



AGENDA

For the Council Meeting to be Held
At the Saanich Municipal Hall,
770 Vernon Avenue
MONDAY, MARCH 7, 2016

I 6:00 P.M., COMMITTEE ROOM NO. 2

Motion to close the meeting to the public in accordance with Section 90(1) (i) of the *Community Charter*.

II 7:00 P.M., COUNCIL CHAMBERS

A. ADOPTION OF MINUTES

1. Council Meeting held February 22, 2016
2. Special Council Meeting held February 23, 2016
3. Special Committee of the Whole Meeting held February 23, 2016

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

C. RESOLUTIONS FOR ADOPTION

1. **TENDER 06/16 – GORDON HEAD RECREATION CENTRE HEATING UPGRADE**
P. 3 Report from the Director of Engineering dated February 29, 2016 recommending that Council award Tender 06/16 for Gordon Head Recreation Centre Heating Upgrade and Recommissioning, and change orders within the project budget, to Apex Steel and Gas Ltd., in the amount of \$1,311,685 (excluding GST).
 2. **UNION OF BC MUNICIPALITIES 2016 MEMBERSHIP DUES**
P. 5 Invoice from the Union of BC Municipalities requesting payment of annual membership dues in the amount of \$18,956.
- D. RECOMMENDATIONS FROM COMMITTEES
1. **UTILITY BILLING RESTITUTION POLICY**
P. 6 Recommendation from the February 4, 2016 Finance, Audit and Personnel Standing Committee meeting that Council approve the Utility Billing Restitution Policy as outlined in the Utility Payment Restitution report from the Director of Finance dated January 26, 2016.
 2. **WATER UTILITY LEAK ADJUSTMENTS**
P. 12 Recommendation from the February 4, 2016 Finance, Audit and Personnel Standing Committee meeting that Council approve the proposed amendment to the Leak Adjustment Policy as outlined in the report from the Director of Finance dated January 26, 2016.
 3. **FEEDBACK ON CONSULTATION ON THE FINANCIAL PLAN**
P. 18 Recommendation from the February 4, 2016 Finance, Audit and Personnel Standing Committee meeting that Council convene a Special Meeting of Council for the purpose of discussing how to advance Public Consultation on the Financial Plan.
- E. REPORTS FROM MEMBERS OF COUNCIL
1. **MUNICIPAL SUPPORT FOR FEDERAL BAN ON MICROBEADS**
P. 24 Report from Councillors Haynes and Murdock dated February 22, 2016 recommending that Council support the proposed federal ban on microbeads, that letters of support be sent to the appropriate Ministers, and that a letter be sent to the Capital Regional District requesting their support in time for the public input period ending March 11.

* * * Adjournment * * *

AGENDA

For the Committee of the Whole Meeting
** IMMEDIATELY FOLLOWING**
The Council Meeting in the Council Chambers

- P. 26**
1. **3934 QUADRA STREET – DEVELOPMENT PERMIT AMENDMENT**
Report of the Director of Planning dated February 3, 2016 recommending that Council approve Development Permit Amendment DPA00822 for proposed changes to the building entrance and construction of exterior structures for a self-storage facility with variances requested for landscaping, parking, and the manoeuvring aisle.

* * * Adjournment * * *

“IN CAMERA” COUNCIL MEETING IMMEDIATELY FOLLOWS

1410-04 Eng
X: 5370.30



The Corporation of the District of Saanich

Mayor
Councillors
Administrator
Council
Administrator
Media
Marilyn M.

Report

To: Mayor and Council
From: Harley Machielse, Director of Engineering
Date: February 29, 2016
Subject: Award of Tender # 06/16 – Gordon Head Recreation Centre Heating Upgrade and Recommissioning

PURPOSE

The purpose of this report is to request approval to award **Tender # 06/16 – Gordon Head Recreation Centre Heating Upgrade and Recommissioning.**

BACKGROUND

A tender was issued for the supply of all materials, equipment, labour and services necessary to replace the boiler system and incorporate several energy conservation measures to optimize the system's performance and maximize the energy savings and greenhouse gas reductions at the Gordon Head Recreation Centre located at 4100 Lambrick Way. The project will be undertaken in the following phases:

- Phase 1 - Remove Boiler #1 (April 8, 2016)
- Phase 2 - Re-install new Boiler #1 and rough-in plumbing for new Boiler #2 and new heat exchangers (June 10, 2016)
- Phase 3 - Demo/Remove Boiler #2 and DHW (June 20, 2016)
- Phase 4 - Re-install new Boiler #2 (June 23, 2016)
- Phase 5 - Commissioning and Balancing

The original project costs anticipated as of August 2015 were \$ 1,120,635. Since that time, the project costs have increased due to a devalued Canadian dollar and failure of equipment that was expected to be reused. Despite the increased costs, the project offers a simple return on investment that is 13 years better, and will reduce 90% more greenhouse gases, than the choice of a standard replacement.

CM
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RECEIVED
MAR 01 2016
LEGISLATIVE DIVISION
DISTRICT OF SAANICH

SUMMARY

Three responses were received from the following vendors (rounded to the nearest dollar and excluding GST):

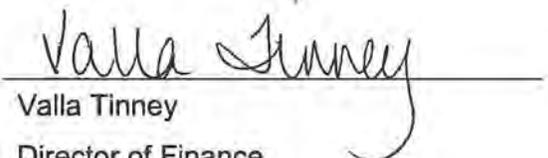
Apex Steel & Gas Ltd	\$ 1,311,685
Ram Mechanical Ltd	\$ 1,315,000
West Bay Mechanical	\$ 1,604,458

Taking into account the lowest bid the full project costs is now \$1,578,185 including engineering consulting work, 3rd party commissioning and change orders. The additional cost of \$457,550 will be funded from a combination of increased funding from Facilities Capital and borrowing. The District has also applied for additional grant from FCM for \$135,000, the Provincial Government for \$150,000, and the Utility providers for \$30,000 which if approved will reduce the District's contribution to the project.

RECOMMENDATION

That **Tender # 06/16 – Gordon Head Recreation Centre Heating Upgrade and Recommissioning**, and change orders within project budget, be awarded to Apex Steel & Gas Ltd, who submitted the low compliant bid of **\$ 1,311,685 (excluding GST)**.

Prepared by 
Harley Machielse
Director of Engineering

Reviewed by 
Valla Tinney
Director of Finance

LK/sl

CAO COMMENTS:

I endorse the recommendation of the Director of Engineering.


Paul Thorkelsson, CAO



UNION OF B.C. MUNICIPALITIES

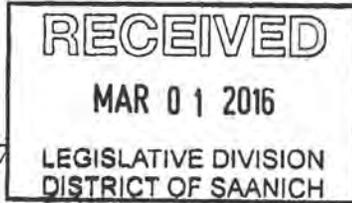
Suite 60 - 10551 Shellbridge Way
 Richmond, British Columbia
 Canada, V6X 2W9

Phone: (604) 270-8226 E-mail: ubcm@ubcm.ca

Council Mar 7/16

INVOICE

TO: District of Saanich
 770 Vernon Avenue
 Victoria, BC V8X 2W7



Invoice Date: Jan 29, 2016
Invoice No: D-4285
Due: upon receipt
Reference: 2016 UBCM Annual Dues

DESCRIPTION	AMOUNT												
<p>Population: 110,803</p> <p><i>Your UBCM dues have been calculated using population estimates (Dec 2015 release) provided by BC STATS, the central statistical agency of the Province of British Columbia, and include a rate increase of 1.5% effective Jan 2016, approved by the UBCM Executive.</i></p>													
<p>Annual Dues:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">First 5,000 population</td> <td style="width: 20%; text-align: center;">at 0.6768</td> <td style="width: 20%; text-align: right;">\$3,384.00</td> </tr> <tr> <td>Next 10,000</td> <td style="text-align: center;">at 0.4915</td> <td style="text-align: right;">\$4,915.00</td> </tr> <tr> <td>Next 15,000</td> <td style="text-align: center;">at 0.3093</td> <td style="text-align: right;">\$4,639.50</td> </tr> <tr> <td>Balance</td> <td style="text-align: center;">at 0.0633</td> <td style="text-align: right;">\$5,114.83</td> </tr> </table>	First 5,000 population	at 0.6768	\$3,384.00	Next 10,000	at 0.4915	\$4,915.00	Next 15,000	at 0.3093	\$4,639.50	Balance	at 0.0633	\$5,114.83	
First 5,000 population	at 0.6768	\$3,384.00											
Next 10,000	at 0.4915	\$4,915.00											
Next 15,000	at 0.3093	\$4,639.50											
Balance	at 0.0633	\$5,114.83											
<p>Subtotal:</p>	\$18,053.33												
<p>5% GST: (10815 0541)</p>	\$902.67												
<p>Total:</p>	\$18,956.00												



UNION OF B.C. MUNICIPALITIES
 Suite 60 - 10551 Shellbridge Way, Richmond, B.C. V6X 2W9

REMITTANCE PORTION

District of Saanich
 2016 Annual UBCM Dues

Date: Jan 29, 2016
 Invoice # D-4285

TOTAL DUE: \$18,956.00

AMOUNT ENCLOSED:

**CM
C.2**

Please return this portion of invoice with payment. Please do not combine payment of this invoice with any other billing you may receive from UBCM. Thank you.

1030-20 Utility



Memo

To: Donna Dupas, Municipal Clerk
From: Jennifer Downie
Date: February 10, 2016
Subject: Utility Billing Restitution Policy

Mayor
Councillors
Administrator

Council
Administrator
Media
Mar 11/16 DM

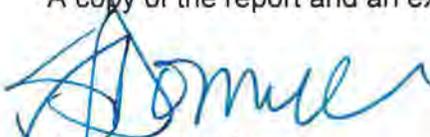
At the February 4, 2016 Finance, Audit and Personnel Standing Committee meeting members reviewed a report from the Director of Finance, dated January 26, 2016 and resolved:

“That the Finance, Audit and Personnel Standing Committee request staff bring to Council the Water Utility Billing Restitution Policy to allow staff to adjust water utility overbilling and / or underbilling under the following conditions:

- a. **Where it is conclusively determined that a customer’s account has been overbilled in error, the Saanich Utility Billing Section will refund the overage retroactive up to a maximum of 15 billing cycles (five years) from the billing date for all property types.**
- b. **Where it is conclusively determined a customer’s account has been underbilled in error, the Saanich Utility Billing Section will retroactively charge for the underbilling for the current and previous two utility bills.**
- c. **Utility restitution will apply to water utility accounts and consumption or billing for sewer related charges.**

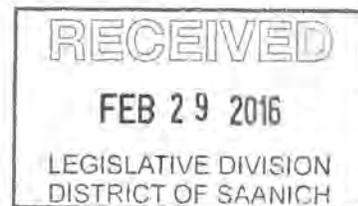
as outlined in the Utility Payment Restitution report from the Director of Finance, dated January 26, 2016.”

A copy of the report and an excerpt of the minutes are attached for information.



Jennifer Downie
Administrative Assistant

/jd
Attachments



**CM
D.1**

UTILITY BILLING RESTITUTION POLICY

The Director of Finance presented the Utility Billing Restitution Policy in relation to the District's utility overbilling and / or underbilling of utilities. At the September 3, 2015 Finance, Audit and Personnel Standing Committee meeting, the Committee discussed options to address unusual water utility billing issues and directed staff to develop a Utility Billing Restitution Policy.

MOVED by Councillor Plant and seconded by Councillor Haynes: "That the Finance, Audit and Personnel Standing Committee request staff bring to Council the Water Utility Billing Restitution Policy to allow staff to adjust water utility overbilling and / or underbilling under the following conditions:

- d. Where it is conclusively determined that a customer's account has been overbilled in error, the Saanich Utility Billing Section will refund the overage retroactive up to a maximum of 15 billing cycles (five years) from the billing date for all property types.**
- e. Where it is conclusively determined a customer's account has been underbilled in error, the Saanich Utility Billing Section will retroactively charge for the underbilling for the current and previous two utility bills.**
- f. Utility restitution will apply to water utility accounts and consumption or billing for sewer related charges.**

as outlined in the Utility Payment Restitution report from the Director of Finance, dated January 26, 2016."

Carried



The Corporation of the District of Saanich

Report

To: Finance, Audit and Personnel Committee
From: Valla Tinney, Director of Finance
Date: January 26, 2016
Subject: Utility Payment Restitution Policy

PURPOSE

The purpose of this report is to present a Utility Billing Restitution Policy in relation to the District's utility overbilling and/or underbilling of utilities.

BACKGROUND

At the September 3, 2015 Finance, Audit and Personnel Committee meeting, the Committee discussed options to address unusual water utility billing issues and directed staff to develop a Utility Billing Restitution Policy.

With the exception of leak adjustments, there is no provision for utility billing adjustments under the current Water Utility Bylaw No.8124 or through policy. Under and over billing in error is extremely rare, however Utility Billing staff are aware of two specific cases of utility billing anomalies spanning decades which are challenging to rectify in the absence of Council policy.

DISCUSSION

Staff recommend the following conditions for correcting overbilling and/or underbilling:

1. In the case where the property owner's account has been overbilled, regardless of the cause, the Saanich Utility Billing Section will refund the overage retroactive up to a maximum of 15 billing cycles (equivalent to five years) for all property types from the latest billing date.
2. In the case where the property owner's account has been underbilled, regardless of the cause, the Saanich Utility Billing Section will retroactively charge for the current and previous two billings (equivalent to one year).
3. Utility restitution will apply to water utility accounts and consumption or billing for sewer related charges.

A provision would be included to allow the Director of Finance or designate to establish payment terms to deal with any circumstances of financial hardship.

The following table provides information on how other municipalities apply restitution.

Jurisdiction	Overbilling	Underbilling
Kamloops	Current owner only dating back 1 year	Current year forward
Kelowna	Maximum of 6 years	6 months for residential, 1 year for commercial
Township of Langley	Date of last ownership change or current owner plus 6 years, whichever is the least	Uses the Limitation Act which states that the maximum is 10 years
Nanaimo	1 year. Director of Finance must sign off if over 1 year	Each situation is evaluated on its merits and discussed with legal representative
District of North Vancouver	Case-by-Case basis	Current year forward
Coquitlam	Current year and previous two	Current year forward
Victoria	5 years or change of ownership, whichever is the least	Current year forward
Central Saanich	Case-by-Case basis	Case-by-Case basis
Sidney	1 year	Current year forward

RECOMMENDATION

That staff be directed to bring to Council:

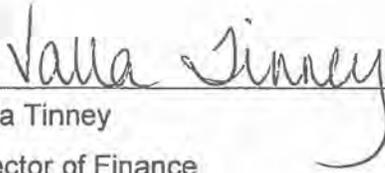
1. The Water Utility Billing Restitution Policy to allow staff to adjust water utility overbilling and/or underbilling under the following conditions:
 - a. Where it is conclusively determined that a customer’s account has been overbilled in error, the Saanich Utility Billing Section will refund the overage retroactive up to a maximum of 15 billing cycles (five years) from the billing date for all property types.
 - b. Where it is conclusively determined a customer’s account has been underbilled in error, the Saanich Utility Billing Section will retroactively charge for the underbilling for the current and previous two utility bills.
 - c. Utility restitution will apply to water utility accounts and consumption or billing for sewer related charges.

Prepared by



Sue-Lin Tarnowski
 Manager of Revenue Services

Approved by



Valla Tinney
Director of Finance

ADMINISTRATOR'S COMMENTS:

I endorse the recommendation of the Director of Finance.



Paul Thorkelsson, Administrator

COUNCIL POLICY

NAME: Utility Billing Restitution Policy	
ISSUED:	INDEX REFERENCE: COUNCIL REFERENCE:

Purpose

To define the terms under which the District will make restitution for under and over billing errors for the Water and Sewer Utilities.

Policy

1. If in the normal course of business the Saanich Utility Billing Section becomes aware of abnormal billing based on water consumption, the Saanich Utility Billing Section will notify the customer.
2. The customer is also expected to monitor their water utility usage. Any anomalies in billing and usage should be reported immediately to the Saanich Utility Billing Section.
3. Where it is conclusively determined that a customer's account has been overbilled in error, the Saanich Utility Billing Section will refund the overage retroactive up to a maximum of five years from the billing date for all property types.
4. Where it is conclusively determined a customer's account has been underbilled in error, the Saanich Utility Billing Section will retroactively charge for the underbilling for the current and previous two utility bills.
5. Overbilling adjustments will be credited to the utility account or refunded directly to the customer at the discretion of the customer. Payments will only be made to the original payor (e.g. property owner, tenant, property manager). Proof of payment may be required.
6. All underbilling adjustments will be included on the next available utility bill.
7. Adjustments will only be made for the current customer. The District will not seek, nor make restitution to or from previous customers.
8. The Director of Finance or designate may establish payment terms for underbilling in cases of financial hardship.
9. Utility restitution will apply to water utility accounts and consumption or billing for sewer related charges.

1030:30



Mayor
Councillors
Administrator

Council
Administrator
Media
Marilee DA

Memo

To: Donna Dupas, Municipal Clerk
From: Jennifer Downie
Date: February 10, 2016
Subject: Water Utility Leak Adjustments

At the February 4, 2016 Finance, Audit and Personnel Standing Committee meeting members reviewed a report from the Director of Finance, dated January 26, 2016 and resolved:

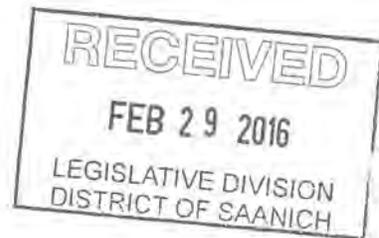
“That the Finance, Audit and Personnel Standing Committee request staff bring to Council an amendment to the Leak Adjustment Policy to delegate authority to the Director of Finance to approve leak adjustments to another local government regardless of the leak location(s) provided that the owner has met the requirements to repair the leak(s) as outlined in the Amended Leak Adjustment Policy report from the Director of Finance, dated January 26, 2016.”

A copy of the report and an excerpt of the minutes are attached for information.

A handwritten signature in blue ink that reads "J Downie".

Jennifer Downie
Administrative Assistant

/jd
Attachments



**CM
D. 2**

WATER UTILITY LEAK ADJUSTMENTS

The Director of Finance presented the Amended Leak Adjustment Policy as directed by the Finance, Audit and Personnel Standing Committee, at the September 3, 2015 meeting. The Amended Leak Adjustment Policy includes an amendment where the payee is another local government.

The intention of providing leak adjustments to other local governments is to ensure the District recuperates the direct cost of the bulk water consumed and charged by the Capital Regional District for any excess due to a leak, but provides some relief from District's charges for other operations and capital requirements. The delegation to the Director of Finance to approve a leak adjustment for other local governments is a collaborative measure.

The Director of Finance to provide a brief report outlining the final outcome of the flooding incident caused by a water main break that occurred on October 4, 2014, at Burnside Road West and Wilkinson Road.

MOVED by Councillor Sanders and seconded by Councillor Plant: "That the Finance, Audit and Personnel Standing Committee request staff bring to Council an amendment to the Leak Adjustment Policy to delegate authority to the Director of Finance to approve leak adjustments to another local government regardless of the leak location(s) provided that the owner has met the requirements to repair the leak(s) as outlined in the Amended Leak Adjustment Policy report from the Director of Finance, dated January 26, 2016."

Carried



The Corporation of the District of Saanich

Report

To: Finance, Audit and Personnel Committee
From: Valla Tinney, Director of Finance
Date: January 26, 2016
Subject: Amended Leak Adjustment Policy

PURPOSE

The purpose of this report is to present an amendment to the Leak Adjustment Policy as directed by the Committee.

BACKGROUND

At the September 3, 2015 Finance, Audit and Personnel Committee meeting, the Committee discussed unusual water utility billing issues and directed staff to bring forward an amendment for the Leak Adjustment Policy where the payee is another local government.

The current Leak Adjustment Policy provides for leak adjustments to property owners for leaks that occur in the main underground water line(s) between the water meter and the residence or building(s) only. A specific incident occurred in 2015 at a Capital Regional District (CRD) property where a major leak occurred outside of the specified location resulting in excess billing of over \$30,000. As the leak occurred outside of the specified location stated in the current policy, staff was unable to provide billing adjustment to the CRD.

DISCUSSION

The intention of providing leak adjustments to other local governments is to ensure the District recuperates the direct cost of the bulk water consumed and charged by the Capital Regional District for any excess use due to a leak, but provides some relief from District's charges for other operational and capital requirements. Generally these properties are park land and do not have regular oversight through observation as would a house or business. The incidences are extremely rare. The delegation to the Director of Finance to approve a leak adjustment for other local government is a collaborative measure.

RECOMMENDATION

That staff be directed to bring to Council:

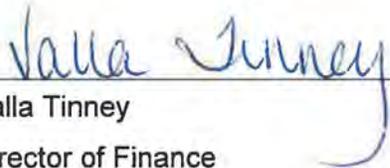
1. An amendment to Leak Adjustment Policy to delegate authority to the Director of Finance to approve leak adjustments to another local government regardless of the leak location(s) provided that the owner has met the requirements to repair the leak(s).

Prepared by



Sue-Lin Tarnowski
Manager of Revenue Services

Approved by



Valla Tinney
Director of Finance

ADMINISTRATOR'S COMMENTS:

I endorse the recommendation of the Director of Finance.



Paul Thorkelsson, Administrator

COUNCIL POLICY

NAME:	Water Utility Leak Adjustments	
ISSUED:	June 18, 1979	INDEX REFERENCE: 79/329
AMENDED:	March 10, 2014	COUNCIL REFERENCE: 14/CNCL
AMENDED:		

Purpose

Property owners may experience leaks in their water systems resulting in higher than normal water consumption. This policy outlines the circumstances under which property owners can apply for a leak adjustment and the methodology that will be used to calculate the amount of the adjustment.

Policy

- Adjustments will only be granted for leaks in the main underground water line(s) between the water meter and the residence or building(s). Leak adjustments on utility bills will not be made for the following:
 - all internal plumbing systems and fixtures.
 - irrigation and/or sprinkler systems on a property.
 - in-ground or above ground pools, ponds, and fountains.
 - any auxiliary lines connected to the main water line(s).
 - premises left abandoned or vacated without reasonable care for the plumbing system.
- Tangible proof that all leaks have been repaired is required. The Saanich Utility Billing Section reserves the right to inspect the repair prior to considering a leak adjustment.
- If in the normal course of business the Saanich Utility Billing Section becomes aware of abnormal water consumption or any evidence of leaks on any property, the Saanich Utility Billing Section will, on a "best effort basis", notify the customer thereof, but accepts no responsibility for failure to do so. Notification may be by phone message, door hanger, or an insert notification mailed with the utility bill.
- The property owner shall be responsible for the estimated normal amount of water consumed at the current retail water rate, plus 50% of the additional water consumed as a result of the leak at the current retail water rate. The estimated normal amount of water consumed will be determined by the Utility Billing Section and is defined as the average water consumption based on the same or similar water billing period from the previous three years. If three years of consumption data is not available, normal consumption will be based on the best estimate from information available on the property or consumption from a comparable property.

