



# AGENDA

For the Council Meeting to be Held  
In the Council Chambers  
Saanich Municipal Hall, 770 Vernon Avenue  
**MONDAY, MARCH 13, 2017, 7:00 P.M.**

A. ADOPTION OF MINUTES

- 1. Council meeting held March 6, 2017
- 2. Committee of the Whole meeting held March 6, 2017

B. PUBLIC INPUT (ON BUSINESS ITEM C)

C. RESOLUTIONS FOR ADOPTION

- 1. **GREATER VICTORIA PUBLIC LIBRARY – 2017 BUDGET AND FIVE YEAR FINANCIAL PLAN**  
**P. 2** Report of the Greater Victoria Library Board dated February 17, 2017 requesting that Council endorse the 2017 Operating Budget and Five Year Financial Plan for 2017-2021.
- 2. **AWARD OF TENDER 01/17 – REPLACEMENT OF THE GRANGE ROAD AND UPGRADE OF THE WILKINSON ROAD SEWER PUMPING STATIONS**  
**P. 30** Report of the Director of Engineering dated March 3, 2017 recommending that Council approve the award of Tender 01/17 Replacement of the Grange Road and Upgrade of the Wilkinson Road Sewer Pumping Stations to Ralmax Contracting Ltd. in the amount of \$609,112.75 (excluding GST).

\*\*\* Adjournment \*\*\*

# AGENDA

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

- 1. **433 BOLESKINE ROAD –DEVELOPMENT PERMIT AMENDMENT**  
**P. 32** Report of the Director of Planning dated February 20, 2017 recommending that Council approve Development Permit Amendment DPA00874, and that prior to ratification the existing covenant be discharged and replaced with a new covenant to secure the items outlined in the report for a proposed residential-commercial space development. Variances are requested for total parking and visitor parking. Covenant amendments are also requested.
- 2. **1515 & 1517 CEDARGLEN ROAD; 4141, 4157, 4181 & 4185 GLENDENNING ROAD; 4173 LYNNFIELD CRESCENT – REQUEST FOR REMOVAL FROM THE ENVIRONMENTAL DEVELOPMENT PERMIT AREA**  
**P. 106** Report of the Director of Planning dated February 15, 2017 recommending that Council endorse Option 3 to adopt new mapping of the entire Woodland polygon based on upcoming developments and tree covenant areas for the reasons outlined in the report.

\*\*\* Adjournment \*\*\*

“IN CAMERA” COUNCIL MEETING IMMEDIATELY FOLLOWS



Mayor  
Councillors  
Administrator

Council  
Administrator  
Media

February 17, 2017

His Worship Mayor Richard Atwell and Council  
**District of Saanich**  
 770 Vernon Avenue  
 Saanich, BC V8X 2W7



Dear Mayor Atwell and Council:

**Re: 2017 Budget and Five Year Financial Plan – FINAL**

The Greater Victoria Public Library respectfully submits its Final 2017 Operating Budget and Five Year Financial Plan for 2017-2021 for approval by Council resolution by May 1, 2017.

The Library's 2017 Final Total Budget increase is 1.6%. The municipal contribution increase is 2.94%, after factoring in budgeted reserve transfers and revenue changes.

The District of Saanich's share of the 2017 requisition, based on converted assessment values and population, and including rental adjustment is \$5,487,794.

Budget drivers include salaries and benefits, building occupancy costs and other factors which are described in the 2017 budget notes. Thanks to further savings identified by staff, these cost impacts have been offset so that our Provisional Budget target has been maintained.

Public libraries are busier than ever and GVPL continues to hold the highest per capita circulation rate of urban library systems in Canada. Through our programs, services and resources, GVPL enriches people's lives and supports the community as lifelong learners. We support our community at eleven library branches and online at gvpl.ca, serving 321,016 residents in our 10 member local governments.

Through more than 100 active community partnerships, we have made significant contributions to the well-being of Greater Victoria. In 2016 we introduced our [2016-2020 Strategic Plan](#) which outlines the Library Board's priorities for sustainable library service that is responsive to the changing needs of our communities.

Now more than ever, public libraries have the ability to transform communities. By supporting the open exchange of knowledge, communities ensure equality, openness, inclusion and respect amongst their citizens.

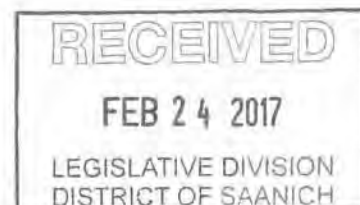
Thank you for your vision and ongoing support for the role public libraries play in building strong and vibrant communities.

Sincerely,

Rob Martin  
 Chair, Greater Victoria Public Library Board

Enclosures

Copies: Paul Thorkelsson, CAO, District of Saanich  
 Valla Tinney, Director of Finance, District of Saanich  
 Maureen Sawa, CEO, Greater Victoria Public Library  
 Donna Phillips, Director of Finance, Greater Victoria Public Library





**GREATER VICTORIA  
PUBLIC LIBRARY**

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# **2017 Final Budget and 2017-2021 Five Year Financial Plan**

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**Approval Dates:**

**Finance Committee – January 24, 2017**

**Library Board – February 14, 2017**

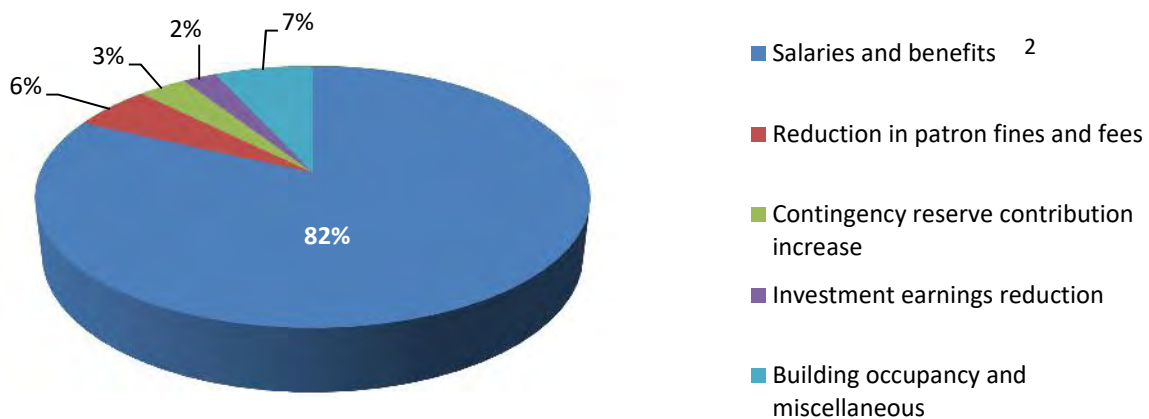
**Municipal Councils – May 1, 2017**



## BUDGET AT A GLANCE

	<u>2017</u>	<u>2016</u>
Operating Budget	\$ 17,977,269	\$ 17,648,271
Deduct: Unfunded Amortization	\$ (1,764,700)	\$ (1,750,000)
Funded Operating Budget	\$ 16,212,569	\$ 15,898,271
Operating Budget Increase	2.0%	3.3%
Capital Budget	\$ 2,350,777	\$ 2,367,865
Capital Budget Increase (Decrease)	-0.7%	30.9% <sup>1</sup>
Total Budget - Funded	\$ 18,563,346	\$ 18,266,136
Total Budget Increase	1.6%	6.2%
Municipal contribution - total	\$ 16,538,399	\$ 16,065,447
Municipal contribution - increase	\$ 472,952	\$ 500,181
Municipal contribution - increase (%)	2.94%	3.21%
Cost per capita	\$ 51.52	\$ 51.39
Cost per capita increase	\$ 1.47	\$ 1.36

### Municipal Contribution Increase \$472,952, 2.94%



1 – 2016 increase includes one-time capital budget for Langford Heritage Branch start-up to furnish and equip new branch, funded by City of Langford.

2 – Includes an estimated rate of negotiated wage and benefit increases, which are jointly negotiated through GVLRA.

### 2017 Budget and Five-Year Financial Plan (Final)

	<u>2016</u>	<u>2017</u> <u>Provisional</u>	<u>2017 Final</u>	<u>Change</u>	<u>Change%</u>	<u>Notes</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
<b>Revenues</b>										
Municipal contributions - operating	\$16,065,447	\$16,538,399	\$16,538,399	\$ 472,952	2.9%	1	\$ 16,964,339	\$ 17,202,188	\$17,457,043	\$17,687,375
Municipal contributions - start-up	747,858	772,635	698,000	(49,858)	-6.7%	2	460,600	-	-	-
Provincial grants	641,527	642,339	642,339	812	0.1%		642,339	642,339	642,339	642,339
Federal grants	5,534	5,534	5,534	-	0.0%		5,534	5,534	5,534	5,534
Fines, fees and printing	529,800	503,800	503,800	(26,000)	-4.9%	3	484,080	466,036	449,097	433,201
Contracts for service	27,560	28,111	28,111	551	2.0%		28,673	29,246	29,831	30,428
Investment income	85,000	74,000	74,000	(11,000)	-12.9%	4	74,000	74,000	74,000	74,000
Donations and other grants	80,228	48,232	72,943	(7,285)	-9.1%	5	49,300	42,000	42,000	42,000
	18,182,954	18,613,050	18,563,126	380,172	2.1%		18,708,865	18,461,343	18,699,844	18,914,877
<b>Expenses</b>										
Salaries and benefits	12,753,653	13,093,485	13,127,210	373,557	2.9%	6	13,458,851	13,665,172	13,871,051	14,080,255
Library materials	966,014	966,014	865,492	(100,522)	-10.4%	7	886,996	911,931	937,551	960,338
Amortization	1,750,000	1,758,200	1,764,700	14,700	0.8%	8	1,688,300	1,561,500	1,446,400	1,357,000
Supplies and services	966,215	1,037,751	1,074,382	108,167	11.2%	9	1,075,525	1,079,001	1,092,323	1,080,161
Building occupancy	855,433	783,950	783,144	(72,289)	-8.5%	9	767,838	761,846	773,074	784,365
Other expenses	356,956	349,922	362,341	5,385	1.5%	9	363,831	354,436	357,511	359,208
	17,648,271	17,989,322	17,977,269	328,998	1.9%		18,241,341	18,333,887	18,477,908	18,621,328
Annual Surplus/(Deficit)	534,683	623,728	585,857	51,174	9.6%		467,524	127,456	221,936	293,549
Add back: Unfunded Amortization	1,750,000	1,758,200	1,764,700	14,700	0.8%		1,688,300	1,561,500	1,446,400	1,357,000
	2,284,683	2,381,928	2,350,557	65,874	2.9%		2,155,824	1,688,956	1,668,336	1,650,549
<b>Municipal contributions-operating increase</b>	<b>3.2%</b>	<b>2.9%</b>	<b>2.9%</b>				<b>2.6%</b>	<b>1.4%</b>	<b>1.5%</b>	<b>1.3%</b>

	<u>2016</u>	<u>2017</u> <u>Provisional</u>	<u>2017 Final</u>	<u>Change</u>	<u>Change%</u>	<u>Notes</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
<b>Balance forward from Page 1</b>	2,284,683	2,381,928	2,350,557	65,874	3%		2,155,824	1,688,956	1,668,336	1,650,549
<b>Capital Expenses</b>										
Library collection - operating	1,343,873	1,343,873	1,458,895	115,022	9%	7/10	1,434,891	1,409,956	1,384,336	1,361,549
Hardware - operating	106,145	96,295	96,000	(10,145)	-10%	10	93,000	93,000	93,000	93,000
Furniture and equipment - operating	60,000	60,000	60,000	-	0%		60,000	60,000	60,000	60,000
Building Improvement - operating	80,000	80,000	80,000	-	0%		85,000	90,000	95,000	100,000
Vehicles - operating	43,605	-	-	(43,605)	-100%	10	-	-	-	-
<b>Branch Start-ups:</b>										
Library collection-Langford Heritage Branch	350,000	-	-	(350,000)	-100%	7/2	-	-	-	-
Library collection - James Bay Branch	-	300,000	220,250	220,250	100%	7/2	74,250	-	-	-
Library collection - Esquimalt Branch	-	-	-	-	0%		10,000	-	-	-
Hardware Langford Heritage Branch	47,320	-	-	(47,320)	-100%	2	-	-	-	-
Hardware James Bay Branch	-	64,915	64,914	64,914	100%	2	-	-	-	-
Hardware Esquimalt Branch Relocation	-	-	-	-	0%		66,000	-	-	-
Furniture & equipment Langford Heritage Branch	318,012	-	-	(318,012)	-100%	2	-	-	-	-
Furniture & equipment James Bay Branch	-	382,865	360,928	360,928	100%	2	-	-	-	-
Furniture & equipment Esquimalt Branch Relocation	-	-	-	-	0%		284,500	-	-	-
Building Improvements Langford Heritage Branch	18,910	-	-	-	0%		-	-	-	-
Building Improvement James Bay Branch	-	-	9,790	9,790	100%		-	-	-	-
	2,367,865	2,327,948	2,350,777	(17,088)	-1%		2,107,641	1,652,956	1,632,336	1,614,549
<b>Transfers</b>										
Unrest. donations: Development Assistant	(18,175)	-	-	18,175	-100%		-	-	-	-
Unrest. donations: Marketing Research	-	(4,000)	(4,000)	(4,000)	100%		-	-	-	-
Unrest. donations: Capital planning	-	-	(32,500)	(32,500)	100%		-	-	-	-
Endowment: Lynda.com	-	-	(21,700)	(21,700)	100%		-	-	-	-
Contingency Reserve Fund	20,000	36,000	36,000	16,000	80%		36,000	36,000	36,000	36,000
Transfers to/(from) Reserve Funds	1,825	32,000	(22,200)	(24,025)	-1316%	11	36,000	36,000	36,000	36,000
Transfers to/(from) Accumulated Surplus	(109,475)	-	-	109,475	-100%	12	-	-	-	-
Debt repayments	24,468	21,980	21,980	(2,488)	-10%	13	12,183	-	-	-
	(83,182)	53,980	(220)	82,962	-100%		48,183	36,000	36,000	36,000
<b>Financial Plan Balance</b>	-	-	-	-			-	-	-	-

## 2017 MUNICIPAL CONTRIBUTIONS (FINAL)

	2016		2017							Building Maint. Costs <sup>2</sup>	Total Municipal Budget 2017
	Share 2016	Total Requisition 2016	Share 2017	Operating Budget	Rent Adjustment <sup>1</sup>	Total Requisition 2017	Increase				
							\$	%			
Central Saanich	5.21%	\$846,232	5.14%	\$850,074	\$9,098	<b>\$859,172</b>	\$12,940	1.53%	\$0	\$859,172	
Colwood	4.71%	762,987	4.76%	\$787,228	6,376	<b>793,604</b>	30,618	4.01%	26,787	820,391	
Esquimalt	5.46%	873,093	5.44%	\$899,689	(4,194)	<b>895,495</b>	22,400	2.57%	0	895,495	
Highlands	0.68%	110,157	0.69%	\$114,115	926	<b>115,041</b>	4,884	4.43%	3,876	118,917	
Langford	10.18%	1,649,194	10.95%	\$1,810,955	14,792	<b>1,825,747</b>	176,554	10.71%	57,901	1,883,648	
Metchosin	1.57%	254,316	1.50%	\$248,076	1,994	<b>250,070</b>	(4,246)	-1.67%	8,933	259,003	
Oak Bay	6.44%	1,029,769	6.43%	\$1,063,419	(4,977)	<b>1,058,442</b>	28,673	2.78%	0	1,058,442	
Saanich	33.72%	5,395,089	33.32%	\$5,510,594	(22,800)	<b>5,487,794</b>	92,706	1.72%	0	5,487,794	
Victoria	28.98%	4,653,424	28.85%	\$4,771,328	(2,355)	<b>4,768,973</b>	115,551	2.48%	67,250	4,836,223	
View Royal	3.05%	491,186	2.92%	\$482,921	1,140	<b>484,061</b>	(7,125)	-1.45%	4,836	488,897	
<b>Total</b>	<b>100%</b>	<b>\$16,065,447</b>	<b>100%</b>	<b>\$16,538,399</b>	<b>\$0</b>	<b>\$16,538,399</b>	<b>\$472,955</b>	<b>2.94%</b>	<b>\$169,583</b>	<b>\$16,707,982</b>	

<sup>1</sup> The **Rent Adjustment** is calculated in accordance with Section 8.12 (a), (b) and (c) of the Library Operating Agreement and relates to portions of buildings used to benefit all member municipalities: the Collection and Technical Services section of the Juan de Fuca Branch building and the Administrative portion of the Central Branch building. Municipalities which did not contribute to the initial acquisition of such building or who did not subsequently purchase a portion of such building pays reasonable rent to those Municipalities that did.

<sup>2</sup> **Building Maintenance Costs for jointly owned buildings** are additional municipal budget amounts that are over-and-above the requisition for the library operating budget. The two branches that are jointly owned are the Central Branch and the Juan de Fuca Branch. Similar costs at other branches do not flow through GVPL and are paid by the municipalities directly. Other than the contributions to the Juan de Fuca Major Asset Maintenance Trust fund ("JF MAM"), building costs are estimates. Once actual costs are known, GVPL invoices the municipalities. Budgeted building costs for the branch portion of the jointly-owned buildings, excluding administrative area costs that are included in the library operating budget, are as follows:

	Central Branch	Juan de Fuca Branch	Total
Shared strata costs (repairs, maintenance, MAM projects, cleaning, security, recycling)	18,774	-	<b>18,774</b>
Direct property manager costs (repairs, maintenance, misc.)	23,292	22,389	<b>45,681</b>
Building insurance	17,539	10,404	<b>27,943</b>
Strata contingency reserve contribution	12,481	-	<b>12,481</b>
JF MAM trust fund contribution	-	64,704	<b>64,704</b>
	<b>\$ 72,086</b>	<b>\$ 97,497</b>	<b>169,583</b>



**2017 MUNICIPAL PER CAPITA CONTRIBUTIONS**

	<b>2017</b>			
	<b>Total Requisition 2017</b>	<b>Population <sup>1</sup></b>	<b>Cost Per Capita 2017</b>	<b>Increase per capita</b>
Central Saanich	\$859,172	15,895	\$54.05	\$0.81
Colwood	793,604	17,583	45.13	\$1.74
Esquimalt	895,495	16,830	53.21	\$1.33
Highlands	115,041	2,394	48.05	\$2.04
Langford	1,825,747	39,936	45.72	\$4.42
Metchosin	250,070	4,792	52.18	<b>-\$0.89</b>
Oak Bay	1,058,442	17,368	60.94	\$1.65
Saanich	5,487,794	110,889	49.49	\$0.84
Victoria	4,768,973	85,192	55.98	\$1.36
View Royal	484,061	10,137	47.75	<b>-\$0.70</b>
<b>Total</b>	<b>\$16,538,399</b>	<b>321,016</b>	<b>\$51.52</b>	<b>\$1.47</b>

<sup>1</sup> Source of 2017 population figures - BC Stats website:  
<<http://www.bcstats.gov.bc.ca/StatisticsBySubject/Demography/PopulationEstimates.aspx>>, 2016 population estimates, accessed on January 12, 2017.

