

**MINUTES**  
**PLANNING, TRANSPORTATION AND ECONOMIC DEVELOPMENT ADVISORY COMMITTEE**  
Held at Saanich Municipal Hall, Committee Room No. 2  
**April 12, 2018 at 4:30 p.m.**

Present: Councillor Judy Brownoff (Chair), Suzanne Bartel, Bill Mumford, Andrea Mercer, Travis Lee, Peter Rantucci, Peter Pokorny

Staff: Rebecca Newlove, Manager of Sustainability; Maggie Baynham, Senior Sustainability Planner; Cameron Scott, Manager of Community Planning; Megan Squires, Planner and Jeff Keays, Committee Clerk

Regrets: Sophia Baker-French, Lois-Leah Goodwin

Guests: Paul Nursey, President and CEO – Tourism Victoria.

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**MINUTES**

**MOVED by S. Bartel and Seconded by B. Mumford: “That the Minutes of the Planning, Transportation and Economic Development Advisory Committee meeting held February 12, 2018, be adopted as circulated.”**

**CARRIED**

**TOURISM VICTORIA**

The Chair welcomed Paul Nursey, President and CEO - Tourism Victoria to the meeting.

Mr. Nursey provided the committee with an overview of tourism opportunities for Saanich. The following highlights were noted:

- District of Saanich has been a strong supporter of tourism.
- Saanich is home to numerous parks, industry suppliers and workforce.
- Tourism Victoria has held two lunch and learns with Saanich Council.
- Growth in tourism is significant and is driven by growing middle class (globally) and the value of “experiences” by Western economies.
- Growth is anticipated in the South Island, and more locally at the neighbourhood and village levels.
- Greater Victoria is a highly regarded destination.
- There is ongoing demand for new capacity in the region:
  - Increase in number of daily flights from Toronto and Montreal;
  - Home porting for smaller cruise ships
- Compression and Dispersion are key to sustainable growth.
  - Business flows in concentric circles, as business grows in the centre, other areas benefit.
- Vancouver is the Centre for BC: Whistler, Victoria and Kelowna follow.
- Canada is working on a coordinated compression and dispersion strategy.
- Examples of compression:
  - Ucluelet grew as tourism destination after Tofino became busier and fuller
  - When Greater Victoria becomes full, benefits and incremental business flow out in concentric waves.
- Tourism Victoria’s primary job is to create the conditions for compression and

- then drive dispersion through their marketing and communications.
- There was a demonstrable downturn in tourism between the years 2003-2013.
  - 2016 – First statistical evidence of the impact of Short Term Rentals.
  - Occupancy rates for Greater Victoria were at 73.42% in 2017.
  - Revenue per available room (RevPAR) is a key performance metric used in the hotel industry. It is calculated by multiplying a hotel's average daily room rate (ADR) by its occupancy rate.
  - Experiences and attractions are more effective in clusters.
    - Critical mass.
    - Efficiencies for operators and independent visitors.
  - Increased meetings bookings putting pressure on accommodation stock.
    - Tourism Victoria is submitting up to 70 bids per month for conferences and events.
  - 2018 will be banner year (numerous one-time events), while 2019 will be softer; anticipated return to growth in 2020.
  - Hotel Developments
    - Developers look for key metrics: strong, continued occupancy rates of 70-72% and base increases in RevPAR of 5-7% annually.
    - This is the current landscape in Victoria.
  - Four opportunities for Saanich:
    1. Commercial accommodation near UVIC
    2. Sports Tourism Complex near Uptown
    3. Commercial Accommodation adjacent to Highway 17
    4. Agri-Tourism Cluster
  - Sustained growth since 2013 suggests the region is late to the investment cycle.
  - Brands looking for growth opportunity
  - Canada is in the midst of the largest hotel boom since the 1980s
  - How can Saanich better position itself?
  - Tourism Victoria would like feedback on the four opportunities.
  - Tourism Victoria could develop a formal report for the customer market perspective, and would like to work with staff to overlay the OCP perspective.

## **GARDEN SUITE STUDY**

Megan Squires, Planner, provided the committee with an overview of the Garden Suite Study. The following highlights are noted:

- A Garden Suite is a small detached house that is in the rear yard of a single family lot. It is accessory to the primary dwelling.
- Council approved the Terms of Reference for the study in September of 2017.
- The study area is limited to single family (RS-Zoned) properties in the Sewer Service Area.
- Currently in Phase 2 which includes stakeholder and public engagement efforts to explore interests and concerns and test ideas for potential regulations.
  - Staff hosted 2 open-houses in March
  - Staff administered a Garden Suite Survey.
  - Staff attended pop-up engagements
- Key issues going forward are:
  - Support for legalization
  - Location
  - Regulations for: size, height, parking, owner occupation.
  - Design review
  - Approval process

- A second statistically significant survey will be launched in May and staff will host a technical workshop in June to explore the regulations in more detail.
- Staff will develop draft regulations as part of Phase 3 if there is support for the initiative.