- Leak adjustments shall not be considered for water lost subsequent to 60 days from a property owner becoming aware of a leak or being notified of a possible leak by the Saanich Utility Billing Section. Property owners must take immediate action after detection or notification of a water leak to prevent further loss of water. No allowance will be made for utility bills or notification claimed to be lost or not received.
- Only one leak adjustment per property owner and main water line(s) within a twenty four (24) month water consumption period shall be permitted.
- A leak adjustment application form must be submitted within 120 days of the leak notification date. Proof of leak repair (eg. invoices, receipts or pictures) must be submitted with the application.
- All consumers must keep their service pipes, stop cocks, and other plumbing fixtures on their premises in good repair and order at their own expense.
- Adjustments will only be granted when the utility account is in good standing and no previous amounts due are outstanding.
- Water consumption that is due to a leak, regardless of cause, will not affect consumption for sewer related charges. Sewer consumption will be based on estimated normal consumption where a leak has been identified, and calculated as per Sanitary Sewer Bylaw 8792, Schedule "E", or any successor bylaw.
- For properties owned by a local government body, and notwithstanding the specified locations of the leak(s), The Director of Finance, or other person delegated the responsibility by the Director of Finance, is authorized to grant a leak adjustment to the property owner provided the owner has met the aforementioned requirements to repair the leak(s).

1030-30



Memo

To: Donna Dupas, Municipal Clerk
From: Jennifer Downie
Date: February 25, 2016
Subject: Feedback on Consultation on the Financial Plan

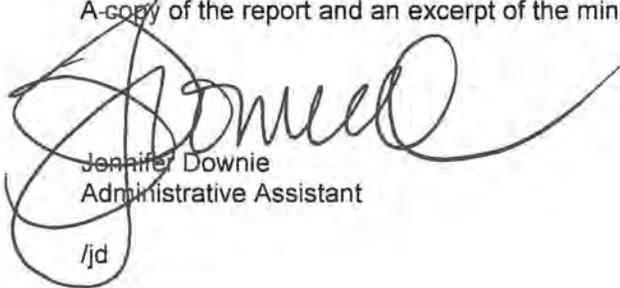
Mayor
Councillors
Administrator

Council
Administrator
Media
Mar 1/16 M

At the February 4, 2016 Finance, Audit and Personnel Standing Committee meeting members resolved:

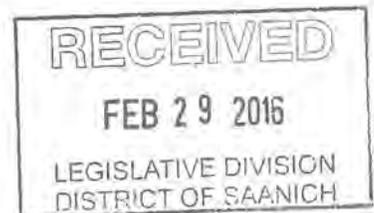
“That the Finance, Audit and Personnel Standing Committee request a Special meeting of Council be convened for the purpose of discussing how to advance Public Consultation on the Financial Plan.”

A copy of the report and an excerpt of the minutes are attached for information.



Jennifer Downie
Administrative Assistant
/jd

Attachment



**CM
D.3**

FEEDBACK ON CONSULTATION ON THE FINANCIAL PLAN

The Chief Administrative Officer advised that this item was referred to the Finance, Audit and Personnel Standing Committee to discuss the possibility of creating an in-house job function specific to public engagement.

The Chief Administrative Officer advised that staff is at full capacity and by placing a project of this magnitude onto staff would jeopardize other projects that are currently underway. It would be helpful to understand Council's direction and intent prior to moving forward.

The Committee discussed the need to increase and engage public participation.

The Director of Corporate Services advised that prior to public outreach, Council should provide parameters and a set of values and frame questions in a way that would allow for more meaningful input from the public.

The Committee reviewed the motion that was passed at the August 25, 2015, Council meeting:

MOVED by Councillor Derman and Seconded by Councillor Wergeland: "That Council:

1. Confirm that participation on the Financial Plan will be on a 'consult' level as defined in the Public Participation Policy; and
2. Direct staff to develop a new Council Policy for consultation on the financial plan based on short term improvements incorporating consultation to develop new budget participation processes."

Motion was put and CARRIED

It was noted that noted that Part 2 of this motion still requires an outcome and solution.

The Director of Finance noted that the intent of this motion was to provide the public with an opportunity to assist and provide input to Council in designing a new budget process. It was intended to talk to the public about what they wanted to see; try to identify if the public wanted a robust process or survey; what information did they need or want to see; and how they wanted to participate in order to add value to Council.

Councillor Haynes noted that he would like to explore what Council's intent and objectives are prior to moving ahead.

MOVED by Councillor Haynes and seconded by Councillor Sanders that all members of Council be invited to the Finance, Audit and Personnel Standing Committee to provide and clarify intent on the Public Consultation on the Financial Plan.

This motion was defeated

With Mayor Atwell, Councillors Plant and Sanders opposed.

MOVED by Councillor Haynes and seconded by Councillor Sanders that the Finance, Audit and Personnel Standing Committee request a Special meeting of Council be convened for the purpose of discussing how to advance Public Consultation on the Financial Plan.

Carried

1410-04 Finance

CNE1 Oct 26/15

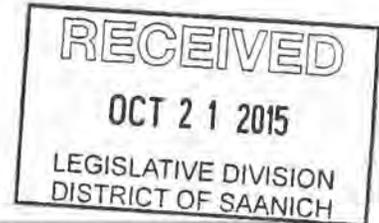


Mayor
Councillors
Administrator
Oct 21/15 201

Council
Administrator
Media

Report

To: Mayor and Council
From: Valla Tinney, Director of Finance
Date: October 19, 2015
Subject: Designing Public Consultation on the Financial Plan



PURPOSE

To provide options to Council for a public consultation process to design meaningful community engagement on the financial plan.

BACKGROUND

At the August 24th meeting of Council the following motion was passed:

1. Confirm that participation on the Financial Plan will be on a "consult" level as defined in the Public Participation Policy
2. Direct staff to develop a new Council Policy for consultation on the financial plan based on short term improvements incorporating consultation to develop new budget participation processes.

In arriving at this option, Council considered that contracted resources would be required to conduct public consultation to design processes that would be reflected in the new budget engagement policy. The key deliverable of this project is a clear plan on what public consultation on the budget will look like for the future, informed by public input. The goal is to ensure that the engagement process Council ultimately adopts is the right solution for Saanich; meaningful to residents, business owners, community associations and other stakeholders. It also needs to provide robust information that Council can incorporate into its financial planning so that the public can see a correlation between the engagement process outcomes and the decisions Council makes.

This first phase may lead to an easily managed annual solution with overall costs and impacts minimized all the way through to a full four year cycle consultation process that may require significant ongoing resources. Council will ultimately weigh costs and benefits in establishing the final policy direction.

DISCUSSION:

Dialogue Partners is the organization the District worked with to develop the Council Policy on Public Participation, Public Process Handbook and the internal Public Participation Toolkit. They have developed in-depth knowledge of the District's participation processes and organizational culture through extensive interaction with staff in the development of these processes and materials. Given their ability to "hit the ground running" with Saanich, they were asked to present

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three options for designing a meaningful public engagement process for the Financial Plan. Their proposal is provided as Attachment A. In summary, they have provided three options and outlined the activities, deliverables, risks and fees associated with each option:

	Approach	Policy Alignment	Fee
1.	Gather some quick basic input from those who easily self-select to participate.	Does not align with Council Policy on Public Participation	\$ 26,700
2.	Implement an inclusive process to understand general direction and suggestions from residents.	Meets minimal requirements of the Council Policy on Public Participation	\$ 49,095
3.	Create an inclusive and representative process that works directly with participants to understand knowledge levels and needs, ideas, concerns and suggestions for a meaningful process.	Aligns with Council Policy on Public Participation	\$ 74,600

The proposed engagement design process (all options) would run parallel to the status quo budget process for 2016. The “wrap up” that will culminate with Council’s decision on the consultation process for 2017 (and beyond) aligns well with the ongoing budget cycle. Work for the 2017 budget commences in June 2016, and with the new process defined and resourced by Council, any new activities can be planned and implemented at the very start of the budget cycle.

Process	Nov/Dec 2015	Jan/Feb 2016	March 2016	Apr/May 2016
2016 Budget	Budget preparation	Budget review and presentation to Council	Budget presentations to Council Grants presentations	Budget finalization
Designing Meaningful Public Engagement on the Financial Plan	<u>Phase 1</u> Assessing the situation; planning and design	<u>Phase 2</u> Implementing the public engagement process	<u>Phase 3</u> Reporting and analysis	<u>Wrap up</u> Council decision on future public engagement process

CONSIDERATIONS:

Even with additional resources to run this process, overall corporate capacity will be challenged to provide the appropriate level of commitment to ensure success. In this regard, the following additional factors must be considered:

- Development of the 2016-2020 Financial Plan – this work must continue on the regular schedule in order that the Financial Plan and Tax Rate bylaws can be adopted by May 15, 2016 as required under the Community Charter.

- The project to implement the JD Edwards financial software upgrade has commenced - this project is estimated to take 16 months and requires the same Finance staff that are integral to budget process improvements. Additional resources and internal secondments requiring backfilling are already needed for the JDE project.
- Capacity of other departments – all departments are at capacity with Council's strategic initiatives and priorities combined with regular departmental operations. Two of the options incorporate a half day workshop for staff. Development of communications related to the budget requires participation of all departments, therefore this project must be considered in relation to other existing priorities.
- Concurrent participation activities - the governance review process is anticipated to be conducted concurrently with this process increasing the risk of participation overload or confusion about which process stakeholders are engaging in.
- Internal resources for this project do not currently exist. Finance Department staff have not been trained IAP2 and the skill sets required do not naturally align with those required for accounting focused positions. Utilizing existing finance staff would require training, which takes a full week in Vancouver at a cost of over \$3,000 per participant. This strategy is not recommended due to the previous considerations discussed.

Selection of option 2 or 3 will require a new dedicated staff resource or secondment of a current Saanich employee from another department who has been trained and is regularly involved in participation processes. With other significant participation processes underway at the District (SVAP, EDPA) these resources are scarce.

FINANCIAL IMPLICATIONS:

Funding for this project is not currently included in the Financial Plan. Financial resources for the 2015 portion of the work can be managed within the Finance Department's existing budget; however, funding for 2016 must be confirmed as an addition to the 2016 Financial Plan.

RECOMMENDATION:

1. That Council approve a single source award to Dialogue Partners to design a meaningful community engagement process for the financial plan based on option:
 - a. Gathering some quick basic input from those who easily self-select to participate (\$26,700 contract);
 - b. Implementing an inclusive process to understand general direction and suggestions from residents (\$49,400 contract + \$10,000 for internal support);OR
 - c. Creating an inclusive and representative process that works directly with participants to understand knowledge levels and needs, ideas, concerns and suggestions for a meaningful process (\$74,600 contract + \$20,000 for internal support).
2. Approve a one-time resource request for the funding required in the 2016 Financial Plan.

Prepared by:


Valla Tinney, Director for Finance

ADMINISTRATOR'S COMMENTS:

I endorse the recommendation of the Director of Finance.



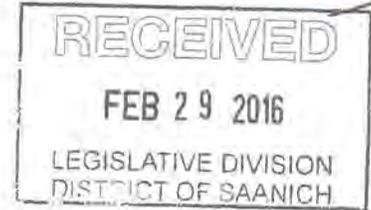
Andy Laidlaw, Administrator



Mayor
Councillors
Administrator
Council
Administrator
Media
Mar 11/16

Report

To: Mayor and Councillors
From: Councillors Fred Haynes and Dean Murdock
Date: February 22, 2016
Subject: **Municipal Support for Federal Ban on Microbeads**



Given growing evidence of the long term environmental impacts of the industrial use of plastic microbeads, the Government of Canada is proposing to add microbeads to the List of Toxic Substances under the *Canadian Environmental Protection Act, 1999* (CEPA 1999) and has asked for public input until March 11.

Microbeads are synthetic polymer particles that, at the time of their manufacture, are greater than 0.1 µm and less than or equal to 5 mm in size, and which can vary in chemical composition, size, shape, density, and function. They are manufactured for uses in personal care products (eg., scrubs, bath products, facial cleaners, toothpastes) and are also included in cleaning products, printer toners and in industrial products such as abrasive media (plastic blasting), industry (oil and gas exploration, textile printing, and automotive molding), other plastic products (anti-slip, anti-blocking applications) and medical applications.

When soluble products containing microbeads are used and rinsed down the drain, these bits of plastic are too small to be caught by wastewater treatment facilities. Instead, they flush into the aquatic environment. Microbeads are shown to elicit short and long-term effects in laboratory organisms, and to bio-accumulate in the food chain. Industry is beginning to come onside and some industrialists have suggested using "biodegradable" microbeads. However, many of these "biodegradable" microbeads are made of plastic and can pose the same risks as synthetic microbeads. The key is to stop the flow of all plastic microbeads, synthetic and "biodegradable", into our aquatic systems. The proposed legislation could achieve this.

This issue was discussed at the February 23 meeting of the Environment and Natural Areas Advisory Committee. The committee unanimously endorsed the following recommendation to Council.

RECOMMENDATION:

1. That Council support the Government of Canada proposal to add microbeads to the List of Toxic Substances under subsection 64(a) CEPA, 1999;
2. That letters be sent to the appropriate Ministers; and
3. That a letter be sent to the Capital Regional District requesting their support for the federal government in time for the public input period ending March 11.

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Councillor Fred Haynes and Councillor Dean Murdock

MICROPLASTICS

Brenna Collicutt, Masters Student, presented the Committee with information on microplastics in the ocean environment and following was noted:

- Microplastics are composed of microbeads of synthetic polymer particles that at the time of their manufacture, are greater than 0.1µm and less than or equal to 5 mm in size.
- Manufactured for uses in personal care products, cleaning products and numerous other applications.
- When soluble products containing microplastics are used and rinsed down the drain, these small plastics are too small to be filtered by waste water treatment facilities and are flushed out into the aquatic environment.
- Microplastics are shown to bio-accumulate in the food chain.
- Microplastics physically harm aquatic organisms by; blockage/abrasion, impaired feeding and translocation.
- Chemically microplastics concentrate persistent organic pollutants which then enters the food web.
- The United States has banned the use of microplastics effective 2017.

Motion: **MOVED by M. Haig-Brown and Seconded by K. Brown, “That the Environment and Natural Areas Advisory Committee recommends that Council support the Government of Canada proposal to add microbeads to the list of toxic substances under subsection 64 (a) CEPA, 1999 and that letters be sent to the appropriate Ministers.”**

CARRIED

1410'04 TRADING
X: 2860-20 Quadra



The Corporation of the District of Saanich

Mayor
Councillors
Administrator
Com. Assoc.
Applicant
Feb 18/16

Council
Administrator
Media

Supplemental Report

Report To: Mayor and Council
From: Sharon Hvozdanski, Director of Planning
Date: February 3, 2016
Subject: Development Permit Amendment
File: DPA00822 • 3934 Quadra Street

BACKGROUND

At the November 16, 2015 Committee of the Whole meeting, Saanich Council considered an application to amend Form and Character Development Permit DPR95-0011 to allow for exterior changes to the existing building to: construct a new building entrance; and to construct exterior structures for a self-storage facility. At that time, a total of six variances were requested related to; setbacks parking requirements, and landscaping.

At that meeting Council resolved:

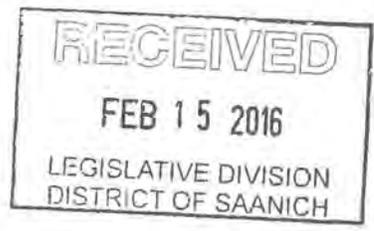
1. To postpone further consideration of the Development Permit Amendment application to allow staff to research the type of legally enforceable commitment the applicant could make to close the gate on Hulford Street; and
2. To direct staff to review the alleged setback issues and bylaw infractions that were identified in the letter to Council (date stamped November 16, 2015).

The purpose of this report is to update Council on the issues previously raised and to provide an overview of the applicant's response. In terms of additional community consultation, the applicant also held an open house on December 12, 2015 to review the concerns raised by neighbours and outline what they proposed to do to address the issues.

REVISED PROPOSAL

In response to a number of concerns raised, the applicants have revised their proposal as outlined below.

- The new entrance fronting Quadra Street, constructed with shipping containers, is no longer proposed. The Quadra Street frontage would remain unchanged, except that the trees in the southeast corner adjacent to Hulford Street would be pruned and a bench would be added.
- The exterior storage units have been adjusted so that the variance to the rear yard setback is no longer required.
- A larger landscaping bed in the northwest corner of the site is proposed so as to provide additional screening for the adjacent single family lots.
- The existing loading bays would be retained.



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- Additional wood fencing and repairs to the existing landscaping is proposed for the southern portion of the western boundary.
- The rolling security gate to access the exterior storage units is no longer proposed.



Figure 1: Revised Site Plan

The development proposal originally included six variances. The plan revisions would alter the originally requested variances as outlined below.

Front Yard Setback

The original proposal included a variance to reduce the front yard setback from 3.75 m to 2.6 m for the building entrance at grade, and 1.8 m for an above grade projected structure.

By removing the entrance feature along Quadra Street, these variances would no longer be required.

Rear Yard Setback

The original proposal included a variance to reduce the rear yard setback to from 12 m to 8.9 m for the exterior storage units.

By removing two parking spaces within the exterior storage area, the storage units can be more compactly configured, as such this variance would no longer be required.

Minimum Depth of Landscape Area

The original proposal included a variance to reduce the minimum depth of a landscape area abutting a residential zone from 3.75 m to 2.6 m for existing parking stalls numbered 1 - 19.

There is no change to this requested variance.

However, in response to neighbourhood input the proposal now includes an additional 1.8 m high wood fence along the southern portion of the western boundary. The applicant has also agreed to repair any existing damaged landscaping. The fence and landscaping repairs are noted on the revised site and landscaping plans that would form part of the Development Permit Amendment.

As noted above, the parking spaces along the southern portion of the western boundary were shown on the original Development Permit plans at 2.6 m (8.4 ft) from the property line and an existing chain link fence along the property line is proposed to be retained.

The variance to reduce the landscape buffer reflects an existing condition and would only be applicable to 19 parking stalls in the southwest portion of the lot. These parking stalls are abutting a private roadway with existing vegetation along the property line and are not used as frequently as the parking areas located near the Quadra Street entrance. Given the variance is for an existing condition and the adjacent property is roadway and not private rear or side yards, the variance is supportable.

Parking Requirement

The original application included a proposed variance to reduce the required total number of parking stalls from 90 to 70.

The revised plans have resulted in an increase to the requested parking variance. The new variance would be to reduce the required parking from 90 stalls to 57 stalls. The reduced number of parking spaces is primarily a result of maintaining existing loading bays.

The variance to reduce the total parking requirement from 90 to 57 is offset by the shared parking agreement with the adjacent property. The agreement allows the use of an additional 25 parking stalls on the neighbouring site, bringing the total available parking to 82 (25 + 57).

A self-storage use is not anticipated to generate a high parking demand due to users accessing the site for relatively short-term periods, distributed over various times and days. Rather than parking in a designated stall, some users would utilize areas for loading and unloading directly in front of the exterior storage units. Given the parking agreement in place and that self-storage does not generate high parking requirements, the variance is supportable.

Manoeuvring Aisle

The original proposal included a variance to reduce the width of a manoeuvring aisle to from 7.6 m to 7.5 m.

There is no change to this variance.

The variance to reduce the manoeuvring aisle by 10 cm is relatively minor and includes both an existing condition and proposed new stalls. No operational issues are identified with this proposed variance, and as such it is supportable.

Number of Loading Bays

The original proposal included a variance to reduce the total number of loading bays to from 7 bays to 2. The proposal has been revised to remove the need for this variance.

have also made an interim agreement with Slegg Lumber to reduce their hours of operation such that they will close at 4:00 p.m. and no longer be open on Saturdays. Other steps the applicants have committed to in regard to the Hulford Street access are:

- Changing the gate from opening outward to a sliding gate to address concerns about sight lines for neighbours exiting from 1030 Hulford Street;
- Adding a stop sign inside the gate for vehicles exiting;
- Directing that all vehicles being loaded or unloaded park in the delineated parking spaces rather than the manoeuvring aisle to reduce impacts from headlights on neighbouring houses; and
- Having an agreement with Slegg Lumber to inform customers of the new rules and to help enforce them.

The Quadra Cedar Hill Community Association has also been actively engaged, encouraging further discussions between the neighbours and applicants. A non-binding "Good Neighbour Protocol" is currently under discussion to address some of the operational concerns. A copy of the draft "Good Neighbour Protocol" is attached.

2. Bylaw Infractions

General

A review of the calls received by Bylaw Enforcement for the property was completed. There have been a total of 41 calls received about the property since 1998, although that in itself does not confirm a bylaw violation existed.

The 41 calls received were categorized into five types of issues:

- 18 – Unsightly Premise: included concerns about litter, graffiti, foul odours and homeless activity;
- 9 – Noise;
- 7 – Zoning Infractions;
- 2 – Work without a Building Permit; and
- 5 – Miscellaneous.

All Unsightly Premise calls were counted as being bylaw violations although many would not be the result of actions of the property owners or tenants, such as illegal dumping. The case files often noted that the problem had either been cleaned up, or was being cleaned up at the time a Bylaw Enforcement Officer attended the site.

Of the nine Noise related calls, five were due to late night or early morning truck activity outside of the permitted hours and were considered bylaw violations. One call was related to a noisy roof-top compressor and was assumed to be a bylaw violation. Three calls were considered not to be bylaw violations as they were the result of noise from a permitted use and within the permitted hours. The most recent call was following the November 16, 2015 meeting of Council and was related to noise from a late night truck delivery. A letter from Bylaw Enforcement staff was sent to the offending business, and as noted in the applicant's response letter the property owners have instructed the offending business to operate within Saanich Bylaws.

Of the two Work without a Building Permit calls, one was considered a violation. For the offending violation a Building Permit was subsequently obtained.

The five Miscellaneous calls included inquires related to: confirming the Hulford Street access was authorized; concern about drainage into the stormwater system; dead trees on the boulevard; a hedge impacting sight lines; and a sign on the sidewalk. Although the sign was not observed on the sidewalk by the Bylaw Enforcement Officer it was assumed to have occurred and counted as a bylaw violation. There were no bylaw violations related to the other four calls.

The calls related to Zoning Infractions are discussed in further detail below. The occurrence of calls between 1998 and 2015 is summarized in Figure 3.