General note: Percentage share of costs by municipality are determined based on 50% property assessment value and 50% population estimate. More detailed information on assessment values and population are available on request.



## Notes to 2017 Budget

### 1 – Municipal contributions - operating

**Increase \$472,952**

As shown in the diagram on the Budget at a Glance page, 82% of the increase in municipal contributions is attributed to salaries and benefits, which are jointly negotiated through the GVLRA.

As in subsequent years, our fine and fee revenues overall are budgeted for a further decrease (contributes to 6% of the municipal contribution increase).

A proposed increase to the contribution to the contingency reserve contributes 3% of the municipal increase (Note 11). A budgeted decrease in investment revenues contributes 2% of the municipal contributions (Note 4).

The remaining 7% increase in municipal contributions is due to the loss of one-time funding from accumulated surplus for office space, regarding a lease which will terminate on May 31, 2017 (Note 9 and Note 12). Consequently, this increase is temporary to allow for the final months of the lease in 2017.

### 2 – Municipal contributions – start-up

**Decrease \$49,858**

These costs relate to individual branch start-up costs to furnish, equip and include a collection inventory for new or relocated branches, which are funded by individual municipalities:

One-time contributions to GVPL	Source	2015	2016	2017 Change	2017	2018	Total
Langford Heritage Branch	Langford	\$17,142	\$747,858	(\$747,858)	-	-	\$765,000
James Bay Branch	Victoria			\$698,000	698,000	75,000	\$773,000
<b>Net budget decrease</b>				<b>(\$49,858)</b>			

The majority of these contributions are for capital expenditures, with a small percentage of start-up funding going towards non-capital costs, such as moving and some supplies below the asset threshold.

### 3 - Fines, fees and printing revenue

**Decrease \$26,000**

This revenue is estimated to continue to decline at a rate of 5%. 87% of this reduction is in fines, due to increasing use of e-formats, which do not incur fines. In addition, upon implementation of the new ILS in 2015, text notifications were added for patrons with overdue materials. This decrease includes offsetting increases in both meeting room rentals and printing as the demand for these services is expected to continue to increase. Fines and fees are currently under review and various alternatives for increases in this revenue line are being considered.

### 4 – Investment Income

**Decrease \$11,000**

The revenue is conservatively estimated to decline by 12% based on recent historical earnings, and to reflect the low GIC interest rates and projected continuation of modest earnings in the Municipal Finance Authority bond fund.

### 5 – Donations and Other Grants

**Decrease \$7,285**

2017 New funding for Canada 150 Project – Victoria Foundation and donations	\$12,350
2017 New budget for Books for Babies program funding	20,000
2017 Change in process for purchase of eResources - Island Link	12,000
2016 one-time funding spent for OLIVE Outreach and Literacy vehicle (Victoria Foundation and donations, including Friends)	(46,969)
2016 to 2017 change in DigiLab project funding - United Way	(4,666)
	<b>(\$7,285)</b>

In addition to the Canada150 funding (\$12,350), Books for Babies funding (\$20,000), and Island Link funding (\$12,000) mentioned above, the 2017 budget also includes \$18,593 from United Way for the DigiLab project and \$10,000 from the Friends for the Library for the Summer Reading Club. The Books for Babies funding is new in 2017, as this program was not previously included in the budget. Formalizing the budget will ensure that this popular program continues to be funded in future.

## 6 – Salaries and Benefits

**Increase \$373,557**

The library's collective agreement expires December 31, 2016. Consequently, we have made a concerted effort to keep non-salary budgets fixed due to the uncertainty this creates. This budget includes an estimated rate of negotiated wage and benefits as well as increases to salaries for two positions involving four employees as a result of job evaluation.

Total full-time equivalent (FTE) count for regularized employees, not including part-time auxiliary employees, has increased from 146.10<sup>1</sup> to 147.56 (increase of 1.46 FTE). This includes the addition of a 0.57 FTE Shuttle Driver fully funded from auxiliary wages and a 0.60 FTE Library Assistant for phasing in of services as a result of adding the Langford Heritage Branch. The remaining increase of 0.29 FTE is a result of positional changes upon retirements. The total increase of 1.46 FTE is fully funded through a combination of part-time staff budget reductions and salary reductions as a result of positional changes.

Part-time wages have increased by the estimated wage increase only. This budget includes employee benefit costs and payroll withholding costs such as EI and CPP. Total benefits are estimated to increase by \$172,000. \$65,000 of this increase is due to the increased salary base from a wage increase. The balance of \$107,000 is a result of increases in BC medical, extended health, and pension, and an increase in the auxiliary pay in lieu of benefits from 13% to 14% (effective in 2016). This brings the total estimated rate of benefits and withholding costs up from 23.5% to 24.5% of total salaries and wages.

## 7 – Library materials (expensed and capitalized)

**Combined Increase \$14,500**

The library materials budget is split between Expenses, for periodicals and eResources, and Capital Expenses, for books, audio visual and electronic materials, which are capitalized as assets and amortized over 7 years. The net combined increase is:

Expensed – Library materials	(\$100,522)
Capitalized as asset – Library collection-operating	115,022
<b>Total, not including branch startup collection assets</b>	<b>\$14,500</b>

\$12,000 of the increase is due to a change in process for acquiring eResources. The new process requires GVPL to directly purchase some eResources and receive a grant from Island Link Library Federation (ILLF) to reimburse costs. Previously, these eResources were provided by ILLF. \$2,500 of the increase is for non-capitalized costs (periodicals) included in the library materials expense line, but which are funded by Victoria as part of start-up costs for the James Bay branch.

## 8 – Amortization

**Increase \$14,700**

This is the estimated amortization expense for tangible capital assets, in accordance with the Board's Tangible Capital Asset policy. Since this is an unfunded expense, it is added back to the budgeted annual surplus.

## 9 – Supplies and Services, Building Occupancy and Other

**Combined Increase \$41,263**

Supplies and services	\$108,167
Building occupancy	(72,289)
Other expenses	5,385
<b>Total</b>	<b>\$41,263</b>

The net increase in Supplies and Services, Building Occupancy and Other is explained as follows:

Office space lease ended	(\$66,674)	On May 31, 2017, the lease for office space ends – personnel located at 747 Fort Street will move into Central Branch – see further explanation below
Books for Babies program budget added	20,000	Funded by grant revenue; nil impact on municipal contributions

<sup>1</sup> 2016 Budget report total FTE's as 144.09. It excluded 2.01 regularized auxiliary employees in error.

One-time network connection	8,333	Final costs for office space lease ending May 31, 2017
Branch start-up cost increase	11,239	James Bay branch funded by City of Victoria; nil impact on municipal contributions
Software licensing increase	10,000	Offset by reduction in Hardware as a result of increased virtualization and changes in IT service model for efficiency and effectiveness of service delivery
Marketing research for fund development	4,000	Funded by donation reserves (Note 11); nil impact on municipal contributions; see explanation below
Lynda.com training platform (staff and users)	21,700	Funded from Endowment Fund (Note 11)
2017 project – Canada 150	12,350	Funded by Victoria Foundation and donations
James Bay branch start-up project – below asset-threshold expenses	14,763	Funded by City of Victoria
Balance	5,552	Explanation below
<b>Total</b>	<b>\$41,263</b>	

The three year lease of office space at 747 Fort Street allowed for the relocation of 17 personnel in the HR, Finance and IT departments, as well as the library's IT servers, from the Central Branch. The lease met the goals of the Facilities Plan and mitigated risks related to the server room while housed at the Central Branch that resulted in a critical incident in 2013 involving the air cooling system. The move of personnel from the Central Branch to 747 Fort also increased the amount of branch space for public use. A more permanent and secure location has now been found for the library's IT servers at the University of Victoria. In order to reduce the budget, the office lease will not be renewed and the 17 personnel will be relocated back to the Central Branch, which is the most viable location on a short-term basis. There will be some changes to storage, staffing and service spaces at the branch to accommodate these staff. However, there will be no impact on public service operations.

The market research budget included is to be funded from donation reserves. These funds will be used to gather demographic information about the communities we serve. The research will help us to create targeted marketing materials – up to and including a direct mail campaign – to generate financial support from new donors. A secondary purpose will be to analyze the research and to identify areas of the community that would benefit from library outreach and awareness.

The balance of the increase in the amount of \$5,552 is considered reasonable as it is the net result of adding necessary new costs and factoring in savings from various budgets, such as insurance, fuel and phone services. The new costs allow for automated materials handling and vending equipment maintenance costs to be increased as we add new branches, additional annualized costs for the Langford Heritage Branch (from 9 months in 2016 to a full year), utilities rate increases, a GVLRA fee increase, space lease at the University to provide a secure location for our IT servers, the administrative portion (28%) of short-term security services required through the strata at the Central Branch, and hosting fees for replacement of end-of-life equipment at branches to monitor the number of visitors.

## 10 – Capital Expenditures

**Decrease \$17,088**

Library collection-operating	\$115,022	Primarily a shifting from non-capitalized library collection budget (periodicals and eResources) – Refer also to Note 7
Hardware	(10,145)	\$7,000 budget moved to Supplies and Services category for subscriptions; \$3,145 reduction in United Way funded DigiLab project
Vehicles	(43,605)	One-time purchase in 2016 of Outreach Literacy Vehicle (OLiVe) funded by grants and donations; nil impact on municipal contributions

All other budget variances relate to new branch start-up capital costs, as outlined in Note 2.

**11 – Transfers to/(from) Reserve Funds****Change in Net Transfer From Reserves \$24,025**

Unrestricted Donations - \$18,175 removed for one-time funding for Development Assistant in 2015 and 2016. Unrestricted Donations - (\$4,000) added for one-time market research in 2017 – refer to Note 9 for more information.

Unrestricted Donations – (\$32,500) added for one-time funding for capital planning for unprecedented number of branch projects in planning and implementation stages 2017.

Endowment Fund – (\$21,700) added for one-time cost to implement Lynda.com training platform for staff and library users in 2017.

Contingency Reserve - \$16,000 increase - As a result of a one-time pension liability in the 2015 fiscal year, the contingency fund was depleted to a zero balance in 2016 in order to replenish a negative balance in the operating fund. Board policy requires that the contingency reserve target 1% of total operating budget within five years. This increased annual contribution to the contingency reserve from \$20,000 to \$36,000 will replenish the reserve within the time period mandated by the policy, with no further annual increases in subsequent years.

**12 – Transfers to/(from) Accumulated Surplus****Change in transfers from surplus \$109,475**

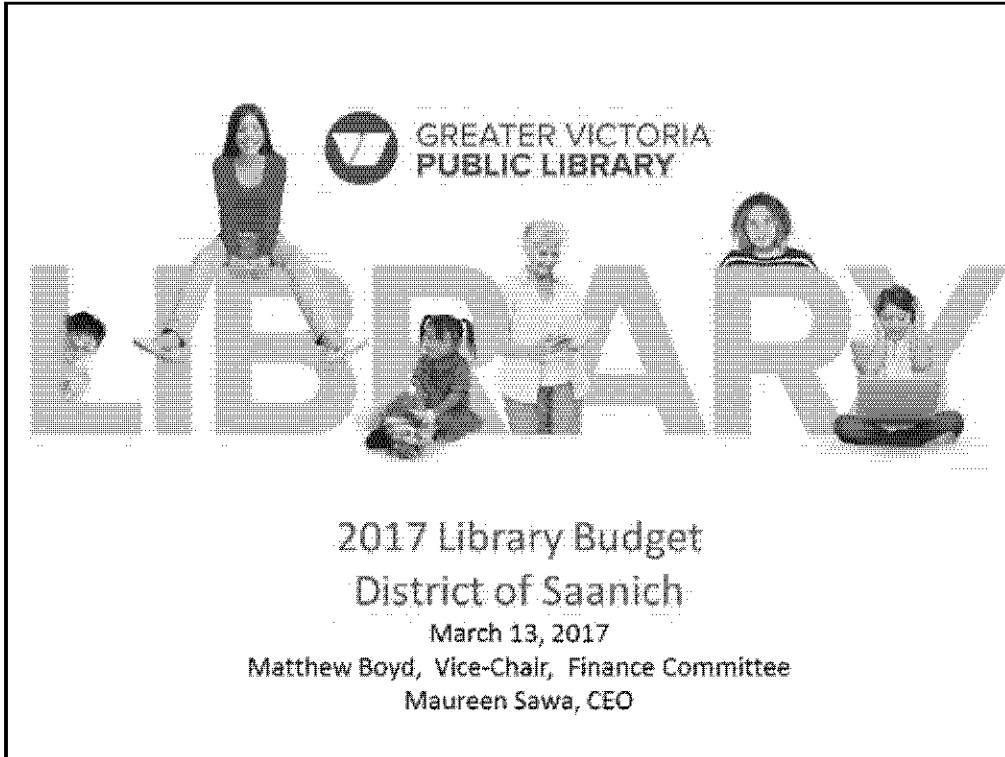
One-time transfers from accumulated surplus in 2016 are removed in 2017:

Personnel contingency funding	\$29,475
Office space funding	<u>80,000</u>
	109,475

**13 – Debt Repayments****Reduction \$2,488**

Debt repayments budgeted in 2017 are as follows:

Microfilm and scanner – capital lease	\$ 4,306 (final year 2017)
Shuttle vehicle loan – MFA	<u>17,674</u> (loan maturity 2018)
	\$21,980



# Community-Inspired Library Service

## Greater Victoria Public Library's Strategic Plan 2016 to 2020



Saanich Parks & Recreation Gorge Tillicum Community Association  
 Cordova Bay 55+ Uptown Shopping Centre Saanich Silver Threads  
 Saanich Neighbourhood Place United Way of Greater Victoria Tillicum  
 Shopping Centre Saanich Youth Council Victoria Immigrant and Refugee  
 Society Burnside Gorge Community Association Saanich Archives St.  
 Luke's Players Vancouver Island Correctional Centre Mustard  
 Seed Food Bank Gorge BC Museum Ready to Rent  
 Victoria Native Friendship Centre Victoria AIDS Vancouver  
 Island Seed Library Richmond Community Arts Council  
 of Greater Victoria Business Literacy Peninsula  
 Literacy Task Force Strathcona District of Victoria Story District  
 61 & 63 Island Health Victoria Film Festival Pacific  
 Institute for Sport Excellence LA/WCA Leadership Victoria  
 Inter-Cultural Association Our Place Robert Bateman Centre Best Babies  
 Cridge Centre for the Family Community Partnership Network Canadian  
 Parents for French Victoria Symphony Mozilla Victoria Queen Alexandra  
 Centre for Children's Health Victoria Conservatory of Music Single  
 Parent Resource Centre Volunteer Victoria 100X5 Books Program  
 Peninsula Connections for Early Childhood Saanich Commonwealth



# CATALYST





# CONNECTOR



# LEADER



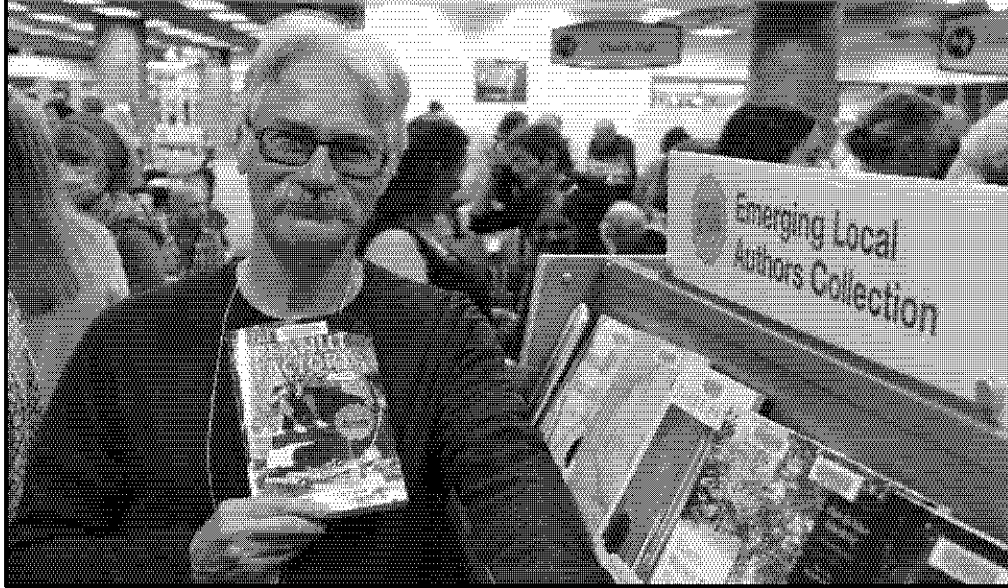
# CONTRIBUTOR



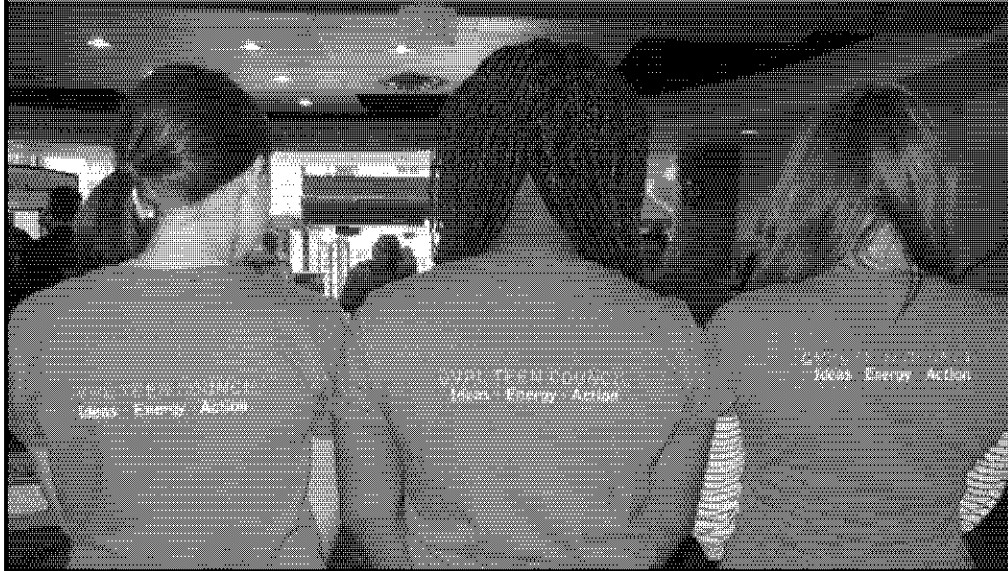
# INNOVATOR



# CHAMPION



# THE NEXT GENERATION



...AND THE NEXT





In preparing the 2017 budget, staff have refined the operating budget through line-by-line reviews, identifying efficiencies and new revenue opportunities.

