



Planning, Building & Community Services

Quarterly Status Report (Applications/Building Permits/Activities)

Third Quarter 2005

July - September

DEPARTMENT HIGHLIGHTS

This quarter has been very active for public enquiries as well as work on the Secondary Suite analysis, including preparations for the Town Hall Meeting. Two staff members in the Department have moved on to other career opportunities. Brian Duncan has been hired as a Building Inspector with the Cowichan Valley Regional District, and Lita Norman has accepted an opportunity to teach elementary school children in Cairo, Egypt. We wish Brian and Lita the best in their future pursuits. It is anticipated that these two positions will be filled shortly.

NEW DEVELOPMENT APPLICATIONS

Ron Kubek, 7173 West Saanich Road

On July 20, 2005 Ron Kubek, Keller Williams Realty, submitted applications for Development and Development Variance Permits for a redevelopment of the commercial complex located at 7173 West Saanich Road. The proposal is to renovate the existing commercial space and create six stratified apartments. A staff report was prepared and considered by both the Advisory Planning Commission and the Planning and Development Committee. On September 19th, Council directed staff to notify adjacent residents of its intention to consider issuance of the Permits at an upcoming meeting.

Fairwest Construction, 7250 West Saanich

A Development Permit application was submitted on July 20, 2005 by Bas Smith Architect Inc., on behalf of the property owners, English Developments and Fairwest Construction. The property is zoned RM-1 Residential Attached, which meets the zoning requirements for the proposed multi-family residential townhouse development (15 two storey townhouses). The application was considered by the Advisory Planning Commission on August 24th. Concerns have been expressed by area residents with respect to access to the property from either Holly Park Road or Stelly's Cross Road. At the September 6th meeting of Council, staff were directed to forward concerns of the residents and Council to the Ministry of Transportation, requesting the Ministry to reconsider its position in regards to access to this development from West Saanich Road. In the meantime, the developer retained the services of Boulevard Transportation Group to prepare a traffic impact assessment and this has also been provided to MOT. To date, a reply has not been received from the Ministry.

Church & State Wines, Benvenuto Avenue

A Development Variance Permit application was submitted on July 15, 2005 by Church and State Wines Inc. (formerly Victoria Estate Winery) for an entrance gateway, fencing and signs; additional signage on West Saanich Road; and four seasonal agricultural produce banners. The proposal spans two properties located at 1445 and 1425 Benvenuto Avenue. Following consideration by the Planning and Development Committee on September 19th, Council directed staff to undertake the required notification to adjacent property owners and residents, advising of Council's intention to consider issuance of a Development Variance Permit at an upcoming Council meeting in October.

NEW APPLICATIONS (Cont'd)

Mark Verhagen, 1300 Benvenuto Avenue

On July 4th, Mark Verhagen submitted a Development Variance Permit application with respect to road construction requirements for the proposed subdivision of 1300 Benvenuto Avenue. A staff report was prepared for Council's consideration, and following notification to adjacent property owners and residents, Council authorized the issuance of a DVP on September 12th, to relax the engineering standards for the Macklin Road right-of-way as well as Greig Avenue.

A staff report was also prepared with respect to construction of a pathway in the road allowance in the ALR, 1300 Benvenuto Avenue. On September 19th, Council directed staff to forward an ALC application for pathway development of the Macklin Road right-of-way adjacent to this property. This application has been submitted to the Agricultural Land Commission.

S. and R. Tuffin, 8129 West Saanich Road

An application for Development Variance Permit was submitted on August 14, 2005, to request variances to the Land Use Bylaw for an accessory building recently constructed on the property without the necessary building permit and approvals in place. The request is to increase the allowable height and reduce the required sideyard setback for the accessory building. The application is currently under review by staff.

NEW APPLICATIONS (Cont'd)

Veda Michell, 7473 East Saanich Road

On August 11th, an ALC application for non-farm use was submitted by Veda Michell, 7473 East Saanich Road, for the existing commercial business operating from this location. This application is currently under review by staff, and a report will be submitted to Council in the near future.