Committee discussion followed the presentation, the following highlights are noted:

- Square footage ranges from 400ft<sup>2</sup> to 1200ft<sup>2</sup> in Victoria; other jurisdictions link to size of secondary suites 90m<sup>2</sup>.
- Council restricted study area to service sewer area as the Official Community Plan policy directs growth within the Urban Containment Boundary.
- Cost per sq/ft is approximately \$164-\$215.
- There were numerous issues with regard to setbacks, height and illegal conversions (multiple units within one suite) in Kelowna.
- Areas outside the Sewer Service Area and Urban Containment Boundary should be considered.
- Matter such as size, scale and setbacks will be determined as part of the draft regulatory framework.
- Staff have made a distinction between Tiny Homes and Garden Suites. Suites must be in compliance with the Building Code (i.e. situated on a permanent foundation).
- Original development goal was to provide additional housing options, and increased density where there are services.
- If stratification and sub-division were considered it could create conditions for affordable home ownership.
- Concern that the development of garden suites could result in increased assessments for neighboring properties.
- This policy could create the conditions for multi-generational housing on existing properties.

## **CORDOVA BAY AND CADBORO BAY LOCAL AREA PLANS**

The Manager of Community Planning provided the committee with an overview of the status of the Local Area Plan (LAP) process for both Cadboro Bay and Cordova Bay. The following highlights are noted:

- Terms of Reference adopted by Council in November, 2017.
- Saanich will initiate 2 LAPs per year with a targeted timeline of 18 months per plan.
  - Quadra and North Quadra are next in the queue.
- Planners meeting with Advisory Committees.
- Preparing for public engagement.
- Planning Village Design workshops.
- The LAPs will provide detailed guidance to Council, staff, property owners, developers, and the public to address growth and change within a neighbourhood.
- LAPs aid in decision making, provide a reasonable level of certainty about future uses, development and quality of life and set the context for considering development proposals.
- New areas of focus for the LAPs include:
  - Climate change
  - Range of mobility options
  - Housing affordability and choice
  - Centres and Villages
- Numerous opportunities for public engagement before targeted adoption in Spring of 2019, including (but not limited to):

- Open houses and workshops
  - Cordova Bay – Saturday April 28<sup>th</sup>, & Wednesday, May 2<sup>nd</sup>
  - Cadboro Bay – Saturday, May 12<sup>th</sup> & May 14.
- Pop-up events
- Walking tours
- Surveys
- Focus groups
- Saanich has developed a speaker series; the first event, Building Neighbourhoods for the Future, featuring Gordon Price was held on March 21, 2018.
  - Second event, Our Community in a Changing Climate, to be held on Monday, May 7<sup>th</sup>.
- Initial comments received by staff include:
  - Land use issues
  - Affordability and diversity of housing options
  - Active transportation facilities
  - Engaging with young families
  - Traffic management
  - Maintenance of quality of life
  - Village areas

Committee discussion followed the presentation, the following highlights are noted:

- LAPs are strongly informed by residents and local businesses, how can the broader tourism and economic development lenses be incorporated into this process?
- Will there be areas identified for specific uses i.e. Hotels?
- Improvements in business development amenities should be considered.

## **HOME ENERGY RETROFIT FINANCING PILOT**

The Senior Sustainability Planner provided the committee with an update on the status of the Home Energy Retrofit Financing Pilot. The following highlights are noted:

- Overview at February 15, 2018 meeting.
- Application submitted to the FCM's initial screening process for a Green Municipal Fund Loan (March 1, 2018).
- Staff met with representatives from Municipal Affairs and Housing (MAH). MAH acknowledged that the project is achievable; however, they expressed concern that it was both administratively heavy and complex.
- Staff have developed a path forward following this meeting.
- Staff will bring a report to PTED in June before proceeding to Council.
- The District has been invited to submit a full application to the FCM's Green Municipal Fund; staff will defer their application until 2019.

## **ELECTRIC VEHICLE CHARGING STATION**

The Senior Sustainability Planner provided the committee with an overview of the Electric Vehicle Charging Strategy. The following highlights are noted:

- Council adopted the September 21, 2017 Motion from PTED at their January 8, 2018 meeting.
- Transportation accounts for 2/3 of Saanich's emissions.
- There are currently three types of charging infrastructure
  - L1 – 120 V (8-12 hrs. full charge) = \$500 retrofit cost
  - L2 – 240 V (4-6 hrs. full charge) = \$2,500 - \$15,000
  - DCFC – Variable DC Voltage (30 mins for 80% charge) = \$75,000

- EV owners charge their vehicles at home over 90% of the time
- With batteries and range increasing, L2 is preferred for performance and consumer expectation.
- EV sales are up 53% in BC from 2016.
- EV sales represent 2% of all car sales in BC
- Latent demand for EVs (as portion of market share) is primarily constrained by home charging access.
- Good policies can increase EV market share.
- Benefits of Electric Vehicles
  - Five times more efficient
  - Lower fuels costs
  - Decreasing battery costs
  - Less maintenance
- Numerous municipalities have EV Bylaws
- A study conducted by the City of Richmond found that the L2 4-Way Load Managed charging system has the best performance for the least cost across all building types.
- Next steps:
  - Collaboration on Capital Region EV and E-Bike Infrastructure Planning Project
  - Council Check-in Q3.

