



Planning, Building & Community Services

Quarterly Status Report

(Applications/Building Permits/Activities)

Fourth Quarter 2004

December

DEPARTMENT HIGHLIGHTS

This quarterly report provides the year end statistics for all divisions of the Planning Department and from this information, it can be concluded that 2004 was an exceptionally busy year. In terms of planning applications, once again the total exceeded past years' numbers. Major development applications included Keating Hotel project, Legion assisted housing development and Brentwood Villas. Subdivision applications continue to be controversial with increasingly complex requirements imposed as part of the approval process. Departmental highlights include the opening of the skate park, completion of the Adam Kerr Bridge, launch of the gifting programme, registration of the first third party conservation covenant on municipal park land, and facilitation of the BRIC project, Saanichton Green Park improvements and Agri-Tourism Task Force.

NEW DEVELOPMENT APPLICATIONS

Farmer Management, 2261 Keating X Road

An application was received on December 14th for an amendment to the site-specific CD-1 zone, to increase the size of the restaurant at Gateway Park.

Brentwood Bay Lodge – 849 Verdier Avenue – Dock Expansion

An application for rezoning and development permit was received on October 8th for a dock extension on the water lease connected to the Brentwood Bay Lodge property. A staff report was considered by the Planning and Development Committee in November, and Council directed Staff to forward the application to the Saanich Inlet Protection Society for review and comment.

Butchart Gardens Waterlot, 800 Benvenuto

An application was received on October 19th for a dock extension on the water lot lease adjacent to Butchart Gardens, to rezone the leasehold area to a new Water Zone. A staff report was considered by the APC on November 17th, and by the Planning and Development Committee on December 13th, and on December 20th, Council directed staff to prepare an appropriate Zoning Bylaw amendment.

Graphic Office Interior, 6670 A Butler Cr.

An application for Development Permit was received on October 1st, for a sign at 6670 A Butler Crescent. A staff memorandum was considered by Council, and the Permit was authorized for issuance on November 1st.

Howie's Car Corral, 6739 West Saanich Rd.

A Development Permit application was submitted on December 1st for a proposed sign ("Howie's Car Corral") on the Peninsula Co-op property – 6739 West Saanich Road. A staff memorandum is being prepared for consideration by Council early in January.

E. Gerhardt, 1915 Lisnoe Avenue

An application was received on October 15th for a Development Variance Permit related to engineering subdivision requirements as a result of an application to subdivide the property into two lots. The DVP application is to reduce the minimum municipal road right-of-way, and to reduce the constructed road width, on Lisnoe Avenue. A staff memorandum was prepared for consideration of the Planning and Development Committee, and on December 6th, Council directed staff to notify adjacent owners of its intention to consider issuance of the DVP on January 17, 2005.

NEW APPLICATIONS (Cont'd)**Karen and John Mason, 7022 Wallace Dr.**

A development variance permit application was submitted on November 15th to vary the Land Use Bylaw with respect to permitting a two family dwelling building to be located within 50m of another existing two family (duplex) dwelling. The application is currently under review by staff.

Ministry of Forests, 7380 Puckle Road

On December 2nd, a DVP application was submitted by the Ministry of Forests (Saanich Seed Orchard) with regard to the fence height along the front yard setback. This application is under review by staff.

Ken and Wendy Fox, 7235 Wallace Drive

A DVP application, submitted on December 17th for variances relating to a proposed boundary adjustment to allow a subdivision of two lots in the ALR (Wallace Drive), is under review by staff.

J. Wagenveld, 6922 Veyaness Road

An ALC application was submitted on October 8th for a third dwelling in the ALR. A staff report was considered by the Planning and Development Committee, and on December 20th, Council directed staff to forward the application to the Agricultural Land Commission.

ON-GOING APPLICATIONS**Legion Housing, 7601 East Saanich Road**

A staff memorandum was presented to the Planning and Development Committee in October for the proposed seniors' assisted 68-unit rental housing project at 7601 East Saanich Road. Council directed staff to prepare a land use bylaw amendment to permit this development, and following two readings, a Public Hearing was held on November 29th. Several items are currently being addressed by the applicant prior to the bylaw proceeding to Council for consideration of fourth and final reading of Bylaw 1512.