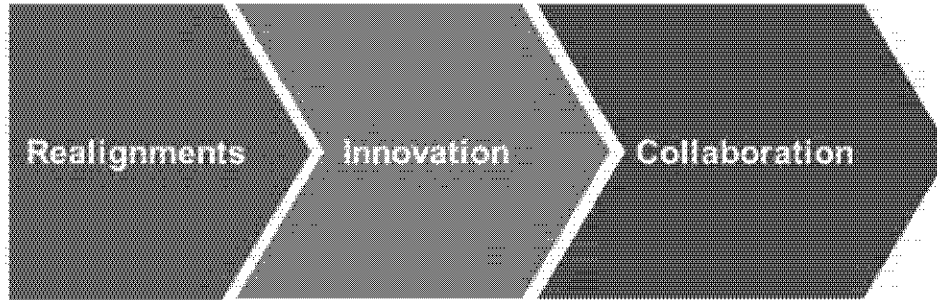
This budget supports equitable access to services and programs that make a difference in the lives of Victorians by engaging them in a love of reading and lifelong learning, addressing the digital divide, and fostering collaboration, creativity and innovation.



# BUDGET DRIVERS



# BUDGET SAVERS

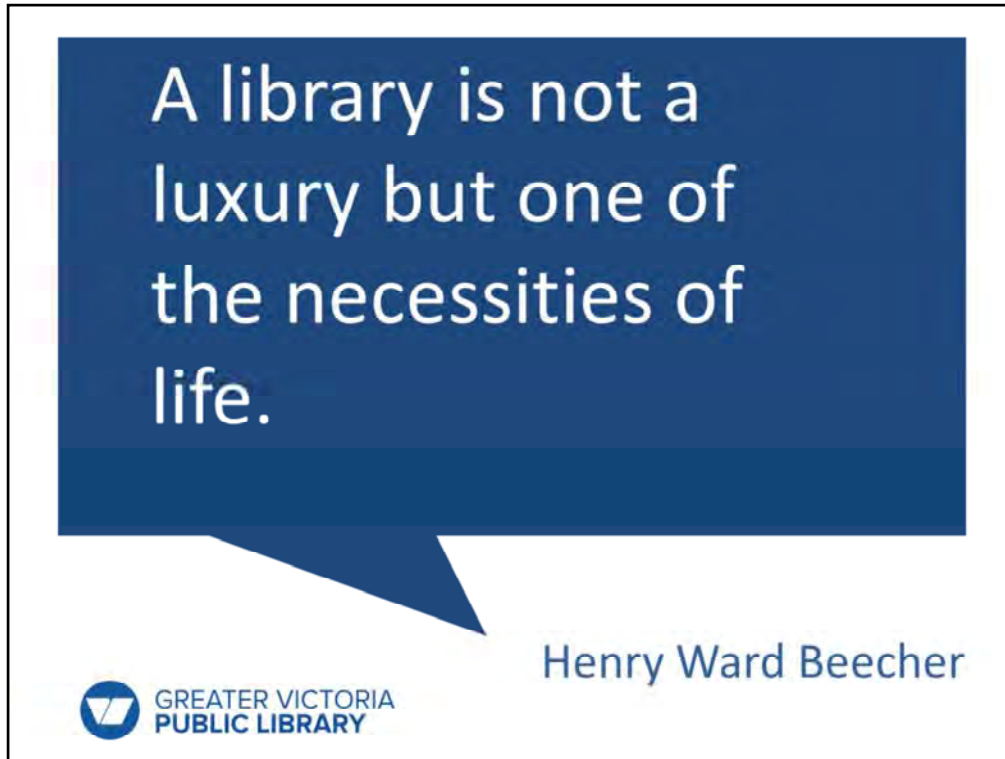


# 2017 Budget

	2016 Budget Approved	2017 Budget Request	\$ Change	% Change
Salaries & benefits	\$12,753,653	\$ 13,127,210	\$ 373,557	2.9%
Library materials, including capitalized	2,659,887	2,544,637	(115,250)	-4.3%
Supplies, services & other	1,323,171	1,436,723	113,552	8.6%
Building occupancy	855,433	783,144	(72,289)	-8.5%
Capital expenses-other	673,992	671,632	(2,360)	-0.4%
<b>Total Expenditures</b>	<b>\$18,266,136</b>	<b>\$18,563,346</b>	<b>\$297,210</b>	<b>1.6%</b>
Transfers to/(from) reserves/surplus	(107,650)	(22,200)	85,450	-79.4%
Debt repayments	24,468	21,980	(2,488)	-10.2%
Branch start-up funding	(747,858)	(698,000)	49,858	-6.7%
Revenues	(1,369,649)	(1,326,727)	42,922	-3.1%
<b>Municipal Contribution - Operating</b>	<b>\$16,065,447</b>	<b>\$16,538,399</b>	<b>\$472,952</b>	<b>2.94%</b>

# District of Saanich 2017 Contribution

2016 Share	2016 Requisition	2017 Requisition	Contribution Increase	Per Capita Increase	Per Capita Total
33.72%	\$5,395,089	\$5,487,794	\$92,706	1.72%	\$0.84



Before I take questions, I'd like to leave you with a quote about libraries that I think you will all agree with.

As a side note, I was going to use a quote by Vicki Myron that goes "A great library is one nobody notices because it is always there, and always has what people need." But it didn't seem quite appropriate as GVPL has a great reputation in the community and appreciate the recognition and support we receive from our communities.

710704  
ref: 5370-30



The Corporation of the District of Saanich

Mayor  
Councillors  
Administrator

Council  
Administrator  
Media

# Report

**To:** Mayor and Council

**From:** Harley Machielse, Director of Engineering

**Date:** 3/3/2017

**Subject:** Award of Tender #01/17 Replacement of the Grange Road and Upgrade of the Wilkinson Road Sewer Pumping Stations

## RECOMMENDATION

That Council approve the award of Tender #01/17 **Replacement of the Grange Road and Upgrade of the Wilkinson Road Sewer Pumping Stations** to Ralmax Contracting Ltd. who submitted a bid of \$609,112.75 excluding GST.

## PURPOSE

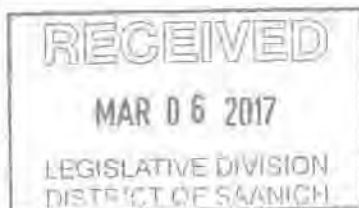
The purpose of this report is to request approval to award **Tender #01/17 Replacement of the Grange Road and Upgrade of the Wilkinson Road Sewer Pumping Stations**

## DISCUSSION

A tender was issued for the supply of all materials, equipment, labour and services necessary for the upgrades to the following existing sewer pumping stations:

**Grange Road Pumping Station:** Works at this site include the installation of an Owner-supplied Fiberglass lift station and pumps; temporary by-pass pumping; supply and installation of site piping; supply and installation of new electrical controls and a stand-by diesel generator; construction of a sanitary forcemain and related appurtenances; as well as miscellaneous site works.

**Wilkinson Road Pumping Station:** Works at this site include the supply and installation of new electrical controls and a stand-by diesel generator as well as miscellaneous site works.



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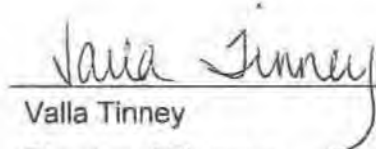
Four compliant responses were received from the following vendors (excluding GST):

- **Ralmax Contracting Ltd.** **\$609,112.75**
- G&E Contracting LP \$635,500.00
- Don Mann Excavating Ltd. \$701,960.00
- Allterra Construction Ltd. \$898,136.00

### FINANCIAL IMPLICATIONS

Funding for this work is available in the 2017 Sewer Utility Capital budget.

Prepared by   
Harley Machielse  
Director of Engineering

Reviewed by   
Valla Tinney  
Director of Finance

CM

### ADMINISTRATOR'S COMMENTS:

I endorse the recommendation from the Director of Engineering.

  
Paul Thorke, Administrator

1410-04  
XREF-2860-20



The Corporation of the District of Saanich

Mayor  
Councillors  
Administrator

Council  
Administrator  
Media

# Report

**To:** Mayor and Council  
**From:** Sharon Hvozdzanski, Director of Planning  
**Date:** February 20, 2017  
**Subject:** Development Permit Amendment Application  
**File:** DPA00874 • 433 Boleskine Road

**Project Proposal:** The applicant is proposing an amendment to Development Permit DPR00542 to increase the number of residential units from 60 to 95 by: reducing the size of the proposed units; and the amount of commercial floor space from 1121 m<sup>2</sup> to 529 m<sup>2</sup>. The units would be market rental units, not strata-titled condominiums as previously planned. Only minor changes are proposed to the building façade. Variances are requested for total parking, and visitor parking. Covenant amendments are also requested.

**Address:** 433 Boleskine Road

**Legal Description:** Lot A, Section 7, Victoria District, Plan EPP43139

**Owner:** Abstract Ventures Inc.

**Applicant:** KPL James Architecture (Tony James)

**Application Received:** April 6, 2016

**Parcel Size:** 1740 m<sup>2</sup> (after road dedication)

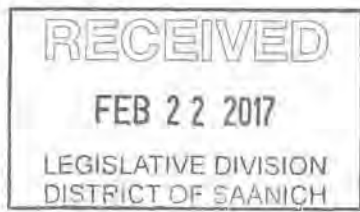
**Existing Use of Parcel:** Single Family Dwellings

**Existing Use of Adjacent Parcels:**  
North: Single Family Dwellings (RS-6)  
South: Industrial (M-1DW)  
East: Industrial (M-1DW)  
West: Single Family Dwelling (RS-6)

**Current Zoning:** C-2BW (Boleskine Whittier Commercial/Apartment) Zone

**Minimum Lot Size:** N/A

**Proposed Zoning:** No Change



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**Local Area Plan:** Saanich Core

**LAP Designation:** Potential Commercial/Industrial

**Community Assn:** Referrals sent to Mount View Colquitz Community Association (MVCCA) and Gorge Tillicum Community Association (GTCA), April 25, 2016 • A letter of non-support from Mount View Colquitz Community Association was received May 24, 2016. A letter of support from Gorge Tillicum Community Association was received June 13, 2016.

**PROPOSAL**

The applicant is proposing an amendment to Development Permit DPR00542 to increase the number of residential units from 60 to 95 by reducing the size of the proposed units and the amount of commercial floor space from 1121 m<sup>2</sup> to 529 m<sup>2</sup>. The units would be market rental units, not strata-titled condominiums as previously planned. Only minor changes are proposed to the building façade. Variances are requested for total parking and visitor parking. Covenant amendments are also requested.

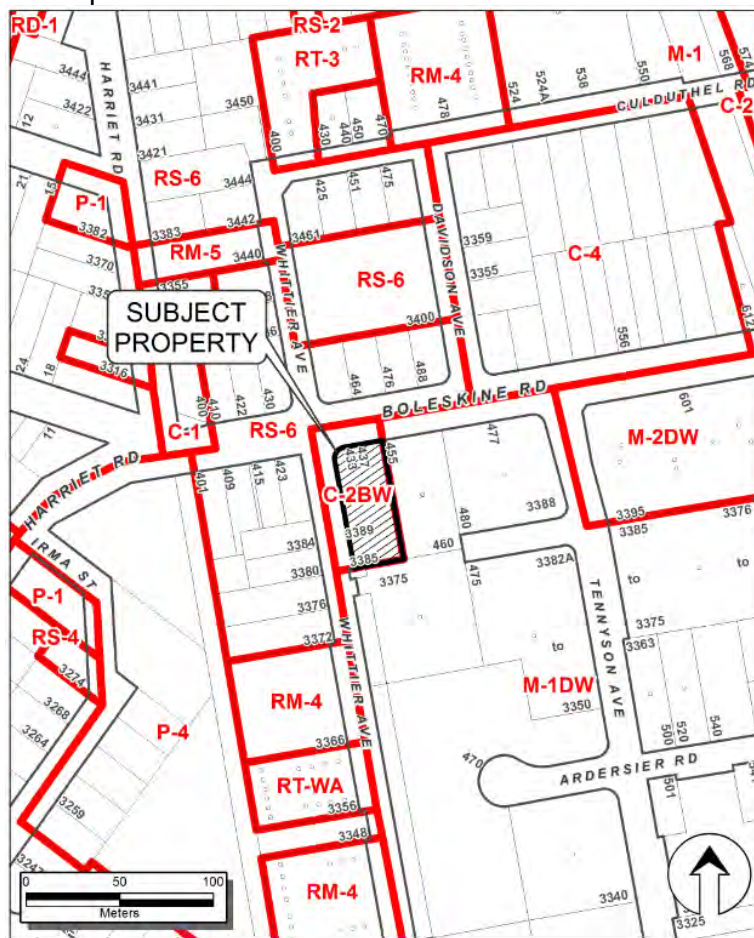


Figure 1: Context Map



Figure 2: Proposed Site Plan

## Background

In December 2013 Council rezoned the site from the RS-6 (Single Family Dwelling) Zone to the C-2DW (Boleskine Whittier Commercial/Apartment) Zone and approved Development Permit DPR00542 to permit construction of a five-storey building over two levels of underbuilding parking, 60 residential units, and 1121 m<sup>2</sup> of commercial floor space. The approved Development Permit included variances for total parking from 147 to 71 spaces and visitor parking from 18 to 0 spaces. Prior to Final Reading of the Zoning Amendment Bylaw and ratification of the Development Permit, a covenant was registered on Title to secure the following:

- Construction of the mixed-use building to a minimum BUILT GREEN™ Gold (or equivalent) energy and environmental performance standard;
- Provision of \$60,000 towards an Affordable Housing Contribution: either the applicant's Attainable Housing Initiative, or the Saanich Affordable Housing Fund;
- Permit only one of the commercial units to be used for retail at any given time. The remaining units would be restricted to general office use.
- Construction of end of trip facilities (showers, change rooms, lockers) for employees who wish to cycle to work.
- Creation of an Alternative Mobility Fund for use by the residents and commercial unit employees.
- The reverting of commercial parking spaces to residential visitor parking after business hours; and
- The right of first refusal for commercial tenants to lease vacant parking stalls from residential owners at the prevailing market lease rate.

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## PLANNING POLICY

### Official Community Plan (2008)

The subject site is within the Uptown major "Centre". The following policies apply to the proposed development:

- 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."
- 4.2.1.14 "Encourage the use of 'green technologies' in the design of new buildings."
- 4.2.3.1 "Focus new multiple family residential, commercial, institutional and civic development in Major and Neighbourhood "Centres", as indicated on Map 4."
- 4.2.3.7 "Support the following building types and land uses in Major and Neighbourhood 'Centres':
  - Townhouse (up to 3 storeys);
  - Low-rise residential (up to 4 storeys);
  - Mid-rise residential (up to 8 storeys);
  - Live/work studios & Office (up to 8 storeys);
  - Civic and institutional (generally up to 8 storeys); and
  - Commercial and Mixed-Use (generally up to 8 storeys)."

- 4.2.4.2 “Evaluate zoning applications for multiple family developments on the basis of neighbourhood context, site size, scale, density, parking capacity and availability, underground service capacity, adequacy of parkland and visual and traffic impacts.”

#### **Saanich Core Local Area Plan (1998)**

Map 11.1 of the Saanich Core Local Area Plan designates the site for “Commercial/Industrial” use. Although the Local Area Plan does not identify this area for residential use, the site is within the Uptown major “Centre” and mixed use residential development is envisioned in this area.

#### **Saanich Core Development Permit Area Guidelines**

Relevant guidelines relate to integrating new development with adjacent land uses and the streetscape, providing attractive and well-landscaped street frontages and high quality architecture, balancing the needs of all transportation modes, and design attractive, inviting public spaces.

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## **DISCUSSION**

### **Neighbourhood Context**

The 1740 m<sup>2</sup> site is located within the Uptown “Major Centre”, on the southeast corner of the intersection of Boleskine Road and Whittier Avenue. Surrounding land use to the east and south is industrial, office and service commercial, zoned M-1DW (Industrial). To the north and west are single family dwellings, zoned RS-6 (Single Family Dwelling). Rudd Park is located approximately 100 m to the west of the subject lands, while Douglas Street and the Uptown development are located approximately 350 m to the east. The Galloping Goose Trail is also in close proximity, located approximately 225 m to the east.

The site is located on the periphery of the Uptown major “Centre”. It is anticipated that over time, the properties along Boleskine Road, between Douglas Street and Whittier Avenue, will redevelop into a mixed-use area, as envisioned in the Saanich Official Community Plan, for the Uptown major “Centre”.

### **Land Use and Density**

Municipal objectives which are reflected in the Official Community Plan include:

- Keep urban settlement compact;
- Build complete communities;
- Improve housing affordability;
- Fostering liveable neighbourhoods;
- Manage growth;
- Enhance public safety; and
- Enhance transportation choice.

The proposed mixed-use development, consisting of 529 m<sup>2</sup> of commercial space and 7 residential apartment units at ground level and 88 residential apartments above (95 units total), would contribute to the Official Community Plan objectives by locating density within a major “Centre”, helping to foster vibrancy, and a livable, walkable neighbourhood. The subject site is located within walking distance to amenities and services, and is close to the Douglas Street major transit corridor.

While the number of dwelling units would increase, the overall density has not changed from the previously approved Development Permit. The building would have the same Floor Space Ratio (FSR) of 4.17 and a lot coverage of 67%. The proposal is within the allowable density of 4.3 FSR for the C-2BW Zone.

### **Building Siting and Design**

The subject lands are within the Uptown major “Centre”, along Boleskine Road, which is a part of the community where future growth and development is envisioned. The proposal would represent the first mixed-use development project in the western portion of the Uptown major “Centre”, which could set the tone in terms of building character and massing in this part of the “Centre”.

The proposed mixed-use building would contain five storeys along the Boleskine Road frontage. However due to the sloping topography of the site and the underbuilding parking, the building would appear as seven storeys at the rear (south) of the property.

The main pedestrian entrance for the ground floor commercial space would be off Boleskine Road, while the main residential entrance would be off Whittier Avenue. Having pedestrian entrances off both streets would help to create a positive streetscape with activity on both frontages.

In terms of vehicle access to the site, the proposal includes a small surface parking lot with seven vehicle stalls at the front of the building along the Boleskine Road frontage. Six of these parking stalls would be for commercial customers and residential visitors. One of the spaces would be reserved for commercial and residential loading at all times. Resident and commercial employee parking would be located on two levels under the building. Each parking level would be accessed independently from Whittier Avenue. This is a change from the previously approved development where both parking levels were to be accessed from a single parkade entrance from Whittier Avenue.

The architectural form and character of the building is of a contemporary design, building on the design approach at Uptown. The proposed building has a flat roof design, complementing the horizontal panel band features on the building façade. In an attempt to reduce the overall massing of the building, the applicant has included protruding horizontal bands, to give the appearance of a stepping back of the building. Recessed balconies are also used to provide relief in the building façade and add interest to the overall design. The exterior building materials would include hardi-panel siding and large panels. The ground floor would contain a significant amount of glazing, differentiating the commercial use at ground level from the residential use above.

The unit mix would comprise 61 studio and 34 two-bedroom units (95 units total), ranging in size from 34.9 m<sup>2</sup> to 82.2 m<sup>2</sup> (375 ft<sup>2</sup> to 885 ft<sup>2</sup>). Each unit would have a balcony to provide private outdoor space. Secure bicycle parking would be located in the parkade.