Committee discussion followed the presentation, the following highlights are noted:

- Current parking regulations for new developments will remain cost prohibitive for entry level condos if the parking requirement ratios are maintained at current level. Policy should be reexamined in context of the EV strategy.
- Gas station development has slowed considerably. No new applications at this time.

## **BC ENERGY STEP CODE OVERVIEW**

The Manager of Sustainability provided the committee with an overview of the current status of the BC Energy Step Code project. The following highlights are noted:

- As of December 15, 2017, under section 5 of the Building Act, the current local government bylaws on building energy efficiency will no longer be enforceable.
- Municipalities wishing to set higher energy-efficiency standards than those in the BC Building Code can do so using the BC Energy Step Code.
- The Step Code is a voluntary roadmap that establishes progressive performance steps in energy efficiency for new buildings from the current BC Building Code level to net zero energy buildings by 2032.
- The Step Code applies to new residential and commercial construction and does not currently apply to institutional buildings such as hospitals and recreation centres.
- Council approved the Terms of Reference, and allocated \$25,000 from the Council Contingency for Strategic Initiatives for the BC Energy Step Code Study at their September 11, 2017 meeting.
- Staff received considerable input from the development industry on the opportunities, concerns and potential approach for local implementation.
- In collaboration with the CRD and local municipalities (Sannich, Victoria and North Saanich) staff have completed Phase 1 of the process.
- Phase 1 included engagement with the building industry and key stakeholders in order to provide information and raise awareness of the Step Code and to gather feedback on the opportunities, concerns and

potential approach for local implementation, including Step Level, timeline and support required.

- This information has been used to develop and amend a draft approach that is appropriate to Saanich.
- Key results from the industry workshops:
  - Value in regional coordination
  - Need for local training – builders, sub-trades and local government staff
  - Minimize costs while considering operational savings that support affordability.
- The Urban Development Institute and Canadian Home Builders Association are supportive of the Step Code and Three for All are advocating for Step 3 for all.
- The Urban Development Institute – Capital Region, Canadian Home Builders Association – Vancouver Island and Vancouver Island Construction Association co-hosted the local Step Code engagement alongside the District of Saanich, City of Victoria, District of North Saanich and CRD.
- The Victoria Residential Builders Association was part of the Step Code development and originally supportive of Step 2, but is no longer in support.
- The draft approach proposes adoption of the following:

All Part 9 Excluding small SFD	Part 9 Small Single Family	All Part 3
Step 1 Nov 2018	Step 1 Nov 2018	Step 1 Nov 2018
Step 3 Jan 2020	Step 2 Jan 2020	Step 3 Jan 2020

- The proposed draft approach is consistent with that being proposed by the City of Victoria.
- Feedback from the first phase of engagement and the proposed approach were presented to Council in January 2018. Staff received council direction to engage industry in a second phase of engagement on the proposed approach
- Phase 2 was initiated with a number of engagement events, the purpose was to seek feedback from the industry representatives on the proposed approach to implementation.
- Phase 2 engagement results included (but not limited to):
  - Support for an interim Step 1 period (learning opportunity)
  - General agreement to move from Step 1 to Step 3.
  - Some concerns about cost and affordability.
  - Mixed feedback on lead-in time for Step 3 - particularly Part 3 buildings
  - General support for the process and mid-construction blower door test.
  - Mixed feedback on proposed rebate.
  - Desire for Energy labelling to communicate the benefits.
  - Timeline for Step 3 viewed too fast for some (Step 3 for part 3 high rise concrete and commercial)
- Step 3 achieves a performance of 20% better than Code.
- Local case study of a Part 9 build identified marginal increase in costs associated with meeting Step 3.
- There are potential design and cost implications for Part 3 concrete high-rise and commercial buildings meeting Step 3

- Next Steps:
  - Amend proposed approach related to the second phase of industry and key stakeholder feedback
  - Report to Council

Following the BC Energy Step Code Overview presentation the Chair sought the consensus of the committee to defer the following agenda items until the next regularly scheduled meeting:

- Development Review Process
- Modernizing the Motor Vehicle Act to Improve Safety
- Hotel Motion Update

The items were deferred and will be brought forward as part of the May 10<sup>th</sup> agenda.

The meeting adjourned at 6:45p.m., and the next meeting is scheduled for Thursday, May 10, 2018.

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Councillor Brownoff, Chair

I hereby certify these Minutes are accurate.

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Committee Secretary