Randall Olafson – Proposed Rezoning of four properties at Southeast corner of KeatingX and West Saanich Roads

On October 25th, the Planning and Development Committee considered a staff report on the revised plans for a proposed two-storey, 88-unit hotel including a restaurant, conference centre and accessory retail space. First readings were given to the rezoning bylaw on November 8th, and a Public Hearing was held on November 29th. Third Reading of Bylaw No. 1513, 2004 was given on December 13, 2004 and several conditions are required to be met by the applicant prior to Council's consideration of fourth and final reading, and issuance of a development permit.

M.F.G. Properties, 7410 Veyaness Road

Revised plans were received on October 19th with regard to the proposed rezoning of the property located at 7410 Veyaness Road, and are currently under review by staff. The property is zoned RE-2 (Rural Estate), and the applicants wish to rezone to a zone which would provide a variety of housing types – secondary suites and a duplex, for a total of 14 residential units. A staff memorandum will be submitted to the APC and Council early in the New Year.

ON-GOING APPLICATIONS (Cont'd)**J.E. Anderson & Assoc., 6456 Rey Road**

Following a notification in October to adjacent property owners, Council authorized the issuance of a Development Variance Permit relating to road width for a proposed 14-lot subdivision at 6456 Rey Road.

Duo Consultants, 1043 and 1051 Verdier

On November 1st, Council considered issuance of a DVP in connection with frontage requirements for the proposed subdivision of 1043 and 1051 Verdier Avenue. In view of concerns expressed at the meeting, it is anticipated that the applicant will be providing revised plans.

Viewland Development Corp, 1123 Verdier

A staff report was considered by Council on October 4th for a variance application of frontage requirements with regard to a potential subdivision of property located at 1123 Verdier Avenue. The applicant was requested to provide more detailed design plans and an arborist's report on the proposed tree retention prior to public notification. Revised plans have been received, and it is anticipated that a further staff report will be considered by Council early in 2005.

Wayne and Mei Midlane, 770 Sea Drive

Revised plans were submitted on October 14th for this application for variances relating to construction of a new single family dwelling and detached garage at 770 Sea Drive. Council had requested that the applicant consult further with his neighbours in an attempt to develop a revised proposal which will address the various concerns and issues. Following a review of the revised plans by staff, a memorandum was considered by the Planning and Development Committee, and on December 6th, Council directed staff to undertake the notification procedures to advise adjacent property owners of Council's intention to consider issuance of the DVP on January 17, 2005.

Brentwood Bay Lodge – 832 Verdier Avenue (Garden Villas)

Revised plans were submitted on October 12th by VIA Architecture on behalf of the Brentwood Bay Lodge for three lots located at 832 Verdier Avenue. The properties are currently zoned C3 and C4 and the revised proposal is for 20 short-term stay hospitality suites and a neighbourhood grocery store/cafe. The existing repair garage will be demolished and the required 54 parking spaces are proposed to be relocated to an underground parkade. A staff report was considered by the APC on October 27th, and by the Planning and Development Committee in November. On December 6th, Council did not authorize preparation of a bylaw but did encourage the applicant to undertake further redesign discussions with staff, with particular attention to be focused on issues related to density, parking, traffic impacts and viewscape.

Angler's Anchorage Marina – Docks

The Development Permit application for a new floating dock at the Angler's Anchorage Marina site (905 Grilse Lane) is still under review by staff, particularly with respect to the parking layout on the upland area associated with this project. Once concerns have been addressed, a staff report will be prepared for consideration by Council.

Focus Corporation, 2969 Martindale

The ALC application for non-farm use (deposit of fill) received from Focus Corporation on behalf of the property owners is still being reviewed by Staff. The application is with regard to a 50-acre parcel located at 2969 Martindale Road, subject to flooding, and the property owners wish to deposit fill over 1.5 ha. of land. A report to Council will be prepared in early January.