**Figure 3: Proposed building looking west from Boleskine Avenue**



**Figure 4: Proposed building looking northeast (Whittier Avenue elevation)**



**Figure 5: Proposed building looking southeast from Boleskine Avenue**

In terms of site design and landscaping, the project would include a small public space at the corner of Boleskine Road and Whittier Avenue, which would feature wood benches and shrub planting. Along the Boleskine Road frontage the project would have boulevard trees, with a separated sidewalk, helping to create a positive pedestrian environment.

### **Façade Changes**

The Whittier Avenue frontage at ground level is challenging to design due to the sloping topography of the site. The green wall, previously proposed to help mitigate the impact of the large retaining wall along this frontage, would be reduced to accommodate a second parkade entrance. The natural stone elements previously planned on the Whittier Avenue façade near the entrance to the apartment lobby would be eliminated and more glazing would be provided to help highlight the residential entrance. Having the main pedestrian access along Whittier Avenue would add interest and create activity on the street.



**Figure 6: Proposed West (Whittier Avenue) Elevation**

### **Environment**

The site drops in elevation 6.7 m from northwest to southeast. There is no important vegetation on the site. A large Garry Oak tree to the east along the Boleskine Road frontage would be retained and protected during construction.

The amount of site coverage (67%) provides little opportunity for soft landscaping. Ground level landscaping with street trees would be confined to the Boleskine Road boulevard and landscaped bump outs between parking bays on the Whittier Avenue boulevard. Shrub planters with vines to provide a green wall would be provided against the building along the Whittier Avenue frontage.

Stormwater management must be provided in accordance with the requirements of Schedule H “Engineering Specifications” of the Subdivision Bylaw. This development is within a Type II watershed area which requires stormwater storage, oil/grit separator or grass swale and sediment basin. The applicant has stated that roof water and parking lot runoff would be piped to an infiltration gallery under the south side of the building. Excess stormwater would be allowed to accumulate within the infiltration gallery where it would be released to the adjacent storm drain through a restricted outlet in an adjacent flow control manhole. Oil/grit separators would be installed to treat the water from the parking areas. Staff has reviewed the stormwater management plan and advise that the proposal would comply with Saanich’s guidelines.

### **Mobility**

The site has frontage on both Whittier Avenue which is a “residential street” and Boleskine Road which is a “major road”. The Development Servicing Requirements for the project require a 3.048 m wide property dedication along the entire frontage of the development along Whittier Avenue, complete with a 6.0 m radius corner cut at Boleskine Road and Whittier Avenue. Whittier Avenue, fronting the proposal, must be widened to an 8.5 m municipal standard including parking bays complete with curb, gutter and 2.0 m wide sidewalk. A 2.0 m wide separated sidewalk must be constructed on Boleskine Road fronting the development. With the improvements to the sidewalk and boulevard areas the pedestrian environment and connectivity in the area would be enhanced.



The proposed development would have underbuilding parking, which would be accessed from Whittier Avenue. The proposal also includes a small surface parking lot with six customer/visitor parking stalls and one loading stall at the front of the building with access from Boleskine Road. Zoning Bylaw variances for parking are requested.

The subject site is located within walking distance to amenities and services, Tillicum School, and is close to alternative transportation options, including the Douglas Street major transit corridor and the Galloping Goose Regional Trail. Limited on-street parking (4 stalls) would be provided on Whittier Avenue as part of the proposed development. A minimum of 150 secure bicycle parking spaces (including 95 Class I spaces as per the Zoning Bylaw requirement) and 6 Class II (visitor) spaces (156 spaces total) would be provided. The additional bicycle parking would be secured by covenant.

### **Requested Parking Variances**

Development Permit DPR00542 for the previously approved 60 unit condominium apartment and 1121 m<sup>2</sup> of commercial floor space included a parking variance from 147 parking stalls to 71 parking stalls. Seven of the stalls were allocated for commercial parking (50 required) and 64 stalls (1.06 stalls/unit) were allocated for residential parking (90 stalls @ 1.5 stalls/unit required). No designated visitor parking was proposed (18 stalls required). Commercial parking was to be available for residential visitors after normal business hours.

For the current proposal, the Zoning Bylaw requires a total of 169 parking spaces (26 stalls for the commercial and 143 stalls for the residential). Of the required parking spaces, 29 must be designated for visitor parking and be available at all times. The applicant proposes to construct the building with a total of 73 parking stalls. Four on-street parking spaces would be provided along the Whittier Avenue frontage in addition to the proposed off-street parking supply.

In response to initial concerns by District of Saanich staff and the Mt. View Colquitz Community Association, the applicant engaged the services of Watt Consulting Group to undertake a Parking Study Update and develop a shared parking plan between commercial and residential users. The Parking Study Update (August, 2016) analysis predicted peak parking demand for residents, visitors, commercial tenants and customers and proposes a parking management strategy that most effectively uses all the available parking spaces amongst the different user groups so that at any one time no less than 5 stalls would be unused and underutilized. This is accomplished through the use of flexible stalls that switch use based on the different peak parking demands for commercial and residential uses. To ensure the effectiveness of the flexible parking designations the onsite resident manager would be responsible for supervision and would coordinate with any offenders or arrange to have offending vehicles towed. The applicant is agreeable to a covenant to secure the Parking Management Plan. In addition, the covenant would prohibit use of the commercial space for a restaurant due to the higher parking demand that restaurants generate.

Of the total 73 parking stalls, 57 stalls (0.6 per unit) would be assigned to residents. These stalls would be detached from the apartment units and rented separately on a monthly basis. Two stalls would be reserved for residential visitors and one stall would be reserved for commercial and residential loading at all times. Four stalls would be reserved for commercial customers and nine stalls would be reserved for employees, Monday to Friday, from 9 am to 5 pm. These stalls would be available for employees and residential visitors at all other times.

	<b>Parking Space Assignment</b>	<b>User Group(s)</b>	<b>Management Strategy</b>
<b>Surface</b> 7 spaces	4 spaces	Customers, Visitors	Reserved for commercial customers on weekdays from 9:00 am and 5:00 pm, Monday to Friday; available to customers and residential visitors during all other times
	2 spaces	Visitors	Reserved for residential visitors at all times
	1 space	Loading Zone	Reserved for loading at all times (commercial + residential)
<b>Underground</b> 66 spaces	57 spaces (0.6 / unit)	Residents	Spaces assigned to residents on a monthly basis
	9 spaces	Employees, Visitors	Reserved for commercial employees on weekdays from 9:00 am and 5:00 pm, Monday to Friday; available to employees and residential visitors during all other times

**Figure 6: Watt Parking Assignment and Management Strategy**

The Transportation Consultant also assessed on-street parking conditions surrounding the site, including the area bound by Culduthel Road to the north, Tennyson Avenue to the east, Ardersier Road to the south and Whittier Avenue to the west. Results indicated that occupancy is highest during the weekday daytime period as a result of spillover parking primarily from commercial and industrial land uses in the area. During the peak observation period the available on-street parking was 82% used with only about 15 parking spaces unoccupied. Parking on the block of Whittier Avenue immediately adjacent to the site was well-utilized at all observation times indicating that there is little excess on-street parking to accommodate spillover from the proposed development during weekday business hours.

Saanich Engineering staff reviewed the Watt Parking Assignment and Transportation Strategy. Staff note that the Metro Vancouver Apartment Parking Study (2012) indicates that purpose built rental apartments generate less parking demand than strata owned properties and that on average, in areas served with transit, market rental apartments generate a parking demand of 0.6 stalls per unit. As a result, engineering staff are satisfied that the rate used in the consultant study (i.e. 0.6 stalls per unit) is indicative of expected parking demand. They note, however, that there is a limited supply of on-street parking available on area streets adjacent to this development, so if the site generates more parking demand than estimated and it spills on to the street, on-street parking near the site may require management, such as the addition of time limits, to ensure efficient use for all users.

### **Proposed Covenant Amendments**

Currently, the following commitments are secured through a covenant registered on the Title:

- Construction of the mixed-use building to a minimum BUILT GREEN® Gold (or equivalent) energy and environmental performance standard;
- Provision of \$60,000 towards an Affordable Housing Contribution;
- Permit only one of the commercial units to be used for retail at any given time. The remaining units would be restricted to general office use;
- Construction of end of trip facilities (showers, change rooms, lockers) for the commercial tenants;
- Creation of an Alternative Mobility Fund for use by the residents and commercial unit employees;
- The reverting of commercial parking spaces to residential visitor parking after business hours; and

- The right of first refusal for commercial tenants to lease vacant parking stalls from residential owners at the prevailing market lease rate.

The applicant has stated that in order to help address the growing demand and pressure for attainably priced rental stock in Saanich and the Capital Region as a whole, the proposed project has changed from a 60-unit strata titled condominium to a 95-unit rental apartment building. The previously agreed upon covenant is reflective of a project that was put forward within a drastically different economic framework. In order to provide attainably priced rental units into the Douglas Core (Uptown) major “Centre” the applicant is indicating that the covenant provisions need to be reassessed.

#### Covenant Provisions Proposed to be Removed

- *Provision of \$60,000 towards an Affordable Housing Contribution*

In order to achieve attainable rental units at this location, the applicant would not contribute the previously agreed upon \$60,000 towards an Affordable Housing Contribution. According to the applicant, the recent demand within the downtown core of Victoria for rental has prompted a resurgence of purpose built rental buildings due to the premium renters are now willing to pay to be within Victoria’s downtown core. As the proposed project falls outside the downtown core it is required to be far more cost efficient in order to be economically viable. Paying an additional contribution would be in contradiction to this project’s goal of providing attainably priced units in a currently underserved (residentially) area of Saanich.

The project is targeted to provide studio units under \$800 per month. The 2016 Rental Affordability Limit for Victoria CMA according to BC Housing is currently \$850 per month for studio and 1-bedroom units. While not strictly an affordable housing development, the project would contain a large number of affordably priced units that would be attainable for low to moderate income earners. The applicant is willing to place a new covenant on Title prohibiting conversion to strata units at any time in the future.

- *The right of first refusal for commercial tenants to lease vacant parking stalls for residential owners at prevailing market lease rates.*

As the project is no longer a condominium project, this covenant provision no longer applies. All parking leasing would be managed by the building’s owner and it is always in the best interest of the building’s owner to lease any unused stalls to create additional revenue.

- *Creation of an alternative mobility fund for use by residents or commercial unit employees.*

In consultation with Watt Consulting Group, the applicant explored numerous options of traffic demand management for the project. As the parking management strategy indicates, the proposed project would meet the projected needs of residents and commercial tenants. The additional traffic demand management strategies are designed to help encourage additional alternative modes of transportation; in particular cycling would be encouraged through the provision of a minimum of 150 secure bicycle parking spots and custom end-of-trip facilities. The provision of car share memberships was also explored however the lack of available MODO cars in the area limited any benefits this might have provided. In addition, the core target market includes university students which would already have access to a transit pass, thus limiting the benefits of the provision of transit passes. In a rental project like the one being

proposed, the tenants can turn over every couple of years, thus only the initial tenant receives incentive to use transit and no benefit is seen past the first couple of years of the project.

The alternative mobility fund would be a large upfront cost for the project of \$49,250 which as previously discussed is an additional cost to the rental project attempting to maintain attainable rental rates.

#### Covenant Provisions Proposed to be Amended

- *Construction to a minimum BUILT GREEN® Gold (or equivalent) energy and environmental performance standard.*

According to the applicant, the financial implications of providing a BUILT GREEN® Gold building is in conflict with the goal of providing an attainably priced rental product. Under the BUILT GREEN® Gold guidelines, in order to achieve Gold status a building must perform 45% better than the current Model National Energy Code for Buildings (MNECB) standard or 30% better than American Society of Heating, Refrigerating and Air Conditioning Engineers (ASHRAE) 90.1-2007 standard. With the assistance of an energy modelling consultant, the applicant explored the various sustainable building practices that could be implemented to achieve the required energy performance. Every combination of practices to improve building energy efficiency would require the inclusion of Heat Recovery Ventilation (HVR) systems.

The cost of providing an HVR unit ranges between \$4,000 and \$5,000 per unit. Providing HVR units for the entire building would create an additional cost of approximately \$425,000. Whereas the original project would be able to recover some of the cost through condominium sales, with the rental housing project there would be no effective mechanism to recover that cost.

As an alternative, the applicant would commit to implementing all of the energy efficiency strategies that would have met BUILT GREEN® Gold except for the HRV units. This would still achieve a level of energy performance greater than the requirements for BUILT GREEN® Silver. The strategy would include LED lighting, a high efficiency hot water heating system and high efficiency domestic water fixtures. In addition, the applicant would commit to rough-in the necessary systems to allow for future implementation of photovoltaic cells. The commitments to a minimum BUILT GREEN® Silver energy and environmental performance standard and rough-in of the necessary systems to allow for future implementation of photovoltaic cells would be secured by covenant.

- *Permit only one commercial unit to be used as retail at any given time. The remaining units would be restricted to general office use.*

The originally approved application included 1151 m<sup>2</sup> of commercial space, whereas the new proposal only includes 529 m<sup>2</sup> of commercial space. As the parking analysis from Watt Consulting indicated through the new distribution of parking stalls, all of the necessary commercial parking for the proposed commercial space can be met by the parking supply on site, as long as the commercial space is not used for a restaurant.

The applicant would like the covenant restricting retail removed and replaced by a covenant stating that none of the commercial space may be occupied by a restaurant.

- *Construction of cycling end of trip facilities for the commercial tenants.*

As indicated in the proposed traffic demand management strategies, the applicant is proposing to provide \$3,500 in trust per commercial unit (up to \$10,500 total) to build cycling end-of-trip facilities. Since the potential layout and division of the commercial space is not known prior to leasing negotiations, it would be a detriment to prebuild cycling end-of-trip facilities. Providing the funding in trust will allow each prospective tenant to better integrate the end-of-trip facilities into the design of their prospective commercial spaces.

- *Reverting of commercial parking spaces to residential visitor spaces after business hours.*

The updated parking strategy outlined by Watt Transportation is responsive to the peak parking demands of the different users at different times and days throughout the week. Under the new scheme the commercial visitor would revert to commercial visitor and residential visitor during off peak hours and the commercial employee parking would revert to commercial employee and residential visitor during off peak hours. The primary difference from the original covenant is that the commercial parking would no longer revert to residential visitor parking only, it would still be accessible to the occasional off-peak commercial employee or customer as well.

#### New Covenant Provisions

- *Provision of secure bicycle parking in excess of the Zoning Bylaw requirement.*

To encourage the use of mobility alternatives to the automobile, the applicant proposes to provide a minimum of 150 secure bicycle parking spaces (including 95 Class I spaces as per the Zoning Bylaw requirement) and 6 Class II (visitor) spaces (156 spaces total). Unlike an alternative mobility fund which would only see short term benefits on a rental project with high tenant turnover (as is the norm in buildings with high student occupants) the provision of additional cycling infrastructure for both the commercial and residential tenants in the form of additional secure bike parking and end of trip facilities would provide a long term tangible benefit.

- *Parking Management Strategy to be coordinated by an on-site resident manager.*

The applicant proposes a parking management strategy amongst the different user groups so that at any one time no less than 5 stalls would be unused and underutilized. This is accomplished through the use of flexible stalls that switch use based on the different peak parking demands for commercial and residential uses. To ensure the effectiveness of the flexible parking designations, the onsite resident manager would be responsible for supervision and would coordinate with any offenders or arrange to have offending vehicles towed.

- *Rough-in of the necessary systems to allow for future implementation of photovoltaic cells;*

As part of the commitment to energy efficiency, the applicant would rough-in the necessary systems to allow for future implementation of photovoltaic cells.

- *Prohibit conversion to Strata Titled units at any time in the future.*

The number of off-street parking spaces proposed is based on studies that indicate that purpose-built rental apartments generate less parking demand than strata-owned properties. The owner has indicated a willingness to enter into a covenant to prohibit conversion of the building to strata units at any time in the future.

In summary, the applicant has indicated a willingness to enter into a covenant agreement to secure the following amended and new commitments:

- Construction to a minimum BUILT GREEN® Silver (or equivalent) energy and environmental performance standard;
- Prohibit restaurant use;
- Provision in trust of funding in the amount of \$3500 per commercial unit (up to \$10,500) to build cycling end of trip facilities;
- Provision of a minimum of 150 secure bicycle parking spaces (including 95 Class I spaces as per the Zoning Bylaw requirement) and 6 Class II (visitor) spaces (156 spaces total);
- Construction of the building with a total of 73 shared parking stalls to be assigned and managed by an on-site building manager in accordance with the Parking Management and TDM Strategy prepared by Watt Consulting Group dated August 19, 2016;
- Rough-in of the necessary systems to allow for future implementation of photovoltaic cells; and
- Prohibit conversion to strata units at any time in the future.

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## CONSULTATION

### Advisory Design Panel

The Advisory Design Panel considered the previous proposal for a mixed commercial/residential building with 60 strata condominiums and 1121 m<sup>2</sup> of commercial. The Panel recommended that the design be accepted. The form, character and finishing materials of the current proposal have not changed substantively from the previous application. For that reason, the current proposal was not referred to the ADP.

As previously noted, exterior changes are limited to the following: the green wall, previously proposed to help mitigate the impact of the large retaining wall along this frontage, would be reduced to accommodate a second parkade entrance; and the natural stone elements previously planned on the Whittier Avenue façade near the entrance to the apartment lobby would be eliminated and more glazing would be provided to help highlight the residential entrance.

### Community Association

The application was referred to both the Mt. View Colquitz Community Association and the Tillicum Community Association on April 25, 2016. A response was received from the Mt. View Colquitz Community Association on May 24, 2016, stating that the Association does not support the redesign of the project due to the extent of the parking variances being requested. There is concern that the proposal would exacerbate an already difficult parking situation for the immediate neighbours on Whittier Avenue. A letter of support was received from Gorge Tillicum Community Association on June 13, 2016.

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## SUMMARY

The proposed mixed-use development would be consistent with the Official Community Plan vision for the Uptown major “Centre” and would help to foster vibrancy, and a livable, walkable neighbourhood. The architectural form and character of the building is of a contemporary design, building on the design approach at Uptown.

Ground level landscaping with street trees would be provided on the Boleskine Road boulevard and landscaped bump outs between parking bays on the Whittier Avenue boulevard. Shrub

planters with vines to provide a green wall would be provided against the building along the Whittier Avenue frontage. Stormwater management would be provided in accordance with Saanich's requirements.


Zoning Bylaw variances are requested to permit the proposed mixed-use development to be constructed with a total of 73 parking spaces, which is a shortfall of 96 spaces. Fifty-seven stalls (0.6 per unit) would be assigned to residents and rented on a monthly basis. The applicant proposes a shared parking plan between resident, visitor, commercial tenant and customer users and proposes a parking management strategy that most effectively uses all the available parking spaces so that at any one time no less than 5 stalls would be unused and underutilized. This is accomplished through the use of flexible stalls that switch use based on the different peak parking demands for commercial and residential uses. To ensure the effectiveness of the flexible parking designations the onsite resident manager would be responsible for supervision and would coordinate with any offenders or arrange to have offending vehicles towed. The applicant is agreeable to a covenant to secure the Parking Management Plan. In addition, the covenant would prohibit use of the commercial space for a restaurant due to the higher parking demand that restaurants generate. Saanich engineering staff are satisfied that the rate used in the consultant study (i.e. 0.6 stalls per unit) is indicative of expected parking demand. If the site generates more parking demand than estimated and it spills on to the street, on-street parking near the site may require management, such as the addition of time limits, to ensure efficient use for all users.