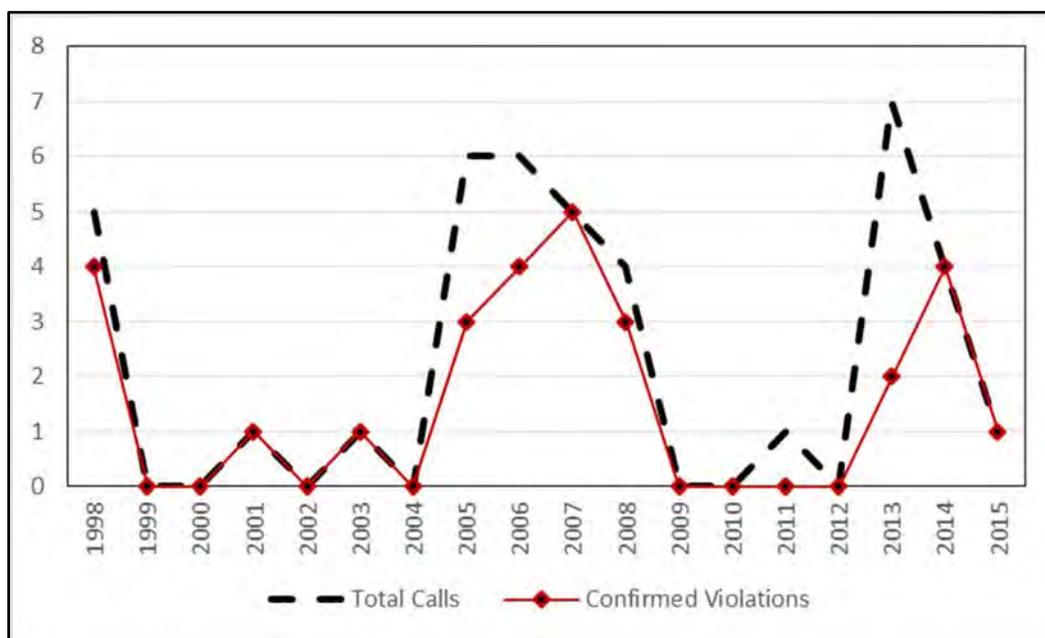


Figure 3: Occurrence of Bylaw Calls Annually

Of the seven calls related to Zoning Infractions, two were deemed to be bylaw violations and the issue was resolved by removing or relocating the offending materials.

Zoning Bylaw Issues Raised in Letter Dated November 16, 2015.

Council directed staff to review the bylaw infractions identified in the letter to Council. In that letter (attached) the author identified seven concerns:

- Screening of garbage and recycling;
- Maintenance of landscaped areas;
- Opaque landscape screen or fence;
- 1 tree per 115m² in parking areas;
- Unenclosed storage of materials exceeding 2.5 m maximum height;
- Retail sales incidental to a permitted use; and
- Elsey Lane being referred to as a street.

Where an existing development was authorized by permit, any alleged bylaw violations need to take into consideration any applicable authorizing permit. Past authorizing permits could include Development Permits, Building Permits, Land Use Contracts, or orders of the Board of Variance. Where a non-confirming situation occurs, it needs to be reviewed to determine if the non-compliance was authorized by the permit. If the non-conformity was authorized by a permit, it may be deemed to be legal non-conforming, and therefore not a bylaw violation.

Screening of garbage and recycling

One of the seven zoning related calls to Bylaw Enforcement was about the screening issue. The original Development Permit did not require screening for garbage and recycling containers.

As noted in the previous staff report, a new enclosure is proposed as part of the current application and this issue would be resolved. The original Development Permit Amendment had included a clause to require that the construction of the garbage and recycling enclosure be constructed before the new entrance is completed in order to prioritize resolution of this issue. The Development Permit Amendment has been revised so that the garbage enclosure is constructed before the exterior storage units are completed.

Maintenance of landscaped areas

The landscaping plan attached to the original Development Permit showed intensive plantings along the Hulford Street and Quadra Street frontages, with rough grass, periwinkle, and indigenous vegetation along the western boundary.

The applicant has revised the landscaping plan and will augment the existing vegetation along the western property line where it has been damaged or removed. The revised landscaping plan would form part of the Development Permit Amendment.

Opaque landscape screen or fence

One of the 7 zoning related calls to Bylaw Enforcement was about this issue.

The original Development Permit authorized parking along southern portion of the western boundary 2.6 m (8.4 ft) from the property line and an existing chain link fence along the property line is to remain.

The development proposal considered at the November 16, 2015 meeting included additional cedar fencing and planting of two Maple trees in the northwest corner to improve screening for the single family lots to the west.

Following the November 16, 2015 meeting, the applicant has agreed to add a cedar fence along the southern portion of western property line adjacent to the attached housing development. The landscaping plans have been revised to include this and would form part of the Development Permit Amendment. A landscaped bed has also been added around the proposed Maple trees to enhance screening in the northwest corner.

1 tree per 115m² in parking areas

One of the 7 zoning related calls to Bylaw Enforcement was about this issue. The Landscaping plan attached to the Development Permit Amendment showed no vegetated islands or trees throughout the parking area.

The Zoning Bylaw requirement for trees within parking areas is applied to the construction of new parking areas, or when there is significant redevelopment. In these situations the parking area can be designed to support healthy tree growth.

The current application does not trigger the requirement for trees in parking areas as this is an existing parking area. Removing parking spaces in order to plant trees will not be requested since the trees are unlikely to thrive due to a combination of poor soil conditions, inadequate soil

volumes, and inadequate water infiltration to support healthy root growth. Furthermore, it would result in the loss of parking spaces that cannot be relocated elsewhere on the site.

Unenclosed storage of materials exceeding 2.5 m maximum height

Bylaw Enforcement Officers received a call regarding this issue and the placement of shipping containers in the setback in 2014. The offending materials were removed or relocated and the Bylaw Enforcement file was closed.

Retail sales incidental to a permitted use

Bylaw Enforcement has not received a call regarding this issue so the matter has not been investigated. Regardless, the applicant has confirmed that the Salvation Army retail store will be vacating the property when their lease expires in May 2016.

Elsey Lane being referred to as a street

The author is correct in that Elsey Lane is common property providing an access route for the bare land strata development.

The Zoning Bylaw defines street as “any highway except a path, walkway, or trail” and highway is defined as “a street, path, walkway, trail, bridge, road, viaduct and any other way open to public use, other than a private right-of-way on private property and includes an access route shown on a bare land strata plan.” Therefore, Elsey Lane would be considered a street under the Zoning Bylaw.

Elsey Lane has not been constructed as a driveway and the residents utilize a private easement through the adjacent attached housing development. This configuration allows the lane to remain vegetated and provide further screening from the adjacent industrial site (see Figure 4).



Figure 4: Aerial Photo of Access to Subject Property and Adjacent Residential Properties

SUMMARY

Following the November 16, 2015 Council meeting the applicant has undertaken further consultation with the neighbours and revised their development proposal in an effort to improve the project. The applicants have also worked with the key tenants to implement operational changes to further reduce impacts to adjacent properties. Key revisions to the development proposal are as follows:

- The new entrance fronting Quadra Street constructed with shipping containers is no longer proposed. The Quadra Street frontage would remain unchanged, except that the trees in the southeast corner adjacent to Hulford Street will be pruned and a bench would be added;

- The exterior storage units have been adjusted so that the variance to the rear setback is no longer required;
- A larger landscaping bed in the northwest corner is proposed to provide additional screening for the adjacent single family lots;
- The existing loading bays will be retained;
- Additional wood fencing and repairs to the existing landscaping is proposed for the southern portion of the western boundary; and
- The rolling security gate to access the exterior storage units is no longer proposed.

The revisions reduce the number of variances required, the following variances to the Zoning Bylaw are requested:

- Reduce the minimum depth of a landscape area abutting a residential zone to 2.6 m (from 3.75 m) for the existing parking stalls (numbered 3 – 22) only;
- Reduce the total parking required to 57 (90 required); and
- Reduce the width of manoeuvring aisle to 7.5 m (7.6 m required).

As discussed above, the only legally secure mechanism available to require the Hulford Street access be closed is a covenant registered on Title. Covenants can only be registered on Title if agreed to by the property owner. In this case the owners have raised concerns with this approach and do not agree to a covenant on title.

While there is a history of complaints to Bylaw Enforcement regarding the property, all calls have been investigated with the matters resolved. Saanich Bylaw Enforcement Officers have followed up with the more recent calls regarding late night vehicle traffic, the file can be reactivated should the problem persist. Currently there are no open enforcement files.

RECOMMENDATION

That Development Permit Amendment DPA00822, amending DPR95-0011, be approved.

Report prepared by: 
Andrea Pickard, Planner

Report prepared by: 
Jarret Matanowitsch, Manager of Current Planning

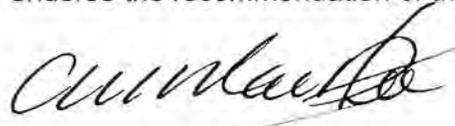
Report reviewed by: 
Sharon Hvozdzanski, Director of Planning

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

CAO'S COMMENTS:

I endorse the recommendation of the Director of Planning.


for Paul Thorkelsson, CAO

1410-04
Report –
Planning

Xref: 2860-20
Quadra Street

3934 QUADRA STREET – DEVELOPMENT PERMIT AMENDMENT APPLICATION

Report of the Director of Planning dated September 29, 2015 recommending that Council approve Development Permit Amendment DPA00822 for the proposed exterior changes to construct a new building entrance and to construct exterior storage structures for use as a self-storage facility.

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

- An increase in traffic at the Hulford Street gate is not anticipated.
- Customers could be encouraged to use the Quadra Street access.

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

- The proposed outdoor storage will be located in the northwest corner of the property.
- The front entrance will be constructed using stacked shipping containers.
- Ten surface mounted, false overhead doors will be included on the north elevation as an architectural feature.

APPLICANT:

J. Milne, Prostorage Services, and J. Aalders, CEI Architecture presented to Council and highlighted:

- As part of the application, improvements will be made to the pedestrian streetscape on Quadra Street.
- Sustainability features include the re-use of shipping containers for the front entrance and the addition of a green roof and rain gardens.
- Self-storage has the lowest amount of parking requirements of any commercial use; there is ample parking available.
- The gate on Hulford Street is not needed for the self-storage business and customers will be encouraged to use the Quadra Street access.
- A solid, wood fence will be installed along the fence line adjacent to the single family homes located at the northwest of the property and two trees will be planted between the property line and the location of the proposed exterior storage structures.
- Changing the “no parking” signs on Hulford Street to “tow away” signs may alleviate parking concerns.
- The existing green wall on the Quadra Street frontage will be maintained; invasive species on the property will be removed.

In response to questions from Council, the applicants stated:

- The green roof will be located on the new entrance to the building and is approximately 8 feet by 40 feet.
- The rain garden will assist with stormwater management and mitigate potential damage to the Blenkinsop Creek.
- There are a proposed 540 total storage spaces.
- Consultation took place with neighbours and the Quadra Cedar Hill Community Association. He will continue to work with staff and neighbours to address concerns.
- There will be two access points to the interior storage structures with entrances off of Quadra Street and through an existing access from Hulford Street.

- The exterior drive up units are located in the northwest corner of the property.

PUBLIC INPUT:

K. Kess, Hulford Street, stated:

- There has been a history of bylaw infractions by the owners and tenants of the property including waste containers which have not been screened, landscaping which has been cleared and graded, and unenclosed storage on the property.
- The bylaw infractions should be addressed; the variances are not supportable.

R. Harmston, Hulford Street, stated:

- Safety and tranquility of the street has been lost; a petition has been signed by residents of Swan Lake Estates and Elsey Lane objecting to any changes that will increase traffic on Hulford Street.
- The addition of a “no parking - tow away” zone on the street would be appreciated.

M. Goodwin, Elsey Lane, stated:

- Residents of Elsey Lane object to the proposed variance for the rear yard setback; a 12 metre setback is standard to mitigate noise and odours.
- The rear yard setback is not critical to the operation of the business; residents are concerned about the quiet enjoyment of their homes.
- Removing three storage structures from the proposed facility would alleviate the need for the variance.

J. Gallagher, Hulford Street, stated:

- The variance for the rear yard setback is not supportable; reducing the setback may mean gradual creep of the proposed building into residential space.
- A tow away zone on Hulford Street would be appreciated.

A. Beck, on behalf of the Quadra Cedar Hill Community Association, stated:

- The Community Association does not support the false overhead doors proposed for the north elevation; they interpret the false doors as signage and in contravention of the Sign Bylaw.

S. Dainard, Hulford Street, stated:

- Residents are concerned with the truck traffic on Hulford Street; noise from this property starts at 6 a.m. and continues until 9 p.m.

J. Barton, Hulford Street, stated:

- The tenants on the property are not considerate of residents' concerns; the application should be denied.

D. Juniper, Hulford, stated:

- The residents of Hulford Street have a right to a healthy environment; the amount of truck traffic is a safety concern.
- Access from Quadra Street should be used.

Motion: MOVED by Councillor Derman and Seconded by Councillor Plant: “That the

meeting extend past 11:00 p.m.”**CARRIED**

D. Milne, Cook Street, stated:

- He will be managing the property and assures the residents that he will maintain the property.

L. Hutchings, Hulford Street, stated: .

- Neighbours are frustrated with the noise; neighbours should have had an opportunity to provide input.

J. McCallum, Quadra Street, stated:

- He sympathizes with the neighbours in relation to the noise and the truck traffic; he is confident the applicant will address their concerns.

S. Dunand, Hulford Street, stated:

- New business is good but there needs to be a clear boundary between commercial and residential.

APPLICANT'S RESPONSE

J. Milne, stated:

- The exterior storage buildings are temporary structures.
- He has met with residents numerous times to discuss concerns.
- There is a desire to work with Saanich Bylaw in relation to the alleged bylaw infractions; in 2017, at the end of the lease agreement, the gate on Hulford Street could be closed.
- Move ins and outs are not allowed outside operating hours.

In response to a question from Council, the Director of Planning stated:

- There are legal issues to granting access to a property or removing it; review of the lease agreement would be necessary to confirm whether or not this could be done.

In response to questions from Council, the applicant stated:

- The Hulford Street entrance is pre-existing; the self-storage building does not require a secondary access point from Hulford Street.
- On average, between 5-11 people would visit the site per day.
- The majority of the lockers are located near the main access on Quadra Street.
- The lease agreement provides for access from Hulford Street; should a tenant be declared a nuisance business or if there are bylaw infractions, the owner would have the legal ability to close the gate.
- The second entrance from Hulford Street is ramp access down into a two-stall parking area where there is an overhead door and is part of the self-storage business.
- Reducing the number of storage lockers would change the unit mix and the amount of storage area that can be provided.
- The false overhead doors are real doors that are applied to the building as an architectural feature.

In response to a question from Council, the Director of Planning stated:

- Business hours are governed by a bylaw and are meant to apply to all businesses in Saanich; changing the bylaw would impact other businesses.

COUNCIL DELIBERATIONS:

Motion: **MOVED by Councillor Derman and Seconded by Councillor Plant: “That Council postpone further consideration of the Development Permit Amendment Application on 3934 Quadra Street to allow staff to research the type of commitment to close the gate on Hulford Street that the applicant could make that would be legally enforceable.”**

Councillor Derman stated:

- The improvements to the Quadra Street frontage, the landscape screening along the property line and addition of the rain garden are appreciated.
- Self-storage generates a low amount of traffic; when an industrial use is next to a residential area there is a need to manage the transition.
- If the applicant is willing to close the gate at the end of the lease agreement, staff should explore options on how this could be legally enforced.

Councillor Plant stated:

- He encourages the applicant to have further discussion with neighbours; a conversation with the tenant might be appropriate to discuss the neighbours' concerns.

Councillor Sanders stated:

- She sympathizes with residents; the applicant controls the secondary access from Hulford Street to the storage lockers; it may be possible that access could be eliminated.
- The applicant should reconsider the design of the front entrance and the addition of the false overhead doors on the building.
- Further public consultation should take place with the neighbours and the Community Association.

Councillor Brownoff stated:

- The addition of the green roof and the improvements to the Quadra Street frontage are appreciated; further discussion with residents and the Community Association should take place.

Councillor Haynes stated:

- A self-storage business will have a low impact on the neighbourhood; it would be appreciated if a conversation could take place with the tenant in relation to them addressing the concerns of residents.

The applicant stated:

- Efforts have been made in relation to the residents' concerns; some of the problems identified are as a result of the sub-trades and customers.

The Motion was then Put and CARRIED

2860-20 Quadra

C/W NOV. 16/15



The Corporation of the District of Saanich

Mayor
Councillors
Administrator
NOV 9 15 PM
Council
Administrator
Media

Report

To: Mayor and Council
From: Sharon Hvozdanski, Director of Planning
Date: September 29, 2015
Subject: Development Permit Amendment
File: DPA00822 • 3934 Quadra Street

PROJECT DETAILS

Project Proposal: The applicant proposes to amend Development Permit DPR95-0011 to allow for exterior changes to the existing building, to construct a new building entrance, and to construct exterior storage structures for use as a self-storage facility. Six variances are requested related to setbacks (2), parking requirements (3), and landscaping (1).

Address: 3934 Quadra Street

Legal Description: Lot 1, Section 32, Victoria District, Plan 31953

Owner: Prostorage Services Saanich (Quadra) Inc., No. BC0800412

Applicant: Prostorage Services, Jordan Milne

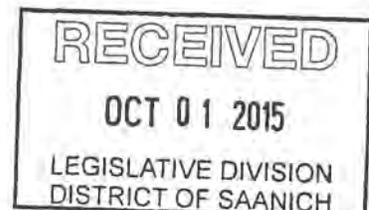
Parcel Size: 1.39 ha (before road dedication)

Existing Use of Parcel: Industrial

Existing Use of Adjacent Parcels:
North: C-2 (General Commercial Zone), C-9 (Local Service Station Zone), M-1 (Industrial Zone), and M-4 (Lumber and Building Supply Yard Zone)
South: RS-6 (Single Family Dwelling Zone)
East: C-2 (General Commercial Zone) and C-3 (Shopping Centre Zone)
West: RT-1 (Attached Housing Zone) and RS-6 (Single Family Dwelling Zone)

Current Zoning: M-1 (Industrial Zone)

Minimum Lot Size: n/a



Proposed Zoning: n/a

Local Area Plan: Quadra

LAP Designation: Commercial/Industrial

Community Assn Referral: Quadra Cedar Hill Community Association • Referral sent October 2, 2014. Response received November 17, 2014 noting they oppose the proposed design features for the north wall, they have concerns regarding the parking, and they would prefer a comprehensive redevelopment of the site.

PROPOSAL

The applicant proposes to amend a Development Permit to allow for exterior changes to the existing building, to construct a new building entrance and to construct exterior storage structures for use as a self-storage facility. Six variances are requested related to setbacks (2), parking requirements (3), and landscaping (1).



Figure 1: Site Plan

PLANNING POLICY

Official Community Plan (2008)

- 4.2.1.1 “Support and implement the eight strategic initiatives of the Regional Growth Strategy, namely: Keep urban settlement compact, Protect the integrity of rural communities; Protect regional green and blue space; Manage natural resources and the environment sustainably; Build complete communities; Improve housing affordability; Increase transportation choice; and Strengthen the regional economy.”
- 4.2.1.2 “Maintain the Urban Containment Boundary as the principal tool for growth management in Saanich, and encourage all new development to locate within the Urban Containment Boundary.”
- 4.2.1.20 “Require building and site design that reduce the amount of impervious surfaces and incorporate features that will encourage ground water recharge such as green roofs, vegetated swales and pervious paving material.”
- 4.2.2.2 “Encourage the incorporation of building support systems as design features and where appropriate, make them visible to the public (e.g. green roofs, energy and water use monitoring).”
- 4.2.2.3 “Consider the use of variances to development control bylaws where they would achieve a more appropriate development in terms of streetscape, pedestrian environment, view protection, overall site design, and compatibility with neighbourhood character and adjoining properties.”
- 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.”
- 4.2.9.37 “Consider parking variances where one or more of the following apply: transportation demand strategies 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.”
- 5.1.3.1 “Encourage new institutions and businesses to locate within Saanich that create permanent employment opportunities for local workers at a living wage.”
- 6.2.4 “Support a balanced economy by encouraging a broad range of commercial, service, research, high tech and industrial uses.”

Quadra Local Area Plan (2001)

The Quadra Local Area Plan (LAP) refers to the Quadra-McKenzie Ideas Plan (1998 Design Charette) with a related policy 5.1 “Undertake an Action Plan for the Quadra-McKenzie area based on the principles, design objectives, and concepts of the 1998 Ideas Plan.”

The Ideas Plan notes this area as appropriate for high technology light industrial, as is some residential and office uses and perhaps commercial recreation uses.

Quadra/McKenzie Development Permit Area Guidelines

The site is within the Quadra/McKenzie Development Permit Area. Relevant guidelines include retaining existing trees and native vegetation where practical, minimizing impervious cover, high quality landscaping adjacent to major roads, setbacks to major roads to accommodate future road widening, enhancing pedestrian environment and public spaces, landscape screening of surface parking, and architectural design that is contemporary and authentic.

DISCUSSION**Neighbourhood Context**

The approximately 1.39 ha site is located on the west side of Quadra Street, in close vicinity to where the Saanich Spur section of the Lochside Trail crosses Quadra Street at Greenridge Crescent. The site is approximately 300 m from the McKenzie-Quadra Neighbourhood “Centre”, and the surrounding area includes a wide range of commercial, residential, and industrial uses.

The existing building was constructed in 1978 and the property is a well-recognized, longstanding development in the area, most notably as the former Coca-Cola bottling plant and subsequently the Real Canadian Wholesale grocery store. The property immediately to the north contains the Keg Restaurant, which is located in a registered heritage building.

The subject property and the adjacent two properties to the north are somewhat connected functionally due to the shared access and parking configuration. Together the three properties create an area zoned either M-1 Industrial or C-2 General Commercial bounded by Hulford Street to the south, Eley Lane and the Lochside Regional Trail to the west, and Quadra Street to the east.