ON-GOING APPLICATIONS (Cont'd.)**Sunshine Hills Golf Course, 7081 Central Saanich Road**

Another Development Variance Permit application was received on September 27th requesting variances with the parking ratio and sign location at Sunshine Hills Golf Driving Range. This application is under review by staff, and a report will be prepared for consideration by Council.

Verhagen (Benvenuto/Greig Avenue)

On November 1st, Council gave fourth and final reading to Bylaw No. 1502 for the properties located at 1265 Greig Avenue and 1300 Benvenuto Avenue. This rezones the southern portion of the properties to Rural Estate (Variable Lot Size) RE-4 Zone and amends the Agricultural zoning (A2) on the northern portion of the properties to indicate that the minimum lot sizes for these two parcels would be 1.0 and 0.7 ha respectively. The respective property owners have now each applied to subdivide the properties which are bisected by Benvenuto Avenue, which if approved, will create two additional lots.

Victoria Estate Winery, 1445 Benvenuto

Several meetings have taken place with representatives from Victoria Estate Winery. Additional information is still required with respect to the Winery's licenced areas and seating capacities before further consideration can be given to the application for rezoning to accommodate restaurant use.

Prairie Properties, 7806 East Saanich Rd.

Staff are still awaiting further information from the applicant on the liquor licence and development variance permit applications received from Prairie Properties, specifically with respect to the required parking layout.

Dan and Jean Ireland, 1910 Meadowbank

Correspondence has been received from the ALC with regard to the application for subdivision (boundary adjustment) in the Agricultural Land Reserve, advising that the Commission has no objection to the proposal subject to meeting District of Central Saanich bylaws. An application by the owners for preliminary layout consideration has not yet been received by the District.

Sam and Betty Pang, Meadowbank Road

At the Council meeting held December 20th, Council considered a staff memorandum pertaining to the ALC application submitted by Sam and Betty Pang for Lot 16, Block 4, Plan 1607 – Meadowbank Road. Council directed that this application to upgrade and/or improve the road right-of-way be forwarded to the Agricultural Land Commission with an indication that Council has concerns with the proposed road extension.

AVOS Reserve, 7245 Puckle Road

On October 4th, Council authorized staff to issue a Development Variance Permit for 7245 Puckle Road, to increase the maximum allowable fence height in the front yard setback, from 1.3 metres to 2.5 metres.

Barry and Suzanne Lee, 7082 East Saanich Road

A staff memorandum was considered by Council at the meeting held September 20th on the application for a second dwelling located in a barn at 7082 East Saanich Road. Council directed that the application not be forwarded to the ALC until other outstanding enforcement concerns have been suitably addressed.

ON-GOING APPLICATIONS (Cont'd.)**Garcia Farms, 2933 McIntyre Road**

On November 1st, Council once again considered the staff report prepared in August on the ALC application for non-farm use for the property located at 2933 McIntyre Road. This application is to allow a portion of the barns on the farm to be used for concrete garden ornament manufacture, a sculpture studio and a woodworking shop. Council declined to forward the application to the Agricultural Land Commission for further consideration, and directed Staff to undertake appropriate action as required.

Woodwyn Farm, 7789 West Saanich

In November, the ALC advised that it had approved the application for construction of a public beach access pathway on the unopened road allowance of 7789 West Saanich Road. This application relates to the proposed application by the owners of "Woodwyn Farm" to divide off a 13 acre parcel on the west side of West Saanich Road. Staff from Planning, Engineering, Community Services and Parks Departments, are facilitating the implementation and construction of this beach access secured with private funding.

Miscellaneous Work Completed

- ✓ Proposed Zoning Bylaw Amendment for parking regulations for seniors' housing.
- ✓ The Approving Officer was involved in the extensive review of subdivision proposals for Newton Place, Rey Road and Wallace Drive.

Agri-Tourism Task Force

On December 13th, the Planning and Development Committee considered correspondence from various agencies offering comments and recommendations on the Final Report of the Agri-Tourism Task Force. At the December 20th Council Meeting, it was resolved that Council's two representatives on the Task Force along with staff be requested to formulate policy questions to be brought back to a future Committee Meeting for discussion and direction.