The site is located within walking distance to amenities and services, and is close to the Douglas Street major transit corridor and the Galloping Goose Regional Trail. Bicycle parking would be provided in excess of the Zoning Bylaw requirement. This excess bicycle parking would be secured by covenant.

**RECOMMENDATION**

1. That Development Permit Amendment DPA00874 amending Development Permit DPR00542 be approved.
2. That prior to ratification of the Amended Development Permit the existing Covenant be discharged and replaced with a new covenant to secure the following:
  - Construction to a minimum BUILT GREEN® Silver (or equivalent) energy and environmental performance standard;
  - Prohibit restaurant use;
  - Provision in trust of funding in the amount of \$3,500 per commercial unit (up to \$10,500) to build cycling end of trip facilities;
  - Provision of a minimum of 150 secure bicycle parking spaces (including 95 Class I spaces as per the Zoning Bylaw requirement) and 6 Class II (visitor) spaces (156 spaces total);
  - Construction of the building with a total of 73 shared parking stalls to be assigned and managed by an on-site building manager in accordance with the Parking Management and TDM Strategy prepared by Watt Consulting Group dated August 19, 2016;
  - Rough-in of the necessary systems to allow for future implementation of photovoltaic cells; and
  - Prohibit conversion to strata units at any time in the future.

Report prepared by:   
 Neil Findlow, Senior Planner

Report prepared and reviewed by:   
 Jarret Matanowitsch, Manager of Current Planning

Report reviewed by:   
 Sharon Hvozdzanski, Director of Planning


NDF/gv  
 H:\TEMPEST\PROSPERO\ATTACHMENTS\DPA\DPA00874\REPORT.DOCX

**Attachment**

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

**CAO COMMENTS:**

I endorse the recommendation of the Director of Planning

  
 Paul Thorkelsson, CAO



DISTRICT OF SAANICH

NO. DPA00874  
AMENDS DPR00542

AMENDMENT TO DEVELOPMENT PERMIT

TO: **Abstract Ventures Inc,  
1976 Oak Bay Avenue  
Victoria, B.C. V8R 1E2**

*(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 A, Section 7, Victoria District, Plan EPP43139  
433 Boleskine Road**

*(herein called "the lands")*

3. This Development Permit further regulates the development of the lands as follows:
  - (a) By varying the provisions of the Zoning Bylaw 2003, Section 7.3 and Table 7.1 to permit the mixed-use development to be constructed with a total of 73 parking spaces (169 spaces required).
  - (b) By varying the provisions of the Zoning Bylaw 2003, Section 7.4 (a) to permit the mixed-use development to be constructed with a minimum of 2 residential visitor parking stalls at all times (29 visitor parking stalls required) and 13 shared residential visitor, commercial customer, and commercial employee parking stalls depending on parking demand in accordance with the Parking Management and TDM Strategy prepared by Watt Consulting Group received and stamp dated September 21, 2016 a copy of which is attached to this Permit.
  - (c) By requiring the buildings and lands to be constructed and developed in accordance with the plans prepared by KPL James Architects, Westbrook Consulting Ltd. and the landscape plans prepared by Murdoch de Greeff Inc. Landscape Planning and Design received on October 5, 2016 and November 15, 2016 copies of which are attached to and form part of this permit.
4. The Owner shall substantially start the development within 24 months from the date of issuance of the Permit, in default of which the Municipality may at its option upon 10 days prior written notice to the Owner terminate this Permit and the Permit shall be null and void and of no further force or effect.
5. Notwithstanding Clause 4, construction of driveways and parking areas, and delineation of parking spaces shall be completed prior to the issuance of an Occupancy Permit.

6. (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 \$81,593.00 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 MUNICIPALCOUNCIL ON THE

\_\_\_\_\_ DAY OF \_\_\_\_\_ 20 \_\_\_\_\_  
 ISSUED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
 Municipal Clerk

## APPENDIX X

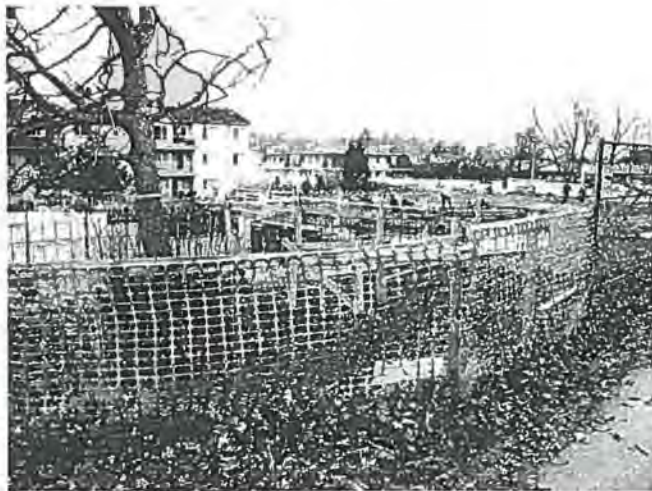
### PROTECTIVE FENCING FOR TREES AND COVENANT AREAS

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.

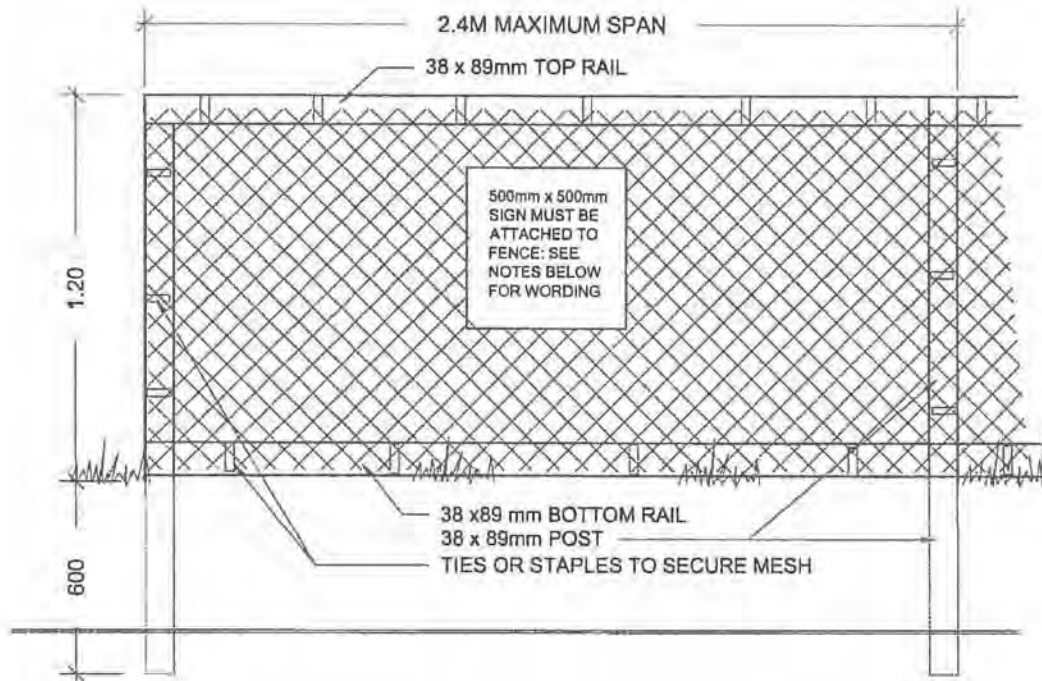
#### Specifications:

- 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**

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

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

# Memo

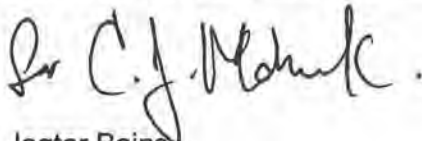
To: Planning Department  
From: Jagtar Bains  
Date: November 17, 2016  
Subject: Servicing Requirements for the Proposed Development- REVISED

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**PROJECT: TO AMEND DPR00542 TO INCREASE THE NUMBER OF RESIDENTIAL UNITS FROM 60 TO 95**

**SITE ADDRESS: 433 BOLESKINE RD  
PID: 006-450-521  
LEGAL: LOT 1 SECTION 7 VICTORIA LAND DISTRICT PLAN 2340  
DEV. SERVICING FILE: SVS01820  
PROJECT NO: PRJ2008-00465**

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 Committee of the Whole Meeting.



Jagtar Bains  
DEVELOPMENT COORDINATOR

cc: Harley Machielse, DIRECTOR OF ENGINEERING  
Catherine Mohoruk, MANAGER OF TRANSPORTATION & DEVELOPMENT



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 File: SVS01820  
 Civic Address: 3385 WHITTIER AVE  
 Page: 1



Date: Nov 17, 2016

### Drain

1. AN APPROPRIATELY SIZED STORM DRAIN CONNECTION IS REQUIRED TO SERVE THIS DEVELOPMENT FROM THE EXISTING MAIN.
2. GREASE/OIL INTERCEPTORS MUST BE INSTALLED ON SITE.
3. ALL PROPOSED BUILDING AND PARKING AREAS MUST BE DRAINED IN ACCORDANCE WITH THE B.C. BUILDING CODE REQUIREMENTS.
4. STORM WATER MANAGEMENT MUST BE PROVIDED IN ACCORDANCE WITH THE REQUIREMENTS OF SCHEDULE H "ENGINEERING SPECIFICATIONS" OF SUBDIVISION BY-LAW. THIS SUBDIVISION/DEVELOPMENT IS WITHIN TYPE II WATERSHED AREA WHICH REQUIRES STORM WATER STORAGE, OIL/GRIT SEPARATOR OR GRASS SWALE 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. CONCEPTUAL STORM WATER MANAGEMENT PLAN PREPARED BY WESTBROOK ENGINEERING, DATED JAN. 10, 2013, IS ACCEPTABLE.
5. THE EXISTING CLEANOUT AT THE END OF 200 MM MAIN TO WHICH THIS DEVELOPMENT WILL BE CONNECTED MUST BE REPLACED WITH A MANHOLE.

### Gen

1. THE BUILDING IS REQUIRED TO COMPLY WITH THE 2012 BC BUILDING CODE AND MUNICIPAL BYLAWS. BUILDING AND PLUMBING PERMITS WILL BE REQUIRED FOR ALL WORKS.
2. ALL PLANS MUST BE STAMPED WITH THE APPROPRIATE REGISTERED PROFESSIONAL SEAL AND ACCOMPANIED WITH ALL RELEVANT SCHEDULES.
3. BI-DIRECTIONAL AMPLIFICATION SYSTEM IN SUPPORT OF THE CREST RADIO NETWORK, MUST BE INSTALLED TO FUNCTION IN ALL AREAS OF THE PROPOSED BUILDING TO THE SATISFACTION OF THE SAANICH FIRE DEPARTMENT AND BILL SIDAWAY, CREST OPERATIONS MANAGER. CONTACT RICHARD PALA, SAANICH PREVENTION DIVISION AT 250-475-5507 FOR FURTHER DETAILS.
4. THIS PROPOSAL IS SUBJECT TO THE PREVAILING MUNICIPAL DEVELOPMENT COST CHARGES.
5. SLAB ABOVE PROPOSED PARKING GARAGE( PARKING STALLS 1 TO 7) MUST BE DESIGNED TO SUPPORT THE LOAD EXPECTED TO BE IMPOSED BY FIREFIGHTING APPARATUS.

### Hydro/tel

1. UNDERGROUND WIRING SERVICE CONNECTION IS REQUIRED TO SERVE THIS PROPOSED DEVELOPMENT.

### Road

1. 3.048 M (10.0 FEET) WIDE PROPERTY DEDICATION IS REQUIRED ALONG THE ENTIRE FRONTAGE OF THE DEVELOPMENT ALONG WHITTIER AVENUE COMPLETE WITH A 6.0 M RADIUS CORNER CUT AT BOLESKINE ROAD AND WHITTIER AVENUE.
2. WHITTIER AVENUE, FRONTING THIS PROPOSAL, MUST BE WIDENED TO 8.5 M MUNICIPAL STANDARDS INCLUDING PARKING BAYS COMPLETE WITH CONCRETE CURB, GUTTER AND 2.0 M WIDE SIDEWALK.
3. A 2.0 M WIDE SEPARATED CONCRETE SIDEWALK MUST BE CONSTRUCTED ON BOLESKINE ROAD FRONTING THIS DEVELOPMENT. THE EXISTING SIDEWALK MUST BE REMOVED.
4. ALL NEW DRIVEWAY DROPS ARE TO BE CONSTRUCTED AS PER SAANICH STANDARD DRAWINGS # C7SS AND C15SS.
5. POTENTIAL LACK OF ON-SITE PARKING MAY CAUSE PARKING PROBLEMS ON THE SURROUNDING STREETS IN THE

# Development Servicing Requirements

Development File: SVS01820  
Civic Address: 3385 WHITTIER AVE  
Page: 2

Date: Nov 17, 2016

NEIGHBOURHOOD, THEREFORE, TIME LIMITED PARKING RESTRICTIONS WILL BE REQUIRED FOR FRONTAGE STREETS (8 AM TO 6 PM - 2 HRS).

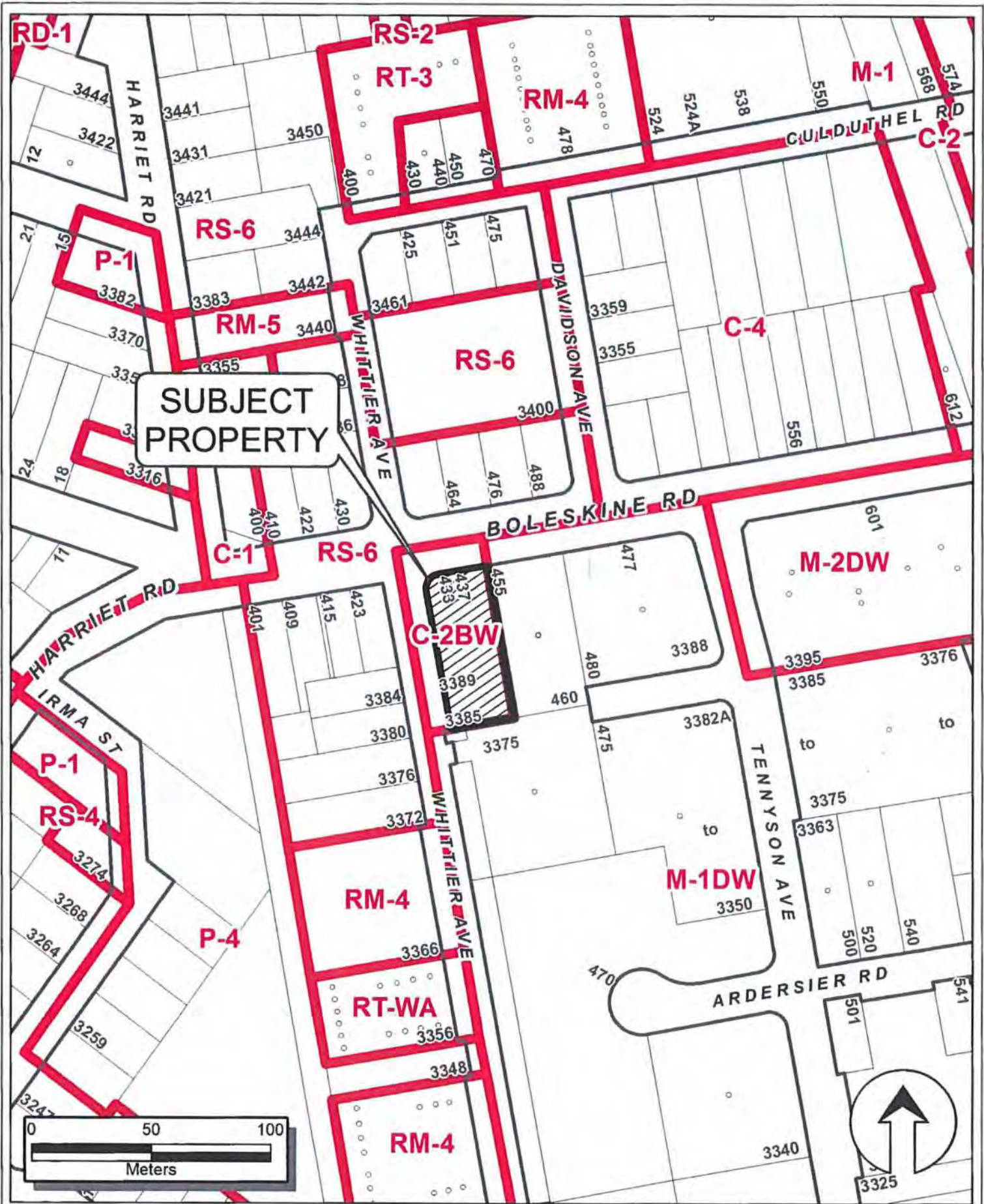
## Sewer

1. AN APPROPRIATELY SIZED SEWER CONNECTION IS REQUIRED FROM THE EXISTING MAIN ON WHITTIER AVENUE TO SERVE THIS DEVELOPMENT.
2. SANITARY SEWER LOADING CALCULATIONS ARE REQUIRED FOR THIS PROJECT FROM A CONSULTING ENGINEER, BASED ON THE CURRENT B.C. BUILDING CODE REQUIREMENTS, TO DETERMINE WHETHER THE EXISTING SYSTEM CAN PROVIDE THE REQUIRED FLOW OR UPGRADING IS REQUIRED.
3. THE EXISTING SEWER MAIN SERVING 455 BOLESKINE ROAD, WHICH IS CONFLICTING WITH THE PROPOSED DEVELOPMENT, MUST BE RELOCATED WITHIN THE EXISTING PRIVATE EASEMENT PRIOR TO ISSUANCE OF BUILDING PERMIT.

## Water

1. FIRE FLOW REQUIREMENT CALCULATIONS FOR THIS PROJECT MUST BE SUBMITTED BY THE CONSULTING ENGINEER BASED ON FIRE UNDERWRITERS SURVEY TO ALLOW THE MUNICIPALITY TO DETERMINE WHETHER THE EXISTING WATER SYSTEM CAN PROVIDE THE REQUIRED FLOW OR UPGRADING IS REQUIRED.
2. A PUMPER CONNECTION FOR THE FIRE SPRINKLER SYSTEM MUST BE PROVIDED AT A LOCATION ACCEPTABLE TO THE FIRE DEPARTMENT AND WITHIN 45 M OF A FIRE HYDRANT. THIS PUMPER CONNECTION IS TO BE FREE-STANDING AND OUTSIDE OF COLLAPSE ZONE OF THE BUILDING.
3. A SUITABLY SIZED WATER SERVICE MUST BE INSTALLED TO SERVE THE PROPOSED DEVELOPMENT FROM THE EXISTING MAIN ON WHITTIER AVENUE. A FIRE LINE WILL BE REQUIRED.
4. THE EXISTING WATER SERVICES MUST BE REMOVED.