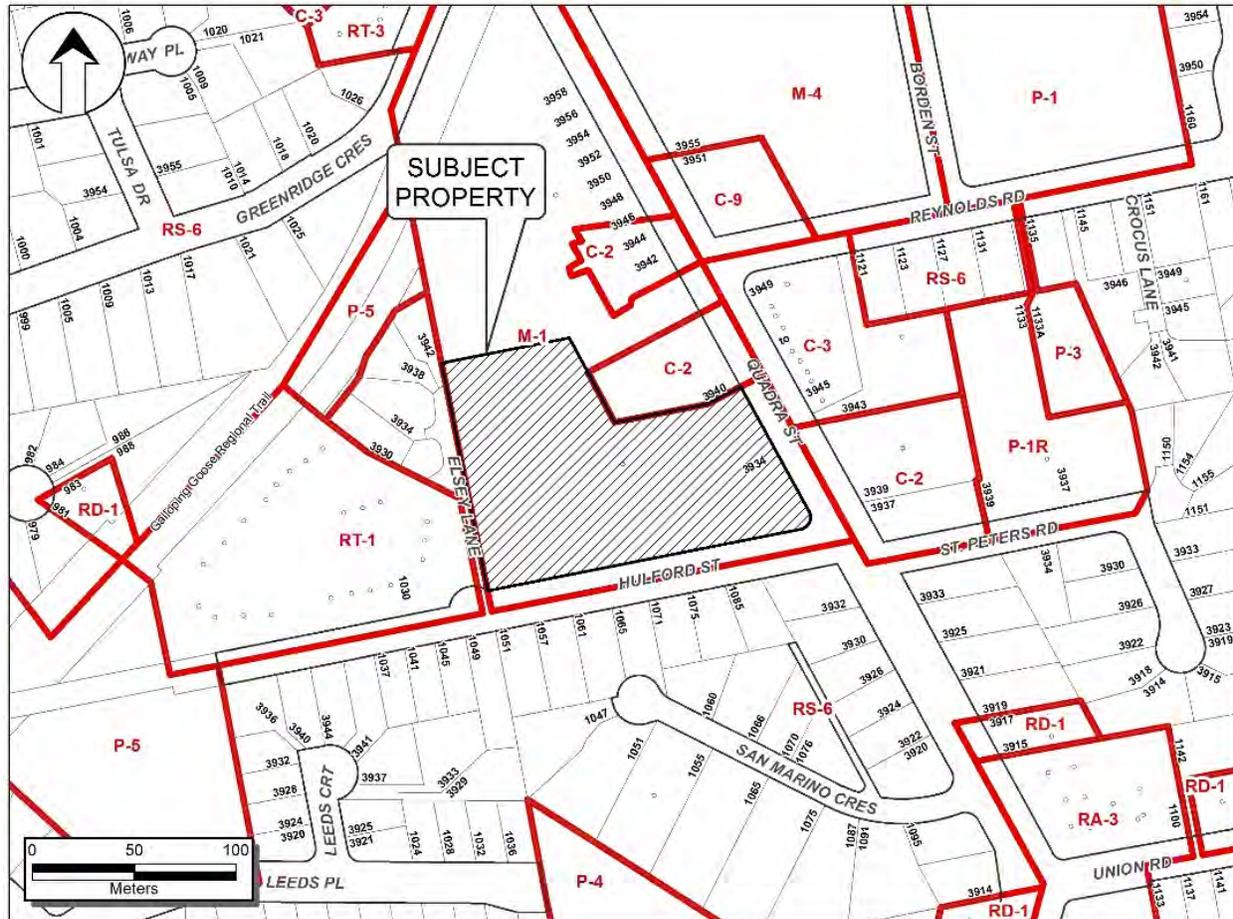


Figure 2: Context Map

Land Use and Density

The subject property is currently zoned as Industrial (M-1) and storage is a permitted use under the existing zoning. A self-storage facility would be considered a service oriented form of "light" industry serving the general public. Interior renovations currently underway are converting approximately half of the existing building into a self-storage facility. The remaining portion of the building would continue to be used by existing tenants for uses including lumber and building supply, wholesale and warehouse distribution, moving and storage, and retail sales.

The main access to the property is shared with the adjacent properties to the north, with a second access from Hulford Street. The existing building is abutting a portion of the northern property line, which is adjacent to the parking area and the main entrance onto the site from Quadra Street. There is an existing parking agreement with the adjacent property (the Keg Restaurant) that allows the subject property to utilize 25 parking stalls that are adjacent to the building near the main entrance during day time hours.



Figure 3: Aerial View (Source: Bing Maps)

The proposed Development Permit Amendment includes the following site and building alterations:

- Exterior changes to the existing building on the east (Quadra Street), the north (parking area) elevations, the west (rear) elevations;
- Construction of a new entrance area fronting Quadra Street approximately 39 m² in floor area; and
- Addition of new exterior storage units in the north-west portion of the lot approximately 763 m² in floor area.

The Quadra Local Area Plan reflects a neighbourhood vision where the land uses transition further away from more intense industrial uses (manufacturing, production, warehousing, and distribution) toward more light industrial or commercial uses.

Generally, there has been a gradual reduction in lands zoned for industrial uses in urban and suburban areas as our economy has transitioned to post-industrial, technology based industries, making industrial land vulnerable to conversion for commercial and/or residential purposes. Preservation of industrial lands, to some degree, is important since the industrial land base can often provide needed services to the community, to support economic diversification, and to encourage the creation of local jobs.

The long-term vision reflected in the Local Area Plan for the site, is to redevelop as a mixed-use site for high tech or light industrial land uses with residential dwellings or offices above. That vision is consistent with the Official Community Plan objectives of creating walkable centres that serve a variety of resident and neighbourhood needs. Although the proposed development does not achieve this long-term vision, it could be considered as a transitional use until such time that the site is more comprehensively redeveloped in the future.

Site and Building Design

The proposed development includes a new entry constructed with stacked shipping containers that would be offset from the front wall and be modified to include glazing, a doorway and a green roof that includes wall cables for trailing plants (see Figure 4). Originally the applicant proposed an addition extending from the front wall along Quadra Street which would have required removal of an established Boston Ivy (see Photograph 1). The established Boston Ivy creates a green wall that they prefer to maintain, and the repurposing of shipping containers is seen as being complementary to a self-storage use and a more sustainable option by the repurposing of existing materials.

The proposal also includes exterior changes to the north elevation facing a parking area with the addition of ten surface mounted, false overhead doors as architectural features, which would also provide the benefit of reducing the impact of the existing relatively large, blank concrete wall. The proposed false doors and existing overhead doors would all be painted orange (see Figures 5 and 6). An existing colour band along the roof line would also be repainted with a darker grey colour than the existing colour on the north, east, and west elevations.

The exterior storage units would be sited partially in the location of an existing fenced storage area and partially on existing parking spaces (see Figure 1). The enclosed exterior storage area would be removed and the parking spaces would be reconfigured with a net loss of 30 parking stalls. The new exterior storage units would be accessible by a drive aisle to allow vehicle loading/unloading, and access would be restricted by a security gate. The exterior storage area consists of five separate blocks of storage units constructed with pre-fabricated structures. There would be 64 exterior units in total, with 14 facing outward toward the main drive aisle and 50 facing inward, accessible from within the area secured behind the rolling gate. The overall footprint of the exterior units would be approved through the Development Permit Amendment, however the number of pre-fabricated units could change if they were reconfigured into smaller or larger units based on storage needs. The rolling gate would be hidden between two blocks of storage units when it is open.

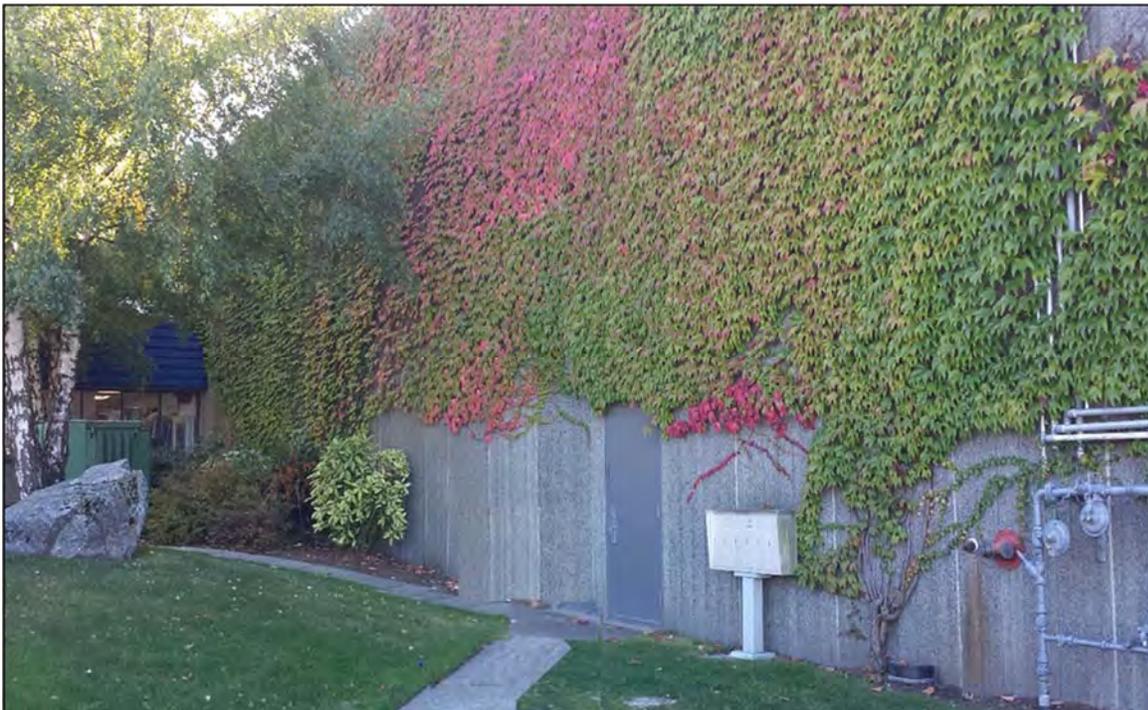
Immediately to the west of the exterior units, adjacent to the property line, the existing asphalt would be removed to allow for the planting of two Red Sunset Maple trees, as well as the construction of a new 1.8 m high solid wood fence that would be added along the northern portion of the property line that would tie into an existing hedge in order to improve the screening for the adjacent single family dwellings (see Photograph 2).

The east end of the exterior units, which would be visible from the adjacent parking area and neighbouring commercial/industrial property, would be buffered by a proposed rain garden that would include a combination of trees, deciduous shrubs, and tall evergreen shrubs.

The exterior units would be grey in colour, matching the existing building. Since the storage units are a pre-fabricated building design, no excavation of the parking area is required for their installation.

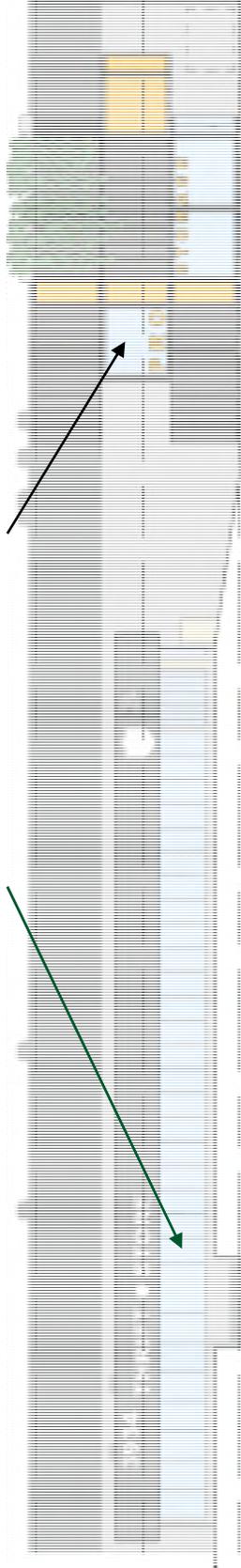


Figure 4: Proposed Quadra Street Entrance – Looking South (*Drawing provided by CEI Architecture*)



Photograph 1: Northern Portion of Existing Quadra Street Frontage
Boston Ivy Creating Green Wall to be Retained

Existing Entrance --- Proposed New Entrance



East Elevation - Quadra Street Frontage



North Elevation - Without Exterior Storage Units shown



North Elevation - With Exterior Storage Units shown



South Elevation of Exterior Storage Units - Facing Parking Area



East Elevation of Exterior Storage Units - Facing Parking adjacent to Quadra Street Entrance

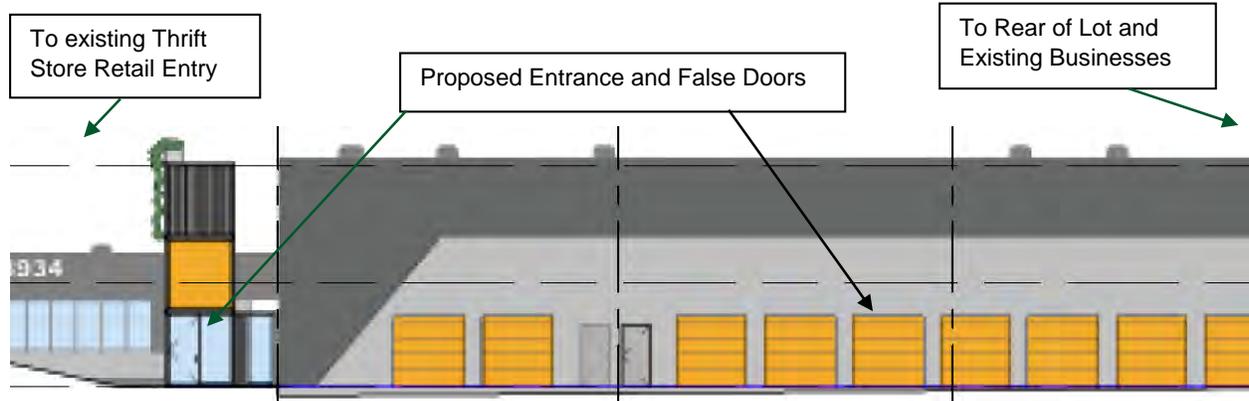


Figure 6: Section of North Elevation Adjacent to Quadra Street Entrance (Provided by CEI Architecture)



Photograph 2: Area Adjacent to Residential Lots to be Planted with Two Additional Trees and New Solid Wood Fencing

The property has been the subject of Bylaw Enforcement complaints whenever tenants have not been considerate of the surrounding neighbours. Most complaints have been brought forward to the District of Saanich from the adjacent multi-family strata complex, which has been vigilant to ensure that unsightly uses have been resolved through the Bylaw Enforcement process. Although there are minimal changes proposed along the rear property line, there are some specific issues that would be improved through this application, including:

- The fence line adjacent to the single family dwellings located to the northwest of the property will be augmented with new solid wood fencing and two additional trees that would be planted between the property line and the proposed exterior storage units;
- A commitment from the property owner that the entire site will have all parking stall lines repainted and any missing, misplaced, or broken curb stops will be replaced and secured in the correct position; and

- A commitment from the property owner that a new garbage/recycling enclosure would be constructed and all tenants will be directed to use the enclosure or otherwise manage their waste entirely within the building.

A condition in the proposed Development Permit Amendment would require the parking lot painting and garbage/recycling enclosure be completed before the new entrance is completed, and that the parking stall delineation would be completed before the Final Occupancy Permit is requested.

In addition to concerns raised by the adjacent multi-family property, residents along Hulford Street have had concerns related to commercial vehicles accessing the site by way of Hulford Street. Records indicate that limited use of Hulford Street by commercial vehicles was an informal agreement between previous property owners and the adjacent residents. There are no legal restrictions on the use of Hulford Street aside from the general requirements of the Truck Route Bylaw and the Streets and Traffic Regulation Bylaw. In response to this issue the north side of Hulford Street was designated as “no parking” in 1978, and subsequently in 2008 the south side was designated “residents only”. These restrictions extend from Quadra Street to the cul-de-sac at the western end. The most recent activity related to traffic issues on Hulford Street was in 2013, when two additional “no parking” signs were installed in the cul-de-sac as a result of faded yellow curb paint.

The amount of commercial vehicle traffic has changed in response to different tenants over the years and the current proposal is not anticipated to generate an increase in commercial vehicles. The current owners direct their tenants to use the Quadra Street access as much as possible and encourages them to ensure they are operating within municipal bylaws respecting hours of operation/delivery. The owner has stated he is agreeable to work amicably with the neighbourhood to address any issues that arise.

Requested Variances

The following variances to the Zoning Bylaw are requested as part of this application:

1. Reduce the front yard setback to 2.6 m (3.75 m required) for the building entrance at grade and 1.8 m for a projected structure;
2. Reduce the rear yard setback to 8.9 m (12 m required) for the exterior storage units;
3. Reduce the minimum depth of a landscape area abutting a residential zone to 2.6 m (from 3.75 m) for the existing parking stalls 1-19 only;
4. Reduce the total parking required to 70 (90 required);
5. Reduce the width of manoeuvring aisle to 7.5 m (7.6 m required); and
6. Reduce the total number of loading bays to 2 (7 required).

The variance to the front yard setback is, in part, a result of a 1.6 m property dedication along the entire Quadra Street frontage. The front yard area would also be improved with a widening of the sidewalk, addition of a bench, and two rows of shrubs within the portion of land that would be dedicated to the municipality. Due to the existing building footprint, the front entrance would not be parallel to the property line. Although it would be 2.6 m from the front lot line at grade, where the closest point at the northern end is located, it would increase to approximately 6 m at the southern end. The second level portion of the structure would be a glazed section of shipping container that projects 0.72 m toward the property line and would function as a canopy above the new entrance. Given that the front yard area would be improved with the proposed addition having a green roof with trailing plants, the new entrance area is pedestrian oriented,

and the variance is partially resulting from a 1.6 m property dedication, the variance is supportable.

The variance to the rear yard (west) setback is requested for the exterior storage units. The storage units are prevented from being relocated eastward due to the existence of a municipal right-of-way. Given that no activity would be anticipated at the rear of the storage units, the setback area would have additional trees planted and new fencing would be added, an 8.9 m setback is supportable.

The variance to reduce the landscape buffer reflects an existing condition and would only be applicable to 19 parking stalls in the southwest portion of the lot. These parking stalls are abutting a private roadway with existing vegetation along the property line and are not used as frequently as the parking areas located near the Quadra Street entrance. Given the variance is for an existing condition and the adjacent property is roadway and not private rear or side yards, the variance is supportable.

The variance to reduce the total parking requirement from 90 to 70 is offset by the shared parking agreement for 25 parking spaces with the adjacent property, which effectively provides for a total of 95 parking stalls. A self-storage use is not anticipated to generate a high parking demand due to users accessing the site for relatively short-term periods at various times and days. Rather than parking in a designated stall, some users would utilize areas for loading and unloading directly in front of the exterior storage units. Given the parking agreement in place and that self-storage does not generate high parking requirements, the variance is supportable.

The variance to reduce the manoeuvring aisle by 10 cm is relatively minor and includes both the existing condition and proposed new stalls. No issues are identified with this reduction and the variance is supportable.

The requirement for loading bays, which must meet the minimum dimensions required to be suitable for commercial transportation trucks, is based on the total gross floor area of the development. Based on the proposed development, a total of seven loading bays are required; two of the existing loading bays would remain in place to serve existing tenants. In addition to the loading bays, there are three large overhead doors on the site that function as loading areas even though they do not have the required length to be used by commercial transportation trucks. Two of the loading areas would service the self-storage business, the third loading area and the two loading bays would continue to service existing businesses. Loading bays are designed for large, commercial transportation vehicles; however, a self-storage facility would generally be accessed by much smaller personal automobiles or rental trucks. Given the owner/applicant believes that the two loading bays and three loading areas adequately serve their tenants' needs, additional loading bays would impact the number of parking stalls available, and it is not anticipated that loading bays would be fully utilized, the variance is supportable.

Environment

Currently, the property is largely impervious due to the building footprint and extent of parking area. Permeable landscaped areas are primarily limited to the land adjacent to Hulford Street and Quadra Street, and the existing vegetation along the west property line bordering the adjacent residential area (see Photographs 3, 4, and 5). Stormwater from the proposed exterior storage units would be directed to a proposed rain garden, which would also provide for a new landscaped area within the parking area. Stormwater from the new entrance would be

managed by a green roof. The amount of impervious surfacing would be slightly decreased with the proposed development from 87.4% to 86.6%.

The proposed landscaping plan also includes removing invasive species and an overgrown Leylandii Cypress hedge to support the existing Garry Oak trees near the corner of Hulford Street and Quadra Street.

Targeting a specific energy/sustainable building performance level was discussed with the applicant. Given the nature of the renovations they did not believe there was an appropriate third party rating system that would be applicable. Repurposing an existing building is more efficient than new construction, and the upgrades to the mechanical and electrical systems would provide considerable improvements to the energy efficiency of the building.



Photograph 3: Vegetation along Rear Property Line



Photograph 4: Existing Vegetation along Quadra Street



Photograph 5: Existing Vegetation along Hulford Street

CLIMATE CHANGE AND SUSTAINABILITY

Policy Context

The Official Community Plan (OCP) adopted in 2008 highlights the importance of climate change and sustainability. The Official Community Plan is broadly broken down into the pillars of sustainability including environmental integrity, social well-being, and economic vibrancy. Climate change is addressed under the environmental integrity section of the Official Community Plan and through Saanich's Climate Action Plan.

Climate change is generally addressed through mitigation strategies and adaptation strategies. Climate change mitigation strategies involve actions designed to reduce the emissions of greenhouse gasses, primarily carbon dioxide from combustion, while climate change adaptation involves making adjustments and preparing for observed or expected climate change, to moderate harm, and to take advantage of new opportunities.

The following is a summary of the Climate Change and Sustainability features and issues related to the proposed development.

Climate Change

This section includes the specific features of a proposal related to mitigation and adaptation strategies. Considerations include: 1) Project location and site resilience, 2) Energy and the built environment, 3) Sustainable transportation, 4) Food security, and 5) Waste diversion. The proposed development includes the following features related to mitigation and adaptation:

- The proposal is located within the Urban Containment Boundary and within 300 m of the McKenzie-Quadra Neighbourhood "Centre".
- The proposal should result in reduced vehicle distance travelled by providing storage facilities in closer proximity to the Quadra, Gordon Head, and Shelboune Local Areas particularly.
- The development is readily accessible via all modes of alternative transportation and is conveniently located adjacent to public transit on Quadra Street and approximately 550 m from public transit on McKenzie Avenue.

- The current level of public transit service in the area includes a total of six routes available on Quadra Street (Route # 6, 17), and McKenzie Avenue (Route # 16, 17, 25, 26, 51). Buses travel along all routes at an average of every 21 minutes during week days, with specific routes ranging from every 11 minutes to 7 hours. Average service on Quadra Street is every 13 minutes, and McKenzie Avenue is every 31 minutes.
- A registered Parking Agreement with the adjacent property supports efficient use of existing parking facilities.
- The proposal includes a new public bench adjacent to an existing bus stop to encourage the use of public transit.
- The proposed development primarily repurposes an existing building, which has recently had mechanical and electrical upgrades including new LED lighting throughout the facility and added insulation.
- The proposed exterior storage units would be sited on an area that is currently hard surfaced for parking.

Sustainability

Environmental Integrity

This section includes the specific features of a proposal and how it impacts the natural environment. Considerations include: 1) Land disturbance, 2) Nature conservation, and 3) Protecting water resources.

The proposed development includes the following features related to the natural environment:

- The proposal includes sustainable stormwater management practices and includes a green roof/green wall and rain garden.
- The proposed development is located in an already urbanized area without putting pressures onto environmentally sensitive land.