Scott Brackenridge, 752 Sea Drive

A Development Variance Permit application was submitted on July 27th for site coverage and height variances with respect to the applicant's proposal to retain one of the existing buildings on the property located at 752 Sea Drive, as an accessory building. The Municipal Solicitor has provided an opinion concluding that the site coverage limit would likely be considered a density control in this zone, and therefore, the application cannot proceed further. The applicant has been advised that the only options now are to either remove or renovate one of the buildings to meet the maximum floor area ratio and lot coverage regulations.

Garnett Rancier, 1139 Garden Gate Drive

On August 17th, Garnett Rancier submitted a Development Variance Permit application to vary the allowable lot coverage for a proposed addition to his residence located at 1139 Garden Gate Drive. On the advice of the Municipal Solicitor, it has been determined that the request to vary allowable lot coverage is considered a variance of allowable density and therefore cannot lawfully be varied. The application can therefore not be considered further, and the applicant has been advised accordingly.

ON-GOING APPLICATIONS

Dezign Zone, 7088 West Saanich Road

Staff undertook the necessary notifications for a Public Hearing held August 15th, for the rezoning bylaw for the proposed 26-unit multi-family condominium development with commercial space at 7088 West Saanich Road. Preparation of a Housing Agreement was also completed. On September 6th, Council gave third reading to the rezoning bylaw, as well as first three readings to a Housing Agreement for the subject property. Prior to consideration of fourth and final reading, and issuance of the Development Permit, the applicant is required to meet several conditions. It is anticipated that this will occur later in the Fall.

Huntly Properties Ltd., 6680 Mirah Road

In July, staff notified adjacent property owners of Council's intention to consider issuance of Development and Development Variance Permits for the construction of a second warehouse building at 6680 Mirah Road. At the July 25th Council Meeting, Council authorized the issuance of the permits.

Derek and Deborah Scott, Oldfield Orchard, 6286 Oldfield Road

In early September, correspondence was received from the Agricultural Land Commission, advising that the application submitted by Derek and Deborah Scott, to place six additional dwelling units (campers, trailers and cottages) on their property for seasonal farm help, has been approved. The approval is conditional on all permanent dwellings on the farm being occupied permanently by persons employed on the farm, the temporary dwelling units being restricted to an identified area and removal of temporary dwellings that have not been used for a year or more. At the September 19th Council meeting, Council requested staff to seek clarification from the ALC in this regard.

Angler's Anchorage Marina – Docks

A staff report was considered by Council at the July 25th meeting pertaining to the Development and Development Variance Permit applications to facilitate the proposed redevelopment (upgrading) of the Angler's Anchorage Marina docks at 905 Grilse Lane. Council directed staff to notify adjacent property owners/residents of Council's intention to consider issuance of the Permits at the September 12th meeting. The variance is with respect to screening requirements. At this meeting, Council received correspondence from neighbours, and authorized the issuance of the Permits subject to several conditions.

Prairie Properties, 7806 East Saanich Rd.

In early July, revised plans were submitted for reconfiguring the parking layout for the Prairie Inn located at 7806 East Saanich Road. The proposal is also to create a new games room and construct an enclosed breezeway to connect the new games room building with the main building. A staff report was prepared for consideration at the July 25th Council meeting, at which time staff were directed to notify adjacent owners and residents of Council's intention to consider issuance of the Development Variance Permit. On September 12th, Council authorized the issuance of Development and Development Variance Permits, and it is anticipated that construction will commence once a building permit has been issued.

Saanich Historical Artifacts Society, 7321 Lochside Drive

Staff notified adjacent property owners of Council's intention to consider issuance of a Development Variance Permit to the Saanich Historical Artifacts Society. The variance to allow construction of a railbed extension within 15 m of a watercourse was approved by Council at its July 25th meeting. The ALC application for non-farm use to allow the construction of a new railbed extension was approved by the Agricultural Land Commission. A building permit has been issued, and work on the railbed extension has commenced.

ON-GOING APPLICATIONS (Cont'd.)**Church and State Wines (formerly Victoria Estate Winery), 1445 Benvenuto**

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.