Brentwood Revitalization Implementation Committee (BRIC)

A second Open House was held on October 14th for the Brentwood Revitalization Project in the Brentwood Traffic Corridor (West Saanich Road from Wallace Drive to Verdier Avenue). At the November 15th Council Meeting, authorization was given to the consultants to proceed with finalization of the design drawings. Council also expressed sincere appreciation to the members of the Brentwood Revitalization Implementation Committee for their commitment to this Project.

PLANNING ADMINISTRATION

The Director has been involved in research and preparation of reports on items such as:

- Homeport Housing re amending Housing Agreement
- Oak Haven Park Conservation Covenant
- Development Application Procedures and Fees Bylaws (Land Use Bylaw amendment)

The job description, advertising and interviewing were completed for the new Assistant Planner position with the successful applicant to commence work on February 1, 2005.

Assistance provided to Community Services with respect to developing Saanichton Green Park options and coordinating the development of Alexander Field by the Peninsula Soccer Association.

PLANNING & DEVELOPMENT APPLICATIONS							
Type of Application	2004			Previous Years Comparisons			
	NEW (this Quarter)	YEAR TO DATE	ACTIVE *	2000	2001	2002	2003
OCP Amendment	-	-	-	-	1	-	3
Zoning Amendment or Rezoning	3	6	8	7	5	4	10
Development Permit	4	13	7	10	9	9	11
Development Variance Permit	4	17	9	4	2	4	12
Agricultural Land Reserve	1	7	4	5	4	9	4
Temporary Industrial/Commercial Use Permit	-	1	1	-	1	-	1
Quarterly Total	12						
ANNUAL TOTAL		44	*29	26	22	26	41

* Includes active applications received prior to 2004.

BUILDING INSPECTIONS

The 2004 year figures show a decline in the values of construction and revenue for the Planning and Building Services Department from the bumper 2003 year. The approximate \$21,000,000 is still substantial, and shows the new millennium as busy times from the previous century. The number of building permits and inspections is consistent with the figures for the last year.

The enforcement of secondary suites, second dwellings on properties, and commercial areas having work completed without the benefit of permits remains a problem for the building and bylaw division. Two policies were developed for the enforcement of secondary suites and the current policy may become a problem enforcement issue after the secondary suite review is completed. The second dwellings on properties remain to be an issue that the District must come to terms with and resolve.

Two major projects were completed in the 2004 year which included Polo Park condominiums, and Brentwood Bay Lodge.

The Department goals for 2004 that involve the Building Section of the Planning Department include the following with update of progress for each:

- Analyze changes to the Community Charter and incorporate changes – this is an ongoing process.
- Secondary suite review – this has been delayed until 2005.
- Web site development – this has been completed for the Planning Department.
- Review of outstanding building permits remains as an ongoing issue and hopefully will be completed in 2005.
- MTI Bylaw has been completed and utilization of the MTI process will be initiated in 2005.

BOARD OF VARIANCE APPLICATIONS

The Board of Variance considered five applications during the 4th quarter of 2004.

There were no Board of Variance applications for the month of October.

The **November** meeting considered one application:

- a request to relax the rear yard setback by 1.5m at 1315 Knute Way, in order to close in an existing carport, was approved.

The **December** meeting considered four applications:

- a request to relax the rear yard setback by 3.6 m at 7045 Brentwood Drive, in order for an addition to an existing garage, was approved.
- a request to relax the setback by 10.0 m resulting in a negative setback from the top of the bank at 7082 East Saanich Road, in order to construct an attached garage to the existing barn structure, was denied.
- a request to relax the north setback by 4.0 m and the west setback by 2.35 m at 3024 Mallard Avenue, in order for the addition of a garage and bedroom to a single family dwelling, was approved.
- a request to relax the rear setback by 0.60 m at 7984 Lochside Drive, in order to construct an addition to a single family dwelling, was approved.

BYLAW ENFORCEMENT ISSUES

Files Currently in litigation

- 7000 Block of Keally Place – Secondary Suites.