Social Well-being

This section includes the specific features of a proposal and how it impacts the social well-being of our community. Considerations include: 1) Housing diversity, 2) Human-scale pedestrian oriented developments, and 3) Community features. The proposed development includes the following features related to social well-being:

- The proposal increases the diversity of land uses within an existing neighbourhood and provides storage facilities to serve the general public.
- The proposed development improves the pedestrian environment by widening the existing sidewalk and adding landscaping near the main entrance.

Economic Vibrancy

This section includes the specific features of a proposal and how it impacts the economic vibrancy of our community. Considerations include: 1) Employment, 2) Building local economy, and 3) Long-term resiliency. The proposed development includes the following features related to economic vibrancy:

- The proposed development is anticipated to provide four to five permanent employment opportunities, as well as temporary construction related employment in the short-term.

CONSULTATION**Community Association**

The Quadra Cedar Hill Community Association considered the application and provided the following comments. They do not support the false overhead doors proposed for the north elevation on aesthetic grounds. They also interpret the proposed false doors as signage and contend it would not meet the Sign Bylaw. They also note that the parking stalls available through the parking agreement with the adjacent property are not available in the evening, and that they would prefer to see a comprehensive redevelopment of the site.

Staff note, the false doors are not considered signs under the Sign Bylaw but rather would be considered architectural features, which would also provide the benefit of reducing the impact of the existing relatively large, blank concrete wall (see Figure 5). Although the proposal is not a comprehensive redevelopment of the site, it could be considered a transitional use that maintains a light industrial use of the property until such time that the existing building is near the end of its useful life and redevelopment of the site is something the owner wishes to pursue.

Advisory Design Panel

The application was considered by the Advisory Design Panel (ADP) at their June 17, 2015 meeting. The Advisory Design Panel recommended the design of the development be accepted as proposed.

SUMMARY

The applicant proposes to amend a Development Permit to allow for exterior changes to the existing building, to construct a new building entrance, and to construct exterior storage structures for use as a self-storage facility. Variances are requested.

The subject property is currently zoned as Industrial (M-1) and storage is permitted as an industrial use. A self-storage facility would be considered a service oriented form of "light" industry serving the general public.

The proposed development would provide improvements to the pedestrian streetscape, stormwater management, landscaping, and include an innovative architectural design compatible with the industrial land uses existing on the site.

RECOMMENDATION

That Development Permit Amendment DPA00822, amending DPR95-0011, be approved.

Report prepared by:



Andrea Pickard, Planner

Report reviewed by:


for:

Sharon Hvozdzanski, Director of Planning

AP/ads
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Attachment

cc: Andy Laidlaw, Administrator
Graham Barbour, Manager of Inspection Services

ADMINISTRATOR'S COMMENTS:

I endorse the recommendation of the Director of Planning.



Andy Laidlaw, Administrator

DISTRICT OF SAANICH

DPA00822
AMENDS DPR95-0011

AMENDMENT TO DEVELOPMENT PERMIT

**To: Prostorage Services Saanich (Quadra) Inc., No. BC0800412
303 One Alexander Street
Vancouver BC V6A 1B2**

(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 32, Victoria District, Plan 31953
3934 Quadra Street**

(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 6.5(d) to permit a landscape area with a minimum depth of 2.6 m (3.75 m required) along a portion of a yard which abuts a street, limited to that portion adjacent to parking stalls 3-22 on the attached plans.
 - (b) By varying the provisions of the Zoning Bylaw 2003, Section 7.6 (b) to permit manoeuvring aisles 7.5 m wide (7.6 m required).
 - (c) By varying the provisions of the Zoning Bylaw 2003, Section 7.3 to permit a total of 57 parking spaces (90 required).
 - (d) By requiring the buildings and lands to be constructed and developed in accordance with the plans prepared by CEI Architecture and LADR Landscape Architects, date stamped Received December 21, 2015, and the plans prepared McElhanney Consulting Services, stamped Received May 14, 2015, copies of which are attached to and form part of this permit.
 - (e) The sequence and timing of construction requires:
 - i. That the garbage and recycling enclosure shall be constructed; and
 - ii. That all parking stalls shall be delineated and any missing, misplaced, or broken curb stops will be replaced and secured in the correct position, before construction of the exterior storage units is completed.

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.
 - (a) Prior to issuance of a Building Permit, the Owner shall provide to the Municipality security by cash, certified cheque, or an irrevocable letter of credit in the amount of \$37,364.88 to guarantee the performance of the requirements of this Permit respecting landscaping.
 - (b) A Landscape Architect registered with the British Columbia Society of Landscape Architects must be retained for the duration of the project until the landscaping security has been released. Written letters of assurance must be provided at appropriate intervals declaring the registered Landscape Architect, assuring that the landscape work is done in accordance with the approved landscape plan, and indicating a final site inspection confirming substantial compliance with the approved landscape plan (BCSLA Schedules L-1, L-2, and L-3).
 - (c) All landscaping must be served by an automatic underground irrigation system.
 - (d) The owner must obtain from the contractor a minimum one-year warranty on landscaping works, and the warranty must be transferable to subsequent owners of the property within the warranty period. The warranty must include provision for a further one-year warranty on materials planted to replace failed plant materials.
 - (e) Any protective fencing of trees or covenant areas must be constructed, installed, and signed according to the specifications in Appendix X.
 - (f) No site activity shall take place prior to the installation of any required tree of covenant fencing and the posting of "WARNING – Habitat Protection Area" signs. The applicant must submit to the Planning Department a photograph(s) showing the installed fencing and signs. Damage to, or moving of, any protective fencing will result in an immediate stop work order and constitute a \$1,000 penalty.
 - (g) The landscaping requirements of this Permit shall be completed within four months of the date of issuance of the Certificate of Occupancy for the development, in default of which the Municipality may enter upon the lands, through its employees or agents, and complete, correct or repair the landscaping works at the cost of the Owner and may apply the security, interest at the rate payable by the Municipality for prepaid taxes.
 - (h) 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

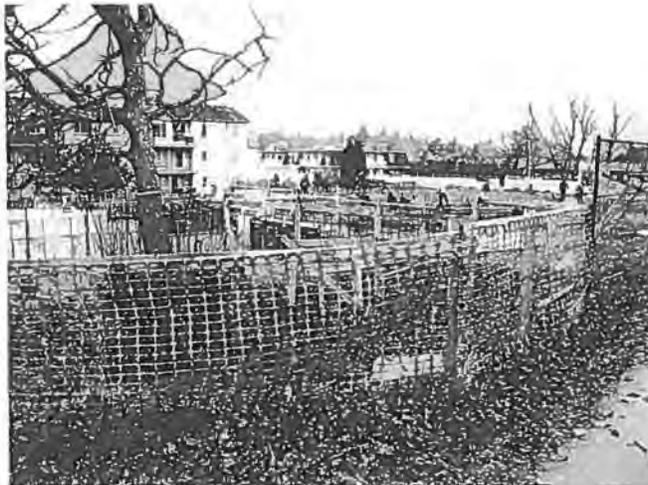
PROTECTIVE FENCING FOR TREES AND COVENANT AREAS

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

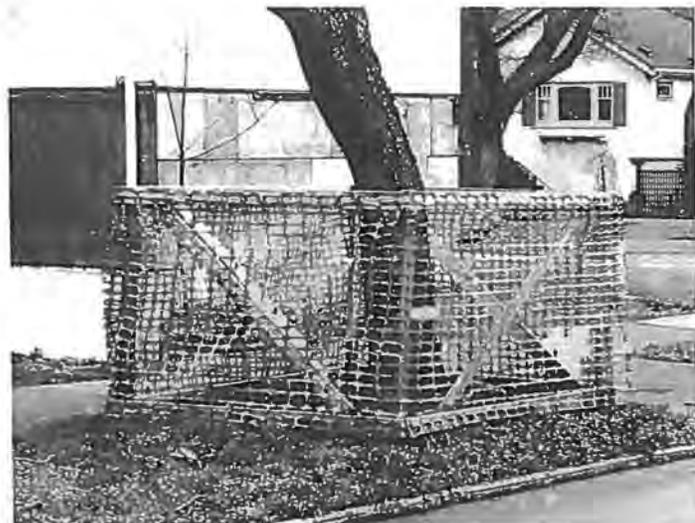
Prior to any activities taking place on a development site, the applicant must submit a photo showing installed fencing and "WARNING – Habitat Protection Area" signs to the Planning Department.

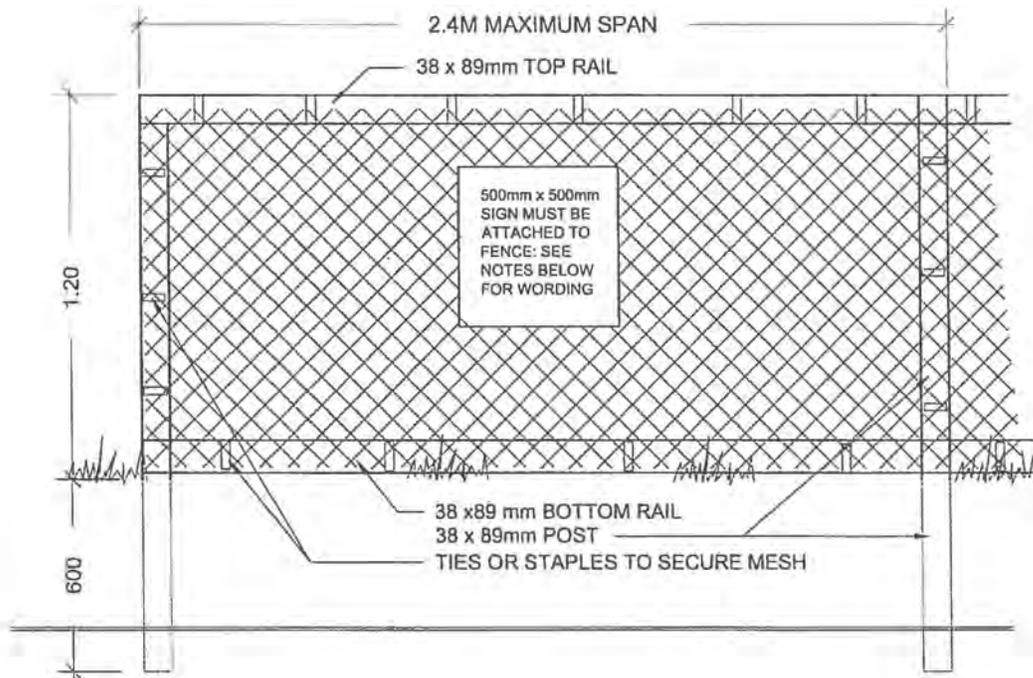
Specifications:

- 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.





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



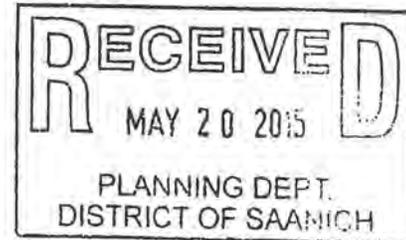
DETAIL NAME: **TREE PROTECTION FENCING**

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

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

Memo

To: Planning Department
From: Jagtar Bains – Development Coordinator
Date: May 20, 2015
Subject: Servicing Requirements for the Proposed Development- REVISED



PROJECT: TO AMEND ORIGINAL DPR 95-0011 TO MAKE CHANGES TO THE EXTERIOR OF THE BUILDING AND FOR THE CONSTRUCTION OF A

**SITE ADDRESS: 3934 QUADRA ST
PID: 000-222-101
LEGAL: LOT 1 SECTION 32 VICTORIA LAND DISTRICT PLAN
DEV. SERVICING FILE: SVS01913
PROJECT NO: PRJ2014-00574**

The above noted application for 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 Committee of the Whole Meeting, 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 Committee of the Whole Meeting.



Jagtar Bains
DEVELOPMENT COORDINATOR

**ENTERED
IN CASE**

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: SVS01913
Civic Address: 3934 QUADRA ST
Page: 1

Date: May 20, 2015

Drain

1. STORM WATER MANAGEMENT MUST BE PROVIDED IN ACCORDANCE WITH THE REQUIREMENTS OF SCHEDULE H "ENGINEERING SPECIFICATIONS" OF SUBDIVISION BY-LAW. THIS DEVELOPMENT IS WITHIN TYPE 1 WATERSHED AREA WHICH REQUIRES STORM WATER STORAGE, CONSTRUCTION OF WETLAND OR TREATMENT TRAIN AND SEDIMENT BASIN. FOR FURTHER DETAILS, REFER TO SECTION 3.5.16, STORM WATER MANAGEMENT AND EROSION CONTROL OF SCHEDULE H "ENGINEERING SPECIFICATIONS" OF SUBDIVISION BY-LAW. A STORM WATER MANAGEMENT PLAN PREPARED BY MCELHANNEY CONSULTING SERVICES, RECEIVED ON MAY 14, 2015, IS ACCEPTABLE.

Gen

1. ADDITIONAL FLOOR AREA IS SUBJECT TO THE PREVAILING MUNICIPAL DEVELOPMENT COST CHARGES.
2. 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

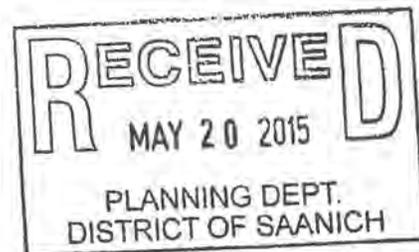
1. THE CORPORATION WISHES TO ACQUIRE A 1.6 M WIDE PROPERTY DEDICATION ALONG THE ENTIRE FRONTAGE OF QUADRA STREET, COMPLETE WITH A 6.0 M RADIUS CORNER ROUNDING AT HULFORD STREET & QUADRA STREET.

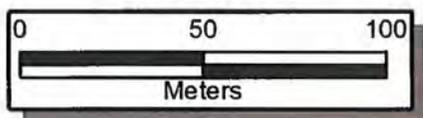
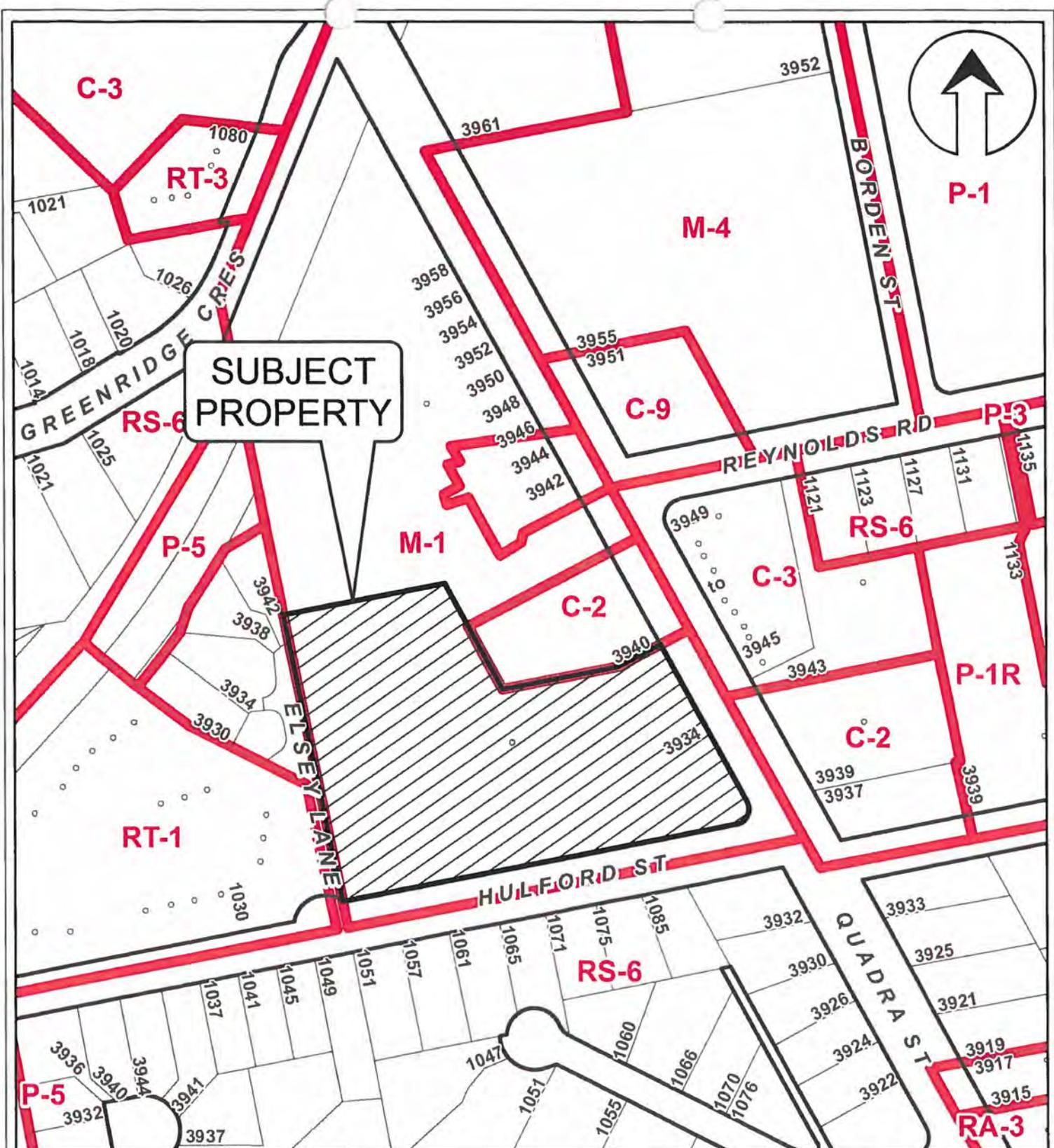
Sewer

1. THE EXISTING CONNECTION IS TO BE USED.

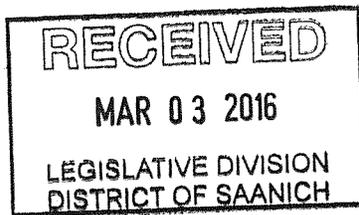
Water

1. THE EXISTING 150 MM WATER SERVICE ON QUADRA STREET IS TO BE USED.





District of Saanich
Planning Dept.
 Oct 21, 2014



ProStorage Services Limited Partnership
303 One Alexander Street
Vancouver BC, V6A 1B2

March 3, 2015
DISTRICT OF SAANICH
770 Vernon Avenue
Saanich BC, V8X 2W7
by email: council@saanich.ca

Dear Mayor and Council,

RE: Development Permit Amendment 00822 - 3934 Quadra Street ("Application")

This is a follow up to my letter of November 29, 2015 in relation to the Application being considered at 3934 Quadra Street. As noted in that letter, there were a number of concerns raised by adjacent and surrounding neighbours which I will address below as well as explaining the dialogue and process that has occurred since.

After the hearing on November 16th, 2015 we felt it important to hear from neighbours directly and in a way that hopefully provided us with a unified voice. We decided to host a Public Open House on site on Saturday December 12th. The Open House was attended by 40-50 neighbours including John Shmuck of the Quadra Cedar Hill Community Association, some members of council and Slegg Lumber's President, Tim Urquhart to address concerns pertaining to their business. At that time we had already made changes to the proposal given the feedback heard at the November 16th hearing and were looking for further feedback. The discussions at the Open House were focused mostly on items that did not pertain to the application such as Sleggs' operations but it served a good purpose as it provided Sleggs with its first opportunity to hear first hand from neighbours the impact that some of their business operations were having on the surrounding neighbourhood. Sleggs was able to identify a number of areas where they could improve including reducing their hours of operation which has since taken effect. They have also implemented a "Good Neighbour" policy which is included in the way they do employee evaluations. The proposed changes shared at the Open House resolved the majority of concerns about the Application with the exception of the proposed shipping container addition on Quadra. Given that was the only remaining item identified that had clear opposition we have since removed that from the Application.

Since the Open House, David Milne, Lorne Milne and I have been in direct contact with many of those who attended the Open House to further discuss what's being proposed and concerns about other tenants at 3934 Quadra and their business activities. Sleggs and the use of the Hulford gate was a main concern for both vehicle traffic as well as safety. Given the concerns raised at the first hearing, the Open House and throughout

subsequent conversations, we have taken the following steps to address these concerns:

- 1) Made the Hulford gate an “exit only” gate by installing two DO NOT ENTER signs facing Hulford, painting DO NOT ENTER on the driveway facing Hulford and by Sleggs notifying their customers this is now an exit only point. In doing this, we can minimize the vehicle traffic backed up onto Hulford for morning pick ups and create a more safe environment for residents.
- 2) Installed two speed bumps, a stop sign, painted a stop line on the ground and installed signage informing vehicles to drive slowly when exiting onto Hulford. Given the safety concerns raised about the speed in which vehicles were exiting onto Hulford, these measures were taken to further improve safety and minimize disruption to the neighbourhood.
- 3) Repainted the parking stalls and identified them as parking and loading areas while marking the drive aisle as a “no parking or loading” area. This measure has been taken to minimize the amount of light being projected into the adjacent neighbours home from vehicles headlights.
- 4) Pruned the trees on the corner of Hulford and Quadra to improve the visibility for vehicles coming to Quadra from Hulford. As a busy street with a bend just a half a block to the South and no identifying signage preventing a left turn onto Quadra from Hulford, it was mentioned during the Open House that this could improve safety by improving visibility. This measure also improves the sense of security by getting better visibility to the corner.
- 5) Built a walking path with concrete pavers and bark mulch to create a “pocket park” at the corner of Hulford and Quadra. This area was noted as an informal short cut for those people in the neighbourhood looking to get to services on Quadra Street. With the pruning of the trees to improve visibility, this provided an opportune time to make the improvements.

We have received several comments from neighbours who are very appreciative for the steps taken to improve the previous situations and are looking forward to the further improvements proposed under this application. Some of these people have already provided their support for the application as it currently stands. Here is a summary of the changes from the previous application design and commitments we are making:

- 1) The side yard setback from the proposed outdoor storage units abutting the residential neighbours has been changed from a proposed 9 meters to the required

12 meters. This caused the loss of 250 square feet of storage space but we felt was important to amend for the privacy and peace of those adjacent neighbours.

- 2) The secondary gate to the outdoor storage units has been removed to address the concerns of potential noise being generated by it.
- 3) All exterior lighting for the exterior storage units will be directed downwards to not create light pollution to nearby neighbours. The same has been done for the existing building
- 4) The waste container enclosure is being located against the building as far from the residential neighbours as can be provided.
- 5) The property line on the South West side will be changed to a cedar fence to conform to current bylaws, provide a visual screen to the residential neighbours and match the current cedar fence on Hulford.
- 6) We have removed the proposed stacked modified shipping container addition to the Quadra Street frontage based on comments on concerns over it's architectural form within the neighbourhood. We will now be taking over the Salvation Army office/retail area upon their lease expiration of May 31, 2016 and converting that space into the main customer entrance, office and further storage space.
- 7) If the application is approved, we have committed to the replacement of the swing gates on Hulford to a sliding gate.

