



AGENDA

For the Council Meeting to be Held
In the Council Chambers
Saanich Municipal Hall, 770 Vernon Avenue,
MONDAY, MAY 2, 2016, 7:00 P.M.

A. ADOPTION OF MINUTES

1. Council Meeting held April 25, 2016

B. BYLAWS FOR FINAL READING

1. **COUNCIL PROCEDURE BYLAW**

Final reading of the "Council Procedure Bylaw, 2015, Amendment Bylaw, 2016, No. 9376". To update the bylaw with the proposed amendments from the review held in December 2015.

C. PUBLIC INPUT (ON BUSINESS ITEMS D & E)

D. BYLAWS FOR THREE READINGS

1. **2016 FINANCIAL PLAN, TAX RATES, BORROWING AND PARCEL TAX BYLAWS**
P. 3 Report of the Director of Finance dated April 27, 2016 recommending that Council approve the following short term borrowing of five years from the Municipal Finance Authority:
 - a) a sum not exceeding \$194,000 for Cedar Hill Golf Course equipment with no right of renewal,
 - b) a sum not exceeding \$850,000 for Information Technology equipment with no right of renewal;and give approval to the bylaws as listed below.
2. **FINANCIAL PLAN BYLAW (2016-2020)**
P. 6 Three readings of the "Financial Plan Bylaw, 2016, No. 9377". To establish the five year financial plan for 2016-2020.
3. **TAX BYLAW**
P. 11 Three readings of the "Tax Bylaw, 2016, No. 9378". To establish the tax rates for 2016.
4. **CRD ONSITE SEWAGE SYSTEMS SERVICE PARCEL TAX AMENDMENT BYLAW**
P. 13 Three readings of the "CRD Onsite Sewage Systems Service Parcel Tax Bylaw, 2008, Amendment Bylaw, 2016, No. 9379". To establish the parcel tax rate for 2016.
5. **SEWER CAPITAL PROGRAM LOAN AUTHORIZATION BYLAW**
P. 14 Three readings of the "Sewer Capital Program Loan Authorization Bylaw, 2016, No. 9380". To authorize borrowing of a sum not exceeding \$1,500,000 for the construction of improvements to the sewer system in the Sewer Service Area.
6. **STORM DRAINAGE CAPITAL PROGRAM LOAN AUTHORIZATION BYLAW**
P. 15 Three readings of the "Storm Drainage Capital Program Loan Authorization Bylaw, 2016, No. 9381". To authorize borrowing of a sum not exceeding \$1,500,000 for the construction of improvements to the storm drainage system.
7. **TRANSPORTATION CAPITAL PROJECTS LOAN AUTHORIZATION BYLAW**
P. 16 Three readings of the "Transportation Capital Projects Loan Authorization Bylaw, 2016, No.

9382". To authorize borrowing of a sum not exceeding \$2,000,000 for the construction of improvements to transportation infrastructure.

- P. 17** 8. **PARKS CAPITAL PROJECTS LOAN AUTHORIZATION BYLAW**
Three readings of the "Parks Capital Projects Loan Authorization Bylaw, 2016, No. 9383". To authorize borrowing of a sum not exceeding \$1,300,000 for the construction of improvements to the parks infrastructure.
- P. 18** 9. **COMMUNITY FACILITIES CAPITAL PROJECTS LOAN AUTHORIZATION BYLAW**
Three readings of the "Community Facilities Capital Projects Loan Authorization Bylaw, 2016, No. 9384". To authorize borrowing of a sum not exceeding \$195,800 for the construction of improvements to community facilities.
- P. 19** 10. **GORDON HEAD RECREATION CENTRE LOAN AUTHORIZATION BYLAW**
Three readings of the "Gordon Head Recreation Centre Loan Authorization Bylaw, 2016, No. 9386". To authorize borrowing of a sum not exceeding \$836,630 for the Gordon Head Recreation Centre boiler replacement.

E. REPORTS FROM SAANICH ADVISORY COMMITTEE CHAIRS

* * * Adjournment * * *

AGENDA

For the Committee of the Whole Meeting

** IMMEDIATELY FOLLOWING **

The Council Meeting in the Council Chambers

- P. 20** 1. **761 ENTERPRISE CRESCENT – REZONING AND DEVELOPMENT PERMIT AMENDMENT**
Report of the Director of Planning dated April 18, 2016 recommending that Council amend the Zoning Bylaw to add a new M-3B/D (Industrial Park Brewery/Distillery) Zone, rezone the property from Zone M-3 (Industrial Park) to the new Zone M-3B/D (Industrial Park Brewery/Distillery), and approve Development Permit Amendment DPA00860 to permit assembly and retail sales for a proposed brewery/distillery. Variances are requested for signage and parking.

* * * Adjournment * * *

"IN CAMERA" COUNCIL MEETING IMMEDIATELY FOLLOWS

Cnci May 2/16

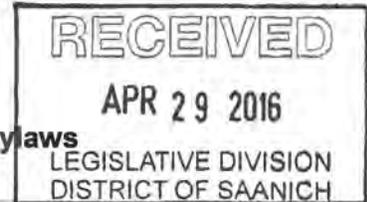


The Corporation of the District of Saanich

Report

Council Administrator
Media
Apr 29/16 DL
Mayor Councillors Administrator

To: Mayor and Council
From: Valla Tinney, Director of Finance
Date: April 27, 2016
Subject: 2016 Financial Plan, Tax Rates, Borrowing and Parcel Tax Bylaws



PURPOSE

The purpose of this report is to introduce the 2016 Financial Plan, Tax Rates, Borrowing and Parcel Tax Bylaws.

BACKGROUND

The attached Financial Plan and Tax Rates Bylaws have been prepared pursuant to the conclusion of the 2016 Special Committee of the Whole - Financial Plan Meetings and incorporate the resolutions of Council and final adjustments resulting from detailed analysis of the revised assessment roll. The Parcel Tax Bylaw is for the Capital Regional District Onsite Sewage Systems Service.

DISCUSSION

Financial Plan Bylaw, 2016, No.9377,

The Financial Plan Bylaw is formatted to comply with the Community Charter and incorporates the Operating Budget and the Capital Expenditure Program. The plan is primarily focussed on 2016 but includes a general forecast for the balance of the five year horizon based on the following general assumptions for years 2017 to 2020:

1. 2 - 3% annual inflation factor applied to most expenditures.
2. 1% annual inflation factor applied to fees and charges
3. Wage and benefit costs per collective agreement commitments,
4. Water rates increased annually by an inflation factor of 2% to support infrastructure replacement,
5. Sewer rates increased 3% annually to support infrastructure replacement, and

The capital component of the five year financial plan focuses on increasing infrastructure replacement in the near term to sustainable levels. This forecast is based on the following assumptions:

1. 2% annual increase in core capital funding from taxation,
2. Property taxation increased 0.75% annually to increase capital funding for infrastructure,
3. Debt levels within Council Policy,

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4. Federal gas tax funding allocated to transportation,
5. New infrastructure funding mainly relies on modest debt room, government grants, community contributions and operating budgets, and
6. All figures shown in current year (2016) dollars – no inflation allowance,

Projected preliminary property tax increases in year's 2 to 5 average 2.5% per year for operations, 0.1% for new infrastructure operating costs and 0.75% to 1% for increased capital infrastructure funding.

Through analysis of the revised assessment roll and application of the District's tax policy to maintain stability between the classes, the financial plan has been adjusted as advised in the Financial Plan Proposal report of April 14, 2016. The result of the adjustments is a decrease in the tax impact to average residential from 2.75% to 2.64%. Contingencies have also been added to establish a provision for assessment appeals based on risk to roll information from BCAA.

Tax Rates Bylaw, 2016 No. 9378

The Tax Rates Bylaw establishes tax rates for municipal and regional purposes pursuant to the Financial Plan and the Capital Regional District requisition. The municipal general tax increase to the average residential homeowner, net of new construction and development, is 1.44% for operations, 0.39% for resource requests and 0.69% to increase capital spending on infrastructure and 0.12% for the Greater Victoria Public Library or \$61.87.

The schedule of tax rates appended to the Tax Rates Bylaw has been prepared using the 2016 multiples for Municipal and CRD purposes noted above.

Borrowing Bylaws

The Borrowing Bylaws provide authorization to borrow the amount established in the 2016 Financial Plan to support the capital program. Borrowing resolutions will subsequently come forward to Council for approval as required under the Community Charter when the funds are needed as expenditures for projects commence.

Approval of the Inspector of Municipalities is required prior to adoption of the loan authorization bylaws by Council in accordance with Section 179 of the *Community Charter*. Approval of the electors is not required as the Municipality's debt servicing level is within the assent free zone established by Municipal Liabilities Regulation 254/2004.

Six Loan Authorization Bylaws are attached:

1.	Sewer Capital Program (Bylaw No. 9380):	1,500,000
2.	Storm Drainage Capital Program (Bylaw No. 9381):	1,500,000
3.	Transportation Capital Projects (Bylaw No. 9382):	2,000,000
4.	Parks Capital Projects (Bylaw No. 9383):	1,300,000
5.	Community Facility Capital Projects (Bylaw No. 9384)	195,800
6.	Gordon Head Recreation Centre Boiler Replacement (Bylaw No. 9386)	<u>836,630</u>
		<u>\$ 7,332,430</u>

Resolutions to authorize short term borrowing for equipment are also needed:

- Five year borrowing for Cedar Hill Golf Course equipment of \$194,000
- Five year borrowing for Information Technology equipment totalling \$850,000

CRD Onsite Sewage Systems Service Parcel Tax Bylaw, 2016, No. 9379

The annual parcel tax will increase by \$0.44 from \$20.20 to \$20.64 for the regional district onsite sewage septic systems service.

RECOMMENDATION:

1. That Council pass the following resolutions:
 - a. That Council approves a short term borrowing of five years from the Municipal Finance Authority of British Columbia, in accordance with section 175 of the Community Charter, a sum not exceeding \$194,000 for Cedar Hill Golf Course equipment with no right of renewal.
 - b. That Council approves a short term borrowing of five years from the Municipal Finance Authority of British Columbia, in accordance with section 175 of the Community Charter, a sum not exceeding \$850,000 for Information Technology equipment with no right of renewal.
2. That Council give approval to the attached Bylaws 9377, 9378, 9379, 9380, 9381, 9382, 9383, 9384 and 9386.

Report prepared by 
Valla Tinney, Director of Finance

Chief Administrative Officer's Comments:

I endorse the recommendation of the Director of Finance.


Paul Thorkelsson, CAO

THE CORPORATION OF THE DISTRICT OF SAANICH

BYLAW NO. 9377

TO ADOPT THE FINANCIAL PLAN FOR THE PERIOD 2016 TO 2020

WHEREAS the Municipal Council has caused to be prepared the Financial Plan for the period 2016 to 2020 in accordance with the provision of Section 165 of the Community Charter;

THEREFORE the Municipal Council of The Corporation of the District of Saanich enacts as follows:

1. The Financial Plan for the period 2016 to 2020 being Schedule "A" - General; Schedule "B" - Water Utility; Schedule "C" - Sewer Utility; and, Schedule "D" – Revenue and Tax Policy Disclosure; all attached to this Bylaw, is hereby adopted.
2. This Bylaw may be cited for all purposes as the "**FINANCIAL PLAN BYLAW, 2016, NO. 9377**".