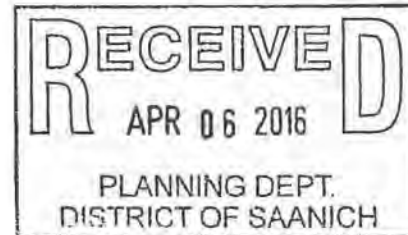


# **WESTBROOK Consulting Ltd.**

March 22, 2016

2970-02

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



Attn: Jagtar Bains

## **Re: Boleskine and Whittier Development - Storm Water Management plan**

Dear Sir:

### **Introduction**

A five storey residential and office building with underground parking is proposed for the corner of Boleskine Road and Whittier Avenue. Currently the subject property is comprised of 4 lots. We have visited the site and are familiar with the area.

### **Design Criteria**

The following assumptions have been utilized in the design of the storm water management system:

<b>Item</b>	<b>Design Criteria</b>
Storage Required	100 m <sup>3</sup> / ha of Impervious Area
Release Rate	10 litres / s / ha of Total Area

### **Conceptual Design**

The site is located within the **Type II** watershed; as such the proposed storm water management plan will consist of the following:

- Roof water and parking lot runoff will be piped to an infiltration gallery under the south side of the building.
- As the existing ground reaches its absorptive capacity, excess storm water will be allowed to accumulate within the infiltration gallery where it will be released to the adjacent storm drain through a restricted outlet in an adjacent flow control manhole. The restricted outlet will consist of a 100 mm diameter tee fitting with a submerged cap and a high level overflow. The outlet restriction will be sized to permit no more **10 L/s** per hectare to leave the site.
- Oil/grit separators will be installed to treat the water from the parking areas.

### Storm Water Detention Calculations

Based on Saanich's storage requirement of  $100\text{m}^3$  per hectare of impervious surface area, and a calculated area of  $1740\text{m}^2$ , the required storage volume is  $17.4\text{ m}^3$ .

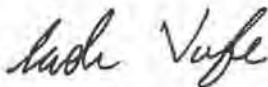
With the design capacity of the Brentwood Cell infiltrator system equal to  $0.19\text{ m}^3/\text{storage unit}$  (excluding drain rock void space), **92 units** are required.

Based on a release rate of  $10\text{ L/s}$  per Ha of contributing area, the required release rate per infiltrator gallery is  $1.74\text{ L/s}$ . Using  $A = Q / 0.6 \cdot (2gh)^{0.5}$ , with  $h = 0.61\text{m}$ , the orifice required is one **33 mm** diameter.

Please refer to the attached Figure 1 showing the storm water management components.

If you have any questions regarding the calculations, please contact our office.

Yours truly,  
**WESTBROOK CONSULTING LTD.**



Nicole Vagle, EIT  
Project Engineer

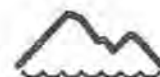
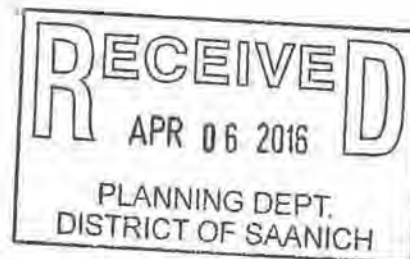
Reviewed by,



Jared Steingard, P.Eng., LEED AP  
Project Manager



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22/03/2016 1:02 PM



**WESTBROOK**  
Consulting Ltd.



September 20<sup>th</sup>, 2016

District of Saanich - Current Planning  
770 Vernon Ave,  
Victoria, BC,  
V8X 2W7

Attn: Jarret Matanowitsch, MCIP, Manager Current Planning Division

Re: File: DPA00874 - 433 Boleskine Road



Dear Jarret Matanowitsch,

This letter is to address questions and concerns identified by municipal planning and engineering staff summarized in the letter "Re: Application for Development Permit Amendment" received by Abstract from The District of Saanich on June 9<sup>th</sup>, 2016 and the additional letter "Re: Parking Narrative" received by Abstract from the District of Saanich on June 29<sup>th</sup>, 2016. Specifically, this letter will follow up on the questions regarding parking management and mitigation for the proposed amended project at 433 Boleskine Road. In addition, this letter will provide the rationale for the necessary amendments to the previously registered covenants on title.

**Parking Demand Management and Mitigation**

In response to the initial concerns raised by the District of Saanich and the Mt. View Colquitz Community Association, Abstract, with Watt Consulting, developed an updated parking narrative based on ownership rates relative to the new rental units being proposed at the 433 Boleskine project. A new shared parking plan between commercial and residential parking stalls was also proposed. The response from Saanich Planning and Engineering received by Abstract on June 29<sup>th</sup>, 2016 indicated that Saanich staff saw merit in the provided rationale, however they would require a *Parking Management Plan* which would include details on traffic demand management measures as well as details on the shared parking scenario.

Watt Consulting Group has completed a supplementary document, "Re: 433 Boleskine Road Parking Study Update to Parking Management and TDM Strategy", dated August 19<sup>th</sup>, 2016. The document has been included in this package. The document analyzes the predicted peak parking demand for residents, visitors, commercial tenants and customers and proposes a parking management strategy that most effectively uses all the available spaces amongst the different user groups so that at any one time no less than five stalls would be unused and underutilized. This is accomplished through the use of flexible stalls that switch use based on the different peak parking demands for commercial and residential uses. The details of how and when the stalls will be shared is covered in the attached updated parking management and TDM strategy document.

To ensure the effectiveness of the flexible parking designations the onsite resident manager will be responsible for parking supervision and will coordinate with any offenders or arrange to have any offending vehicles towed. In addition, based on a recommendation from Watt Consulting Group, Abstract would agree to place on title a covenant restricting a portion or all of the commercial space from being utilized for restaurant purposes. This is due to the higher parking demand restaurants generate. However, Watt has indicated that the parking demand of all other potential commercial tenants would be accounted for within the proposed parking management strategy.

Based on the analysis of peak parking demand across all users at the proposed 433 Boleskine Project in conjunction with the Parking Management Strategy the project will be able to successfully manage all of the required peak period parking on site. However, in addition to the parking management strategy Abstract is prepared to provide several additional Transportation Demand Management (TDM) measures to further reduce on site peak parking demand as well as promote more active or sustainable forms of transportation:

- o In addition to the 95 required class 1 bike parking stalls the proposed project will also include 60 secure high efficiency hanging bicycle spaces to further promote active transportation amongst prospective residential and commercial tenants.



- o Furthermore, \$3,500 per commercial unit will be put into trust for each commercial unit to build cycling end of trip facilities (there will be 2-3 commercial units). This will allow each prospective tenant to better integrate the end of trip facilities into the design of their prospective commercial spaces.
- o Finally, a level 2 (240V) electric vehicle charging station will be provided in the surface parking lot and will be available to residents, as well as the public.

## Proposed Covenant Amendments

In order to help address the growing demand and pressure for attainably priced rental stock in Saanich and the Capitol Region as a whole, the proposed project at 433 Boleskine has changed from a 60-unit strata titled condominium to a 95-unit rental apartment building. Unfortunately, the previously agreed upon covenants are reflective of a project that existed within a drastically different economic framework. In order to provide 95 attainably priced rental units into the *Douglas Core Major Centre* the covenants on title need to be reassessed.

Currently the following covenants are registered on the Title:

1. Construction to a Built Green® Gold (or equivalent) energy and environmental performance standard.
2. Provision of \$60,000 towards an Affordable Housing Contribution.
3. Permit only one commercial unit to be used as retail at any given time. The remaining units would be restricted to general office use.
4. Construction of cycling end of trip facilities for the commercial tenants
5. Creation of an alternative mobility fund for use by residents or commercial unit employees.
6. The reverting of commercial parking spaces to residential visitor parking after business hours.
7. The right of first refusal for commercial tenants to lease vacant parking stalls for residential owners at prevailing market lease rates.

The following is a sequential review of the proposed changes to each covenant currently registered on Title:

### *1. Construction to a Built Green® Gold (or equivalent) energy and environmental performance standard.*

The financial implications of providing a Built Green® Gold building is in conflict with our goals of providing an attainably priced rental product. Under the new Built Green® Gold HD guidelines, in order to achieve Gold status a building must perform 45% better than the current MNECB standard or 30% better than ASHRAE 90.1-2007. Through the assistance of an energy modelling consultant at Morrison Hershfield Abstract has invested considerable time and effort in exploring the different sustainable building practices Abstract could implement to achieve the required energy performance. Unfortunately, as the attached Memo from Morrison Hershfield indicates every combination of practices to improve building energy efficiency requires the inclusion of Heat Recovery Ventilation (HRV) systems (Figure 1: *Options Achieving Gold*)

To investigate the cost of providing HRV units for all 95 units Abstract contacted Essential Air, a local supplier of heating and air conditioning units. As the attached Memo indicates the cost of providing an HRV unit ranges between \$4,000 and \$5,000 per unit. In total, providing HRV units for the entire building would create an additional cost of approximately \$425,000 to the project, a significant sum that would be unbearable for the project to absorb. It is important to take into consideration that the proposed 95-unit rental building is an increase of 35 units from the originally approved 60-unit condo building. Whereas the original project would only need to provide 60 HRVs, and would be able to recover some of the cost through the nature of condominium sales, the new proposed project would require 35 additional HRV units, a 63% increase, with no effective mechanism to recover that cost in the proposed rental scenario.

As an alternative, Abstract can commit to implementing all of the energy efficiency strategies that would of met Built Green® Gold with the exception of the HRV units. As the memo from Morison Hershfield indicates (Figure 2: Preliminary Design) This would still achieve a level of energy performance greater than the requirements for Built Green® Silver. As Figure 2 indicates in addition to insulation requirements, this strategy would include LED lighting, a high efficiency domestic hot water heating system and high efficiency domestic water fixtures. In addition, Abstract will rough in the necessary systems to allow for the future implementation of photovoltaic cells.



*2. Provision of \$60,000 towards an Affordable Housing Contribution.*

In order to provide attainable rental units at this location Abstract would not contribute the previously agreed upon \$60,000 towards an Affordable Housing Contribution. The recent demand within the downtown core for rental has prompted a resurgence of purpose built rental buildings due to the location premium renters are now willing to be pay to be within of adjacent the downtown core. However, the proposed project falls outside of the downtown core and is required to be far more cost efficient in order to be economically viable. Paying an additional contribution would be in contradiction to this projects goal of providing attainably priced units in a currently underserved (Residentially) area of Saanich.

This project is targeting to include studio units under \$800 per month. The 2016 Rental Affordability Limit for the Victoria CMA according to BC Housing is currently \$850 per month for studio and 1 bedroom units. According to BC Housing studios and 1 bedroom units priced under \$850 a month would be considered affordable. An important distinction is that this limit is derived from the annual rental market survey that covers rental buildings of all ages. However, the 2014 CMHC rental market survey for the Victoria CMA found that buildings built after 2005 generally have rents 26-32% greater than the rental stock built prior to 2005. Based on this the proposed project would be affordably priced within the predominantly older rental stock within the Victoria CMA despite being newly built construction.

Contributions into an affordable housing fund are designed to help support the creation of more affordable housing developments throughout Saanich. This project, while not strictly an affordable housing development, will contain a large number of affordably priced units that will be attainable for low to moderate income earners. To pay an additional affordable housing contribution would undermine the affordability goals, and viability of the project. Finally, to ensure that this project remains productive rental stock for the area in perpetuity, Abstract is willing to place a new covenant on title stating that the project will not be converted in strata units at any point in the future.

*3. Permit only one commercial unit to be used as retail at any given time. The remaining units would be restricted to general office use.*

The originally approved application included 1151 m<sup>2</sup> of commercial space, whereas the new proposal only includes 529 m<sup>2</sup> of commercial space. As the parking analysis from Watt Consulting has indicated through the new distribution of parking stalls, all of the necessary commercial parking for the proposed commercial space can be met by the parking supply on site, as long as the commercial space is not used for a restaurant. Abstract would like the covenant restricting retail removed and replaced by a covenant stating that none of the commercial space may be occupied by a restaurant.

*4. Construction of cycling end of trip facilities for the commercial tenants*

As indicated in the proposed traffic demand management strategies, Abstract is proposing to provide \$3,500 in trust per commercial unit to build cycling end of trip facilities. Since the potential layout and division of the commercial space is not known prior to leasing negotiations, it would be a detriment to prebuild cycling end of trip facilities. Providing the funding in trust will allow each prospective tenant to better integrate the end of trip facilities into the design of their prospective commercial spaces.



## *5. Creation of an alternative mobility fund for use by residents or commercial unit employees*

In consultation with Watt Consulting Group, Abstract explored numerous options at traffic demand management for the project. As the parking management strategy indicates the proposed project will meet the projected needs of the residential and commercial tenants, the additional traffic demand management strategies are proposed to help encourage additional alternative modes of transportation. In particular cycling is encouraged through the provision of 60 additional secure bike parking spots and custom end of trip facilities. The provision of car share memberships was also explored however the lack of available MODO cars in the area limited any benefits this might have provided. In addition, the core target market includes university students which would already have access to a transit pass, thus limiting the benefits of the provision of transit passes. The provision of transit passes is more successful in condominium developments since the long term residents are provided a transit and then becomes invested in continuing to use transit past the initial free one-year pass. In a rental project like the one being proposed, the tenants can turn over every couple of years thus only the initial tenant is incentivized to use transit and no benefit is seen past the first couple of years of the project.

Unlike an alternative mobility fund which would only see short term benefits on a rental project with high tenant turnover (as is the norm in buildings with high student occupants) the provision of additional cycling infrastructure for both the residential and commercial tenants in the form of additional parking and end of trip facilities will provide a long term tangible benefit. Finally, the alternative mobility fund would be a large upfront cost for the project of \$49,250 which as previously discussed is an additional cost to a rental project attempting to maintain attainable rental rates.

## *6. The reverting of commercial parking spaces to residential visitor parking after business hours.*

The updated parking management strategy outlined by Watt Transportation is responsive to the peak parking demands of the different users at different times and days throughout the week. Under the new scheme the commercial visitor would revert to commercial visitor and residential visitor during off peak hours and the commercial employee parking would revert to commercial employee and residential visitor during off peak hours. The primary difference from the original covenant is that the parking would no longer revert to residential visitor parking only, it would still be accessible to the occasional off-peak commercial employee or visitor as well. This is the most successful recommendation for parking management and shared use according to the Watt Consulting Group.

## *7. The right of first refusal for commercial tenants to lease vacant parking stalls for residential owners at prevailing market lease rates.*

As this project is no longer a condominium project, this covenant no longer applies. All parking leasing will be managed by Abstract and it is always in the best interest of the building's owner to lease up any unused stalls to create additional revenue.

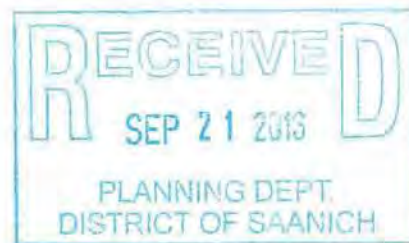
## **Summary**

Converting this previously approved project from a market condominium building to an attainably priced rental building will help stimulate residential development in the *Douglas Core Major Centre*. Although the area has shown rapid success in commercial development, the required additional housing to create a vibrant mixed use hub for Saanich has yet to follow. This project would provide 95 additional residential units into the immediate area while also helping to address Saanich and Greater Victoria's historically low rental vacancies. In order to successfully provide this product in a long term economically viable manner, the original agreements pertaining to parking, and covenants need to be properly reexamined to reflect the new economics and benefits of the proposed project.

If you have any questions or would like to discuss further, please do not hesitate to contact us.

Sincerely,

Mike Miller  
President and Founder







#201-791 Goldstream Avenue  
Victoria, BC V9B 2X5

T 250.388.9877  
F 250.388.9879

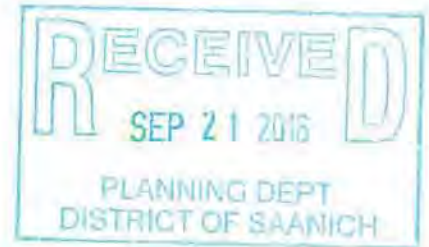
wattconsultinggroup.com

Abstract Developments  
301, 1106 Cook Street  
Victoria BC  
By email: MMiller@abstractdevelopments.com

19 August 2016  
Our File: 1964.B01

Attention: Mike Miller, President + Founder

**RE: 433 BOLESKINE ROAD PARKING STUDY  
UPDATE TO PARKING MANAGEMENT + TDM STRATEGY**



The following is an update to the 433 Boleskine Road Parking Study (dated 15 April 2016) to provide further detail on the proposed parking management and transportation demand management (TDM) strategies. This update is provided in response to clarifications sought by District of Saanich staff.

**PARKING MANAGEMENT**

The Parking Study (April 2016) concluded that the site's peak parking demand will be as summarized in the table below. Time-of-day demand characteristics vary between the land uses and not all uses will experience peak parking demand at one time.

**PEAK PARKING DEMAND, BY LAND USE / USER GROUP**

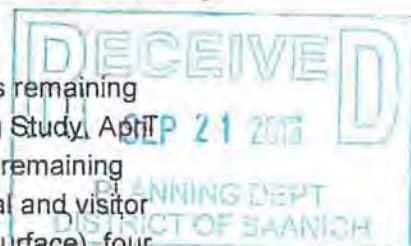
Land Use	User Group	Peak Parking Demand
Multi-Family Residential 95 units (65 bach, 5 1-bed, 29 2-bed)	Residents	57 vehicles
	Visitors	10 vehicles
Commercial <sup>1</sup> 529 m <sup>2</sup> GFA (2 or 3 units)	Employees	4 vehicles
	Customers	4 vehicles

A parking management strategy has been developed to demonstrate how the parking demand from each user group will be accommodated on-site. See table below. Each of these management strategies identified in the table will be protected by a covenant.

<sup>1</sup> The Parking Study, Section 3.3 concludes that peak commercial parking demand will be eight spaces, then clarifies in Appendix B that overall commercial demand is expected to be 50% customers and 50% employees

**PARKING ASSIGNMENT + MANAGEMENT STRATEGY**

	Parking Space Assignment	User Group(s)	Management Strategy
	4 spaces	Customers, Visitors	Reserved for commercial customers on weekdays from 9:00am and 5:00pm, Monday to Friday; available to customers and residential visitors during all other times
<b>Surface</b> 7 spaces	2 spaces <sup>2</sup>	Visitors	Reserved for residential visitors at all times
	1 space	Loading Zone	Reserved for loading at all times (commercial + residential)
	57 spaces (0.6 / unit)	Residents	Spaces assigned to residents on a monthly basis
<b>Underground</b> 66 spaces	9 spaces	Employees, Visitors	Reserved for commercial employees on weekdays from 9:00am and 5:00pm, Monday to Friday; available to employees and residential visitors during all other times.



