the Zoning Bylaw for the legalization of secondary suites within the study area north of McKenzie Avenue.”**

Councillor Murdock stated:

- He thanks staff and the public for their effort on this study; there will be an opportunity to consider accessory buildings and rooming houses in the future.
- New home buyers and seniors are largely dependent on the income generated from secondary suites; regulations will address Building Code issues such as safety and provide security to renters that they cannot be evicted due to being in an illegal suite.
- The recommendations reflect the discussion that took place regarding the legalization of suites south of McKenzie Avenue.

Councillor Derman stated:

- Affordable housing is an important issue that needs to be addressed; secondary suites provide a means to help accomplish affordable housing and can serve as a “mortgage helper” for residents that need financial assistance.
- The current secondary suite study is limited in its scope; it does not provide the information necessary to determine if the potential benefits of legalization outweigh the potential downsides.
- Excessive street parking could reduce quality of life and be dangerous for pedestrians and cyclists.
- Legalizing suites in remote areas would likely increase the use of vehicles; increasing the use of vehicles is contrary to the objectives of the Official Community Plan.
- Legalizing secondary suites in certain parts of the municipality north of McKenzie Avenue that are close to services and public transit is supportable.

Councillor Brownoff stated:

- She is concerned that suites may be allowed in areas that have no access to public transit; one of the goals of legalizing suites was to ensure that suites are safe.
- On-street parking is a concern as is the increase of impervious surfaces for additional parking spaces.
- She would not support the legalization of secondary suites outside the Urban Containment Boundary.
- Next steps should include a review of rooming houses and secondary suites in accessory buildings.

Councillor Wergeland stated:

- He thanks staff for the work done on this project; future discussion could include secondary suites in rural areas.

Mayor Leonard stated:

- Secondary suites have been considered appropriately on an incremental basis; rooming houses and accessory buildings can be discussed in the future.
- The Official Community Plan states that the Urban Containment Boundary cannot be expanded without the consent of residents.
- The discussion to legalize secondary suites is not finished.

Councillor Sanders stated:

- She thanks staff for a job well done; she would not support secondary suites outside the Urban Containment Boundary.
- On-street parking and additional vehicles for secondary suites are concerns.
- Rooming houses can be dealt with through bylaw enforcement.

Councillor Gerrard stated:

- It is appropriate to discuss legalizing secondary suites in an incremental manner; opportunities for having secondary suites in accessory buildings on large lots could be discussed in the future.
- There is a need for affordable accommodation; the municipality needs to find ways to keep people in Saanich.

Councillor Wade stated:

- The health and safety of tenants is a concern; the proposed regulations will allow staff to enforce on-street parking restrictions.
- There is a need to enforce bylaws in relation to rooming houses.

**The Motion was then Put and CARRIED  
with Councillor Derman OPPOSED**

#### 1110-30

Permissive Tax  
Exemptions

#### **PERMISSIVE TAX EXEMPTIONS**

- (a) Report of the Director of Finance dated September 10, 2014 recommending Council endorse the 2015 property tax exemptions for the churches outlined.
- (b) Supplemental report of the Director of Finance dated September 12, 2014 and report of the Director of Finance dated September 10, 2014 recommending Council deny the request for permissive tax exemption for 2015 from the Victoria United Chapter Society for property at 3281 Harriet Road; and endorse requests for permissive tax exemptions for 2015 for the following properties identified, and contained in the Notice of Permissive Tax Exemptions:
  - Baptist Housing Mount View Heights Care Society – 3814 Carey Road;
  - Braefoot Athletic Centre – 1359 McKenzie Avenue;
  - Saanich Health & Physical Endeavors Society, Darwin Avenue;
  - The First Cedar Hill Hall Society – 3680 Cottonwood Street; and
  - The Garth Homer Foundation – 813 Darwin Avenue.

The Director of Finance, stated that the report outlines two new requests and three that are considered housekeeping changes due to ownership or classification changes.

#### **PUBLIC INPUT:**

S. Cormie, Secretary, Victoria United Chapter Society, stated:

- The Society consists of volunteers whose sole purpose is to maintain the hall property and provide community service; due to declining membership, there is no longer adequate funding to support and maintain the property.
- A tax exemption is requested so that the Society can continue to support the citizens of Saanich.

**Motion:** **MOVED by Mayor Leonard and Seconded by Councillor Wergeland: “That it be recommended that:**

- 1. The requests for property tax exemptions for the churches as outlined in the report of the Director of Finance dated September 10, 2014 be approved;**
- 2. the request for a 2015 permissive tax exemption from the Victoria United Chapter Society for the property at 3281 Harriet Road as outlined in the report of the Director of Finance dated September 10, 2014, be denied; and**
- 3. the requests for 2015 permissive tax exemptions for the following properties identified, as outlined in the supplemental report of the Director of Finance dated September 12, 2014, be approved:**
  - Baptist Housing Mount View Heights Care Society – 3814 Carey Road;**
  - Braefoot Athletic Centre – 1359 McKenzie Avenue;**
  - Saanich Health & Physical Endeavor Society, Darwin Avenue;**
  - The First Cedar Hill Hall Society – 3680 Cottonwood Street; and**
  - The Garth Homer Foundation – 813 Darwin Avenue.”**

**CARRIED**

**Adjournment** On a motion from Councillor Derman, the meeting adjourned at 10:19 pm.

.....  
CHAIR

I hereby certify these Minutes are accurate

.....  
MUNICIPAL CLERK