Read a first time this

Read a second time this

Read a third time this

Adopted by Council, signed by the Mayor and Clerk and sealed with the Seal of the Corporation on the

Municipal Clerk

Mayor

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THE CORPORATION OF THE DISTRICT OF SAANICH

**FINANCIAL PLAN
BYLAW NO. 9377
SCHEDULE "A"
GENERAL**

	2016	2017	2018	2019	2020
	\$	\$	\$	\$	\$
REVENUES					
TAXATION					
Property Taxes	111,158,200	115,859,000	120,243,600	124,543,600	128,377,800
Parcel Taxes	21,400	20,000	20,000	20,000	20,000
Utilities & Other	1,494,700	1,524,600	1,555,100	1,586,200	1,617,900
	<u>112,674,300</u>	<u>117,403,600</u>	<u>121,818,700</u>	<u>126,149,800</u>	<u>130,015,700</u>
Fees and Charges	26,370,800	26,634,500	26,900,800	27,169,800	27,441,500
Other Revenues	13,024,400	10,568,300	10,655,600	10,745,100	10,836,900
TOTAL	<u>152,069,500</u>	<u>154,606,400</u>	<u>159,375,100</u>	<u>164,064,700</u>	<u>168,294,100</u>
EXPENSES					
Operating Purposes	142,322,800	143,765,700	147,543,900	151,423,200	155,406,000
Debt Interest	1,127,600	1,310,000	1,455,600	1,627,200	1,798,500
TOTAL	<u>143,450,400</u>	<u>145,075,700</u>	<u>148,999,500</u>	<u>153,050,400</u>	<u>157,204,500</u>
OPERATING SURPLUS	8,619,100	9,530,700	10,375,600	11,014,300	11,089,600
ADD BACK NON CASH ITEM					
Amortization Expense	14,669,600	15,109,700	15,562,900	16,029,800	16,510,600
CASH SURPLUS	<u>23,288,700</u>	<u>24,640,400</u>	<u>25,938,500</u>	<u>27,044,100</u>	<u>27,600,200</u>
Borrowing Proceeds	12,176,400	5,600,000	6,600,000	6,290,000	6,337,000
Transfers from					
Reserve Funds	24,929,200	18,547,800	16,368,300	15,362,600	11,177,400
Reserve for Future Expenditures	14,713,000	2,398,800	2,398,800	2,398,800	2,398,800
Accumulated Surplus	1,058,800	-	-	-	-
	<u>52,877,400</u>	<u>26,546,600</u>	<u>25,367,100</u>	<u>24,051,400</u>	<u>19,913,200</u>
Capital Purposes	59,865,300	34,378,300	33,535,600	32,986,800	29,061,300
Debt Principal Repayment	1,564,700	2,195,400	2,485,500	2,827,400	3,168,800
Transfers to Reserve Funds					
Public Safety and Security	828,500	828,500	828,500	828,500	828,500
Carbon Neutral	238,200	238,200	238,200	238,200	238,200
Equipment Replacement	1,558,100	1,589,300	1,621,100	1,653,500	1,686,600
Capital Works	5,070,400	6,302,100	6,628,100	7,542,700	7,160,000
Commonwealth Pool Operations	76,300	61,300	61,300	61,300	61,300
Commonwealth Pool HP Repair	20,000	20,000	20,000	20,000	20,000
Facilities Major Repair & Replacement	2,452,700	2,635,600	3,374,000	3,471,500	3,570,900
Computer Hardware & Software	4,491,900	2,938,300	2,513,300	1,465,600	1,717,800
	<u>76,166,100</u>	<u>51,187,000</u>	<u>51,305,600</u>	<u>51,095,500</u>	<u>47,513,400</u>
NET TRANSFERS TOTAL	<u>(23,288,700)</u>	<u>(24,640,400)</u>	<u>(25,938,500)</u>	<u>(27,044,100)</u>	<u>(27,600,200)</u>
FINANCIAL PLAN BALANCE	-	-	-	-	-

THE CORPORATION OF THE DISTRICT OF SAANICH

**FINANCIAL PLAN
BYLAW NO. 9377
SCHEDULE "B"
WATER UTILITY**

	2016	2017	2018	2019	2020
	\$	\$	\$	\$	\$
REVENUES					
Other Revenue	116,600	116,600	116,600	116,600	116,600
Fees and Charges	20,620,200	21,063,800	21,517,900	21,982,600	22,458,100
Development Cost Charges	217,600	-	-	-	-
TOTAL	20,954,400	21,180,400	21,634,500	22,099,200	22,574,700
EXPENSES					
Operating Purposes	15,749,000	16,109,100	16,478,500	16,857,500	17,246,300
TOTAL	15,749,000	16,109,100	16,478,500	16,857,500	17,246,300
OPERATING SURPLUS	5,205,400	5,071,300	5,156,000	5,241,700	5,328,400
ADD BACK NON CASH ITEM					
Amortization Expense	2,082,200	2,144,700	2,209,000	2,275,300	2,343,600
CASH SURPLUS	7,287,600	7,216,000	7,365,000	7,517,000	7,672,000
Transfers from					
Reserve for Future Expenditures	8,141,800	-	-	-	-
Accumulated Surplus	250,000	250,000	250,000	250,000	250,000
	8,391,800	250,000	250,000	250,000	250,000
Capital Purposes	15,679,400	7,466,000	7,615,000	7,767,000	7,922,000
NET TRANSFERS TOTAL	(7,287,600)	(7,216,000)	(7,365,000)	(7,517,000)	(7,672,000)
FINANCIAL PLAN BALANCE	-	-	-	-	-

THE CORPORATION OF THE DISTRICT OF SAANICH

**FINANCIAL PLAN
BYLAW NO. 9377
SCHEDULE "C"
SEWER UTILITY**

	2016	2017	2018	2019	2020
	\$	\$	\$	\$	\$
REVENUES					
Other Revenue	73,800	76,000	78,300	80,600	83,000
Fees and Charges	17,674,100	18,388,700	19,163,600	19,676,200	20,161,600
TOTAL	17,747,900	18,464,700	19,241,900	19,756,800	20,244,600
EXPENSES					
Operating Purposes	14,229,800	14,596,800	14,973,300	15,359,600	15,755,800
Debt Interest	294,380	333,380	372,380	411,380	442,580
TOTAL	14,524,180	14,930,180	15,345,680	15,770,980	16,198,380
OPERATING SURPLUS	3,223,720	3,534,520	3,896,220	3,985,820	4,046,220
ADD BACK NON CASH ITEM					
Amortization Expense	2,242,700	2,310,000	2,379,300	2,450,700	2,524,200
CASH SURPLUS	5,466,420	5,844,520	6,275,520	6,436,520	6,570,420
Borrowing Proceeds	4,264,600	1,500,000	1,500,000	1,500,000	1,500,000
Transfers from					
Reserve Funds	40,000	40,000	40,000	40,000	40,000
Reserve for Future Expenditures	5,806,800	-	-	-	-
Accumulated Surplus	150,000	150,000	150,000	150,000	150,000
	10,261,400	1,690,000	1,690,000	1,690,000	1,690,000
Capital Purposes	14,556,400	6,415,900	6,885,900	7,085,900	7,104,000
Transfers to Capital Reserve	676,714	546,220	429,520	312,820	366,420
Debt Principal	494,706	572,400	650,100	727,800	790,000
	15,727,820	7,534,520	7,965,520	8,126,520	8,260,420
NET TRANSFERS TOTAL	(5,466,420)	(5,844,520)	(6,275,520)	(6,436,520)	(6,570,420)
FINANCIAL PLAN BALANCE	-	-	-	-	-

THE CORPORATION OF THE DISTRICT OF SAANICH
FINANCIAL PLAN
BYLAW NO. 9377
SCHEDULE "D"
REVENUE AND TAX POLICY DISCLOSURE

Proportions of Total Revenue

<u>Funding Sources</u>	
Property Taxes	42.39%
Fees and Charges	24.65%
Borrowing Proceeds	6.27%
Other Sources	26.69%
	100.00%

The Municipality will continue to pursue revenue diversification to minimize the overall percentage of revenue raised from property taxes wherever possible. The objective is to continue maintaining a reasonable tax burden by maximizing other revenue sources, lowering the cost of municipal services and shifting the burden to user fees and charges where feasible.

Distribution of Property Taxes

<u>Property Class</u>	
1 Residential	76.52%
2 Utilities	0.35%
3 Supportive Housing	0.00%
5 Light Industry	0.15%
6 Business & Other	22.88%
7 Managed Forest	0.00%
8 Rec/Non-Profit	0.10%
9 Farm	0.00%
	100.00%

The Municipality will continue to set tax rates to ensure tax stability by maintaining the proportionate relationship between classes and uniform annual tax increases. The 2015 - 2018 Draft Saanich Strategic Plan target for the proportion of business property tax revenue is set at a minimum of 23%.

Permissive Tax Exemptions

The Municipality will continue to support local organizations through permissive tax exemptions. The objective is to consider exemptions individually on their merits, in context with the Saanich Strategic Plan.

THE CORPORATION OF THE DISTRICT OF SAANICH

BYLAW NO. 9378

FOR THE LEVYING OF RATES AND TAXES FOR THE YEAR 2016

The Council of The Corporation of the District of Saanich, in open meeting assembled, enacts as follows:

1. The following rates are hereby imposed and levied for the year 2016:
 - (a) For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "A" of the Schedule attached hereto and forming a part hereof.
 - (b) For purposes of the Capital Regional District on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "B" of the Schedule attached hereto and forming a part hereof.
 - (c) For hospital purposes on the assessed value of land and improvements taxable for Regional Hospital District purposes, rates appearing in column "C" of the schedule attached hereto and forming a part hereof.
 - (d) For purposes of the expenses related to the Cadboro Bay Village Business Improvement Association and referred to in Bylaw No. 9264 on the assessed value of all land and improvements that fall into Class 6 of the assessments within the designated business improvement area as defined in Bylaw No. 9264 and referred to as the Cadboro Bay Village Business Improvement Area, \$1.43947 per \$1,000 taxable value.
2. The aforesaid rates and taxes shall be considered to have been imposed on and from the First (1st) day of January 2016. Such rates and taxes are not deemed to be paid until payment is received in the office of the Collector of The Corporation at 770 Vernon Avenue, Victoria, B.C.
3. This bylaw may be cited for all purposes as the "**TAX BYLAW, 2016, NO. 9378**".

Read a first time this

Read a second time this

Read a third time this

Adopted by Council, signed by the Mayor and Clerk and sealed with the Seal of the Corporation on the

Municipal Clerk

Mayor

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**2016
SCHEDULE**

Tax Rates (dollars of tax per \$1000 taxable value)

Property Class	A	B	C
	Municipal General	Regional District	Regional Hospital District
(1) Residential	3.8568	0.2985	0.2915
(2) Utilities	31.8954	2.4689	1.0201
(3) Supportive Housing	3.8568	0.2985	0.2915
(4) Major Industry	9.4304	0.7300	0.9910
(5) Light Industry	9.4304	0.7300	0.9910
(6) Business/Other	13.3157	1.0307	0.7141
(7) Managed Forest	22.3876	1.7329	0.8744
(8) Recreational/Non Profit	7.9211	0.6131	0.2915
(9) Farm	0.5000	0.0387	0.2915

THE CORPORATION OF THE DISTRICT OF SAANICH

BYLAW NO. 9379

TO AMEND BYLAW NO. 8915,
BEING THE “CRD ONSITE SEWAGE
SYSTEMS SERVICE PARCEL TAX BYLAW, 2008”

The Municipal Council of The Corporation of the District of Saanich in open meeting assembled enacts as follows:

1. Bylaw No. 8915 being the “CRD Onsite Sewage Systems Service Parcel Tax Bylaw, 2008” is hereby amended as follows:
 - (a) By deleting Section 3 and substituting therefore the following:

“3. Imposition of Parcel Tax

A parcel tax in the amount of \$20.64 is hereby imposed on each parcel in the Corporation of the District of Saanich that appears on the authenticated CRD Onsite Sewage Systems Service Parcel Tax Roll.”
 - (b) By deleting Section 4 and substituting therefore the following:

“4. Term

The parcel tax imposed under this Bylaw will be imposed for the year 2016.”
2. This Bylaw may be cited for all purposes as the “**CRD ONSITE SEWAGE SYSTEMS SERVICE PARCEL TAX BYLAW, 2008, AMENDMENT BYLAW, 2016, NO. 9379**”.