The parking management strategy will result in no less than five parking spaces remaining unoccupied at all times (based on parking demand projections from the Parking Study, April 2016). Resident (57), loading (1) and visitor (2) spaces will be reserved, the 13 remaining spaces (4 surface, 9 underground) will be “flexible” and available for commercial and visitor parking. Weekday daytime conditions will include peak demand of two visitor (surface), four customer (surface), and four employee vehicles (underground), leaving five of the “flexible” underground spaces unoccupied. Weekday evening and weekend conditions will include peak demand of ten visitor vehicles (6 at surface, four underground), leaving five of the “flexible” underground spaces unoccupied and available to businesses with possible evening or weekend operating hours.

The development proposal includes a covenant to prevent a restaurant tenant from occupying all or a portion of the commercial space (restaurant parking demand is high). All other possible commercial tenants are within the range of parking demand that has been projected through this study.

The on-site Resident Manager will be responsible for casual on-site parking supervision. Where parking is being used contrary to the intended function, the Resident Manager would coordinate with the offender and/or arrange for the offending vehicle(s) to be towed.

<sup>2</sup> Visitor parking demand is expected to be two vehicles until 5:00pm

### TRANSPORTATION DEMAND MANAGEMENT (TDM)

Transportation demand management (TDM) is the application of strategies and policies to influence individual travel choice to reduce parking demand and enhance alternative transportation options. The following TDM strategies will be pursued.

#### 1. BIKE PARKING

60 additional bike spaces (hanging bike spaces) will be provided above the amount required by the Zoning Bylaw. All residents and employees will have access to the secure bicycle parking area. Bicycle parking spaces will be unassigned (i.e., each space available to any user).

#### 2. CYCLING END-POINT PROVISIONS

\$3,500 per commercial unit<sup>3</sup> (up to \$10,500) will be set aside for the provision of a shower stall and storage locker to be included in the washroom space of each commercial unit to accommodate employees seeking shower / change facilities after cycling or walking to work.

#### 3. ELECTRIC VEHICLE CHARGE STATION

A Level 2 (240v) electric vehicle charge station will be provided in the surface parking lot and available to the public.

Please contact the undersigned with any questions or clarifications.

Sincerely,

**Watt Consulting Group**



**Daniel Casey**, MCIP RPP M.Plan.  
Sr Transportation Planner

**Mairi Bosomworth**, BA  
Transportation Planner

<sup>3</sup> Commercial floor area will consist of either two or three separate spaces



KPLJ

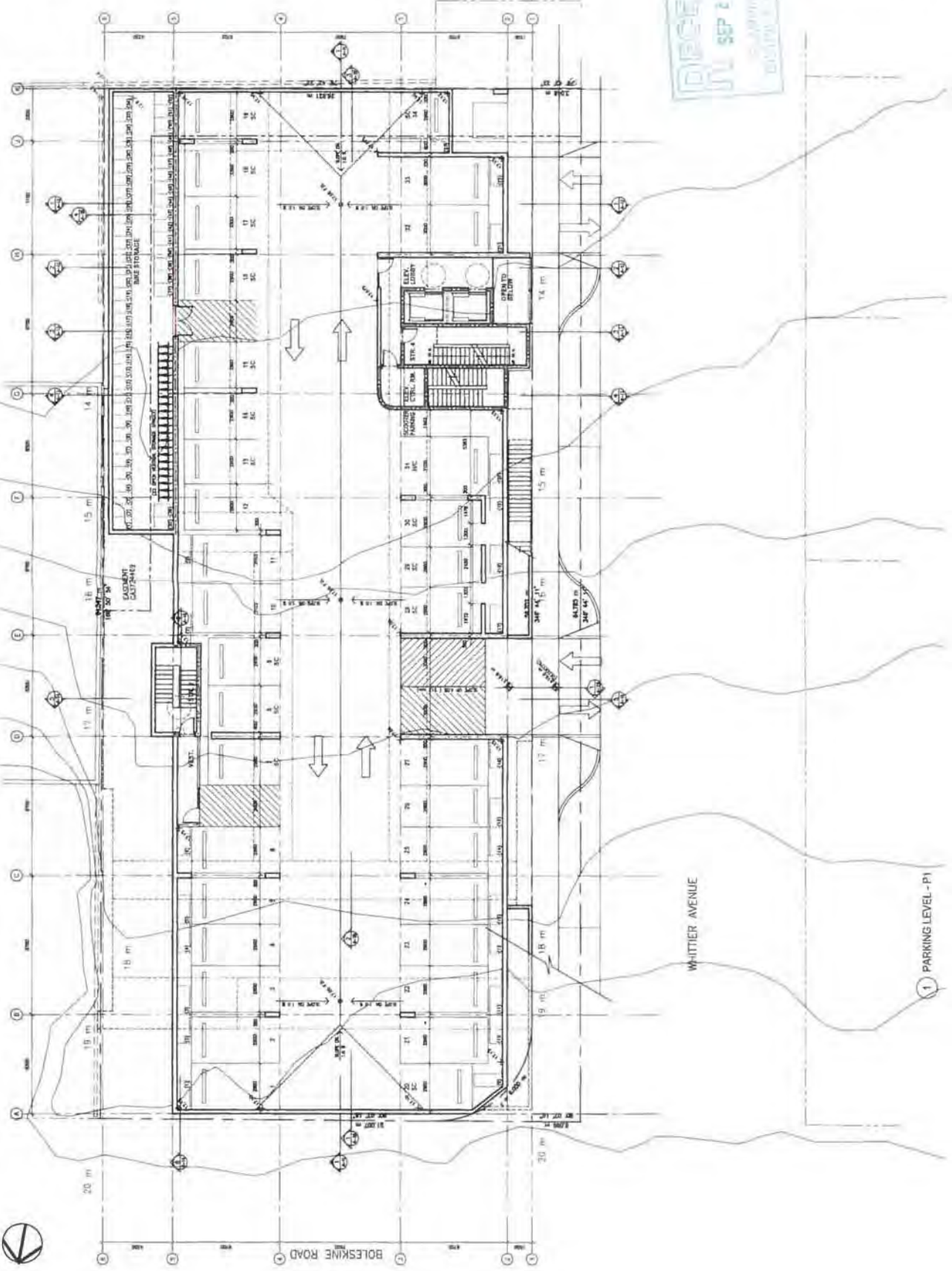
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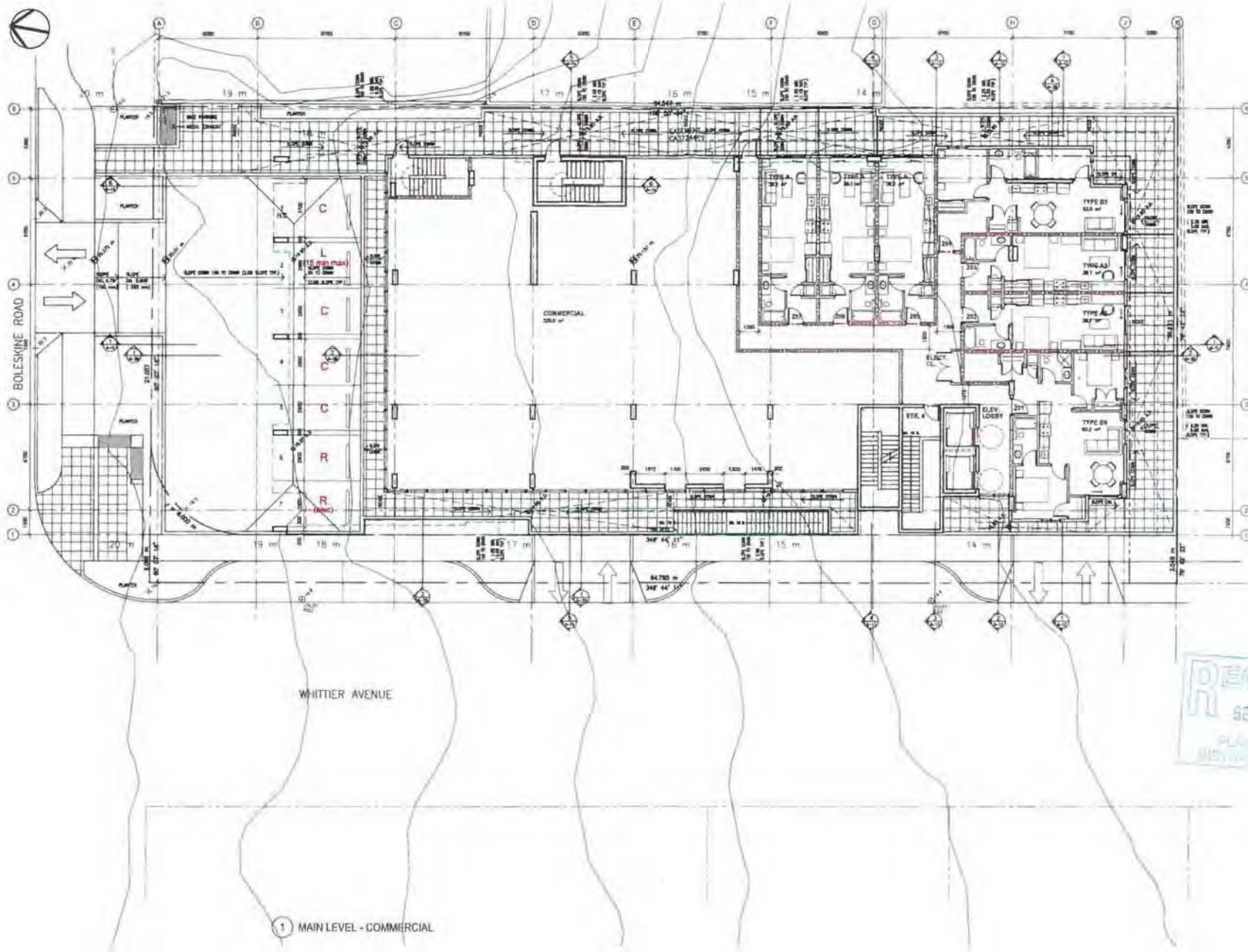
475 BOLESKINE ROAD

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 11 SEP 21 10:52  
 PLANNING DEPT  
 600 W. 10TH ST. S.  
 MINNEAPOLIS, MN 55402

PARKING LEVEL - P1

DATE: 11/11/2010  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 PROJECT NO.: [Number]  
 SHEET NO.: A-4





KPLJ

119 PARSON AVENUE, ACTON, MA.  
 TEL: 508/865-1111 FAX: 508/865-1112

- 1 HOUR FIA
- 1.5 HOUR FIA
- 2 HOUR FIA

DATE	DESCRIPTION

433 BOLESKINE ROAD

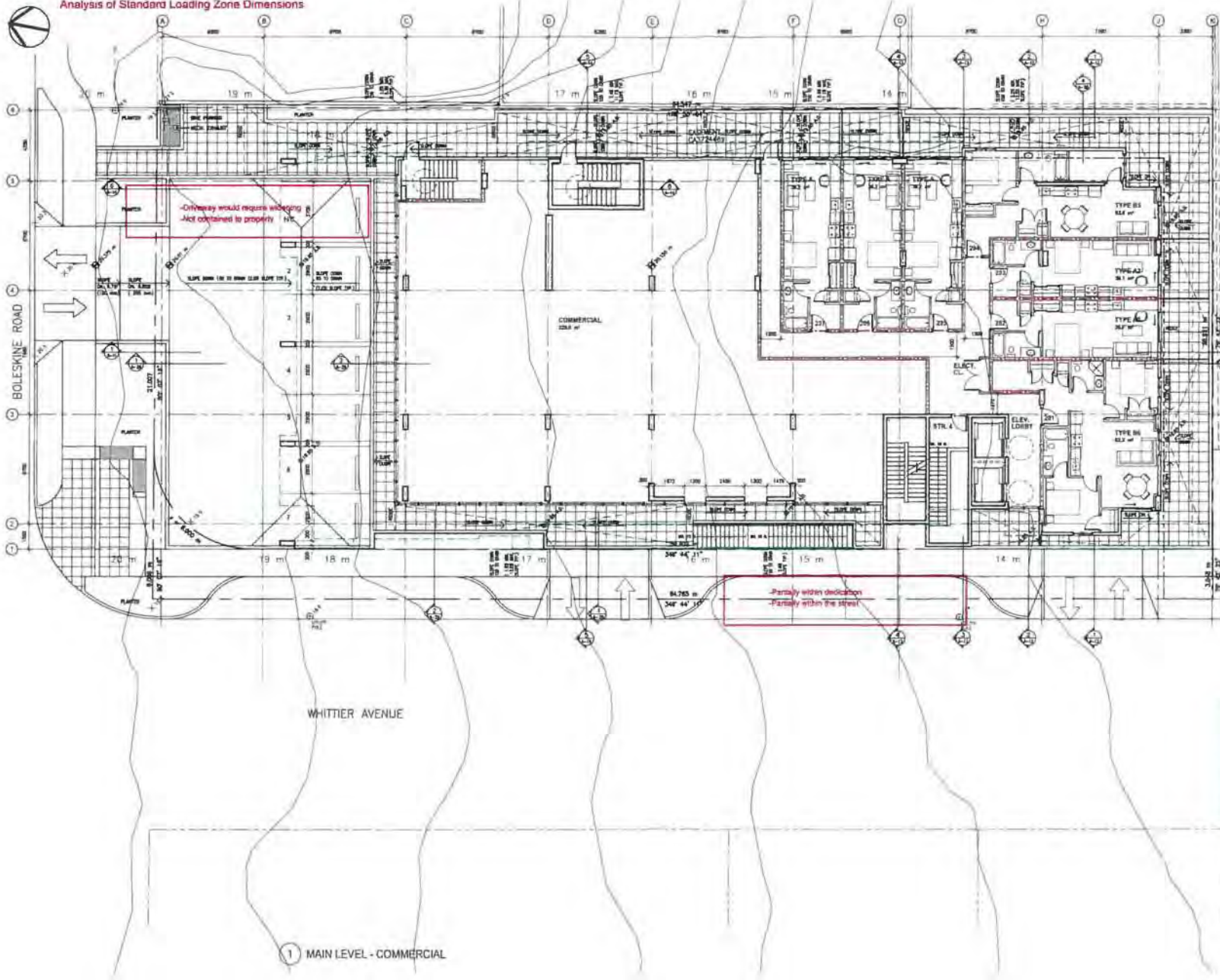


MAIN LEVEL - COMMERCIAL

PROJECT NUMBER	111
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DESIGNER	KPLJ
SCALE	AS SHOWN

1 MAIN LEVEL - COMMERCIAL

A-5



KPLJ

718 FUSION AVENUE, VICTORIA, B.C.  
 Tel: (250) 838-1111

1.400 F.A.S.  
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PROJECT NO.	1000
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SCALE	1:100
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DATE	...

435 BOLESKINE ROAD



MAIN LEVEL - COMMERCIAL

PROJECT NO.	1000
DATE	10/10/08
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BY	KPLJ
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DATE	...

1 MAIN LEVEL - COMMERCIAL

## 435 BOLESKINE ROAD PARKING STUDY

Prepared for: **Abstract Developments Inc**  
Prepared by: **Boulevard Transportation, a division of Watt Consulting Group**  
Our File: **1964**  
Date: **15 April 2016**

*GREAT!*  
transportation solutions for communities





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Appendix A. **Commercial Parking Demand Observations**

Appendix B. **Shared Parking Demand by Time-of-Day**

Appendix C. **Summary of Neighbourhood Parking Observations**

## 1.0 INTRODUCTION

Boulevard Transportation, a division of Watt Consulting Group was retained by Abstract Developments Inc to undertake a parking study for the proposed development at 435 Boleskine Road in the District of Saanich. The purpose of this study is to assess the adequacy of the proposed parking supply by considering parking demand at representative multi-family residential sites and identify appropriate management approaches.

This study is an update to a report prepared in December 2013 that addressed a former version of the development proposal. As a result, some of the information contained in the current study is based on data collection completed in late 2013.

### 1.1 LOCATION

The subject site is located on the southeast corner of the Boleskine Road / Whittier Avenue intersection (435 Boleskine Road). See **Map 1**. The site is at the western-most edge of the Uptown Major Centre (per Saanich OCP) and a 3-5 minute walk to the Uptown shopping centre.

MAP 1. SUBJECT SITE



## 1.2 CURRENT LAND USE

The site contains four single-family homes on separate properties. All are zoned RS-6, Single Family Dwelling.

## 1.3 PROPOSED DEVELOPMENT

A Comprehensive Development Zone is proposed that would allow for a six-storey building consisting of 529 m<sup>2</sup> of ground-floor commercial and 95 multi-family residential units. Residential units will be market rental consisting of approximately 60% bachelor suites ranging from 33.3m<sup>2</sup> (358 sqft) to 39.2m<sup>2</sup> (422 sqft) and 40% two-bedroom suites ranging from 48.4m<sup>2</sup> (521 sqft) to 74.0m<sup>2</sup> (797 sqft). Ground floor commercial will consist of three units that will be restricted through covenant to include no more than one "retail" occupant and the others will be "general office".

### 1.3.1 Proposed Parking Supply

The proposal includes a total of 71 off-street parking spaces. Seven spaces will be available to commercial employees and customers in a surface parking lot at the front of the building (accessed from Boleskine Road), and may be used by residential visitors outside business hours. Residential vehicles will be accommodated in a two-storey underground facility consisting of 64 spaces that is accessed from Whittier Avenue. Commercial tenants will have the right of first refusal on any available underground parking spaces. The proposal also includes four on-street parking spaces on the Whittier Avenue frontage in addition to the off-street parking supply.

The proposal also includes 110 Class 1 bicycle parking spaces (12 more than required).

## 2.0 PARKING REQUIREMENT

The District of Saanich's Zoning Bylaw requires that commercial land uses provide one parking space per 25m<sup>2</sup> GFA and multi-family residential provide 1.5 spaces per unit. Accordingly, the parking requirement for the site is 164 spaces, 21 spaces for the commercial land use and 143 spaces for the residential uses. See Table 1.

TABLE 1. OFF-STREET PARKING REQUIREMENT

Land Use	Quantity	Bylaw Classification	Required Supply Rate	Required Supply
Commercial	353 m <sup>2</sup> -520 m <sup>2</sup> 176 m <sup>2</sup>	General Office Retail	1 / 25 m <sup>2</sup> GFA 1 / 14 m <sup>2</sup> GFA	21 27
Residential	95 units	Apartments	1.5 / dwelling unit	143
			<b>Total</b>	<b>-164</b> 169

doesn't account for possible 1 rate unit X

The District also requires one long-term bicycle parking space per multi-family residential unit and a six-space rack at each entrance, and one long-term space per 250m<sup>2</sup> GFA for commercial uses. This results in a total of 99 bicycle parking spaces (which the proposal exceeds).

## 3.0 EXPECTED PARKING DEMAND

Expected parking demand is a measure of the number of vehicles anticipated to seek parking at the subject site based on the land uses as proposed. Expected parking demand is considered in the following section based on vehicle ownership from comparable sites, observations, research, and results from previous studies.

### 3.1 RESIDENTIAL PARKING DEMAND

#### 3.1.1 Vehicle Ownership

Vehicle ownership data was obtained from ICBC for ten strata ownership multi-family residential sites as part of the original 2013 study. See Table 2. ICBC data suggested an average vehicle ownership rate of 0.95 vehicles per unit.