Tru Value Foods, 7108 West Saanich Road

Staff are still waiting for the applicant to provide more detailed plans before a report can be prepared to Council for the Development Permit application submitted by Tru Value Foods to upgrade the exterior design of the building, including new signage.

M.F.G. Properties, 7410 Veyaness Road

The rezoning proposal for a residential project (7410 Veyaness Road) is currently being reviewed by the applicant, in consultation with staff and the neighbourhood, as a result of various issues and concerns raised at the Public Hearing held in the Spring. Further meetings have been held with staff and Councillor Thompson after a public information meeting was held in July.

Secondary Suite Survey and Open House

A staff report was prepared, providing an analysis of several random sample small block residential neighbourhoods across the community to demonstrate the impact secondary suites may have on the two potential minimum lot size thresholds of 660 m² and 780 m². The report also included information pertaining to the buildable area and additional onsite parking area that would be required for secondary suites. Extensive work went into the preparation of additional display boards detailing building code information for the Town hall Meeting held September 21st regarding secondary suites. Staff made a brief presentation on building code requirements at the Town Hall Meeting attended by members of Council and approximately 30 members of the community.

Agri-Tourism Task Force

Staff continue to work with the Municipal Solicitor regarding the implementation of the Agri-Tourism Task Force recommendations, as amended by Council.

Brentwood Revitalization Implementation Committee (BRIC)

The Director of Planning continues work on SRW acquisitions and public enquiries. It is anticipated that the tender for road construction for the Brentwood Improvement Project will be awarded by the end of 2005, with construction anticipated to commence in the Spring of 2006.

PLANNING ADMINISTRATION

- ✓ Preparation of advertising, interviews and hiring of new Building Inspector.
- ✓ Advertising and reviewing applications for new Assistant Planner.
- ✓ Preparation of two staff reports regarding the Official Community Plans for the District of North Saanich and the District of Highlands.
- ✓ Preparation of staff report regarding tree covenant amendment for the proposed subdivision of 1915 Lisnoe Avenue.
- ✓ Met with Lisnoe Avenue area residents with Councillor Thompson regarding tree covenant amendment.
- ✓ Preparation of staff report regarding Regional Growth Strategy Bylaw (RGS) and the District's Official Community Plan Bylaw (OCP) with respect to water line extension requests.
- ✓ Director attended ½ day CMHC housing workshop.
- ✓ Preliminary review of development proposals for the Royal Bank commercial centre in Brentwood Village and the English property.
- ✓ Assistance to Building & Bylaw Divisions on revising Secondary Suite/Secondary Dwellings' Enforcement policies.
- ✓ Assistance to Community Services on the restoration of West Saanich School, Saanichton Green park improvements and preliminary park development plans for Woodward and Tanner neighbourhood tot lots.

PLANNING & DEVELOPMENT APPLICATIONS							
Type of Application	2005			Previous Years Comparisons			
	NEW (this Quarter)	YEAR TO DATE	ACTIVE *	2001	2002	2003	2004
OCP Amendment	-	-	-	1	-	3	1
Zoning Amendment or Rezoning	-	2	5	5	4	10	6
Development Permit	2	8	7	9	9	11	13
Development Variance Permit	6	12	12	2	4	12	17
Agricultural Land Reserve	2	5	3	4	9	4	7
Temporary Industrial/Commercial Use Permit	-	1	-	1	-	1	1
Quarterly Total	10						
ANNUAL TOTAL		28	*27	22	26	41	44

* Includes active applications received prior to 2005.

BUILDING INSPECTIONS

The number of third quarter building permits has reduced slightly over the first half of 2005; however, the number of inspections over this time has remained consistent. The permit revenue recorded to date in 2005 is on par with the values in 2004.

In September, a *Secondary Suites Town Hall Meeting* was held to discuss the future of secondary suites in Central Saanich. Building Section staff spent considerable time preparing presentation boards to provide greater detail on building code requirements relating to suites. Staff were able to attend the meeting, make a short presentation and answered specific code questions.