Read a first time this

Read a second time this

Read a third time this

Adopted by Council, signed by the Mayor and Clerk and sealed with the Seal of the Corporation on the

Municipal Clerk

Mayor

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D.4

THE CORPORATION OF THE DISTRICT OF SAANICH
BYLAW NO. 9380
TO AUTHORIZE BORROWING FOR
SEWER CAPITAL PROGRAM

WHEREAS it is deemed desirable and expedient to improve the sewer system in the Sewer Service Area of the Municipality of Saanich;

AND WHEREAS the estimated cost including expenses incidental thereto is the sum of \$1,500,000 which is the amount of debt intended to be created by this bylaw;

NOW THEREFORE, the Municipal Council of The Corporation of the District of Saanich in an open meeting assembled, enacts as follows:

1. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out, the construction of (improvements) to the sewer system in the Sewer Service Area of the Municipality of Saanich, generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing, to borrow upon the credit of the Municipality, a sum not exceeding \$1,500,000.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 15 years.
3. This bylaw may be cited as the **"SEWER CAPITAL PROGRAM LOAN AUTHORIZATION BYLAW, 2016, No. 9380"**.

Read a first time this

Read a second time this

Read a third time this

Received the approval of the Inspector of Municipalities on the

Adopted by Council, signed by the Mayor and Clerk and sealed with the Seal of The Corporation on the

Municipal Clerk

Mayor

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D.5

THE CORPORATION OF THE DISTRICT OF SAANICH
BYLAW NO. 9381
TO AUTHORIZE BORROWING FOR
STORM DRAINAGE CAPITAL PROGRAM

WHEREAS it is deemed desirable and expedient to construct (improve) the storm drainage system in the Municipality of Saanich;

AND WHEREAS the estimated cost including expenses incidental thereto is the sum of \$1,500,000 which is the amount of debt intended to be created by this bylaw;

NOW THEREFORE, the Municipal Council of The Corporation of the District of Saanich in an open meeting assembled, enacts as follows:

1. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out, the construction of (improvements) to the storm drainage system, generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing, to borrow upon the credit of the Municipality, a sum not exceeding \$1,500,000.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 15 years.
3. This bylaw may be cited as the "**STORM DRAINAGE CAPITAL PROGRAM LOAN AUTHORIZATION BYLAW, 2016, No. 9381**".

Read a first time this

Read a second time this

Read a third time this

Received the approval of the Inspector of Municipalities on the

Adopted by Council, signed by the Mayor and Clerk and sealed with the Seal of The Corporation on the

Municipal Clerk

Mayor

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D.6

THE CORPORATION OF THE DISTRICT OF SAANICH
BYLAW NO. 9382
TO AUTHORIZE BORROWING FOR
TRANSPORTATION CAPITAL PROJECTS

WHEREAS it is deemed desirable and expedient to construct (improve) the transportation infrastructure in the Municipality of Saanich;

AND WHEREAS the estimated cost including expenses incidental thereto is the sum of \$2,000,000 which is the amount of debt intended to be created by this bylaw;

NOW THEREFORE, the Municipal Council of The Corporation of the District of Saanich in an open meeting assembled, enacts as follows:

1. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out, the construction of (improvements) to the transportation infrastructure, generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing, to borrow upon the credit of the Municipality, a sum not exceeding \$2,000,000.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 15 years.
3. This bylaw may be cited as the "**TRANSPORTATION CAPITAL PROJECTS LOAN AUTHORIZATION BYLAW, 2016, No. 9382**".

Read a first time this

Read a second time this

Read a third time this

Received the approval of the Inspector of Municipalities on the

Adopted by Council, signed by the Mayor and Clerk and sealed with the Seal of The Corporation on the

Municipal Clerk

Mayor

CM
D.7

THE CORPORATION OF THE DISTRICT OF SAANICH
BYLAW NO. 9383
TO AUTHORIZE BORROWING FOR
PARKS CAPITAL PROJECTS

WHEREAS it is deemed desirable and expedient to construct (improve) the parks infrastructure in the Municipality of Saanich;

AND WHEREAS the estimated cost including expenses incidental thereto is the sum of \$1,300,000 which is the amount of debt intended to be created by this bylaw;

NOW THEREFORE, the Municipal Council of The Corporation of the District of Saanich in an open meeting assembled, enacts as follows:

1. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out, the construction of (improvements) to the parks infrastructure, generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing, to borrow upon the credit of the Municipality, a sum not exceeding \$1,300,000.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 15 years.
3. This bylaw may be cited as the **"PARKS CAPITAL PROJECTS LOAN AUTHORIZATION BYLAW, 2016, No. 9383"**.

Read a first time this

Read a second time this

Read a third time this

Received the approval of the Inspector of Municipalities on the

Adopted by Council, signed by the Mayor and Clerk and sealed with the Seal of The Corporation on the

Municipal Clerk

Mayor

CM
D.8

THE CORPORATION OF THE DISTRICT OF SAANICH
BYLAW NO. 9384
TO AUTHORIZE BORROWING FOR
COMMUNITY FACILITIES CAPITAL PROJECTS

WHEREAS it is deemed desirable and expedient to construct (improve) community facilities in the Municipality of Saanich;

AND WHEREAS the estimated cost including expenses incidental thereto is the sum of \$195,800 which is the amount of debt intended to be created by this bylaw;

NOW THEREFORE, the Municipal Council of The Corporation of the District of Saanich in an open meeting assembled, enacts as follows:

1. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out, the construction of (improvements) to community facilities, generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing, to borrow upon the credit of the Municipality, a sum not exceeding \$195,800.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 15 years.
3. This bylaw may be cited as the "**COMMUNITY FACILITIES CAPITAL PROJECTS LOAN AUTHORIZATION BYLAW, 2016, No. 9384**".

Read a first time this

Read a second time this

Read a third time this

Received the approval of the Inspector of Municipalities on the

Adopted by Council, signed by the Mayor and Clerk and sealed with the Seal of The Corporation on the

Municipal Clerk

Mayor

CM
D.9

THE CORPORATION OF THE DISTRICT OF SAANICH
BYLAW NO. 9386
TO AUTHORIZE BORROWING FOR
GORDON HEAD RECREATION CENTRE BOILER REPLACEMENT

WHEREAS it is deemed desirable and expedient to replace the boiler at the Gordon Head Recreation Centre in the Municipality of Saanich;

AND WHEREAS the estimated cost including expenses incidental thereto is the sum of \$836,630 which is the amount of debt intended to be created by this bylaw;

NOW THEREFORE, the Municipal Council of The Corporation of the District of Saanich in an open meeting assembled, enacts as follows:

1. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out, the replacement of Gordon Head Recreation Centre Boiler, generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing, to borrow upon the credit of the Municipality, a sum not exceeding \$836,630.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 15 years.
3. This bylaw may be cited as the "**GORDON HEAD RECREATION CENTRE LOAN AUTHORIZATION BYLAW, 2016, No. 9386**".

Read a first time this

Read a second time this

Read a third time this

Received the approval of the Inspector of Municipalities on the

Adopted by Council, signed by the Mayor and Clerk and sealed with the Seal of The Corporation on the

Municipal Clerk

Mayor

CM
D.10

The Corporation of the District of Saanich

Mayor
Councillors
Administrator
Com. Assoc.
Applicant
Apr 26 116 DJ
Council
Administrator
Media

Report

To: Mayor and Council
From: Sharon Hvozdanski, Director of Planning
Date: April 18, 2016
Subject: Development Permit Amendment and Rezoning Application
File: DPA00860; REZ00567 • 761 Enterprise Crescent

PROJECT DETAILS

Project Proposal: To rezone from the M-3 (Industrial Park) Zone to a new site-specific Industrial Park Brewery/Distillery Zone to permit assembly (tasting room and tours) and retail sales incidental to a brewery/distillery use. An amendment to Development Permit P/65/89 for changes to the parking layout and signs for an existing industrial building to accommodate a brewery/distillery use is also required. Variances are requested for off-street parking and the number of freestanding signs.

Address: 761 Enterprise Crescent

Legal Description: Lot 1, Section 8B, Lake District, Plan 33271, Except Part in Plan 34703

Owner: 761 Enterprise Holdings Inc.

Applicant: Eric Barker Architect Inc.

Parcel Size: 4173.9 m²

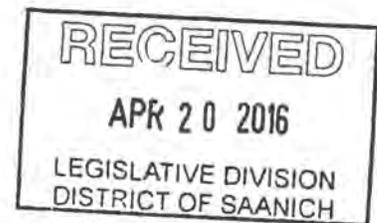
Existing Use of Parcel: Industrial

Existing Use of Adjacent Parcels: North: Industrial Park (M-3) Zone
South: Industrial Park (M-3) Zone
East: Highway 17
West: Industrial Park (M-3) Zone

Current Zoning: Industrial Park (M-3) Zone

Minimum Lot Size: n/a

Proposed Zoning: New Site-Specific M-3B/D (Industrial Park Brewery/Distillery) Zone



Proposed Minimum Lot Size: n/a

Local Area Plan: Carey

LAP Designation: Industrial Park

Community Assn Referral: Royal Oak Community Association sent January 15, 2016 – letter of support received February 24, 2016.

PROPOSAL

The applicant is requesting rezoning from the M-3 (Industrial Park) Zone to a new site-specific Industrial Park Brewery/Distillery Zone to permit assembly (tasting room and tours) and retail sales incidental to a brewery/distillery use. An amendment to Development Permit P/65/89 for changes to the parking layout and signs for an existing industrial building to accommodate a brewery/distillery use, is also required. Variances are requested for off-street parking and signs.

PLANNING POLICY

Official Community Plan, 2008

- 4.2.7.1. “Preserve the integrity of our industrial land base by:
- making better, more efficient use of existing industrial properties;
 - limiting retail activity in industrial parks to service commercial which meets the basic needs of employees, for example a café or corner store; and
 - permitting office only as an ancillary use to the main industrial activity.”
- 4.2.7.3. “Use the following criteria when assessing development applications for industrial uses: access, traffic generation, transit routes, lot size, scale, neighbourhood context, accessibility, environmental impacts, economic impact and employment generation.”
- 4.2.7.4. “Ensure that the zoning and regulatory controls respecting industrial areas continue to encourage and support their economic viability.”
- 4.2.8.17 “Protect the scenic values of the principal transportation corridors into the Capital City.”
- 4.2.9.37. “Consider parking variances where one or more of the following apply:
- transportation demand strategies (TDM) are implemented;
 - a variety of alternative transit options exist within the immediate vicinity of the proposed development;
 - there is a minimal reduction in required parking;
 - the development is located in a ‘Centre’;
 - availability of on-street parking.”