Throughout this application and consultation process we have had the chance to better understand the concerns from neighbours about the application and the impacts from other business operations at 3934 Quadra. We feel confident the proposed changes will have a positive impact for the neighbours in comparison to historical uses of the subject site and the permitted uses under the M-1 zoning. We have worked closely and continue to with neighbours and the tenants of 3934 Quadra to ensure that everyone is acting respectfully and in good faith as neighbours. It isn't easy to have an industrial zone next to a residential one but this process has helped all parties involved.

Many claims have been made about bylaw infractions at 3934 Quadra throughout the process but I will point to the February 3 Supplemental Report to Council which confirms in it's last paragraph that "While there is a history of complaints to Bylaw Enforcement regarding the property, all calls have been investigated with the matters resolved. Saanich Bylaw Enforcement Officers have followed up with the more recent calls regarding late night vehicle traffic, the file can be reactivated should the problem persist. Currently there are no open enforcement files." Further concerns have been brought to our attention about 24 hour access for customers of the self storage facility and if that complies with Saanich Bylaws. To clarify, there are no bylaws that prohibit a business in a commercial or industrial zone from operating 24 hours a day in Saanich. There is a noise bylaw which

prohibits deliveries, the receiving of goods and creation of disruptive noise but that only applies to the business and not customers. For example, Thrifty's at Tuscany Village operates 24 hours a day and they are prohibited under the noise bylaw from receiving deliveries on Sunday but their customer who brings a shopping cart from outside inside and then after purchasing their groceries loads them into their vehicle on a Sunday, is not in violation of the noise bylaw. Otherwise, no business in a commercial or industrial zoned property in Saanich would be able to be open on Sundays or during the prohibited hours of the noise bylaw. The same applies for the self storage business. We can't receive a delivery of goods we sell such as boxes or moving supplies outside the allowed time and days but our customers can bring and take goods from the facility at anytime. However we are restricting access to 6AM-11PM and will only provide 24 hour access upon request which will include additional screening to determine the customers needs. Also anyone with 24 hour access is required to sign an additional agreement and their access can be revoked immediately should they misuse or abuse the privilege.

We understand that not every issue of every neighbour about the industrial nature of 3934 Quadra can be resolved but what we can resolve, and believe we have, are the issues pertaining to the application. We feel we have demonstrated a willingness to engage in an ongoing dialogue about the activities at 3934 Quadra and work collaboratively towards minimizing any safety concerns or negative impacts those activities may have on the neighbourhood. We have made substantial improvements which have been recognized by neighbours and hope through the approval of this application to continue further improvements for the neighbours. We have garnered the support of the most immediate neighbours to the proposed exterior storage units who previously opposed the application which I think says a lot. I don't think we would have gotten to this point without the type of open dialogue and willingness to work collectively. We would greatly appreciate your support for this application as a part of our larger goal to see the entire building converted to more passive self storage use over time. The exterior units proposed are a critical part of that goal which will improve the livability of the area for the surrounding neighbours.

Respectfully,



Jordan Milne
Director
ProStorage Services General Partnership

Michael Goodwin, [REDACTED] Elsey Lane, Victoria, B.C. V8X 5K1 e: [REDACTED]

The District of Saanich,
Legislative Division,
770 Vernon Ave.,
Victoria, B.C. V8X 2W7

March 1st, 2016

RE: File 2860-20 Quadra/
Development Permit Amendment DPA00822, 3934 Quadra St.,
(Lot 1, Section 32, Victoria District, Plan 31953)

SENT AS A PDF FILE

To The Committee:

It is my intention to speak at the Committee of the Whole on Monday March 7th, on behalf of Saanich Strata VIS 4761 regarding the permit for changes at 3934 Quadra St.

Our strata, Saanich Strata VIS 4761, is the small strata immediately adjacent to 3934 Quadra St. on the south side, and runs the full continuous length of the south side of 3934 Quadra. I spoke at the previous Committee of the Whole to make strenuous objections to aspects of the proposal which appeared to encroach on our Strata property in un-necessary ways.

Members of Council—and in particular Councillor Haynes—have been most helpful in generating discussions between the parties involved in the neighborhood. We are pleased to state on the record that the most serious issues which would have affected our Strata have successfully resolved. The Supplemental Report dated February 3rd, 2016 notes the following:

- 1). That a variance to reduce the rear yard setback from 12 m to 8.9m is no longer required.
- 2). That an additional 1.8 M high wood fence will be placed on the southern boundary of 3934 Quadra St.
- 3). That the gate exiting from 1030 Hulford St. will be changed from opening outwards (and creating a visibility hazard for traffic) to a sliding gate.

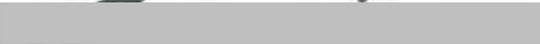
These three items, as well as others enumerated in The Supplemental Report, have helped us to achieve our goals of reducing sound and noise disruption and achieving greater safety at the end of Hulford St.

In the process of meeting numerous times with members of the Milne family over the past several months, we have experienced nothing but a helpful and cooperative attitude. David Milne has undertaken personally to do a number of the physical alterations to the property and based on the evidence to date, we have every confidence that our relationship with our neighbors will continue to be positive.

As Jordan Milne has said, a public storage facility is probably the business with the least impact on the neighborhood in terms of noise and traffic disruption. Given that there have been other occupants (permitted in the M1 Zoning Bylaw) in the past at 3934 Quadra St. who have generated much more disruption, we feel satisfied that a well run Storage Facility is about as good a neighbor as we will get. That being said, we expect some degree of friction which is inevitable between adjacent areas of M1 and Residential Zoning. We are aware of the proposed 24 hr. access to this facility, and potential noise issues, however it should be possible to minimize this problem through constructive dialogue and a positive relationship between neighbors.

In conclusion, we feel that the productive dialogue of the past several months and the resultant changes in the Supplemental Report have resulted in the removal of any grounds for our objecting to this proposal. We thank the Council for looking at this matter carefully, and express our whole-hearted support for the application as it now stands.

Yours sincerely

A grey rectangular box redacting the signature of Michael Goodwin.

Michael Goodwin

2860-20 Quadra

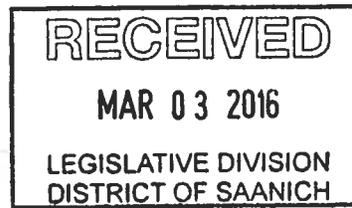
From: Sharon Hvozdzanski
To: Gallagher, Sharon
CC: Dupas, Donna; Froud, Sharon; Haynes, Fred; Matanowitsch, Jarret; Milne, David; Milne, Jordan; Reddick, Stephen
Date: 3/2/2016 4:04 PM
Subject: Re: DPAOO822 3934 Quadra Street

Hello Sharon and Jim Gallagher,

Thank you for taking the time to review the report and outline your thoughts and concerns. As I suspect you may already know, this application will appear before Council for review and consideration on Monday, March 7th. To ensure your concerns and ideas are part of the deliberations I will forward a copy of your e-mail to Legislative Services for inclusion in Council's Agenda Package. In the interim if you wish to discuss these matters further, please do not hesitate to contact Jarret Matanowitsch, Manager of Current Planning who oversees all development files and can walk you through the details of staff's recommendation.

Regards,

Sharon Hvozdzanski
Director of Planning
District of Saanich



>>> Sharon Gallagher [redacted] 3/2/2016 12:23 PM >>>
Dear Councillor Haines and Sharon Hvozdzanski,

My name is Sharon Gallagher, my husband and I reside at [redacted] Hulford St. in Swan Lake Estates. I was reviewing the Supplemental Report dated Feb 2,2016, I became concerned when I read the following statement under the heading " Minimum Depth of Landscape Area". This is the section where Pro-Storage is wanting a landscape variance from 3.75m to 2.6m along the SW property line.

1. The report states that "The variance to reduce the landscape buffer reflects an existing condition and would only be applicable to 19 parking stalls in the southwest portion of the lot. These parking stalls are abutting a private roadway with existing vegetation along the property line and are not used as frequently as the parking areas located near the Quadra Street entrance. **Given the variance is for an existing condition and the adjacent property is roadway and not private rear or side yards, the variance is supportable"**

The photo below is the view from my living room, 2 decks and our bedroom which all face the SW corner of Hulford and Elsey Lane. Due to our higher elevation, there are 3 units that are directly affected by the view and activities coming from the Slegg compound. As you can see, some of the stalls #1-19 (see photo of pink insulation) are

used as a stacking storage area, a loading zone, and parking. Not only do we wake up each morning around 6:00 a.m. because of the sound of the fork lift loading/ unloading the trucks that are moving in and out, we also cannot enjoy the use of our decks for most of the day. The Supplemental Report ignored this impact by using the label of "existing condition" and stating that the "adjacent property is a roadway", although true, it doesn't represent the truth because it completely ignores the negative impacts to the residents a few feet further away.

2. The report also states that " These parking stalls are abutting a private roadway with **existing vegetation along the property line and are not used as frequently** as the parking areas located near the Quadra Street entrance ". This is erroneous because this small compound is probably the most intensely used piece of the property in the morning and early afternoon, and to say that it has existing vegetation along the property line is also very misleading. Apart from an old growth tree, there is minimal landscaping for +/- 70' on the 3934 Quadra side of the western property line.

Regarding a solution to this problem, I have had numerous communications with both Jordan and David from Pro-Storage requesting that they either plant a dense/high hedge along the proposed cladded fence line, or provide a high concrete fence to act as a sound and visual barrier. Their initial response to the suggestion for the dense/high hedge, was that irrigation was a problem. I corresponded with the Slegg representative who committed to providing water for the trees if that was a barrier. In addition to this, Duane, who is contracted to Swan Lake Estates for all of our landscaping services, and who is a single family resident living directly outside the Hulford gate, provided Pro-Storage with a recommendation for a gravity feed system that would use their roof top water to irrigate the trees. The other notable objection from Pro-Storage was that the reduced landscape set-back was not large enough to support a dense hedge. Duane, who has extensive knowledge of viable landscape treatments and is very familiar with the site, provided David Milne with a very reasonable quote for a 12' dense hedge (+/- \$125/tree installed) that could be planted on the set-back flanking the westerly fence line for +/- 70' (where the pink insulation is sitting). Historically, there were some higher bushes and trees along the 70' that is now bare. They were removed by either the landlord or tenant expanding their compound and storage area, before the problem of the Slegg noise began to occur.

As I understand it, Pro-Storage has now amended their proposal to include the cladding of the chain link fence with cedar up to 5'9", and to replant the requested reduced set-back area (2.6m) in the SW corner with some type of unspecified "original" plantings. It is true that the proposed clad fence will provide a partial visual barrier that may satisfy most of the neighbouring residents because the view they experience is only from the roadway; however, the residents that live on the higher elevation are exposed to the disturbing view/noise continuously. For these residents, the proposed fence height is only a partial solution as it would only cover part of the view of the pink insulation piles (see photo) or whatever the compound activity may be at the time.

In conclusion, this problem will never go away unless a long term sustainable solution is found. A solution that will provide a substantial sound and visual barrier for the +/- 70'

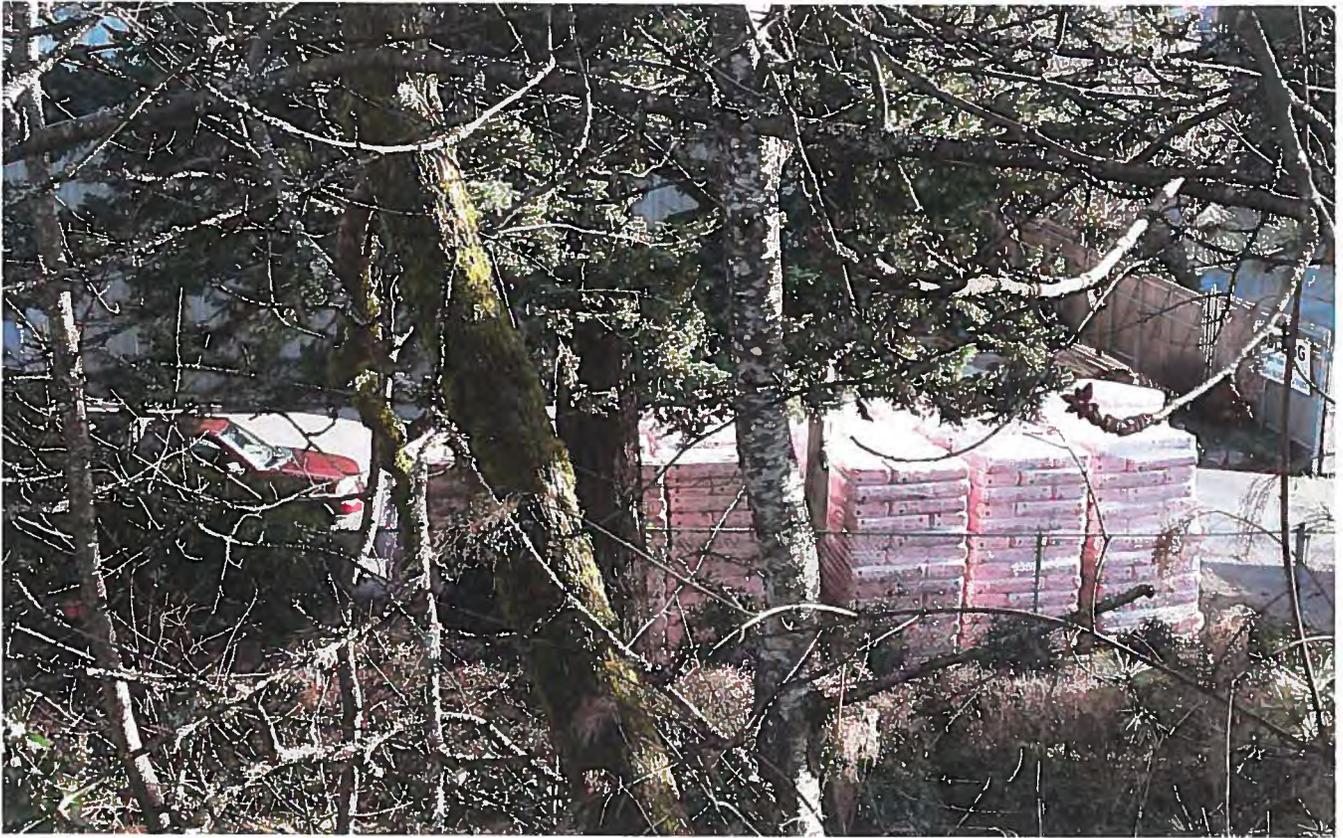
flanking the westerly property line. I humbly submit that such a solution would either be a 5'9" clad fence AND a 12' dense coniferous landscape planting that is properly maintained over time; or a 16' concrete fence such as presented on the 2nd image below.

I believe that this is a reasonable request in light of the compromises that the residents have made, and will continue to make as long as this space is leased out as a high activity delivery/compound area.

I trust that you will seriously consider our request, coming from residents that only wish to enjoy a semi-peaceful retirement.

Sincerely,

Sharon and Jim Gallagher



2860-20 Quadra

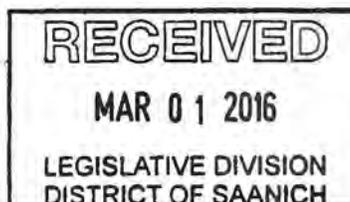
ClerkSec - DPA00822 3934 Quadra Street

From: Jennifer [REDACTED]
 To: <clerksec@saanich.ca>
 Date: 3/1/2016 1:03 PM
 Subject: DPA00822 3934 Quadra Street

To whom it may concern,

Our Bareland strata runs along the western border of 3934 Quadra St (Saanich Strata VIS 4761). We have always found the Milne family to be willing to work with our strata's concerns, within their budget and business plan. Since they applied for the variances, the neighbours have met with them several times and each time they have gone over every concern and addressed the issues as best they can, given what they can and cannot control. We have even met with them when they asked for our recommendations and requests for landscape changes and maintenance issues before finalizing their design for the outdoor storage units area, and they took our concerns seriously and changed what had been planned to make it more attractive and less intrusive to our strata community. Over the years we have had several different businesses use the outdoor space in the northwest corner of the property and all of them came with either loud crashing (when it was a recycling depot) or loud workers who leave their radios blaring or large trucks who leave their engines running for hours because of refrigeration onboard. The view of garbage has always been an issue since the Salvation Army was a tenant and the piles of refuse or wood from other tenants has been quite distressing. However the idea that the business will be turned into one that includes outdoor storage lockers is quite a relief to us as it will block the view of the parking lots and should diminish the workaday sounds coming from the other businesses in the area. Since the plan includes a fenced off area between our property line and the outdoor units on the northern portion of the commercial lot, we will look forward to a buffer zone between us and the commercial nature of the property. The owners of the company have been working in conjunction with the neighbourhood to agree to "Good Neighbour" policies which should go a long way to improving relationships and trust. We hope the variances are approved so that we can move forward towards a quieter, more attractive neighbourhood. The changes that have been made in the past six months and the plans that have been agreed to are a great start. Thank you

Jennifer and Mo Molavi,
 Michael Goodwin,
 Yusi Liu,
 Brad Cunnin



Jennifer

ProStorage Services Limited Partnership
303 One Alexander Street
Vancouver, BC V6A 1B2

November 29, 2015

DISTRICT OF SAANICH

770 Vernon Avenue

Victoria B.C. V8X 2W7

by email: council@saanich.ca and delivery



Dear Mayor and Council,

Re: Development Permit Application – 3934 Quadra Street ("Application")

I write to you in relation to the Application as a follow up to the hearing held on November 16, 2015. I want to be clear in our responses to the issues specifically raised by the neighbours at the meeting and the neighbourhood in general, relating to the Application under consideration. I also want to address the issues raised that do *not* pertain to the Application itself but that have been raised. I hope through this that you will see our willingness to work cooperatively and in good faith to address all concerns. We trust that the consideration of the Application will be based on the merits of the Application itself, but that you will also see that we are committed to dealing fairly with those issues that are outside of the Application as well.

After reviewing the excerpt of the minutes of the meeting taken by Legislative Services office of Saanich, reviewing our own notes and the correspondence that has been delivered to us, as well discussions with Council members, we understand the issues to be as follows and are offering the following solutions. I will begin with the ones that pertain directly to the Application:

THE APPLICATION ISSUES:

- 1. The side yard setback abutting the residential neighbours from a required 12M to 9M.** I would like to clarify that this setback in this location was considered because of the SRW that runs through the property and exits at the Northeast corner. Engineering staff would not allow the rain garden to be placed on top, or within a certain proximity of this SRW so the outdoor drive up storage units were shifted to the west which caused the request for the setback. After reviewing the concerns of Michael Goodwin and other members of strata VIS 4761, we have shifted the storage units so that we no longer require a setback. We can only accomplish this by losing 2 parking spaces that were adjacent to the middle structure, making it a "one way in, one way out" area and by deleting 2 storage units or 250 sq.ft. of storage space. An additional buffer will now exist for which we propose to plant a hedge for the additional

privacy of the adjacent neighbours. Such hedge to grow at the height or above the height of the 8'6" exterior storage units.

2. **The secondary gate to provide security to the outdoor drive up storage units** potentially creating a noise problem for the adjacent neighbours. We gave some thought as to how we can remedy this concern while still providing security to the outdoor units and have determined that we will install silent alarms on the outdoor units that will notify a security monitoring company and we will use the existing gate off Quadra as the primary gate for security after hours. We will also be installing IP (high quality) security cameras in the outdoor area as an additional measure.
3. **The lighting of the outdoor drive up storage area being directed downwards to not create light pollution to nearby neighbours.** We are installing LED motion sensor wall pack lighting that will be directed downwards and will not bleed off to nearby properties. All of the existing exterior lighting will be changed to wall mounted, downward directed, LED lighting as well. Some of this has already been done for the self-storage which is currently under construction within the building.
4. **The waste container enclosure being located too close to the adjacent neighbours.** We have shifted the location of the enclosure to abut the building beside the loading bays.
5. **The proposed false overhead doors proposed for the north portion of the building nearest Quadra were not supported by the Community Association as they believed it was in contravention of the signage bylaw.** The false overhead doors are an important part of helping to identify the building as a self-storage facility and we require them to help support our business. We have confirmed with Saanich staff that it is *not* in contravention of the signage bylaw. Concerns have been raised by residents living on Greenridge about a visual impact to them in the outdoor storage units and the false doors. We investigated the matter and have attached as Schedule A photos of the views of the residents taken from Greenridge which show that 3934 Quadra is all but entirely blocked by trees and landscaping.
6. **The fence adjacent to the private driveway of the neighbouring property should be opaque so as to help block the visibility of the industrial tenant, Slegg Lumber, at the Southwest corner of the property.** We proposed a new cedar fence to match the one we installed on Hulford on 2010 which was supported by Roger Harmston, the Strata president of the adjacent property. Roger has since changed his mind on the matter and is requesting we install slats in the chainlink. Other members of the strata Roger is president of, as well as the adjacent strata, want a cedar fence. Given the uncertainty of what the neighbourhood wants we will address this and ask for feedback at the Public Open House on December 12th.
7. **Loading bay variance from requiring 7 and proposing 2.** We now propose to keep the existing 6 loading bays in place. It came to our attention from our existing tenants that losing these loading bays would be problematic to their

business and could create congestion for the use of the remaining bays. This has required us to lose another 14 parking stalls making our parking variance request go from a required 90 and proposing 70, to requiring 90 and proposing 54. I should note that we have a registered covenant on the Keg property entitling us to the exclusive use of 25 additional parking stalls during business hours (8AM - 5PM). With that we will have the exclusive use of 79 parking stalls during the business hours of the property. As noted by some Councillors who have researched traffic impacts and self-storage, a self-storage use has the lowest parking requirement of any real estate use, commercial or residential. I would point out that a local self-storage business, U-Lock, in Colwood, which is over 100,000/sq.ft. and has 4 parking stalls for customers including 1 disability stall. I have also attached as Schedule B to this letter a third party report on self-storage parking requirements which confirms the low impact. This information was provided to staff during their review. In our opinion, 79 parking stalls are sufficient for the self-storage operation and our current tenants usage.