Referrals to Municipal Solicitor

The following matters were referred to the Municipal Solicitor for further consultation:

- 7000 Block of East Saanich Road – Non permitted use.
- 8000 Block of Lochside Drive – Non permitted use.
- 2000 Block of James Island Road – Business vehicle and equipment storage.

Referrals to Other Government Agencies

The following matters were referred as appropriate to the Ministry of Water, Land and Air Protection, Coast Guard, Agricultural Land Commission, BC Hydro, Vancouver Island Health Authority or the Department of Fisheries and Oceans for follow-up:

- 6000 Block of Central Saanich Road – Additional dwelling for farm help.
- 7000 Block of East Saanich Road – Additional dwelling for farm help.
- 2000 Block of McIntyre Road – Non-Farm use.
- 6000 Block of Veyaness Road – Install septic without permit.

Bylaw Enforcement *Cont'd***Notice on Title (Section 57):**

The following properties had a Notice on Title registered:

- 6000 Block of Oldfield Road – Second Dwelling.
- 6000 Block of Kirkpatrick Crescent – Build without permits.
- 6000 Block of Old West Saanich Road – No deck guard.
- 8000 Block of Lochside Drive – Suites in accessory building.
- 7000 Block of Wallace Drive – Dwelling in accessory building.

Referrals to Council

The following bylaw enforcement issues have been referred to Council:

- 6000 Block of Oldfield Road – Second Dwelling.
- 6000 Block of Kirkpatrick Crescent – Build without permits.
- 6000 Block of Old West Saanich Road – No deck guard.
- 8000 Block of Lochside Drive – Suites in accessory building.
- 7000 Block of Wallace Drive – Dwelling in accessory building.
- 2000 Block of McIntyre Road – Non permitted uses.
- 1000 Block of Dignan Road – Unsightly premises.

Issues Resolved

- Achieved voluntary compliance from several businesses operating without a business licence.
- Over 25 issues resolved (i.e. building permits, commercial vehicle parking, noise, business licences, secondary suites, bed and breakfasts, over-height fences, boat storage, dumping on the street, etc.).

Other Enforcement Issues

The following issues are being addressed by staff and are at various stages of investigation/enforcement:

- Several second dwelling and secondary suite complaints.
- Non-permitted uses on several properties.
- Over 55 active files dealing with various bylaw infractions including: additional dwelling units, secondary suites, rooming houses, non-permitted uses, building without permits, parking, no business licence, fences, soil deposit and removal, outdoor storage, excessive noise, unsightly properties, etc.

Bylaw Inspections

- Undertook approximately 60 site inspections during October through December.

Bylaw Enforcement was instrumental in 2004 in the adoption of the interim *Second Dwelling Enforcement Policy*, adoption of the *Central Saanich Wharf Regulation Bylaw*, and amendments to the Municipal Ticketing (MTI) and Animal Control Bylaws.

Bylaw Enforcement also undertook approximately 427 inspections during 2004, not including many other contacts that were made with local businesses regarding business licence issues. With limited time and resources, many businesses, which have previously been operating without benefit of a business licence, have been brought on board and are now legally doing business in the Municipality.

Note that 29 or 53% of the active 55 bylaw enforcement files are complaints regarding issues with additional dwelling units, secondary suites and rooming houses.

COMMUNITY SERVICES

Park Use

- Processing of 12 park use requests (4 seasonal / 8 day use permits).

Newman Farm Park

- Formation of an informal support group (*Newman Farm Working Group*), to assist with the preservation of Newman Park.

Work commencing on terms of reference for a management plan.

Community Skate Park

- Opening Ceremony for temporary Skate Park held Saturday, October 2nd.

Community Services *Cont'd*

Heritage Initiatives

- Administrative support to the Butterfield Gardens Restoration Group, for construction of rose trellis, tree pruning, soil/mulch, community work parties.

Alexander Field Improvement Project

- Ongoing dialogue between Council representatives, District Staff and representatives of Peninsula Soccer Association (PSA) continued through this period.

Saanichton Green Improvement Project

- Completion of neighbourhood consultation process for the design of Saanichton Green;
- Finalization of design plans and endorsement by Council.