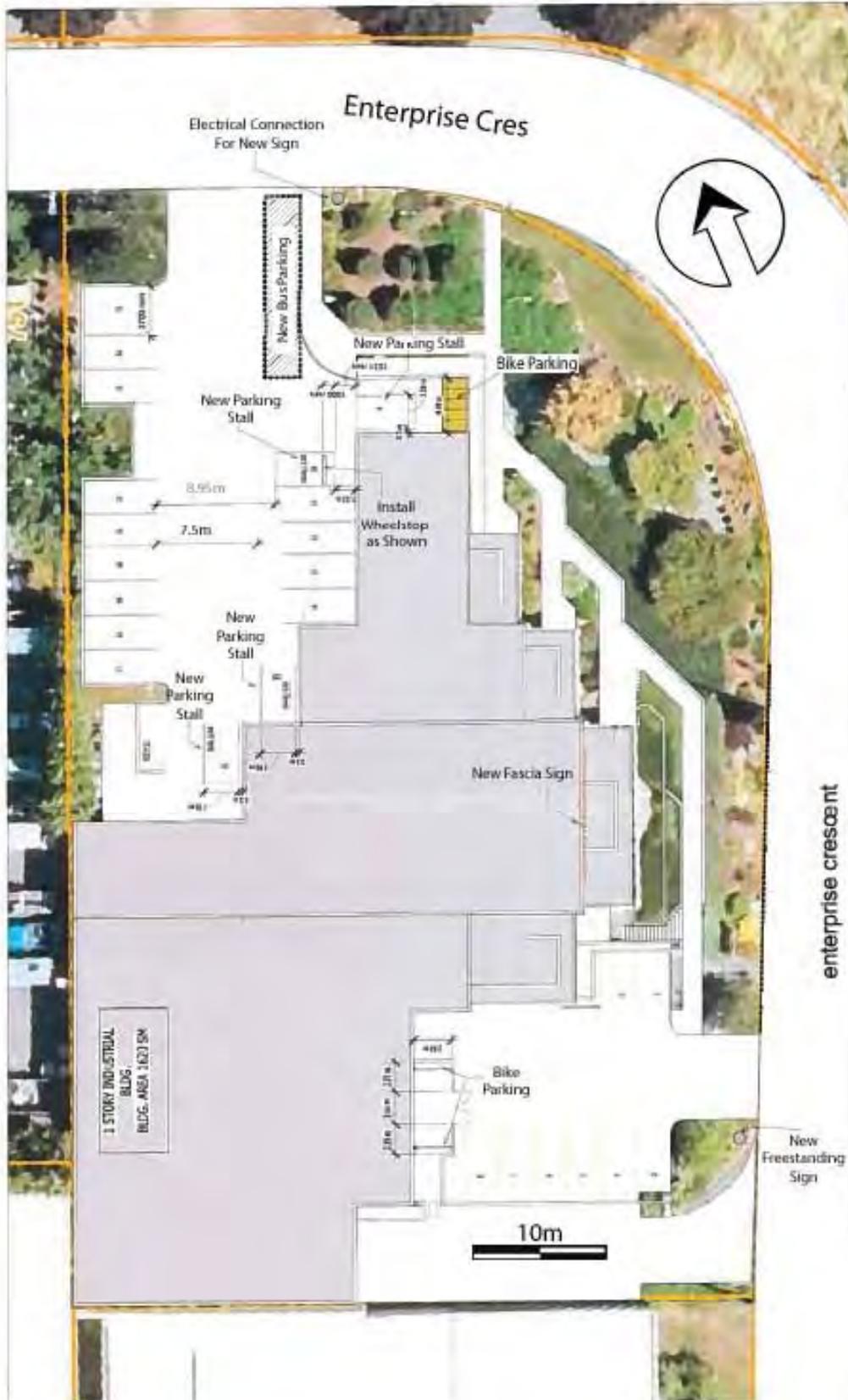


Figure 1: Site Plan

6.2.10 “Support tourist-related facilities, including all types of accommodation and visitor attractions compatible with the environment and residential areas.”

Carey Local Area Plan, 1999

13.1 “Restrict new industrial uses to the Royal Oak Industrial Park.”

13.5 “Review the parking standards for the industrial park and if necessary consider ways to address the operational needs of the occupants.”

Development Permit Area

The site is located within the Royal Oak Industrial Park Development Permit Area. Relevant guidelines pertain to parking, access, and loading design to accommodate commercial vehicles and ensure safe vehicle movement; industrial buildings that respect the highway approaches to Greater Victoria; and the design of freestanding signs to be in scale with the building and site.

DISCUSSION

Neighbourhood Context

The 4173.9 m² site is located on the west side of Enterprise Crescent in the Royal Oak Industrial Park. It contains a 1620 m², one-storey industrial building. Surrounding land use is industrial on three sides. There are single family dwellings to the east across Highway 17.

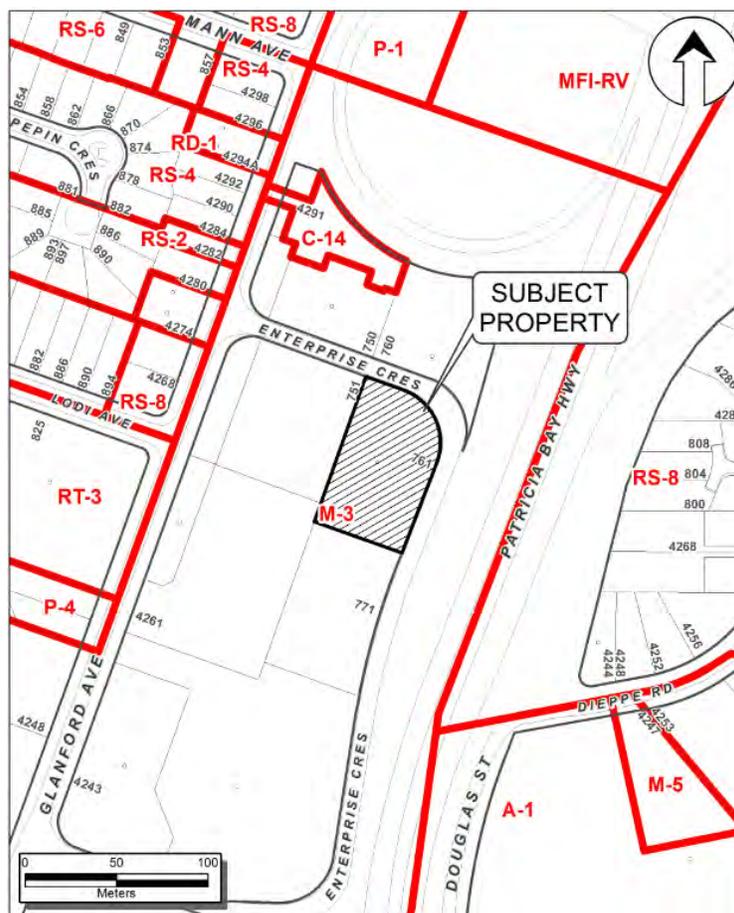


Figure 2: Context Plan

Land Use and Zoning

Lands in the Royal Oak Industrial Park are mostly zoned M-3 (Industrial Park) which permits brewery/distillery use as an industrial operation. The business concept of the Victoria Caledonia Brewery and Distillery is that of a local boutique whiskey and beer producer with a strong tourism component. The owner of the business intends to offer guided tours of the production facilities that would include on-site product tasting and retail sale of beer and whisky produced on the premises as well as other associated tourism related products. The applicant has stated that tourism operators including Butchart Gardens Tour Bus, Victoria Cruise Ship terminal, Black Ball ferries, Victoria Clipper and local hotels have expressed interest in the tours using their tour and shuttle buses.

Currently, the M-3 zone only permits retail sales accessory to a wholesale or warehouse use. "Assembly" (tasting room and tours) and retail sales accessory to a brewery/distillery use would not be permitted. In addition, the M-3 zone specifically prohibits hammer mills and flour mills, and brick kilns. The applicant has stated that the production facility would be milling "grist" rather than "flour" using roller and hammer mills. The malting of barley will require a kiln to dry the barley using cool-burning peat and warm air. According to the applicant, it is not anticipated that the proposal would result in vibration, noise, or fumes that would be detectable from outside the building.

The proposed new site-specific zone would include all of the uses permitted in the M-3 zone and, in addition, brewery/distillery use which will permit retail sales and assembly associated with a brewery/distillery. Hammer mills, rolling mills, brick kilns, and flour mills would be removed from the list of prohibited uses in the new zone to enable the use of a roller mill, a hammer mill, and a drying kiln in the production facility. A new M-3B/D (Industrial Park Brewery/Distillery) Zone schedule is attached. A new definition is proposed to be added in Section 2 of the Zoning Bylaw as follows:

"Brewery/Distillery - means an establishment engaged in the brewing and/or distilling of alcohol for human consumption and may include within the principle building, a tasting room, meeting/presentation room, and retail sales incidental to the brewery/distillery use including retail sale of alcoholic beverages made on the site for consumption elsewhere than on the premises."

The proposed brewery/distillery use would be consistent with other manufacturing-type uses in the Royal Oak Industrial Park and would make efficient use of an existing industrial building with no significant changes to the building exterior and landscape design. It would be consistent with the Official Community Plan policies to encourage and support the economic viability of existing industrial areas and to support tourist-related facilities including all types of visitor attractions.

Building and Site Design

The industrial building was constructed in 1990 and is subject to Development Permit P65/89 which regulates the form and character of the development. The site is extensively landscaped and the building and site appear to be well-maintained. No changes are proposed to the building exterior or landscape design. Minor changes are proposed to the parking layout to maximize available parking and to provide an on-site bus parking stall and Class I and II bicycle parking. New freestanding and fascia signs are also proposed.

Mobility and Parking

A Parking Needs Assessment was completed for the proposed development by Adept Transportation Solutions to support a parking variance request. A total of 25 vehicle parking

spaces and one bus parking space are proposed on-site. The Zoning Bylaw requires a total of 39 vehicle parking spaces. Bicycle parking is proposed in excess of the Zoning Bylaw requirement. End-of-trip facilities including showers and storage lockers for staff are also proposed.

The Consultant has stated that the production facility would operate weekdays only from 6 am to 10 pm. The retail and tourism components would be open seven days per week from 9 am to 10 pm with the anticipated peak visitor times being weekends during the summer months.

The distillery operation would have up to 18 staff on shift during its peak operating hours. It is anticipated that many patrons drawn to the business would be from tourism and local clubs. The majority of these patrons (estimated 80-90%) would arrive by tour and shuttle buses throughout the day, mainly on weekends and in the evenings. A company tour coordinator would arrange an optimum tour schedule and tours would be limited to approximately 60 people at one time. Tours would be run approximately hourly during peak times.

The maximum estimated parking demand for passenger vehicles during the peak tourism season, excluding staff parking, is projected to be 19 vehicles. Staff would be encouraged to walk, carpool, cycle, or use public transit. Bus routes 31 and 32 operate along Glanford Avenue, in close proximity to the site. They provide service between Downtown Victoria and Royal Oak Exchange. On-site secure bicycle storage and end-of-trip facilities for staff are also proposed.

It is anticipated that staff parking would be accommodated using the eight spaces in the south parking lot leaving the 17 spaces in the north parking lot for visitor parking. On-street parking for approximately 45 vehicles is available along the length of Enterprise Crescent. These parking spaces are fully utilized by employees in the Industrial Park during weekdays but are generally available during evenings and weekends when peak demand at the brewery/distillery would occur. The applicant has requested that consideration be given to placing time limits on the on-street parking to discourage employees from leaving their vehicles all day and to encourage turnover. Also requested is designated on-street parking on Enterprise Crescent fronting the site to accommodate layover parking for two shuttle buses. The Engineering Department does not support on-street parking restrictions or designated parking in favour of one particular business on the basis that it would be difficult to justify and enforce.

Based on the operational characteristics of the business, the arrival of most visitors by coach or shuttle bus, the peak demand on weekends when on-street parking is available, the location close to public transit service on Glanford Avenue and the proposed TDM initiatives, the requested variance from 39 parking stalls to 25 parking stalls can be supported.