The Building Division would like to acknowledge the effort and actions of Brian Duncan, who has left Central Saanich for employment at the Cowichan Valley Regional District, located much closer to his farm in Cobble Hill area. With the loss of a Building/Plumbing Inspector, the month of September was extremely busy for staff, and everyone coped well with the challenges.

There were three Board of Variance applications during this term with approval of two applications and denial of one application:

- 1085 Clarke Road, variance to rear yard setback for in-ground swimming pool, from 7.5m to 5.4m (variance of 2.1m), was **approved**.
- 2480 Costa Vista Place, variance to rear yard setback for deck addition, from 7.5m to 2.15m (variance of 5.35m), was **denied**.
- 2061 Bryce Place, variance to front yard setback to enclose and finish carport and patio area, from 7.5m to 3.0m (variance of 4.5m), was **approved**.

BYLAW ENFORCEMENT

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 Central Saanich Road – Noise/ Nuisance
- 8000 Block of Lochside Drive – Non permitted use.
- 6000 Block of Veyaness Road – Noise.
- 2000 Block of Island View Road – Non permitted uses.

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:

- 7000 Block of Central Saanich Road – Nuisance.
- 700 Block of Mt. Newton Cross Road – Work near watercourse.
- 900 Block of Grilse Lane – Build without approval.

Notice on Title (Section 57)

The following properties had a Notice on Title registered:

- 8200 Block of Lochside Drive – Build without permits.
- 8300 Block of Lochside Drive – Illegal dwelling.
- 1800 Block of Stelly's Cross Road – Illegal dwelling.
- 1500 Block of McHattie Road – Illegal dwelling.
- 6300 Block of Bella Vista Drive – Secondary suite.
- 6900 Block of East Saanich Road – Remedial action – Build without permit.

Referrals to Council

The following bylaw enforcement issues have been referred to Council:

- 8200 Block of Lochside Drive – Build without permits.
- 8000 Block of Alec Road – Soil Deposit.
- 1400 Block of Benvenuto Avenue – Signs.
- 8300 Block of Lochside Drive – Illegal dwelling.
- 1800 Block of Stelly's Cross Road – Illegal dwelling.
- 1500 Block of McHattie Road – Illegal dwelling.
- 1500 Block of Verling Avenue – Illegal dwelling.
- 6300 Block of Bella Vista Drive – Secondary suite.
- 6900 Block of East Saanich Road – Remedial action – Build without permit.

Issues that have been resolved

- Achieved voluntary compliance from several property owners that were required to trim back trees and/or remove noxious weeds and unsightly grass.
- Over 38 issues resolved (i.e. building permits, noise, business licences, secondary suites, second dwellings, outdoor storage, unsightly properties, non-permitted uses, tree cutting, noxious weeds, vehicle parking, 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 60 active files dealing with various bylaw infractions including: additional dwelling units, secondary suites, tree cutting, noxious weeds, non-permitted uses, parking, no business licence, fences, outdoor storage, excessive noise, unsightly properties, etc.

Bylaw Inspections

- Undertook approximately 106 site inspections during July through September.

COMMUNITY SERVICES

Park Reservations

- Processing of 38 park use requests this Quarter, for a year-to-date total of 149.

Newman Farm Restoration Project

- Through consultation and onsite meetings with Jonathan Yardley, Architect, a review has been undertaken of the existing buildings to ensure stabilization;
- The number of Newman Farm Working Group volunteers has increased to 35;
- Volunteers have continued to assist in a variety of areas, including: genealogical research; paper conservation; fundraising initiatives; removal of invasive plant species; as well as cleaning and display of objects for public events;
- Volunteers, with the assistance of staff, hosted a display during the 3-day Saanich Fall Fair, which attracted many visitors, and several new volunteers interested in helping with the Project;
- Following the Fair, the North and South Saanich Agricultural Society donated \$200 to the Project;
- Western Forest Products confirmed a donation of cedar logs for use in repair/reconstruction of perimeter fencing on the Newman Farm;
- A "logo" was designed by NFWG volunteer, Norma Lofthouse.

Saanichton Green Improvement Project

- Continuation of Phase II improvements, including completion of the children's play area, site signage and landscaping.