Other Activities

- Placement of a new resident Caretaker for Centennial Park;
- Recruitment of a temporary Clerk-Typist;
- West Saanich Road beach access design in progress;
- Website content input;
- Purchase and installation of Assistant Planner's work station;

<i>SUBDIVISION APPLICATIONS (showing number of additional lots proposed)</i>			
<i>Date Rec'd</i>	<i>File</i>	<i>Location</i>	<i>Description</i>
Sept. 29, 2000	1058	6890 East Saanich Road	R-1, 2 Lots; <i>Plan Signed – March, 2004</i>
Feb. 28, 2001	1063	7068 East Saanich Road	R-1, 3 lots – <i>Awaiting further information</i>
Nov. 14, 2002	1078-02	Wallace Drive 617R & 642R	A-1, Boundary Adjustment (ALC Approval/ 2 nd Dev.Variance application) <i>PLA Issued Dec 11, 2002</i>
May 2, 2003	1081-03	1076 Verdier Avenue Lot B, Plan VIP54425	R-2, 1 lot <i>On Hold – at Applicant's agent's request</i>
May 5, 2003	1082-03	6838 Woodward Drive Lot 1, Plan 46996	R-1, 1 lot <i>Plan Signed – March, 2004</i>
June 27, 2003	1084-03	1894 Prosser Road N Pt. Lot 16 & Rem. Pcl. A, Plan 575	A-2, 1 lot <i>Plan Signed – September, 2004.</i>
Sept. 12, 2003	1085-03	7916 Wallace Drive Lot 1, Plan 30796	R1 (R-1A & R-1S), 2 lots <i>Plan Signed – September 14, 2004</i>
Nov. 7, 2003	1087-03	6474 Rodolph Road Lot 3, Plan 28534	R-1, 1 lot <i>Plan Signed – June 15, 2004</i>
Nov. 19, 2003	1088-03	8141 Central Saanich Road Pcl. F, Section 3	A-1, boundary adjustment <i>Plan Signed – August 26, 2004</i>
Oct. 14, 2003	1089-03 see also #1076-02	7789 West Saanich Road Lot 1, Plan 42861	A-1, 2 lots, ALC approval granted <i>PLA issued December, 2003; renewed Dec, 22, 2004; DVP approved</i>
Feb. 10, 2004	1090-04	1915 Lisnoe Avenue Lot 2, Plan 488	R-1Z – 1 lot <i>PLA issued April 7, 2004; renewed to date</i>
March 3, 2004	1091-04	752 Sea Drive – Lot 5	R-1 – 1 lot – <i>Denied May 14, 2004</i>
March 15, 2004	1092-04	6807 Jedora Drive Lot 1, Plan VIP54043	R-1 – 1 lot <i>Plan Signed – October, 2004</i>
March, 2004	1093-04	6456 Rey Road Lot 1, Plan 48663	R-1 – 14 lots <i>PLA issued June 22, 2004; renewed to date</i>
May 13, 2004	1094-04	922 Grilse Lane	R-1S - 2 lots, Under Review <i>Denied – October, 2004</i>
June 4, 2004	1095-04	Newton Place – Lot B	R-2, R1A, R-1 – 8 lots, <i>PLA issued Aug. 20, 2004</i>
June 16, 2004	1096-04	6800 Wallace Drive	R-1 – 7 lots, <i>PLA issued for 6 lots November, 2004</i>
July 12, 2004	1097-04	2531 Meadowland Drive	R-1 – 2 lots, <i>PLA issued Sept. 22, 2004, renewed December, 2004</i>
Oct. 26, 2004	1098-04	7473 East Saanich Road	A-1 – 2 lots – Under Review
Nov. 5, 2004	1099-04	1300 Benvenuto Avenue	A-2 and RE-4 - 2 lots – Under Review
Nov. 8, 2004	1100-04	1265 Greig Avenue	A-2 and RE-4 – 2 lots – Under Review

Hope V. Burns, mcip
Director of Planning and Building Services
Approving Officer

Date