Signs

The site is located in Sign District B which permits one Freestanding Sign adjacent to each street abutting a lot except for those properties which are bounded by two intersecting streets where only one Freestanding Sign per lot is permitted. In the case of the subject property which is a corner lot, only one Freestanding Sign is permitted. In addition, Sign District B permits one Fascia Sign, Canopy Sign, or Wall Sign per lot per building face. While sign details have not yet been finalized, the applicant has stated that a proposed Fascia Sign on the east building face would be designed to comply with the Sign Bylaw requirements. The applicant requests a Sign Bylaw variance to permit two Freestanding Signs; one on each street frontage (see Figure 1). The signs would comply with the maximum permitted sign area and copy area for a Freestanding Sign in Sign District B. The requested Sign Bylaw variance can be supported on

the basis that the proposed Freestanding Signs would be modest in size and would be located on separate frontages near the north and south parking lot entrances.

CONSULTATION

Community Association

The application was referred to the Royal Oak Community Association (ROCA) on January 15, 2016. In a letter dated February 24, 2016, ROCA indicated no objections to the proposal.

Ministry of Transportation and Infrastructure

The application was referred to the Ministry of Transportation and Infrastructure because the site is located within 800 m of an intersection with a Controlled Access Highway. The Ministry has indicated no objections to the rezoning proposal and no additional requirements for approval. It requests that consideration be given to the illumination of signage so it is not to be a distraction for motorists using the Pat Bay Highway.

SUMMARY

Lands in the Royal Oak Industrial Park are mostly zoned M-3 (Industrial Park) which permits brewery/distillery use. The proposed brewery/distillery use would be consistent with other manufacturing-type uses in the Royal Oak Industrial Park and would make efficient use of an existing industrial building with no significant changes to the building exterior and landscape design. It would be consistent with the Official Community Plan policies to encourage and support the economic viability of existing industrial areas and to support tourist-related facilities including all types of visitor attractions.

The proposed new site-specific zone would include all of the uses permitted in the M-3 zone. In addition, it would permit brewery/distillery use which may include within the principle building, a tasting room, meeting/presentation room, and retail sales incidental to the brewery/distillery use including retail sale of alcoholic beverages made on the site for consumption elsewhere than on the premises.

Variances are requested for the number of off-street parking spaces and the number of Freestanding Signs. As most visitors are expected to arrive by shuttle bus or coach, and on-street parking would generally be available during anticipated peak periods on evenings and weekends, the requested parking variance can be supported. The applicant's request for limited time parking restrictions and designated shuttle bus parking on Enterprise Crescent is not supported by the Engineering Department. The requested Sign Bylaw variance can be supported on the basis that the proposed Freestanding Signs would be modest in size and would be located on separate frontages near the north and south parking lot entrances.

RECOMMENDATION

a) That Zoning Bylaw 8200 be amended as follows:

- By adding a new M-3B/D (Industrial Park Brewery/Distillery) Zone schedule, and
- By adding the following definition in Section 2:

“Brewery/Distillery - means an establishment engaged in the brewing and/or distilling of alcohol for human consumption and may include within the principle building, a tasting room, meeting/presentation room, and retail sales incidental to the brewery/distillery use including retail sale of alcoholic beverages made on the site for consumption elsewhere than on the premises.”

b) That the application to rezone from the M-3 (Industrial Park) Zone to the M-3B/D (Industrial Park Brewery/Distillery) Zone be approved.

c) That Development Permit Amendment DPA00860 be approved.

Report prepared by:



Neil Findlow, Senior Planner

Report prepared & reviewed by:



Jarret Matanowitsch, Manager of Current Planning

Report reviewed by:



Sharon Hvozdzanski, Director of Planning

NDF/ads

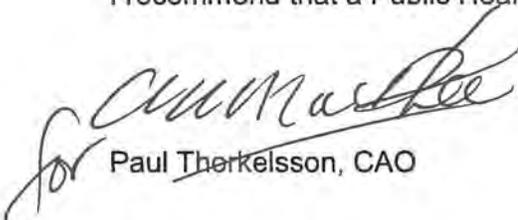
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Attachment

cc: Paul Thorkelsson, CAO
Graham Barbour, Manager of Inspection Services

ADMINISTRATOR’S COMMENTS:

I recommend that a Public Hearing be called.



Paul Thorkelsson, CAO

1703.1 Uses Permitted

Uses Permitted:

- (a) Warehousing
- (b) Wholesaling and Wholesale Distribution
- (c) Retail Sales Incidental to a Warehousing or Wholesale Function
- (d) Office
- (e) Industry
- (f) Commercial Instruction and Education
- (g) Research
- (h) Food Processing
- (i) Accessory Residential
- (j) Veterinary Clinic and Veterinary Hospital
- (k) Cable Hub Site
- (l) Rental and Repair of Household Items, Tools, Appliances and Small Equipment
- (m) Beverage Container Depot

1703.2 Prohibited Uses

Prohibited Uses:

All uses not permitted by Section 915.1 and, without limiting the generality of the foregoing:

- (a) The operation of sawmills, blast furnaces, foundries, and drop forges.
- (b) The incinerating, processing, rendering, or canning of fish, animal or vegetable products which will result in any vibration, noise, heat, glare, odours, smoke, or fumes detectable from outside any building or structure on the lot, and the manufacture of matches, paper, or rubber.
- (c) The manufacturing, processing, refining, mixing or bulk storing of petroleum, bitumen, coal, or tar products or derivatives and corrosive, noxious, highly flammable or explosive minerals, chemicals, gases and fission or fusion products.
- (d) The smelting, refining and reducing of minerals or metallic ores.
- (e) The operation of stock yards, the slaughtering of animals, or poultry, the manufacturing of fertilizer.

- (f) The wrecking, salvaging or storing of salvage, scrap or junk except as an accessory use.
- (g) Unenclosed storage.
- (h) The direct sale of motor fuels to customers on site.

1703.3 Buildings and Structures

Buildings and Structures:

- (a) Shall be sited not less than:
 - (i) 15.0 m (49.2 ft) from a front lot line.
 - (ii) 7.5 m (24.6 ft) from a rear lot line and 0 m from a landscape area as required by subsection 6.6 of this bylaw.
 - (iii) 15.0 m (49.2 ft) from an exterior side lot line.
 - (iv) 6.0 m (19.7 ft) from an interior side lot line or 0 m from a landscape area as required by subsection 6.6 of this bylaw; provided that the minimum setback may be reduced to 0 m on one side only in the case of lots of less than 4000 m² (43057 ft²) in size.
- (b) Shall not exceed a height of 10.0 m (32.8 ft).

1703.4 Retail Sales Incidental to Warehouse, Wholesaling, or Brewery/ Distillery

Retail Sales Incidental to Warehouse, Wholesaling, or Brewery/Distillery:

- (a) No area outside a building shall be used for the display or storage of goods or products available for retail sale.
- (b) A retail sales area for any business shall not exceed 25% of the Gross Floor Area of any buildings or parts of buildings which are on the parcel and used by the business.

COPY

1703.5 Minimum Lot Size

Minimum Lot Size:

No land shall be subdivided into lots having a width or an area less than:

(a) Standard Lot

- width 30 m (98.4 ft)
- area 2000 m² (21529 ft²)

(b) Panhandle Lot

- not permitted

1703.6 Beverage Container Depots

Beverage Container Depots:

Collection activities and storage to be conducted entirely within a building or fully enclosed structure.

1703.7 General

General:

- (a) The relevant provisions of Sections 5,6,7,8, and Schedule B of this bylaw shall apply.

COPY

Attached Housing - means three or more dwelling units on a lot at least two of which are contained within a common building and each dwelling unit has its own principal access at ground level.

Auto Wash - means a commercial use of any building or structure or portions thereof for the washing of motor vehicles.

Basement - means that portion of any floor area located more than 1.5 metres below all points where the foundations, contact the *natural grade* or *finished grade*, whichever has the lowest geodetic elevation, but does not include a non-useable area.

Beverage - means any liquid that is a ready-to-serve drink but does not include milk, milk substitutes, rice milk, soya milk, flavoured milk, infant formulas, meal replacements or dietary replacements.

Beverage Container - means a container made of aluminum, glass, paper, plastic, steel or other similar material or any combination of them, that is or was sealed by its manufacturer and may hold, holds or has held a beverage.

Beverage Container Depot - means an operation, facility or retail premises, or an association of operations, facilities or retail premises, for the collection and redemption of beverage containers.

Bicycle Facility- Class I - means a secure weather protected bicycle parking facility used to accommodate long-term parking, such as for residents or employees, usually within a room or covered, fenced area.

Bicycle Facility - Class II - means a short-term visitor bicycle parking facility which may offer some security and be partially protected from the weather. This is often a rack at a building entrance.

Boarding - means a residential use wherein an individual other than a member of the family occupying the dwelling unit who, for consideration, is furnished a sleeping unit and is provided with prepared meals by the principal occupier of the dwelling unit.

Brewery/Distillery - means an establishment engaged in the brewing and/or distilling of alcohol for human consumption and may include within the principle building, tasting room, meeting/presentation room, and retail sales incidental to the brewery/distillery use including the retail sale of alcoholic beverages made on the site for consumption elsewhere than on the premises.

Building - means a structure having a roof supported by columns or walls intended for the shelter, housing, or enclosure of any individual, animal, process, equipment, goods, or materials of any kind.

Cable Hub Site - means a use conducted within a building to store, operate and maintain telecommunications equipment and where the use is designed to be operated without the presence of staff except for periodic maintenance and monitoring.

Campground - means the use of a parcel of land established or maintained for occupancy by tents or recreation vehicles as temporary living quarters for tourists and licensed under regulations pursuant to the Campground Regulation Bylaw.

Church - means the use of land, buildings, or structures for religious worship, includes a mosque, synagogue, temple, chapel, and religious meeting room.

Commercial - means an activity carried out for financial gain.

Communication Facility - means a use of land, buildings or structures to provide radio communication services.

COPY

DISTRICT OF SAANICH

DPA00860
AMENDS P/65/89

AMENDMENT TO DEVELOPMENT PERMIT

COPY

To: **761 Enterprise Holdings Inc.**
3490 Beach Drive
Victoria BC V8R 6M5

(herein called "the Owner")

1. This Development Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied by this Permit.
2. This Development Permit applies to the lands known and described as:

Lot 1, Section 8B, Lake District, Plan 33271, Except Part in Plan 34703
761 Enterprise Crescent

(herein called "the lands")

3. This Development Permit further regulates the development of the lands as follows:
 - (a) By varying the provisions of the Zoning Bylaw 2003, Section 7.3(a) and Table 7.1 to permit the lands to be developed with a total of 25 parking stalls (39 stalls required).
 - (b) By varying the provisions of the Sign Bylaw, 2006, Section 10(a)(i) to permit the lands to be developed with two freestanding signs (one freestanding sign permitted).
 - (c) By requiring the buildings and lands to be constructed and developed in accordance with the plans prepared by Eric Barker Architect Inc. received on January 15, 2016 copies of which are attached to and form part of this permit.
4. The Owner shall substantially start the development within 24 months from the date of issuance of the Permit, in default of which the Municipality may at its option upon 10 days prior written notice to the Owner terminate this Permit and the Permit shall be null and void and of no further force or effect.
5. Notwithstanding Clause 4, construction of driveways and parking areas, and delineation of parking spaces shall be completed prior to the issuance of an Occupancy Permit.
6. In the event that any tree identified for retention is destroyed, removed or fatally injured, a replacement tree shall be planted in the same location by the Owner in accordance with the replacement guidelines as specified within the Saanich Tree and Vegetation Retention, Relocation and Replacement Guidelines. The replacement tree shall be planted within 30 days of notice from the Municipality in default of which the Municipality may enter upon the lands and carry out the works and may apply the security provided herein in payment of the cost of the works. For the purpose of this section, existing trees identified for retention and new trees planted in accordance with the landscape plan attached to and forming part of this permit shall be deemed to be "trees to be retained".