"Tanner" and "Woodward" Totlot Design & Public Consultation

- Preparation and distribution of neighbourhood surveys to local residents;
- Engaged Consultant and began preliminary design drawings;
- Planning and preparation for two public open houses scheduled in October.

Oak Haven Park Trail Marking Project

- Specification of trail markers.

Facility Improvements

- Cultural Centre roof tender and award;
- Interior painting within the Police and Fire Departments, and the Cultural Centre;
- Weather-proofing the Newman barn roof;
- Improvements made to the Planners' workstation;
- Carpet installation within Police wing.

West Saanich School Restoration Project

- Administrative assistance provided to the Brentwood Bay Old School Hall Society during Phase I restoration of the school hall.

Gifting Programme

- Donation of a park bench in memory of former Fire Chief Bruce Elvedahl was received from the Elvedahl family, for placement at the foot of Clarke Road;
- Receipt and installation of a carved wooden sign to identify the "Saanich Pioneers' Museum".

Butterfield Gardens Restoration Project

- A site was prepared for construction of new compost bins.

Miscellaneous

- Development of a "Park Reservation" survey;
- Ongoing support to the Heritage Commission, Newman Farm Working Group and the Butterfield Garden Restoration Group to achieve annual goals for special projects (eg. garden restoration, production of the Mt. Newton Heritage Walk brochure, promotional postcards).

<i>SUBDIVISION APPLICATIONS (showing number of additional lots proposed)</i>			
<i>Date Rec'd</i>	<i>File</i>	<i>Location</i>	<i>Description</i>
Nov. 14, 2002	1078-02	Wallace Drive 617R & 642R	A-1, Boundary Adjustment (ALC Approval/ 2 nd Dev.Variance application) <i>PLA Issued</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>Plan Signed – March 10, 2005</i>
Feb. 10, 2004	1090-04	1915 Lisnoe Avenue Lot 2, Plan 488	R-1Z – 1 lot <i>PLA issued April 7, 2004; renewed</i>
March, 2004	1093-04	6456 Rey Road Lot 1, Plan 48663	R-1 – 14 lots <i>Plan signed – February, 2005</i>
June 4, 2004	1095-04	Newton Place – Lot B	R-2, R1A, R-1 – 8 lots <i>Plan signed – March 3, 2005</i>
June 16, 2004	1096-04	6900 Wallace Drive	R-1 – 6 lots, <i>PLA issued for 6 lots November, 2004 (renewed to date)</i>
July 12, 2004	1097-04	2531 Meadowland Drive	R-1 – 2 lots, <i>PLA issued Sept. 22, 2004, renewed</i>
Oct. 26, 2004	1098-04	7473 East Saanich Road	A-1 – 2 lots <i>Denied April, 2005</i>
Nov. 5, 2004	1099-04	1300 Benvenuto Avenue	A-2 and RE-4 - 2 lots <i>PLA issued January 10, 2005; renewed to date</i>
Nov. 8, 2004	1100-04	1265 Greig Avenue	A-2 and RE-4 – 2 lots <i>PLA issued January 10, 2005, renewed</i>
March 3, 2005	1101-05	Lots 13 and 14, Bl. 4, Plan 1607 Meadowbank Road	A-2 – 2 lots (boundary adjustment) <i>PLA issued June 30, 2005</i>
March 2, 2005	1102-05	Lots 7 and 8, Plan VIS 4946 7011 & 7013 Beach View Court	RE-5 – 2 lots (lot re-alignment) <i>Plan Signed July 8, 2005</i>
March 14, 2005	1103-05	Lot A, Plan 36987 1123 Verdier Avenue	R-2 – 2 lots <i>PLA issued August 26, 2005</i>
April 5, 2005	1104-05	Lot B, Plan 28789; Lot 1, Plan 29729 1043 & 1051 Verdier Avenue	R-2 – 3 lots (awaiting covenant registration) - <i>Under Review</i>
July 20, 2005	1105-05	Lots 1 and 2, Plan 32263 8326 & 8330 West Saanich Road	RE-3 (lot re-alignment) <i>Under Review</i>

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

 Date