8. **Another concern was recently raised about storage bins being stacked on top of one another**, similar to the MoBox containers that can be seen at the Adams Storage Facility on the Trans-Canada Highway in View Royal. This is not what is being proposed and is not a part of our proposed business. That is a mobile storage operation which is not what we do. Ours are single story steel structures that do *not* stack on top of one another and are built on site. They have adjustable feet so they can be placed on the existing parking lot and leveled as needed. They do not require any foundation, they do not have power running to them outside of the exterior wall mounted lighting and they are unheated. Their appearance has no similarity to the stacked mobile containers.
9. **A question was raised about the colours for the walls, doors, and roof of the structures.** We have not selected a supplier as yet and each supplier has different colour options available. We will most likely use doors that are orange and consistent with our company colours but we can't be certain at this point.
10. **The variance of 2.65M not be approved from the required 3.75M and the historical landscape buffer of the 2.65M.** It appears that an existing or former tenant has removed the landscape buffer. We can promise that we will re-establish this 2.65M buffer. We are not able to provide the 3.75M distance without further losing parking stalls as the stall depth would interfere with the required drive aisle width. The 2.65M has always existed and the neighbouring property has a substantial side yard then a roadway on a higher elevation and further side yard before the end of their building. With some form of new opaque fence that will be better identified after the Open House, the view for the neighbours should be improved and not made worse.
11. **The natural grade has been altered due to gravel/sand that Slegg Lumber has stored in the Southwest corner.** As an immediate action, we will be removing the gravel/sand being stored and will be re-establishing the natural grade. This work has already begun.
12. **The look and use of adaptive shipping containers for the front self-storage retail was commented on suggesting we are in a residential neigh-**

bourhood and the "look" may not fit. We think the adaptive re-use of shipping containers and giving them new life as a fantastic way to showcase unique sustainability. The location is north of the existing Salvation Army Thrift store so will be between the Keg Restaurant and another commercial use. It is located across from a commercial strip center and office building. We think the modern context of the architecture proposed for the retrofitting of the shipping containers will fit in well and become a unique piece of architecture in the area and Saanich as whole. This concept has received support from the Planning Department.

13. **It has recently been brought to our attention that one or more members of Council is under the impression Hendra Moving & Storage will be the business operator and are a new tenant.** Hendra has been a tenant operating a business from 3934 Quadra since May of 2014 and will not be the operator or involved in the self-storage business. ProStorage has hired Access Facility Management to operate the self-storage facility. Access is the largest 3rd party self-storage management company in Canada and operates over 75 facilities nationwide. They are new to the BC market but have long standing operations in Alberta, Manitoba, Ontario and Quebec. As mentioned in the first hearing with council, David Milne will be working as the on-site facility manager.
14. **The operation of a self-storage business is what is being considered under the application.** The self-storage business is already approved and the work to build the interior self-storage facility is underway with completion in late January and targeted occupancy for February 1st, 2016. This application is *not* about approving self-storage as a use for the property but instead about the exterior storage units and new customer entrance. The exterior storage units are a very important part of our business as they provide a diversity of unit selection for our customers, the general public.
15. **It has been brought that one or more members of Council believe we have only recently installed fencing on the property.** When we purchased the property in the 2007, we installed new fencing and a gate off the Quadra Street entrance which can still be seen. We also installed new fencing and a gate on Hulford (not the gate in question) to the overhead door used by Slegg. We did this to provide additional security to the property. The chain-link that was put up on Hulford was clad with cedar in 2010 when Phillips Brewery occupied the space currently leased by Slegg to prevent any visual impact and minimize noise to Steve Dainard, who resides directly across from it, and other residents of Hulford. In 2011, Babcock Canada, the company rebuilding the submarines for the Canadian Navy, occupied the space currently being converted to self-storage. They went through a DP process with Saanich and received approval to build an outdoor storage compound which still remains and is the fenced area within the property as you enter off Quadra.

ISSUES THAT DO NOT DIRECTLY PERTAIN TO THE APPLICATION:

1. **We have come to learn from neighbours that Hendra Moving and Storage has been delivering goods to the site after the Saanich bylaw allowed hours of 6AM-9PM as well as advertising their business being open 7 days a week. This non-compliance has caused disruption to the neighbourhood.** Since learning of

this, Hendra has been provided notice from ProStorage to work within Saanich by-laws. Hendra has responded that they will see how they can work within them and are awaiting notice from Saanich Bylaw enforcement. We will continue to make Hendra aware of any bylaw infractions when they are brought to our attention. We hope Saanich Bylaw Enforcement is able to enforce any infractions against Hendra with whatever measures they have available.

2. **The Hulford gate that Slegg Lumber uses and the significant negative impact it has on the neighbourhood was one of the most frequent issues that arose.**

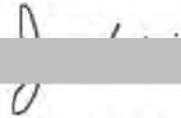
Since the meeting we have been in contact with representatives of Slegg Lumber to explain the heartfelt comments and impact that its use is having on the neighbourhood. Through this we have come to an interim agreement with Slegg's to close their business on Saturdays' and reduce their hours of operation to close at 4PM. A meeting is scheduled to be held with Slegg representatives the week of December 7th to discuss further measures that can be agreed upon. We will have more information on this at the Open House. I also need to clarify the terms of their tenancy agreement. It was said to me by the neighbours that they had been told by Lorne Milne, that the lease expired in 2017 and I passed that information on to Council. Lorne has since clarified that he did not say that it ended in 2017, but that Slegg has the right to provide a notice to terminate the lease in September 2017. Lorne has since confirmed that if Slegg decides to give that notice, then the lease term expires February 28th, 2018. Their lease is a 10 year lease so should they *not* provide notice to terminate, their lease doesn't expire until February 28, 2023. (Further details of the Slegg term expiry should have been provided in the conversation with three of the neighbours at the time of discussion, and Lorne apologizes for this misunderstanding on a point that is incidental to the Application, but a very important point nonetheless.) Prior to Slegg committing to the interim changes, we installed signage on the fence next to the gate which I have attached a photo of in Schedule C. A request has been made by Roger Harmston and other neighbours to register a covenant on the property closing off the access to the gate on Hulford. While we do not require the use of this gate for self-storage, we cannot agree to registering a covenant requiring the gate to remain closed. The access on Hulford is actually the only direct access to the property that does not cross through property that is owned by a third party. Should the Keg property ever need to do works in front of their building such as replacing infrastructure, or anything that would prevent access, we would have no access to our property. Registering a perpetual covenant would encumber the property forever, decrease its value and require the approval of our mortgage lender today and every financial institution that could ever be involved in any redevelopment of the property in the future. A request from Roger Harmston has been made to provide Saanich with an easement to access the Hulford gate. I understand this has been raised given the recent storm which downed power nearby and because of BC Hydro crews doing repairs, closed off Hulford Street preventing them from being able to exit onto Quadra. At this time, Slegg opened the gates after working hours and left them open to allow residents to be able to access Quadra by going through 3934 Quadra. We can't agree to this further request and do not believe it is required. We are glad that Slegg was able to accommodate the neighbours and hope this type of good neighbour behavior will continue. Instead of an easement we want to work in good faith with the neighbours. We are prepared to enter into an agreement of understanding that would provide them with keys to the gate should they need access during an emergency situation after working hours. We would request that we be allowed to address this outside of the consideration for the application given that it does *not* pertain to the application.

3. **A request was made from Roger Harmston to fence off the corner of Hulford and Quadra preventing people from passing through the property on their way to Quadra.** We have heard from neighbours who actually like that area as it is a park-like setting and allows a short cut when walking to services such as the bus stop on Quadra. This is evidently important for elderly people living nearby. Instead of fencing the area off and furthering the industrial look of the building, we are proposing a "pocket" park. As a part of our landscape improvements the non-native bush at the corner of Hulford and Quadra is being removed and new Garry Oak trees are being planted. We plan to place a park bench in this area to provide a place of reprieve for those who use this area. This was discussed with Roger and he was supportive but has since changed his view that this would bring "unsavory characters" into the neighbourhood. We hope to hear more from neighbours at the Open House but we think this would be a nice amenity for the neighbourhood and help to further put eyes on Hulford which we hope would reduce the graffiti and vandalism taking place. David Milne removed the graffiti within a few days of being notified of it at the public hearing and the day after, new graffiti had been done.
4. **Issues relating to the Salvation Army were raised.** Illegal dumping by the public, customers parking illegally on Hulford and Salvation Army unloading goods on Hulford. Their lease expires in May of 2016 and will not be renewed. We want to emphasize the valuable contribution that the Salvation Army makes to our community and want to commend them for their responsiveness in a very difficult business. In the interim, we have Themis Security doing patrols to prevent illegal dumping which has proven helpful in reducing the volume. Salvation Army has agreed to remove materials that are dumped on the site within 24 hours' notice. I have asked the neighbours to please inform us when they see something so we can get on top of it as quickly as possible. ProStorage will be taking over the Salvation Army premises upon their vacancy for office space for the business and its customers.
5. **That traffic volume will increase on Hulford as a part of the proposed Application.** Roger Harmston requested a covenant on our title that would see that overhead door be prevented from opening in perpetuity. David Milne, has met with several neighbours in person as well as over the phone to find out more about the concern. There seems to have been a misunderstanding as to the use of the existing overhead door on Hulford which is *not* a part of this Application. It was believed that the door was going to be used for vehicles to exit the building after entering on Quadra and driving through the facility. I need to clarify that no vehicles will be, or can be driven through the building. The corridor widths of the interior units are 5' which does not provide the required width for a vehicle, the building infrastructure can't support this nor does our business operation allow this. Since explaining this to Roger, the request for the covenant has been removed and the existing overhead door issue on Hulford appears to have been put to rest.

To conclude, we believe we have successfully addressed the concerns of the residents on the issues that pertain the Application itself. We have also worked to address issues and concerns as well as make improvements to issues relating to the property and its other tenants which do *not* pertain to this Application. We hope these efforts will help to restore a positive ongoing relationship with the neighbours and that the livability of the neighbourhood, (despite being immediately next to an M-1 property), will be significantly improved. The improvements to the Quadra streetscape and bus stop area will improve the feeling of that space for residents and visitors of Saanich and the rain garden pro-

posed will improve the quality and volume of storm water entering the local environment. We are seeking your approval to see all these improvements implemented and to help us move forward with continuing our efforts for the entire site to become self- storage in time. We hope you agree this will be a more passive use to for the property under the current zoning, than some of the other uses allowed under M-1. A lot of the issues we believe have been raised in opposition to the application are the result of third parties actions and we hope that Saanich Council considers the application on its merits and is not punitive for actions made by others.

Respectfully,



Jordan Milne

Director,

Prostorage Services General Partnership Inc.

Schedule C





YOU ARE INVITED!

Public Open House at 11AM on December 12th at 3934 Quadra St.

We have heard a lot of great feedback from the neighbourhood about our application at 3934 Quadra Street and would like to invite you to an Open House at 11AM on December 12th to learn how we plan to address these concerns.

We are excited about the chance to clarify a lot of the rumors about the property and the application and look forward to seeing you there.

The Open House will take place on the property so please join us inside the main gate off the Quadra Street entrance. Coffee and refreshments will be provided.

If you can't make it but would like to find out more about the application and what's happening at 3934 Quadra, please contact the facility manager David Milne at 250-818-2398 or email us at:

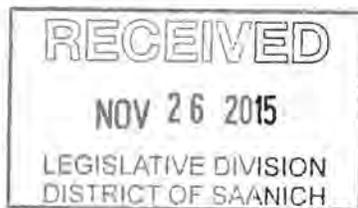
ProStorageServices@gmail.com

ProStorage Services
108 - 3934 Quadra Street
Saanich, BC, V8X 1J5

Council - Re: A problem with development density at 3934

From: Lenny Ross [redacted]
To: Sharon Hvozdzanski <Sharon.Hvozdzanski@saanich.ca>, Vicki Sanders ✓
 <vicki_sanders@telus.net>, Vicki Sanders <vicki.sanders@saanich.ca>,
 <mayor@saanich.ca>, John Schmuck <johnschmuck@shaw.ca>,
 <fred.haynes@saanich.ca>, <council@saanich.ca>
Date: 11/25/2015 2:25 PM
Subject: Re: A problem with development density at 3934

To:
 Mayor Atwell, Saanich Councillors
 and
 Sharon Hvozdzanski,
 Director of Planning
 District of Saanich



2015

POST TO	Gen	POSTED	11/26
COPY TO	SHV		SO
INFORMATION	<input checked="" type="checkbox"/>		
REPLY TO WRITER	<input type="checkbox"/>		
COPY RESPONSE TO LEGISLATIVE DIVISION REPORT	<input type="checkbox"/>		
FOR			
ACKNOWLEDGED:	bl.m ✓		

Hello Mayor Atwell, Councillors, and Sharon Hvozdzanski,

My name is Lenny Ross. I am a resident of [redacted] Greenridge Cres where over the years I have been involved with local concerns about stream stewardship, traffic, and noise. A few years ago working with Vicki Sanders, the Quadra Cedar Hill Community Association, and Saanich staff we managed to install the stop signs on Greenridge to slow down rushing short cut drivers and we have often worked with Saanich to curtail inappropriate business behaviours on Quadra like late night noises from truck delivery. I have recently become aware of the new storage locker business developments and the operations of Hendra Moving and Storage that are moving forward without consultation with the residents from Greenridge whose nearest home is only 100 yards away from the planned outside structure. It has taken me a while before I realized the extent of the changes occurring at 3934 Quadra St. We have now reviewed the minutes from the last council meeting where the owners of the property are seeking a Development Permit Amendment to allow the building of an outdoor storage locker facility in an area already made busy by the recent addition of Hendra Moving and Storage to the same site, and we attended last nights Quadra Cedar Hill Community Association meeting and spoke with well informed association members, Mayor Atwell, and Counsellor Haynes, so now we are getting better informed about the developments that will increase business density around our homes.

I was quite disappointed to find that Saanich engineering recommended approval of this development permit amendment, and for that matter the business licenses for the whole project, without proper consultation with the entire community. There has actually been no consultation by the owner or Saanich engineering with the residents of Taine or Greenridge who are closest to this development and who will be impacted significantly. On Greenridge Cres we have been bombarded with the new sound of the truck backing up alarms, at any time of day, for months since Hendra Moving and Storage moved in. This high pitched sound penetrates into every room of my house, through walls and double glazed windows, so it has quite a range. Residents on Ridgeway, Tulsa, Greenridge, Taine, Quadra, Reynolds, and St Peter's Rd might all be able to hear such noise and should be consulted too about any development that will add even more noise to their community. Also we on the east end of Greenridge Cres will actually look down on this new development so the visual impact will be

of great concern to us. What will it look like when the leaves of the trees go? What type of lighting will they use? We have many issues to consider and that is why I do not agree with comments about the lack of impact on traffic or our community that I read in the minutes by two councillors who depended on engineering feedback to inform their decision. I think there are many significant and negative impacts that need to be considered:

- **Noise Pollution:** Did engineering do a study of the noise impact on residences that are just 100 yards away on Greenridge Cres. Much data exists about the issues with back up warning alarms that have been rated one of the top 10 noise pollution issues in communities. This storage project will have forklifts inside, but with large open doors running 7 days a week until 11:00 at night according to their website. This is in addition to the noise already being created by Hendra Moving and Storage trucks that bring material to these lockers. They too have back up alarms. We already have had to make a complaint to Saanich By Law Enforcement about a Hendra truck backing into position and then unloading noisily at 11:20 pm on November 16th. There is the revving of engines, the slamming of doors, and even the yelling of people at all hours. This noise pollution will destroy the peace of our neighbourhood.
- **Traffic Congestion:** What about a study on traffic impacts? Did Saanich engineering do a study? We have already had many issues with cut through traffic on Greenridge which, as I said, led engineering after community feedback, to install the stops signs at the top of the hill. This measure while slowing traffic, has had minimal impact on stopping people from cutting through. Hendra Moving and Storage trucks have already started using the Greenridge short cut. Imagine what all these new customers will bring to our road. How will the addition of 540 storage locker customers, on top of the clients of the new Store and Save storage locker business, that was recently allowed to start up on the same site behind the Keg, impact traffic on Greenridge Cres and surrounding areas? I am not convinced of the claim that the proposed outdoor storage facility and the 17,000 square feet of indoor storage that is currently being built will not increase traffic. It is bringing in 540 clients to a crowded business area with extended hours of operation. There will be times, like the end of month or half way through a month when people most often move when there will be greater vehicular traffic. This will be worse than Slegg's traffic which, while causing a significant increase in larger truck and contractor traffic, usually in the morning, experienced a very low flow of private vehicle traffic and certainly none after 9:00 pm. I am pleased that residents of Hulford will ease traffic on their street with the possible closing of access points to Hendra Storage and Slegg's building supplies, which I think should happen, but we also have to consider the increased traffic to the storage lockers and to Hendra Moving and Storage. Every vehicle must enter and leave through a very crowded and narrow exit onto Quadra. It will cause more congestion with traffic backed up in the parking lot which faces our homes and will result in impatient drivers rushing into traffic. This business will add to traffic congestion in the whole Quadra - McKenzie area not just on Greenridge. One of the busiest and most accident prone intersections in Saanich at McKenzie and Quadra does not need a reason to bring even more vehicles through it. I believe the variance to allow more storage units out doors and increase the density of commercial enterprises should be refused for that reason alone.
- **Visual Appearance:** The idea of creating a building of storage containers is certainly not

visually appealing and would not be accepted in any residential community of course, but also not in any respectable business development like Saanich Centre or UpTown, so it should not be acceptable in our backyard. While this development area is slated for commercial applications, it is a close neighbour to a residential area and needs to take that into consideration when considering the aesthetic impacts of development. The plan to plant only two trees to mediate the visual impact is not a viable solution. Lighting from this development also had the potential to be very detrimental to the aesthetics of our homes and their resale value. I would like to see the reaction if you told the residents of Broadmead that storage lockers would be installed in their business section and that two trees would suffice to not ruin their views or property values.

Having considered all these impacts I do not believe this project should proceed at all.

We already have enough business density, noise, traffic congestion, and unappealing development in this area. One resident at the last meeting of the Quadra Cedar Hill Community Association stood up and said "**3934 Quadra Street is the armpit of Saanich**". It is time to find ways to improve this neighbourhood, not denigrate it further.

As I understand it the motion to allow a variance for the construction of the exterior storage facility was postponed until the next council meeting which I plan on attending and hope to be allowed to speak to this issue. In the meantime I would like to submit this letter to Saanich council and ask them to refuse this amendment and stop this project from proceeding.

I feel this is a very urgent concern do the limited timeline, so please contact me to confirm this letter had been submitted to Saanich council for the next meeting.


Thank you,

Sincerely
Lenny Ross
 Greenridge Cres

Regarding Notice of Development Permit Amendment DPR95-0011 seeking variances for
Commercial Property 3934 Quadra St. *\$ DPA 00822*

We the residents of Hulford Street, wish to strenuously and emphatically express our objection to any changes that will increase the traffic flow on Hulford Street.

It is vitally important to clearly affirm Hulford Street as a residential street, home to families with children and elderly residents. Ever increasing commercial activity has caused frustration and distress; as well as decreasing the safety, security and comfort of residents. This concern has been the subject of an earlier appeal to the landlord and Saanich Council. (See Attached)

It is our firm conviction, based on experience, that any changes that permit more commercial access or activity will certainly worsen an already unacceptable situation.

As the address clearly shows, all effected commercial business are located on Quadra Street with full access from a designated commercial route, thereby negating the need for use of Hulford for commercial purposes.

It is our understanding that the Hulford Street curb cut allowing access to commercial property located on Quadra was originally intended to fire and emergency purposes and not for daily commercial activities and previous landlords have honoured this understanding.

We have no confidence in being able to satisfactorily address these concerns to our satisfaction through negotiation with the owners or tenants.

We therefore request that any variances that would affect Hulford Street and Elsey Lane be denied.

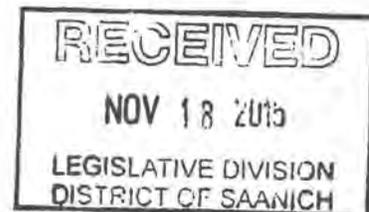
Respectfully

The Strata Council VIS 1769 (Swan Lake Estates, 1030 Hulford Street) fully endorses this petition representing 22 owners and more than 41 residents.

[Signature]
signed Roger Harmston, President Strata Council VIS 1769

The Strata Council VIS 4761 (Elsey Lane) fully endorses this petition, representing 5 owners and an additional 8 tenants (2 of whom are children)

Signed Jennifer Molavi, President Strata council VIS 4761



(1) Duane Juniper [redacted] (5)
[redacted] HULFORD ST.
VICTORIA, BC

(2) STEVE DAINWAND
[redacted] HULFORD ST
VICTORIA BC
NOV 12/15 [redacted]

(3) LORRAINE DAINWAND
[redacted] HULFORD ST
VIC BC
[redacted]

(4) Hilda Kasper & Artie [redacted]
[redacted] Hulford St Kasper
Vic B.C.

(5) x Randy Tokanog
[redacted] Hulford St
VICTORIA B.C.
[redacted]

(6) Ryan Talbot
[redacted] Hulford St
VICTORIA B.C.
[redacted]

Kathleen Talbot
[redacted] Hulford St
VICTORIA BC
[redacted]

LEONA RUSSELL
[redacted] HULFORD ST
VICTORIA BC
[redacted]

MOLLY UNDERWOOD
[redacted] HULFORD ST.
VICTORIA B.C.
[redacted]

DAVID UNDERWOOD
[redacted] HULFORD ST.
[redacted]

2860-20 Quadra

From: Roger Harmston [REDACTED]
To: <mayor@saanich.ca>, <susan.brice@saanich.ca>, <judy.brownoff@saanich.ca>, <vic.deraman@saanich.ca>, <fred.haynes@saanich.ca>, <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>, <vicki.sanders@saanich.ca>, <leif.wergeland@saanich.ca>
Date: 11/16/2015 11:52 PM
Subject: 3934 Quadra Development Permit Amendments

It was a long evening tonight at the Council Meeting.

I thank you very much for listening to all of the speakers and for making the decision you did this evening.

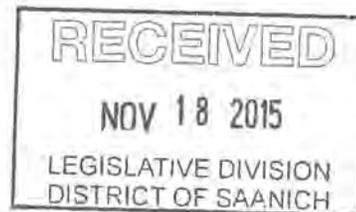
There was a lot of information presented by both the applicant and also the Hulford Street Owners and Residents. We are glad that you will be taking the time to assess all the input from the Saanich Staff and the stakeholders.

Thank You

Roger Harmston
President Strata Plan 1769 - Swan Lake Estates
[REDACTED] Hulford Street, Victoria, BC [REDACTED]

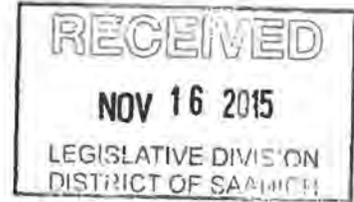
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INFORMATION	<input checked="" type="checkbox"/>		
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ACKNOWLEDGED	blm		



To the Mayor and Council of the District of Saanich

Re: Development Permit Amendment – DPA00822
3934 Quadra Street
Lot 1, Section 32, Victoria District, Plan 31953



As a unit owner in Strata 1769, [redacted] Hulford Street I am objecting to the granting of certain variances in this application for a Development Permit Amendment.

Summary

For several years I have been objecting to violations of Saanich Bylaw No. 8200 by the owners and tenants of 3934 Quadra Street. These objections have been largely unsuccessful and a FIO request revealed that the Bylaw Enforcement officers had determined that there were no violations and no action be taken.