7. The lands shall be developed strictly in accordance with the terms and conditions and provisions of this Permit and shall comply with all Municipal bylaws except for those provisions specifically varied herein. Minor variations which do not affect the overall building and landscape design and appearance may be permitted by the Director of Planning or in her absence, the Manager of Current Planning.
8. Notwithstanding the provisions of Section 7 of this Permit the following changes will be permitted and not require an amendment to this Permit:
 - (a) When the height or siting of a building or structure is varied 20 cm or less provided, however, that this variance will not exceed the maximum height or siting requirements of the Zoning Bylaw.
 - (b) Changes to the relative location and size of doors and windows on any façade which do not alter the general character of the design or impact the privacy of neighbouring properties following consultation with the Director of Planning, or Manager of Current Planning in her absence.
 - (c) Where items noted under Section 8(b) are required to comply with the Building Code and/or the Fire Code and those changes are not perceptible from a road or adjacent property.
 - (d) Changes to soft landscaping provided the changes meet or exceed the standards contained on the landscape plans forming part of this Permit.
9. The terms and conditions contained in this Permit shall enure to the benefit of and be binding upon the Owner, their executors, heirs and administrators, successors and assigns as the case may be or their successors in title to the land.
10. This Permit is not a Building Permit.

AUTHORIZING RESOLUTION PASSED BY THE MUNICIPAL COUNCIL ON THE

_____ DAY OF _____ 20 _____
ISSUED THIS _____ DAY OF _____ 20 _____

Municipal Clerk

APPENDIX X

PROTECTIVE FENCING FOR TREES AND COVENANT AREAS

Protective fencing around trees and covenant areas is an important requirement in eliminating or minimizing damage to habitat in a development site.

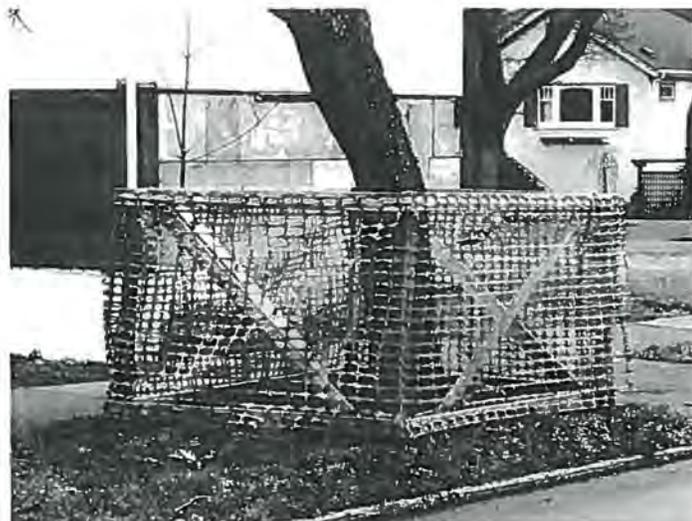
Prior to any activities taking place on a development site, the applicant must submit a photo showing installed fencing and "WARNING – Habitat Protection Area" signs to the Planning Department.

Specifications:

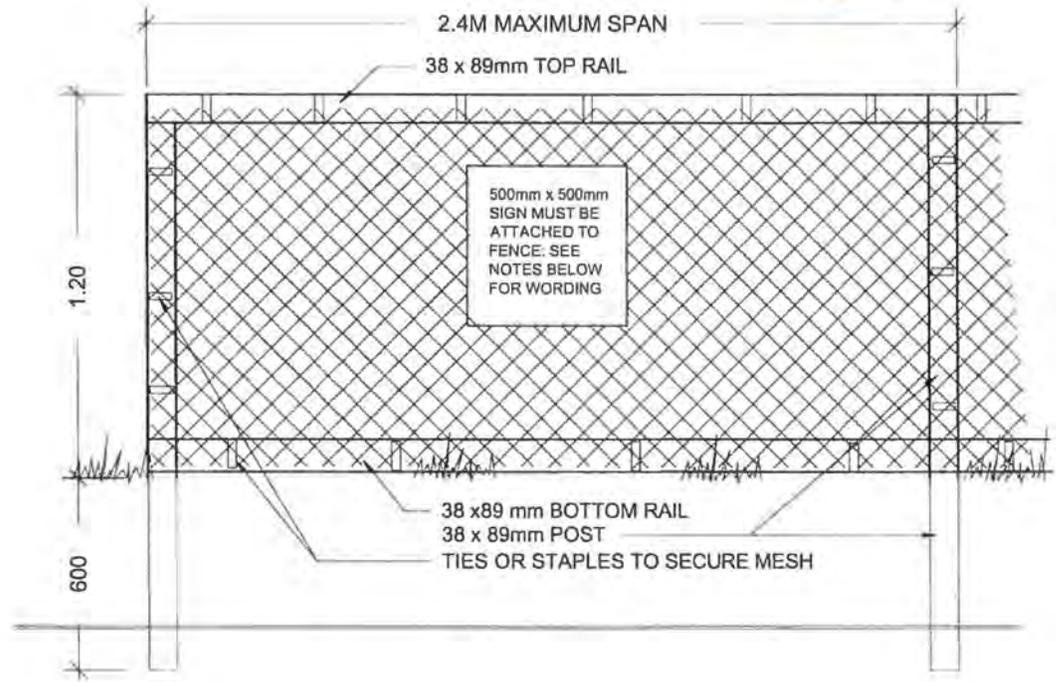
- Must be constructed using 2" by 4" wood framing and supports, or modular metal fencing
- Robust and solidly staked in the ground
- Snow fencing to be affixed to the frame using zip-ties or galvanized staples
- Must have a "WARNING – HABITAT PROTECTION AREA" sign affixed on every fence face or at least every 10 linear metres



Note: Damage to, or moving of, protective fencing will result in a stop work order and a \$1,000 penalty.



COPY



TREE PROTECTION FENCING

NOTES:

1. FENCE WILL BE CONSTRUCTED USING 38 X 89 mm (2"X4") WOOD FRAME: TOP, BOTTOM AND POSTS. *
USE ORANGE SNOW-FENCING MESH AND SECURE TO THE WOOD FRAME WITH "ZIP" TIES OR GALVANIZED STAPLES.
 2. ATTACH A 500mm x 500mm SIGN WITH THE FOLLOWING WORDING:
WARNING-HABITAT PROTECTION AREA. THIS SIGN MUST BE AFFIXED ON EVERY FENCE FACE OR AT LEAST EVERY 10 LINEAR METRES.
- * IN ROCKY AREAS, METAL POSTS (T-BAR OR REBAR) DRILLED INTO ROCK WILL BE ACCEPTED



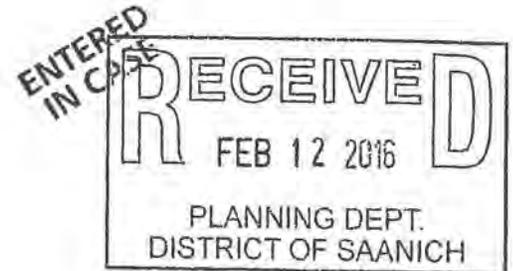
DETAIL NAME: **TREE PROTECTION FENCING**

DATE:	March/08
DRAWN:	DM
APP'D:	RR
SCALE:	N.T.S.

H:\shared\parks\Tree Protection Fencing.pdf

Memo

To: Planning Department
From: Jagtar Bains – Development Coordinator
Date: February 12, 2016
Subject: Servicing Requirements for the Proposed Development



PROJECT: TO REZONE FROM M-3 (INDUSTRIAL PARK ZONE) TO A NEW SITE-SPECIFIC INDUSTRIAL PARK BREWERY/DISTILLERY ZONE TO

**SITE ADDRESS: 761 ENTERPRISE CRES
PID: 000-232-271
LEGAL: LOT 1 SECTION 8B LAKE LAND DISTRICT PLAN 33271
DEV. SERVICING FILE: SVS01988
PROJECT NO: PRJ2016-00017**

The above noted application for rezoning & Development Permit Amendment has been circulated to the Engineering Department for comment. A list of servicing requirements has been attached on the following page(s). To allow Council to deal effectively with this application, we would appreciate confirmation, prior to the Public Hearing that the applicant agrees to complete the servicing requirements. Should there be any disagreement with any of these requirements, it should be discussed with the undersigned prior to the Public Hearing.

Jagtar Bains
DEVELOPMENT COORDINATOR

cc: Harley Machielse, DIRECTOR OF ENGINEERING

General Information on Development Servicing

Servicing requirements are stated at this time for the applicant's information. The requirements must be met prior to building permit issuance, including consolidation or subdivision, payments and/or deposits.

Services which must be installed by a developer must be designed by a Professional Engineer hired by the developer and installed under the Engineer's supervision. The design must be approved prior to building permit issuance. The approval process may take up to 30 working days of staff time to complete circulations and request revisions of the Engineer. Certain circumstances can lengthen the approval process.

A Financial sheet is issued with the design drawing which will state:

- 1) The estimated cost of developer installed servicing plus 20% which must be deposited.
- 2) The estimated cost of Municipal installed servicing which must be paid.
- 3) The Development Cost Charges payable.
- 4) Any special conditions which must be met.

This information is not intended to be a complete guide to development procedures. A more complete listing may be found in Section 2 of the Engineering Specifications, Schedule H to Bylaw 7452 (Subdivision Bylaw).

Development Servicing Requirements

Development File: SVS01988
Civic Address: 761 ENTERPRISE CRES
Page: 1

Date: Feb 12, 2016

Drain

1. THE EXISTING STORM DRAIN SERVICE CONNECTION WILL BE USED.

Gen

1. THE BUILDING IS REQUIRED TO COMPLY WITH THE 2012 BC BUILDING CODE AND MUNICIPAL BYLAWS. BUILDING AND PLUMBING PERMITS WILL BE REQUIRED FOR ALL WORKS.

Road

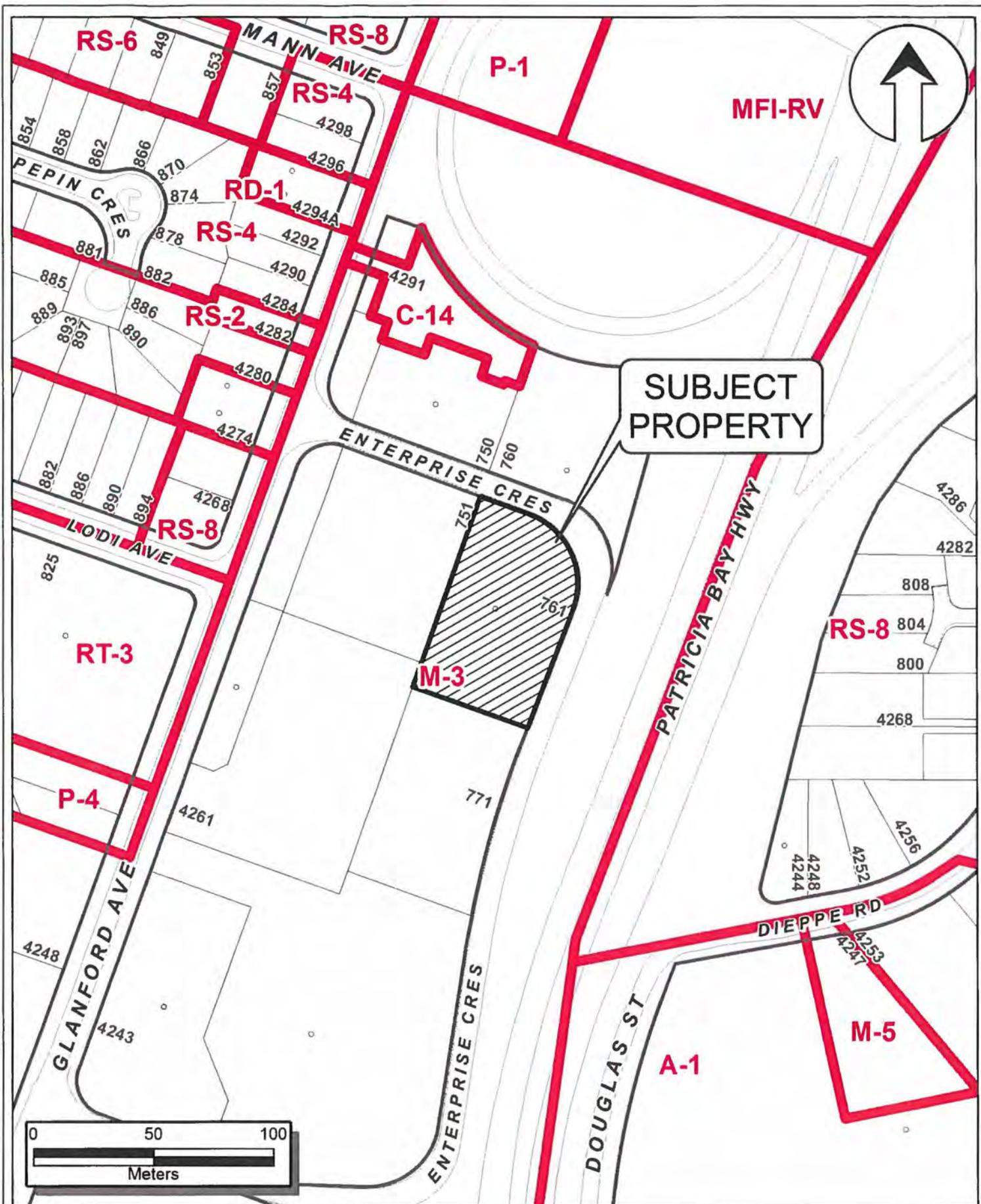
1. PROPOSED BUS ONLY PARKING ON ENTERPRISE CRESCENT WILL BE DIFFICULT TO PROVIDE AND ENFORCE DUE TO EXISTING LACK OF ON-STREET PARKING IN THIS AREA.

Sewer

1. THE EXISTING SERVICE CONNECTION WILL BE USED.

Water

1. A PUMPER CONNECTION FOR THE FIRE SPRINKLER SYSTEM MUST BE PROVIDED AT A LOCATION ACCEPTABLE TO THE FIRE DEPARTMENT AND WITHIN 45 M OF A FIRE HYDRANT. THIS PUMPER CONNECTION IS TO BE FREE-STANDING AND OUTSIDE OF COLLAPSE ZONE OF THE BUILDING.
2. THE EXISTING WATER SERVICE AND FIRE LINE MUST BE UPGRADED TO SUIT THIS DEVELOPMENT.





Adept Transportation Solutions
PLANNING AND ENGINEERING

15035

February 15, 2016
Project: EBA - 1005

Mr. Eric Barker, MAIBC
Eric Barker Architect
727 Pandora Avenue
Victoria, BC V8W 1N9

**Re: 761 Enterprise Crescent, District of Saanich, BC
Transportation Consulting Services**

Dear Mr. Barker,

As requested, Adept Transportation Solutions has undertaken a detailed review of the potential parking demand, in relation to the existing parking supply, for the proposed distillery operation located at 761 Enterprise Crescent in the District of Saanich, BC. This includes a review of the anticipated operational characteristics of the distillery, existing parking supply and potential strategies to reduce the parking demand for patrons and employees. In order to assure that the subject site has sufficient off-street parking to support a variance to the Municipality's Zoning Regulation Bylaw off-street parking requirements for this project, some TDM measure recommendations are provided to minimize the employee parking demand along with suggested mitigation measures to address impacts associated with potential occasional overflow parking.

Please let me know if you have any questions or would like to further discuss the project.

Sincerely,

Adept Transportation Solutions

A handwritten signature in black ink, appearing to read "Wayne Gibson", with a grey rectangular redaction box covering the middle portion of the signature.

Wayne Gibson, CTech, Principal
Senior Transportation Technician

Adept Transportation Solutions
2426 Mill Bay Road, Mill Bay, BC V0R-2P4
(778) 678-1020

BACKGROUND

The Victoria Caledonian Distillery plans to open a distillery / brewery business at 761 Enterprise Crescent, within the District of Saanich, BC. The project requires tenant improvements within the shell of the existing 1620 m² (17,438 ft²) industrial warehouse building. Although the site is zoned for Industrial use, a rezoning is required in order to accommodate the proposed commercial sales and future assembly components of the business.

Adept Transportation Solutions has been retained by the applicant, in conjunction with Eric Barker Architects Inc., in order to ensure that the parking situation for the business is adequate and will operate with minimum negative impact to the industrial neighborhood.

The subject site is currently vacant; an Area Plan is shown in Figure 1 below.

Figure 1: Area Plan



MUNICIPAL OFF-STREET PARKING BYLAW REQUIREMENT

For the proposed land use, the off-street parking requirement calculation, according to the individual uses identified in Section 7 of the District of Saanich Zoning Bylaw 8200 is calculated as shown in Table 1:

Table – Off-Street Parking Bylaw Requirement vs Proposed Supply

Proposed Use	Area (m2)	Bylaw Requirement Rate	Required # of Spaces
Production/Office Area	893.07	1 per 95m2	8.88
Storage Area	379.89	1 per 75m2	2.15
Retail Sales Area (including washrooms)	127.75	1 per 14m2	9.13
Assembly Area (excludes washrooms)	143.41	1per 8m2	17.9
Total spaces required			38.06
Rounded to Highest Whole Nuber			39
Total provided			25
Variance requested			14

A Parking Variance of 14 spaces is requested

SITE COMPOSITION

Along with the manufacturing operation intended for the site, it is planned to offer site tours to the general public with a focus on tourists. The proposed distillery business would be comprised of the following four (4) components:

- Production (i.e. whiskey and beer distilling, bottling, and packaging), operating from 6am – 10pm, Monday – Friday. There will be two shifts during each weekday (6am – 2pm & 2pm – 10pm);
- Administration staff, working 9am – 5pm, Monday – Friday;
- Retail (whiskey / beer liquor product and souvenir / memorabilia sales); and,
- Tourism (site operation tours and on-site product / memorabilia sales); both open 9am – 10pm, 7 days a week, with the anticipated peak visitor times being on weekends in the summer months.

The retail liquor sales will be restricted to products produced on-site.

The Site Plan is shown in Attachment 1.

SITE OPERATIONAL CHARACTERISTICS

The subject proposal envisions Macaloney Distillers becoming an internationally marketed whisky manufacturing business. Their products will include a range of premium branded whiskies and beer for international sale and distribution.

Through market research activities, the applicant has determined the Craigdarroch Castle near downtown Victoria as likely having comparable visitor attraction / parking demand characteristics to the subject application. The Castle is also marketed internationally and has good records regarding staffing and visitor activity.

The following information highlights the pertinent operating characteristics of the Craigdarroch Castle which have been taken into consideration in this study analysis:

- **Total number of staff:**
"14 in low season and 20 in high season. There are also 80 volunteers with an average of 6 – 8 per day, working 4 hour shifts"
- **Total available off-street parking spaces:**
"29"
- **Total number of staff on-site at any time:**
"Minimum 4 and maximum 14 + 4 volunteers".
- **Total staff parking spaces available:**
"None committed; they have about 5 people who regularly park on-site and they ask staff / volunteers to use public transportation as much as possible to keep stalls available for visitors"
- **Number of bus parking spaces and/or drop zones:**
"There are 3 City designated spots on Fort Street at Joan Crescent with no time limits to park highway coaches. Hop-On-Hop-Off busses use those locations too, but don't stop long"
- **Highest number of visitors seen annually:**
"140,000 in the last 10 years – highest ever 152,000 in the 1990's"
- **% Visitors by Bus vs Car:**
"No hard numbers as we can't assess the city bus/taxis but for bus tours vs total FIT - bus tours = 15% – 20% of visitors (high season) we have less bus tour business between October and May so it drops to about 8%"
- **How do you handle influx of people for weddings / special events? :**
"We encourage people to use public transportation but on one or two occasions have run out of parking and people have to park up to a block away. We try to cap events to maximum of 150 people over 3 hours, and generally don't have parking issues for those occurrences. For conference events we have also partnered with a transportation provider to run shuttles between one central inner harbor location and the Castle"

SUBJECT SITE'S EXISTING PARKING SUPPLY

There are 25 existing surface parking spaces on-site (17 in the back lot and 8 in the front lot), with space for approximately 45 vehicles to park along the length of Enterprise Crescent. Although the on-street parking is currently fully utilized by the other businesses along Enterprise Crescent during weekdays, no vehicles were observed parked on-street during evenings or weekends; the times when the subject project's maximum tour component parking demand would occur.

DISTILLERY STAFF PARKING DEMAND

The distillery operation will have up to 18 staff on shift during its' peak operating hours. It is anticipated that there will initially be 7 staff working in the product manufacturing component during each shift. Ultimately this number may increase to a maximum of 10 staff. There will also be 5 staff / volunteers in the retail / tour section of the operation and 3 full-time Admin staff.

All staff parking needs can be accommodated in the existing off-street parking areas of the subject site.

DISTILLERY VISITOR PARKING DEMAND ANALYSIS

In addition to staff parking, it is anticipated that patrons drawn to this business will be from tourism, local clubs and perhaps eventually events such as weddings. The majority of these patrons will arrive by tour and shuttle buses throughout the day, mainly on weekends and in the evenings; the busiest times being in the summer season.

A company tour coordinator / guide would arrange an optimum tour schedule and tours will be limited to approximately 60 people at one time. The applicant has already received expressed interest from the Butchart Garden Tour Bus (the site is along their Pat Bay Highway route), the Victoria Cruise Ship terminal, the Black Ball ferries, the Victoria Clipper, and local hotels to promote tourist tours using their tour and shuttle buses. It is therefore estimated that the majority (approximately 80% – 90%) of the customer traffic will arrive by bus; the remaining customers arriving by car would likely be smaller groups and probably have vehicle occupancies of 2 – 5 people per vehicle.

The project's anticipated visitor demand analysis shown below has been modelled after the Craigdarroch Castle, located in Victoria, BC. Giving consideration to the subject site's location, we have used a conservative estimate of 80% of visitors arriving by tour / shuttle buses.

Peak Visitor Demand Periods

In regard to the seasonality of visitors, the site operator has modelled the following percentages:

Seasonal Tourist Trip Attraction Estimates (%)											
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
3	3	5	8	11	12	13	15	12	10	5	3

The site operator optimistically envisions that the operation may reach full capacity by horizon year 2018. The estimated total annual number of visitors is forecast as follows:

Total Annual Visitor Estimates				
2016	2017	2018	2019	2020
11,500	49,000	80,000	80,000	80,000

Using these projection estimates, the following table shows the calculated estimated number of visitors anticipated each month.

	Seasonal Tourist Trip Attraction Estimates (# of visitors)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016	345	345	575	920	1265	1495	1495	1725	1380	1150	575	345
2017	1470	1470	2450	3920	5390	6370	6370	7350	5880	4900	2450	1470
2018+	2400	2400	4000	6400	8800	10400	10400	12000	9600	8000	4000	2400

As mentioned previously, it is anticipated that these visitor trips would conservatively be split 80:20 in favour of buses. Tour buses would be scheduled to arrive in staggered intervals for efficiency of tours with a maximum of 60 visitors for each tour. A Coach Bus parking space has been incorporated into the site plan to minimize on-street parking impacts.