A neighbourhood meeting was held with Jordan Milne, an officer in the applicant company, during which he outlined the company's proposal for the exterior storage units. The exterior storage units located at the north end of the property are adjacent to the bare land strata at Eelsey Lane on the west side and Milne assured the representative of the owners at Eelsey Lane that the company would make every effort to minimize the impact of the exterior storage units on their strata. There was limited discussion concerning the south west corner of the property where significant bylaw infractions were occurring. Milne was later quoted as saying that he had met with the neighbours and they fully supported his proposal. This was not the case as the owners of strata 1769 were not satisfied with the proposals for the southwest corner of the site which abutted the driveway shared between strata 1769 and the strata at Eelsey Lane.

An area of the southwest corner of the building was leased to a construction supplies company. Prior to taking over the property, existing landscaping along the lot line abutting the panhandle lot leading to the Eelsey Lane strata was cleared and graded, in preparation for the outside storage of building materials adjacent to, and in many cases, touching, the chain link fence along the lot line.

I, and most other owners of strata 1769, believe that certain of the variances requested by this company should be refused. In addition, outstanding violations of the existing 2003 Zoning Bylaw should be addressed.

The preamble to the 2003 Zoning Bylaw states:

"A bylaw to regulate, within the Corporation of the District of Saanich, the use of land and the location, use, size and shape of buildings and structures erected thereon, having due regard to:

- 4. The value of the land and the nature of its present and prospective use and occupancy.*
- 5. The character of each zone, the character of the buildings already erected and the particular suitability of the zone for specific uses.*
- 6. The conservation of property values.*

135

I assert that the variances, which I will later address, are in conflict with items 4, 5 and 6 when viewed from the perspective of the owners of Strata 1769.

History of Bylaw Infractions.

Sec. 5.12 (b) Refuse containers

5.12.1 (b) All communal waste, garbage disposal and recycling containers shall be screened in accordance with the provisions of 6.5 (e) of this bylaw.

Containers adjacent to the west end of the building have never been screened.

6.1 Landscaping

(a) On any lot occupied by a building or structure where the principal use is not agricultural, single family dwelling, two family dwelling, or industrial extraction, those portions of the lot not covered by buildings or structures, off-street parking, off-street loading, outside storage, or pedestrian walkways shall be planted as a landscape area and continuously maintained.

See photo 5.

Landscaping adjacent to the westerly lot line was cleared and graded.

6.5 Landscaping and Screening Requirements For C, M and MFC-CH Zones

(b) Where a lot zoned C, MFC-CH, M-1, M-1DW, M-2, M-4, M-5 or M-7 abuts a lot zoned A, RS, RD, RC, RT, RM, RA, or RP an opaque landscape screen or fence not less than 1.75 m (5.7 ft) in height shall be provided along the full length of an abutting property line. A fence shall be not more than 3.0 m (9.8 ft) in height.

See photo 1

No attempt has been made to provide an opaque landscape screen or fence along the west lot line. Existing vegetative screening has been planted by the strata owners.

(c) Notwithstanding the provision of Section 6.5.(d), where a lot zoned C, M-1, M-1DW, M-2, M-4, M-5 or M-7, contains an off-street or accessory off-street parking use, trees shall be provided on the lot in the amount of one tree per 115 m of the gross lot area. At least fifty percent of the required trees shall be located within that portion of the lot devoted to parking.

The applicant is offering two trees in the northwest corner of the lot.

901.4 Unenclosed storage.

An accessory unenclosed storage use involving the storage of salvage, scrap, junk, or other material excluding sand, gravels, or earth shall not be stored so as to extend more than 2.5 m (8.2 ft) above finished ground level.

See photo 2

Building materials have been stacked 4 metres high along the lot line and adjacent to the building.

901.5 Retail Sales Incidental to a Permitted Use

(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.

The retail sales operated by the Salvation Army is not a "Permitted Use". It is not ancillary to any other business.

Section 2 – Definitions

***Natural Grade** - means the elevation of the ground surface of land prior to any disturbance, alteration, excavation or filling.*

The natural grade has been altered by bulldozing sand against the lot line.

See photos 3 & 4

Director of Planning Responses.

Proposal:

3. Reduce the minimum depth of a landscape area abutting a residential zone to 2.6 m (from 3.75 m) for the existing parking stalls 1-19 only.

See photo 6

Response:

"The variance to reduce the landscape buffer reflects an existing condition and would only be applicable to 19 parking stalls in the southwest portion of the lot. These parking stalls are abutting a private roadway with existing vegetation along the property line and are not used as frequently as the parking areas located near the Quadra Street entrance. Given the variance is for an existing condition and the adjacent property is roadway and not private rear or side yards, the variance is supportable."

Clarification: in the copy of the Notice of Development Permit Amendment sent to homeowners on November 4, 2015,, Section 6.5 (d) uses the word "street" as abutting the lot line. It is not a "street", it is a private driveway owned by Strata 1769 with an easement granted to the bare land strata at Eelsey Lane.

The setbacks contained in the bylaw are designed to create a buffer zone between the activities in an M-1 zone and the RS and RT zones. The fact that these setbacks have been ignored in the past is not a reason to grant a variance at this time. There are units in Strata 1769 which overlook the southwest corner of the site and they should not be subjected to industrial activity merely to satisfy the applicant's request for a variance.

The fact that there is no landscaping on the applicants side of the lot line is due to the bulldozing of the previously existing landscaping (grass and weeds). The existing landscaping on the southwest portion of the property is due to the owners of Strata 1769 and the Eelsey Lane bare land strata cooperatively planting a laurel hedge along the fence line. It should be noted that this hedge is now in jeopardy due to the change in the natural grade, which has resulted from the sand bulldozed against the chain link fencing along the lot line.

Contra Proposals:

That, for the reasons described:

- a) the application to reduce the set backs from 3.75 metres to 2.6 metres along the entire west lot line be denied;
- b) the set backs stipulated in Zoning Bylaw 8200, dated September 2003, be enforced;
- c) the area within the set back be landscaped and permanently maintained;
and
- d) opaque landscaped fencing be provided along the lot line where there is no existing natural vegetative barrier.

Submitted by:

Brian Silvester
Owner unit
Strata 1769



#2
↓

#1
←

#3
←





2860.25 Quadra

ClerkSec - Letter re MEETING NOVEMBER 16.

From: michael goodwin [redacted]
To: <clerksec@saanich.ca>
Date: 11/16/2015 9:39 AM
Subject: Letter re MEETING NOVEMBER 16.
Attachments: Letter re- Permit Amendment DPA00822.pdf

Dear Sir or Madam:

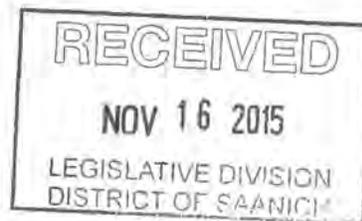
Please find attached a letter from Saanich Strata VIS 4761 with respect to the Development Permit Amendment DPA00822, 3934 Quadra St. which is the subject of tonights meeting.

It would be appreciated if you would confirm receipt by email.

Sincerely

Michael Goodwin

Strata VIS 4761
[redacted]



File

2860-25
Quadra

Michael Goodwin, [redacted] Elsey Lane:
Mo and Jennifer Molavi, [redacted] Elsey Lane:
Yuis Liu, [redacted] Elsey Lane: as members of Saanich Strata VIS 4761

Council
Administrator
Media

The District of Saanich,
Legislative Division,
770 Vernon Ave.,
Victoria, BC. V8X 2W7

November 14th, 2015

RE: File 2860-20 Quadra /
Development Permit Amendment –DPA00822, 3934 Quadra St.,
(Lot 1, Section 32, Victoria District, Plan 31953).

To The Committee:

We write as members of Strata VIS 4761, the residential property which immediately abuts the area of the requested variance (Section 901.3(a)(iv) to permit a structure to be sited 8.9m from a lot line abutting an RS zone where 12.0 m is required.

We strenuously object to this variance being granted. We note that throughout Zoning Bylaw 8200 that wherever commercial use for 'warehousing' is contemplated next to residential property-- in the case of schedules 901 (M1 Zoning), 910 (M2 Zoning), and 920 (M2 Zoning)-- that a 12 m. setback is standard. This distance has obviously been put in place to mitigate noise pollution and odors emanating from uses as diverse as the following, which are some of the activities permitted in M1 and M2 Zoning:

Lumber and Building Supply;
Unenclosed Storage;
Beverage Container Depot;
Food Processing;
Industry.

These are only some of the uses allowed in an M1 and/or M2 zoning. They can, do, and will interfere with quiet enjoyment of an adjacent residential property. As noted in the Report on this site prepared by Sharon Hvozdzanski, the site in question was constructed in 1978, and has been used since for various purposes such as a Coca-Cola bottling plant, the Real Canadian Wholesale Grocery Store, retail space and storage space for The Salvation Army, commercial storage, and a Lumber and Building Supply. None of these uses appear to have been particularly well integrated into the neighborhood, and have produced noise from delivery trucks and other problems on adjacent streets.

The Report to Council from Sharon Hvozdzanski notes that although the proposed development does not achieve the long-term vision for the area (which is *redevelopment as a mixed-use site for high tech or light industrial land uses with residential dwellings or offices above*) that this proposed development "could be considered as a transitional use."

While the use contemplated in the proposed application may have a lower impact on the neighborhood at large than current activity on the property, the fact that the Report to

Council would consider the proposed application as 'transitional use' is a cause for concern, in our opinion, and emphatically not a reason to allow the variance requested.

We strenuously object to the part of this proposal which attempts to reduce the setback from new structural work from the current 12 meters: even if the report had not identified the proposed use of this property as 'transitional', it is highly obvious from its varied and somewhat checkered historic use that this the nature of the property itself, and will continue to be for some time to come: there is no question that this is a 'transitional property' *which has yet to achieve the long-term vision for the area*. However, transitions are generally precarious and unpredictable. While we wish them every success with their business, there is no guarantee that Prostorage Services can or will operate a financially successful, non-disruptive, and quiet storage facility on this property in perpetuity.

I would like to direct you to the attached site map, in particular, item D. This shows the structure which Prostorage wishes to construct, which supposedly necessitates reducing the legally required setback of 12m. to the adjacent residential area. According to the site plan, this area labelled **Exterior Storage Units** is separated from the rest of the development by a gate controlled by keypad entry. There does not appear to be any reason why this area could not in future be leased to another operator to be used for any of the other uses permitted in M1 Zoning, including a Beverage Container Depot, which would be distinctly unpleasant to have literally in one's 'back yard.' While a secondary concern is the possible noise from a sliding metal gate, there are larger concerns to be taken into account.

There is only one thing in this situation which is certain: once a foundation is established within 8.9m from our property, it will never be altered to be set back to 12 meters. With this in mind, we have to seriously question why such a foundation is necessary. We do not understand what significant purpose this additional 3.1 meters of land provides to the proposed project. What is very clear, on the other hand, is that if this variance is approved, this land will be committed in perpetuity. Despite what Sharon Hvozanski somewhat glossily suggests in her Report, poured concrete is not an ephemeral nor 'transitional' material. Analyzing the Site Plan, we see no apparent reason why this structure must occupy precisely the amount of space that it does. With a minimal loss of three individual storage units, the footprint of this structure could be shortened by 3.1 meters: it is impossible to believe that the economic success or failure of the project would be determined by such a small reduction.

Indeed, this request for the variance to a distance 8.9m is so small and insignificant that we question if there is not some other reasoning behind it. I refer you again to the attached site plan. In an informal meeting with the applicant Jordon Milne on November 13th, we discussed the current situation of the property, which is comprised of areas labelled A, B, and C. Areas B and C which are labelled 'Area Outside Scope of Work' are not accurate divisions, but represent areas of the property owned by Prostorage but which are currently leased to two parties, Hendra Moving and Storage in area B and Slegg Lumber in area C. According to Mr. Milne, should Area A (currently under renovations so as to be interior self-storage) be successful as a business, it is their intention to take over area B, and, eventually, possibly Area C. Mr. Milne stated that Area B could be available to them at any time after providing one year of notice to Hendra Moving and Storage. Area C (currently occupied by Slegg Lumber) is only subject to a lease which terminates in early 2017: thus both Areas B and C would be available for future development within one year to eighteen months. Given that this space is available for use in the immediate future, the need for any construction at all in Area D is surprising.

While we are not party to the business plan for this facility, it is obvious that in taking over Areas B and C for more interior storage area in the future would technically necessitate an increase in the number of parking spaces required. We suggest that the applicant may be applying to build at this time in Area D to provide a pre-emptive structure on the site, so that they cannot be forced to provide more parking spaces on the premises when and if Areas B and C are merged into the project. If this is indeed the case, as the owners of residential property adjacent to this project we would be giving up elements of our right to 'quiet enjoyment' in perpetuity in exchange for a bit of slight-of-hand regarding parking regulations .

Whatever the truth of the situation, we are being asked to weaken our rights to quiet enjoyment of our property. Our houses border an Industrial Area which has changed use numerous times in the past and which will continue to change. There is no guarantee that Prostorage will be the owner of this adjacent property in five years, or that the storage facilities will not be leased—jointly or separately—to other operators in the future and/or used for other purposes. As mentioned above, this small variance does not appear to be critical for the operation of a large Interior/ Exterior Self-Storage Facility, and unless such a compelling need can be clearly demonstrated, we would be conceding future quiet enjoyment for no purpose other than commercial gain by a third party.

We repeat our request that the application for this variance be denied.

Yours sincerely

A thick, horizontal black bar redacting the signature of Michael Goodwin.

Michael Goodwin

Per;

Mo and Jennifer Molavi, [REDACTED] Elsey Lane:

Yuis Liu, [REDACTED] Elsey Lane: as members of Saanich Strata VIS 4761

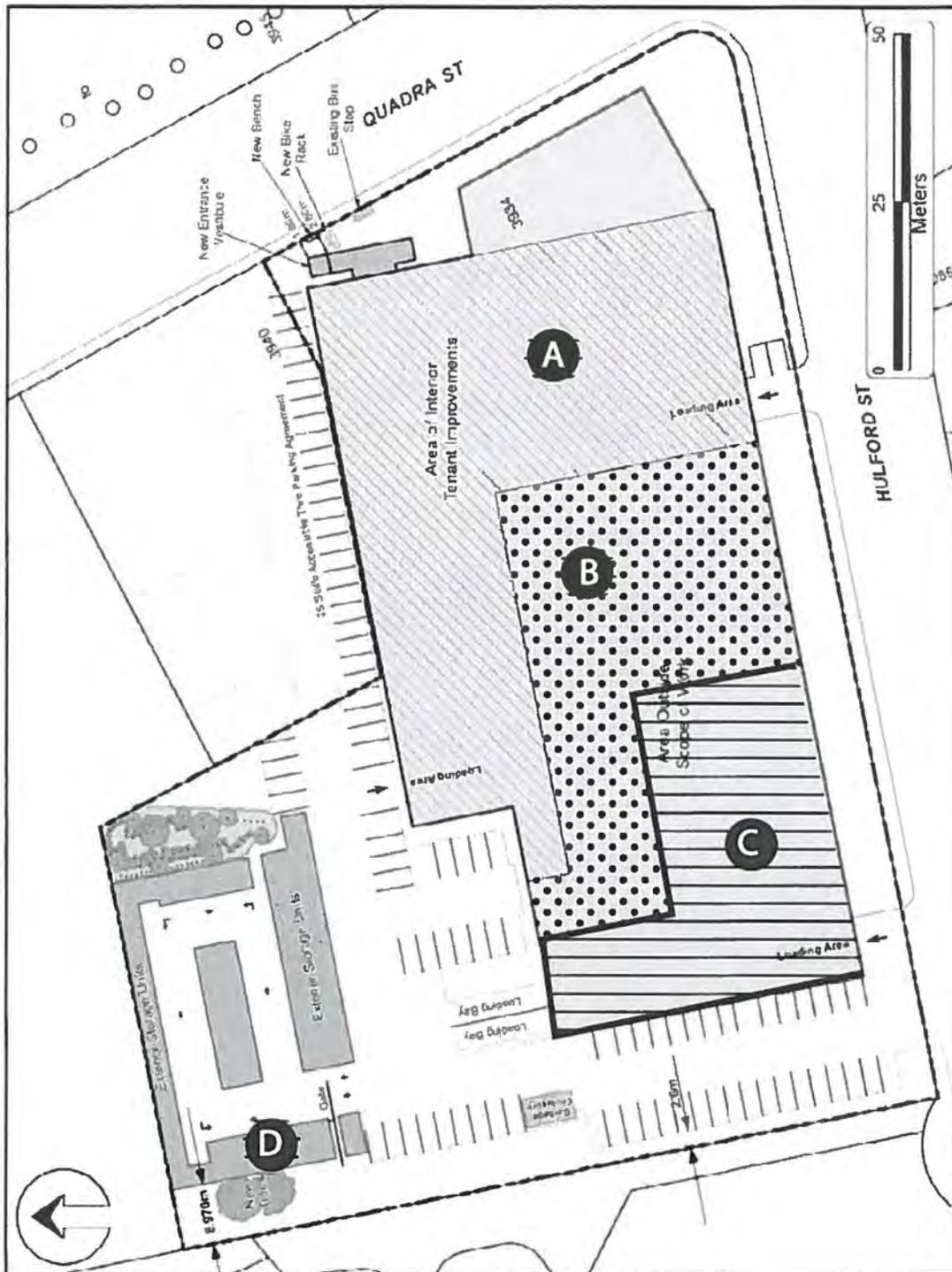
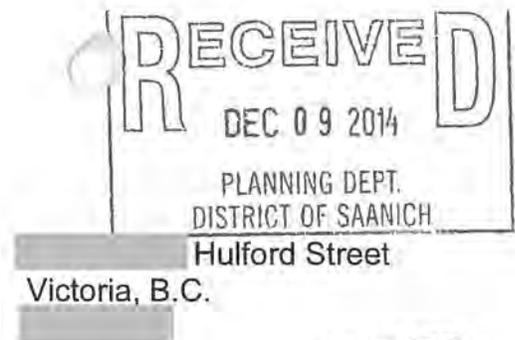


Figure 1: Site Plan

8th December 2014

Director of Planning
District of Saanich
770 Vernon Avenue
Victoria, B.C.
V8X 2W7



ENTERED
IN CASE

Dear Ms. Hvozdzanski:

Re DPA 00822 3934 Quadra Street

As a homeowner in Strata VIS 1769, [redacted] Hulford Street, located immediately to the West of the M 1 zoned property known as 3934 Quadra Street, I have a number of comments relating to the application for a Development Permit for this property.

Speaking for the 21 other homeowners in Strata 1769, we have no objection to the legitimate uses of this M 1 zoned property. However, the application on the web page for Quadra Active Planning Applications notes that variances will be requested. In our estimation this property has been the object of *de facto* variances for a number of years and we object to further variances being granted.

To be specific, we believe that the following contraventions of the zoning bylaws have continued for many years.

1. The lack of an opaque fence at the property line abutting properties zoned RS 6 and RT1 to the west of 3934 Quadra Street.
2. The lack of a landscaped setback from the same property line as in 1.
3. The parking of vehicles in contact with the fence at the same property line.
4. The storage of materials to a height in excess of that permitted by the bylaws.
5. The existence of commercial garbage containers without the screening required by the bylaws.

We believe that the past practices will continue and the variances, if granted, will validate the past contraventions. Will the setbacks be landscaped as required? Will a raised curb be fitted to delineate the parking spaces? Will vehicles be parked on the landscaped areas? Will trees be planted as required by section 6 of the zoning bylaw?

We have no confidence in the ability or will of the bylaw enforcement officers to ensure that this property conforms to the zoning bylaws. Two years of correspondence and complaints have been met with silence or dismissive telephone calls.

We are also concerned that one of the owners of 3934 Quadra Street has met with the President of the Quadra Cedar Hill Community Association (QCHCA) and has stated that the local residents are in agreement with their plans for development of the property. The President of QCHCA has never met with the owners of the properties most affected by this proposal and is not a spokesperson for the residents of Hulford Street or Elsie Lane.

As stated earlier, we have no objection to the legitimate use of this property. The 3900 block of Quadra Street is not an area that would attract tourists but the local residents believe that even M or C zoned properties abiding by the zoning bylaws could add to the livability of the area.

In approving this development permit application we ask that you consider the past history of the current and past owners and strongly recommend that the provisions of Zoning bylaw 8200 be followed to the letter.

Brian Silvester
[REDACTED] Hulford Street
Spokesperson for 21 other owners

Saanich Planning Department

Attn Andrea Pickard

Re Proposal Prostorage Saanich (Quadra) Inc

Site Address: 3934 Quadra Street

As a Community Association we have the following concerns

1) Signage

It appears that the proposed wall graphic of the north side of the building, showing storage locker doors, falls within the Saanich Sign Bylaw definition of a "Business Sign" (means a sign used for identification purposes, which direct attention to a business or activity conducted upon the premises at which the sign is located).

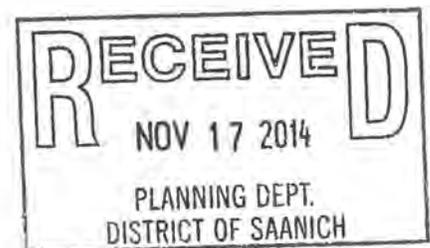
Therefore as such it becomes a wall sign. As the property in question is zoned M1 it is within Sign District D which only allows wall signs on a "Building Face". Since the building where the sign is being proposed is on the property line it does not meet the test of the definition "Building Face, means a side of a building facing a street or facing the customer parking and access areas on the building parcel." While the applicant has a contract to use the adjacent parking spaces during the day, they are not on the same parcel and they are not available to the applicant 24 hours a day.

We also oppose the graphic on aesthetic grounds.

- 2) While the parking spaces are available during the day to meet the requirements of the bylaw, they are not available during the evening when this business is still in operation, this appears to be a grey area in terms of meeting the required number of parking stalls.
- 3) We feel that this investment will seal the fate of this site for at least the next 20 years thus removing it from a comprehensive redevelopment of the entire Quadra MacKenzie corridor, which we would argue is due for redevelopment sooner rather than late.

Thank you for your time in reviewing our concerns

Quadra Cedar Hill Community Association



ENTERED
IN CASE

Development Referral Response

October 3, 2014

Development Location: 3934 Quadra Street (Folder No.: DPA00822)

Local Government: District of Saanich

Transit System: Victoria Regional Transit System

Overall Transit Impact

The proposed site:

- Is located directly on a transit route and has a transit stop located adjacent to the property.

Bus Stops and Stations

- Enough space should be allowed adjacent to the property to maintain the existing amenities (bus shelter, bench, garbage can).

BC Transit Level of Support

- BC Transit has no objection to this development.

Thank you for the opportunity to review this proposed development. If you have any questions or would like further comments on this proposal, please contact:

Alison McDonald
Transportation Planner
BC Transit Planning Dept.
Phone: 250-385-2551 ext 5341
Email: alison_mcdonald@bctransit.com