Given the nature of the business, for passenger vehicles arriving at the site it is also assumed that the average passenger occupancy would be high (up to 5 occupants / vehicle); however, we have assumed average passenger car vehicle occupancy of 3 for this analysis. Assuming 20% of these visitors will arrive by personal passenger vehicle and an average occupancy of 3 people, the following table shows the assumed number of passenger vehicles anticipated by month for each horizon year.

Seasonal Tourist Trip Attraction Estimates (Passenger Car Trips / Month)												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016	23	23	38	61	84	100	100	123	92	77	38	23
2017	98	98	163	261	359	425	425	523	392	327	163	98
2018+	160	160	267	427	587	693	693	853	640	533	267	160

Assuming an average of 4 weekends per month, the estimated weekend daily number of passenger cars arriving and requiring parking on site is estimated as follows:

Seasonal Tourist Trip Attraction Estimates (Passenger Car Trips / Weekend Daily)												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016	3	3	5	8	11	12	12	15	12	10	5	3
2017	12	12	20	33	45	53	53	65	49	41	20	12
2018+	20	20	33	53	73	87	87	107	80	67	33	20

Although the tours will be run approximately hourly over a 10 hour day, we have assumed that the peak parking demand will occur during the weekend day and evening periods (4pm – 8pm). We conservatively estimate that 70% of the daily passenger car trips will during this period. With 4 scheduled tours anticipated during these periods, the estimated number of vehicles requiring parking is further broken down in the next table.

Seasonal Tourist Trip Attraction Estimates (Passenger Car Trips / Peak Period)												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016	1	1	1	1	2	2	2	3	2	2	1	1
2017	2	2	4	6	8	9	9	11	9	7	4	2
2018+	4	4	6	9	13	15	15	19	14	12	6	4

As can be seen above, using the conservative approach to establish the maximum number of visitor passenger cars that are anticipated to park on site, the existing 17 off-street parking spaces is sufficient to handle the parking demand. In the unlikely event that there is any spill-over parking during this busiest period, there is ample on street parking available to accommodate these visitors. Consideration to implementing short-term time restricted parking on Enterprise Crescent along the site frontage should be given to ensure these spaces are available to the distillery to handle any unforeseen overflow parking can be accommodated. This would also be practical for shuttle buses to lay by while tours are conducted.

TRANSPORTATION DEMAND MANAGEMENT

While it is already expected that the vast majority of the distillery visitors will arrive by bus, in order to further meet the sustainability goals of the District of Saanich’s Official Community Plan (OCP), it is recommended that Transportation Demand Management (TDM) strategies be implemented for employees of the distillery and additional TDM measures be considered for visitors. The following describe some potential strategies to further reduce vehicle trips to the site.

➤ **Transit Service**

BC Transit operates routes 31 and 32 with stops along Glanford Avenue, in close proximity to the site. The route 31 bus operate 7 days / week and link Downtown Victoria with the Royal Oak Exchange. Staff should be encouraged to use transit for commuting to /from work and the applicant has indicated a committed to promote this.

➤ **Ride Sharing**

Employees should be encouraged to carpool to work.

➤ **End of Trip Bicycle Facilities**

Provision of secure staff bicycle storage lock-up spaces can remove barriers for staff wishing to commute to work by bicycle. Bicycle storage can be provided within the building in a dedicated space. Additionally, shower facilities

and clothing lockers are important in encouraging this mode and enhance the ability of staff to ride to work in inclement weather.

As mentioned earlier, it is anticipated that local clubs may be potential visitors to the tours. As such, short-term bicycle racks should be provided in a convenient location near the building entrance.

SUMMARY AND CONCLUSION

The Victoria Caledonian Distillery plans to open a distillery / brewery business at 761 Enterprise Crescent, within the District Municipality of Saanich during 2016. The project requires tenant improvements within the shell of the existing 1620.12 m² (17,439 ft²) industrial warehouse building. Although the site is zoned for Industrial use, a rezoning is required in order to accommodate the proposed commercial sales and assembly components of the business. The existing building is currently vacant.

The subject Application requires a rezoning because of the proposed change in use for the site.. The project will include an assembly area for tasting and a retail section in conjunction with its' light industrial land use. The Municipality's Zoning Regulation Bylaw's Off-Street Parking component requires that the Application provide 39 off-street parking stalls. The subject site provides 25 existing off-street parking spaces; thus a variance to the Municipality's off-street parking requirement for the Application will be required.

The proposal envisions Macaloney Distillers becoming an internationally marketed whisky manufacturing business. Their products will include a range of premium branded whiskies and beer for international sale and distribution.

Through market research activities, the applicant has selected the Craigdarroch Castle in downtown Victoria as likely having comparable visitor data and staff parking demand characteristics. The Castle is also marketed internationally and has good records regarding visitor activity. While the seasonal visitor activity trends may be similar to the Craigdarroch Castle, the subject distillery project will likely generate less visitor demand due to the focused age group and proximity to the downtown Victoria tourism centre of the Castle.

The Distillery Tours will be scheduled by an on-site tour coordinator / guide and are anticipated to take approximately 1 hour. The tours will run 7 days per week and it is anticipated that approximately 80% of the visitors will arrive by tour / shuttle buses. The applicant has already received expressed interest from the Butchart Garden Tour Bus, the Victoria Cruise Ship terminal, the Black Ball ferries, the Victoria Clipper and local hotels to promote tourist tours using their tour and shuttle buses.

While it is estimated that the majority of the customer traffic will arrive by bus; the remaining customers arriving by car would likely be smaller groups and probably have 2 – 5 people per vehicle. However, for this study, we have assumed an average occupancy of 3 passengers per car for a conservative analysis.

With the implementation of the specified TDM measures, we believe the staff parking can be accommodated within the 8 parking spaces in the site's front parking lot, leaving the 17 passenger car spaces in the rear lot for visitors to park on site when required. The retail store will be restricted to selling liquor products that are manufactured on site; we therefore anticipate that the parking demand will be much lower than a typical retail liquor store.

The peak visitor period is anticipated to occur during weekends and evenings. During these periods, the existing on-street parking along Enterprise Crescent is highly underutilized and can accommodate any potential overflow parking in the unlikely event that the on-site parking is fully occupied.

RECOMMENDATIONS

We suggest that in the initial stage of the business, eight (8) off-street spaces be reserved for staff, with the remaining 17 stalls being for visitors. In order to support the requested parking variance, we suggest that Transportation Demand Management (TDM) measures, such as transit usage, ride – sharing and end-of-trip facilities be implemented to reduce staff parking demand. The allocation of the on-site parking spaces could be reviewed after the business has been operating for some time and additional measures to reduce staff parking be assessed if required.

The following recommendations are intended to ensure the anticipated parking needs of the proposed distillery operation can be met and impacts on other existing business parking along Enterprise Crescent are minimized:

- A dedicated coach bus parking space will be provided on-site. With respect to the anticipated smaller tour shuttle bus traffic, we recommend that 1 Hour Time Restricted 'on-street' parking space be provided by the District of Saanich for at least two (2) shuttle buses along the site's Enterprise Crescent frontage;
- In order to accommodate visitors and patrons that do not arrive by bus, it is recommended that the existing 17 parking spaces in the site's rear lot be assigned as Visitor Parking. With the provision of short-term time restricted parking along the site's Enterprise Crescent frontage, on-street parking spaces would be available for any unforeseen visitor overflow parking demand;
- Of the 17 visitor parking spaces, 2 of these spaces should be reserved for the retail component of the operation;
- It is recommended that at least 2, 6 space bike racks be provided in convenient locations near the building entrance, which exceeds the bylaw requirement for bicycle parking. Usage should be monitored over time and additional racks be provided if required;
- A minimum of five (5) secure bicycle storage lockers should be provided for employees, which meets bylaw requirements;
- Additional end-of-trip facilities, including shower facilities and clothing lockers should be provided;
- Once the operation is at full capacity, parking demand should be reviewed. In the unlikely event that additional measures are required to mitigate parking concerns, the purchase of a company shuttle bus could be considered.

Based on the nature of the project's parking demand, in conjunction with the 'on-site' and 'on-street' parking availability and implementation of our recommended TDM measures, we recommend that Saanich Council and Staff support approval of the subject rezoning application and requested parking variance.

761 Enterprise.

Planning - Fwd: Saanich File DPA00860; REZ00567, Ministry File 2016-00561

From: Neil Findlow
To: Planning
Date: 2/9/2016 2:32 PM
Subject: Fwd: Saanich File DPA00860; REZ00567, Ministry File 2016-00561
Attachments: Neil Findlow.vcf

Please save to folder and copy for file.

Thanks
Neil

Neil Findlow, MCIP RPP

Senior Planner
Planning Department
District of Saanich

770 Vernon Avenue
Victoria BC V8X 2W7
t. 250-475-5494 ext. 3405
f. 250-475-5430
neil.findlow@saanich.ca
www.saanich.ca

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Please consider the environment before printing this e-mail.

>>> "Harrison, Mark TRAN:EX" <Mark.Harrison@gov.bc.ca> 2/9/2016 2:12 PM >>>
Neil,

Please consider this email to be an official Ministry response for the proposed rezoning (and development permit amendment) of 761 Enterprise Crescent, your file DPA00860; REZ00567, **Ministry File 2016-00561**.

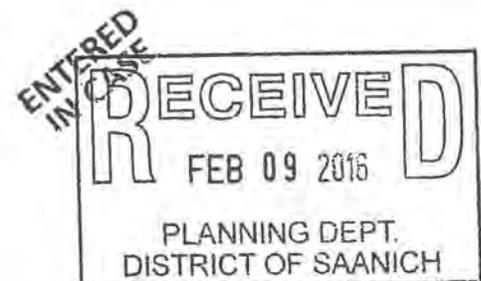
The Ministry has no objections to the rezoning proposal and has no additional requirements for approval. However, the Ministry would request consideration be given to the illumination of the signage so it is not to be a distraction to the motorists using the Pat Bay Highway.

Any necessary bylaw certification forms for the rezoning may be forwarded to this office at your convenience.

If you require any additional information please feel free to contact myself directly.

Best Regards,

Mark Harrison, M.LArch
District Development Technician
Ministry of Transportation and Infrastructure
240 - 4460 Chatterton Way
Victoria, BC V8X 5J2
Ph: [\(250\) 952-5562](tel:2509525562)





Royal Oak Community Association

Box 50, #106 - 4480 West Saanich Road

Victoria, BC V8Z 3E9

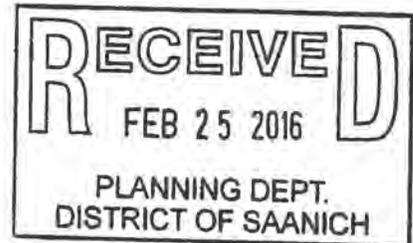
www.RoyalOakCommunityAssociation.ca

761
Enterprise Cres

February 24, 2016

Mr. Neil Findlow
Senior Planner
District of Saanich
770 Vernon Avenue
Victoria BC V8X 2W7

ENTERED
IN CASE



Dear Mr. Findlow:

Re: DPA00860, REZ00567

Thank you for the opportunity to comment on this application.

At a General Meeting of the Royal Oak Community Association membership on January 27, 2016, this motion was passed:

"To support in principle the rezoning of 761 Enterprise Crescent from M-3 (Industrial) to a new site specific industrial park brewery/distillery zone to permit assembly (tasting room and tours) and retail sales incidental to a manufacturing use, and an amendment to development permit P65/89 for changes to the parking layout and signs for an existing industrial building to accommodate a brewery distillery use. To support in principle the variances for off street parking and signs."

Yours truly,

Marsha Henderson
President
Royal Oak Community Association

Making a Difference