Multi-family strata ownership units are known to exhibit higher parking demand rates as compared to rental apartment units. Comprehensive studies from Metro Vancouver<sup>1</sup> and the

<sup>1</sup> Metro Vancouver, *Metro Vancouver Apartment Parking Study*, September 2012, Page 44, Table 21; available online at: [http://public.metrovancouver.org/planning/development/strategy/RGSDocs/Apartment\\_Parking\\_Study\\_TechnicalReport.pdf](http://public.metrovancouver.org/planning/development/strategy/RGSDocs/Apartment_Parking_Study_TechnicalReport.pdf)

City of Toronto<sup>2</sup> conclude that parking demand is 33% to 41% lower among market rental than strata ownership condominium units. When the average vehicle ownership rate among the strata ownership condominium sites (0.95 vehicles per unit) is reduced by 35% to reflect the reduced rate among rental apartments, the expected demand rate is 0.62 vehicles per unit.

**TABLE 2. VEHICLE OWNERSHIP AT STRATA OWNERSHIP SITES, FACTORED TO REFLECT RENTAL APARTMENT RATES**

Site	Units	Strata Ownership Condominium		Rental Apartment	
		Insured Vehicles <sup>3</sup>	Parking Demand (vehicles / unit)	Parking Demand Reduction Factor	Parking Demand (vehicles / unit)
3258 Alder Street	25	21	0.84		0.55
3263 Alder Street	16	19	1.19		0.77
400 Dupplin Road	36	33	0.92		0.60
3225 Eldon Place	95	83	0.87		0.57
3255 Glasgow Avenue	88	77	0.88		0.57
3277 Glasgow Avenue	47	47	1.00	- 35%	0.65
1025 Inverness Road	103	89	0.86		0.56
3170 Irma Street	16	10	0.63		0.41
3215 Rutledge Street	16	16	1.00		0.65
1068 Tolmie Avenue	20	27	1.35		0.88
<b>Average</b>			<b>0.95</b>		<b>0.62</b>

Vehicle ownership data was obtained from ICBC for seven rental apartment multi-family residential sites for a recent parking study in the North Park neighbourhood in the City of Victoria. See **Table 3**. Vehicle ownership data suggested an average vehicle ownership rate of 0.51 vehicles per unit. These sites are generally in a more urban location than the subject site, suggesting that the average ownership rate should be increased to be representative.

<sup>2</sup> City of Toronto, *Parking Standards Review – Phase Two Apartment Building / Multi-Unit Blocks Developments Component, New Zoning By-Law Project*, February 2007, Page 16, Figure 3.1; available online at: [www1.toronto.ca/city\\_of\\_toronto/city\\_planning/zoning\\_environment/files/pdf/cansult\\_final\\_apart\\_stds.pdf](http://www1.toronto.ca/city_of_toronto/city_planning/zoning_environment/files/pdf/cansult_final_apart_stds.pdf)

<sup>3</sup> Vehicle ownership information obtained from Insurance Corporation of British Columbia (ICBC). Information is current as of November 30 2013.

TABLE 3. VEHICLE OWNERSHIP AT RENTAL APARTMENT SITES, NORTH PARK AREA

Site	Units	Insured Vehicles <sup>4</sup>	Parking Demand (vehicles / unit)
1635 Cook Street	72	30	0.42
1035 North Park Street	79	21	0.27
1130 Pandora Avenue	45	24	0.53
1020 Pembroke Street	109	75	0.69
2310 Quadra Street	19	14	0.74
1017 Queens Avenue	27	11	0.41
1110 Queens Avenue	17	9	0.53
<b>Average</b>			<b>0.51</b>

### 3.1.2 Study Site: Tillicum / Burnside (3185 Tillicum Rd)

A similar parking study was completed in 2010 for the rental apartment development on the southeast corner of Tillicum Road / Burnside Road (3185 Tillicum Road). Eight market rental apartment sites were surveyed and found average parking demand to be 0.68 vehicles per unit. The site was ultimately approved and constructed with a parking supply rate of 0.59 vehicles per unit (61 resident spaces, 104 units)<sup>5</sup>.

Vehicle ownership was recently obtained for the 3185 Tillicum Road site and determined vehicle ownership rates to be 0.58 vehicles per unit<sup>6</sup>. This confirms the approved parking supply rate as appropriate for the Tillicum/Burnside site and is recommended as *the most appropriate measure of parking demand for the Boleskine Road site*. Accordingly, resident parking demand is expected to be for 57 vehicles.

## 3.2 VISITOR PARKING DEMAND

Vehicle ownership information is the basis for the resident parking demand calculations above (Section 3.1) and do not account for visitor parking. Visitor parking demand rates have been demonstrated in the range of 0.05 to 0.07 vehicles per unit for multi-family residential<sup>7</sup>. Using a

<sup>4</sup> Vehicle ownership information obtained from Insurance Corporation of British Columbia (ICBC). Information is current as of November 30 2013.

<sup>5</sup> Parking supply rate includes only parking spaces intended for resident, reserved visitor parking excluded.

<sup>6</sup> Vehicle ownership rate based on the number of vehicles registered to this address. Information is provided by Insurance Corporation of British Columbia (ICBC) and current as of November 30, 2015.

<sup>7</sup> Based on observations of visitor parking conducted in 2015 for two studies of multi-family residential sites (one adjacent downtown Victoria, the other in Langford) and findings from the 2012 Metro Vancouver Apartment Parking Study (Table 31, pg50) available at: [http://public.metrovancouver.org/planning/development/strategy/RGSDocs/Apartment\\_Parking\\_Study\\_TechnicalReport.pdf](http://public.metrovancouver.org/planning/development/strategy/RGSDocs/Apartment_Parking_Study_TechnicalReport.pdf)

conservative estimate of 0.1 vehicles per unit, peak visitor parking demand is expected to be 10 vehicles.

### 3.3 COMMERCIAL PARKING DEMAND

Observations were conducted at eight sites consisting of light industrial, retail, and office land uses, and situated north of downtown Victoria. Each site was observed once on a weekday mid-day and twice on a mid-day Saturday. Results are summarized in **Appendix A**.

Peak demand was observed during the mid-day weekday observation period from 1:30-2:30 pm, which yielded a peak demand rate of one vehicle per 68m<sup>2</sup>. See **Table 4**. Applying this demand rate to the proposed commercial floor area results in peak demand of 8 vehicles.

**TABLE 4. PEAK PARKING DEMAND AT REPRESENTATIVE COMMERCIAL SITES**

Site	Approximate Floor Area (m <sup>2</sup> )	Wednesday, December 04 2013 1:30-2:30 pm	
		Observed Vehicles	Demand Rate
470 Ardesier Road	256	5	1/51m <sup>2</sup>
477 Boleskine Road	1,575	12	1/131m <sup>2</sup>
601 Boleskine Road	3,500	36	1/97m <sup>2</sup>
612 Boleskine Road	322	7	1/46m <sup>2</sup>
2610 Douglas Street	660	25	1/26m <sup>2</sup>
2326-2330 Government Street	2,850	42	1/68m <sup>2</sup>
2504 Government Street	1,176	12	1/98m <sup>2</sup>
3375-3385 Tennyson Avenue	1,104	37	1/30m <sup>2</sup>
<b>Average</b>			<b>1/68m<sup>2</sup></b>

The expected commercial parking demand figures are based on an assumed office or retail occupant. Demand rates for office or retail uses are similar, although a higher proportion of employee-to-customer vehicles among office uses. A light industrial use would result in a significant decrease in parking demand (less than half), where a restaurant use would result in a significant increase in parking demand (two- to three-times).

### 3.4 SUMMARY OF EXPECTED PARKING DEMAND

The combined peak parking demand is expected to be 75 vehicles – 57 resident vehicles, 10 visitor, and 8 commercial vehicles.

## 4.0 Parking Demand by Time of Day

The proposal includes parking spaces in the underground parking facility for site residents. Residents are expected to generate demand for 57 vehicles, as clarified in *Section 3.1.2*. These vehicles would be accommodated in assigned spaces in the underground parking facility and account for 57 of 64 underground spaces. It is expected that the seven remaining spaces will not be used by residents and may be made available to other site users.

Parking demand was assessed by time-of-day for the site's "shared" (i.e., unassigned) parking supplies, which includes residential visitors and commercial employees and customers. Time of day factors are based on the Urban Land Institute (ULI) *Shared Parking* manual and adjusted to reflect local context. See **Appendix B**. Results suggest that combined peak demand among visitors and commercial uses will be experienced at 7:00pm on weekdays when combined demand will be 12 vehicles. It is expected that peak demand will be comprised of approximately ten visitors vehicles and two vehicles related to commercial uses. Similar demand characteristics are expected on weekend daytime (dependent on the nature and operating hours of commercial businesses).

Parking should be managed to ensure efficient utilization during the peak and off-peak periods, as follows:

- **Surface:** Surface parking (7 spaces) should be restricted to commercial users during business hours (i.e., 9:00am to 5:00pm). Surface parking should be made available to commercial customers, employees and residential visitors outside weekday business hours. Residents should not be permitted to park in the surface parking area at any time.
- **Underground:** Two visitor parking spaces should be assigned in the underground parking area and remain available to residential visitors at all times. Consideration may also be given to assigning up to four underground parking spaces to site employees during weekday business hours if the surface parking area experiences high utilization. Further, the proponent has committed to making any unused resident parking spaces available to commercial tenants.
- **On-Street:** On-street parking on Whittier Avenue immediately adjacent the site (4 spaces) should be limited to 2 hours from 8:00am to 6:00pm from Monday to Friday. It is expected that customers will utilize this parking supply.



## 5.0 Neighbourhood Parking Conditions

On-street parking conditions were assessed surrounding the site, including the area bound by Cudthel Road to the north, Tennyson Avenue to the east, Ardersier Road to the south and Whittier Avenue to the west. Four observations were conducted in December 2013 as part of the initial study and another two observations completed in March/April 2016 to ensure the 2013 observations are reflective of current conditions.

Results suggest that on-street parking occupancy is highest during the weekday daytime period, a result of primarily commercial and industrial land uses in the area. Refer to **Appendix C**. The peak observation was 82% overall with approximately 15 spaces unoccupied, observed on Wednesday, March 30 2016 at 2:45pm.

Parking on the block of Whittier Avenue immediately adjacent the site was found to be well utilized during all observations, with anywhere from two to six parking spaces unoccupied. There is little excess on-street parking capacity to accommodate spillover from the subject site during weekday business hours.

It should be noted that the proposal includes four new on-street parking spaces on the Whittier Avenue frontage that currently do not exist. It is recommended that these spaces are limited to 2-hour parking and are expected to appeal to site customers.

## 6.0 Summary

The proposed development is a mixed use building with 529 m<sup>2</sup> commercial land use and 95 multi-family residential units (market rental) consisting of 60% bachelor and 40% two-bedroom units. The proposed parking supply is a total of 71 parking spaces (7 surface, 64 underground), which is 113 spaces fewer than required in the District's Zoning.

Expected parking demand among residents was calculated to be 57 vehicles (0.60 vehicles per unit) based on vehicle ownership at representative sites and comparison the recent Tillicum / Burnside apartment development. Peak residential visitor parking demand is expected to be an additional 10 vehicles (0.1 vehicles per unit). Peak commercial parking demand is expected to be 8 vehicles (one vehicle per 68 m<sup>2</sup>) based on observations at representative mixed retail and office sites.

Residents seeking parking will have access to assigned parking spaces, assumed to be 57 spaces (see above). The remaining user groups (employees, customers, visitors) may share parking supplies. An assessment of site-wide parking demand among shared uses by time-of-

day determined that the peak demand will be 12 vehicles (10 visitor, 2 commercial) and experienced on weekday evenings. Similar demand will be experienced on weekends.

Surface parking (7 spaces) should be restricted to commercial users during business hours and available to customers, employees and visitors outside weekday business hours. The majority of the underground parking (57 spaces) will be assigned to residents at all time. Two spaces in the underground area should be reserved for visitors (at all times) and up to four spaces may be assigned to employees during weekday business hours if needed to address spillover from the surface parking area. Four new parking spaces will be created on Whittier Avenue along the site frontage that will be used by customers and should be restricted to two hours maximum. On-street parking on Whittier Avenue is otherwise well-utilized and cannot be relied on to accommodate spillover.

## 6.1 RECOMMENDATIONS

- A. The proposed parking supply is expected to meet parking demand if site parking is managed consistent with this report; and
- B. A strategy / approach should be developed to ensure site parking continues to be managed appropriately in future.

APPENDIX A.  
COMMERCIAL PARKING DEMAND  
OBSERVATIONS

**Parking Observations at Commercial Sites**  
*435 Boleskine Road Parking Study*

Location	Floor Area (m <sup>2</sup> )	Wednesday Dec 04, 2013, 2:00-3:00 pm		Saturday Dec 07, 2013, 2:00-3:00 pm		Saturday Dec 14, 2013, 1:30-2:30 pm	
		Observed Vehicles	Demand Rate (per m <sup>2</sup> )	Observed Vehicles	Demand Rate (per m <sup>2</sup> )	Observed Vehicles	Demand Rate (per m <sup>2</sup> )
470 Ardesier Road	256	5	51	7	37	6	43
477 Boleskine Road	1,575	12	131	8	197	9	175
601 Boleskine Road	3,500	36	97	25	140	19	184
612 Boleskine Road	322	7	46	10	32	8	40
2610 Douglas Street	660	25	26	22	30	21	31
2326-2330 Government Street	2,850	42	68	30	95	32	89
2504 Government Street	1,176	12	98	10	118	11	107
3385-3375 Tennyson Avenue	1,104	37	30	33	33	31	36
<b>Average</b>			<b>1/68.5m<sup>2</sup></b>		<b>1/85.2m<sup>2</sup></b>		<b>1/88m<sup>2</sup></b>

APPENDIX B.  
SHARED PARKING DEMAND  
BY TIME-OF-DAY

### SHARED PARKING ASSESSMENT

Land Use	User Group	Peak Parking Demand (by user)	Time of Day <sup>1</sup>																	
			6am	7am	8am	9am	10am	11am	noon	1pm	2pm	3pm	4pm	5pm	6pm	7pm	8pm	9pm	10pm	11pm
Multi-Family Residential	Resident	0	100%	90%	85%	80%	70%	60%	65%	60%	60%	60%	65%	85%	90%	97%	98%	98%	100%	100%
	Visitor	10	20%	20%	20%	20%	20%	20%	20%	20%	20%	20%	20%	40%	60%	100%	100%	100%	100%	80%
Commercial <sup>2</sup>	Employee	4	10%	10%	50%	60%	75%	90%	100%	100%	100%	100%	100%	75%	50%	25%	25%	15%	5%	5%
	Customer	4	0%	0%	10%	25%	50%	90%	90%	100%	100%	100%	100%	75%	50%	25%	10%	10%	0%	0%
TOTAL (combined parking demand with sharing)			2	2	4	5	7	8	10	10	10	10	10	10	10	12	11	11	10	8

**Notes:**

<sup>1</sup> Peak demand factors (%) based on recommended time-of-day factors from Urban Land Institute, *Shared Parking*, 2nd Edition (Page 16/17, Table 2-5) and adjusted to reflect known local conditions

<sup>2</sup> Commercial parking demand is assumed to be 50% employee and 50% customer (distribution is typically 60%/20% among Office uses and 20%/80% among Retail uses)



APPENDIX C.  
NEIGHBOURHOOD PARKING  
OBSERVATIONS

435 Boleskine Road Parking Study

NEIGHBOURHOOD ON-STREET PARKING CONDITIONS

Location	Side	Parking Supply	Notes, Restrictions	Thurs Dec 05, 2013 1:00 pm		Sat Dec 07, 2013 1:00 pm		Tues Dec 10, 2013 5:30 pm		Sat Dec 14, 2013 1:30 pm		Wed Mar 30, 2016 2:45 pm		Tues Apr 05, 2016 3:15 pm	
				Observed Vehicles	Occupancy	Observed Vehicles	Occupancy	Observed Vehicles	Occupancy	Observed Vehicles	Occupancy	Observed Vehicles	Occupancy	Observed Vehicles	Occupancy
Boleskine Road, Harriet to Tennyson	N	0													
	S														
Whittier Avenue, Boleskine to Ardesier	E	0													
	W	18		15	83%	16	89%	12	67%	14	78%	15	83%	13	72%
Whittier Avenue, Culduthel to Boleskine	E	5		5	100%	4	80%	3	60%	3	60%	5	100%	4	80%
	W	7	Resident Parking Only	5	71%	7	100%	6	86%	5	71%	5	71%	5	71%
Davidson Avenue, Culduthel to Boleskine	E	22	No Parking, 10pm - 7am	20	91%	11	50%	10	45%	9	41%	20	91%	19	86%
	W	7		5	71%	6	86%	5	71%	6	86%	6	86%	6	86%
Culduthel Road, Whittier to Tennyson	N	6		1	17%	3	50%	4	67%	4	67%	1	17%	4	67%
	S	0													
Tennyson Avenue, Boleskine to Ardesier	E	0													
	W	12	1 hour max, 8am-6pm, Mon-Fri	12	100%	11	92%	10	83%	9	75%	10	83%	7	58%
Ardesier Road, Tennyson to mid-block Whittier	N	3	1 hour max, 8am-6pm, Mon-Fri	2	67%	2	67%	3	100%	3	100%	3	100%	2	67%
	S	3	1 hour max, 8am-6pm, Mon-Fri	2	67%	1	33%	1	33%	2	67%	3	100%	3	100%
<b>Total</b>		<b>83</b>		<b>67</b>	<b>81%</b>	<b>61</b>	<b>73%</b>	<b>54</b>	<b>65%</b>	<b>55</b>	<b>66%</b>	<b>68</b>	<b>82%</b>	<b>63</b>	<b>76%</b>





# MEMORANDUM

TO: Korbin DaSilva, Abstract Developments	ACTION BY: n/a
FROM: Morrison Hershfield	FOR INFO OF: Boleskine Design Team
PLEASE RESPOND BY: n/a	PROJECT No.: 5151210
RE: Boleskine Development	DATE: September 12, 2016

\\VIC01\FP\DATA\1\SHARED\PROJ\5151210\8. EVALUATION\13. REPORTS\1\BOLESKINE - HRV MEMO DRAFT R2.DOCX

Morrison Hershfield has created a preliminary energy model for the Boleskine Development project in Victoria, BC. The intent of this memo is to outline the preliminary results of the energy analysis, predominantly as they relate to the relative performance compared to the BuiltGreen High Density 2016 Reference Building following the NECB 2011 compliance path.

The project is approximately 5,970 m<sup>2</sup>, plus 2,881 m<sup>2</sup> of partially-below-grade parking. The building consists primarily of residential suites, corridors and retail space. Other spaces include utility rooms, the lobby and storage rooms.

Due to complex interactions between options, we have used our interactive data visualization tool that allows the team to assess the relative impacts of glazing, wall, and roof performance with several other options such as heat recovery ventilators and domestic water efficiency. The results of the analysis indicate that all examined options achieving Gold include in-suite HRVs, as shown in Figure 1.

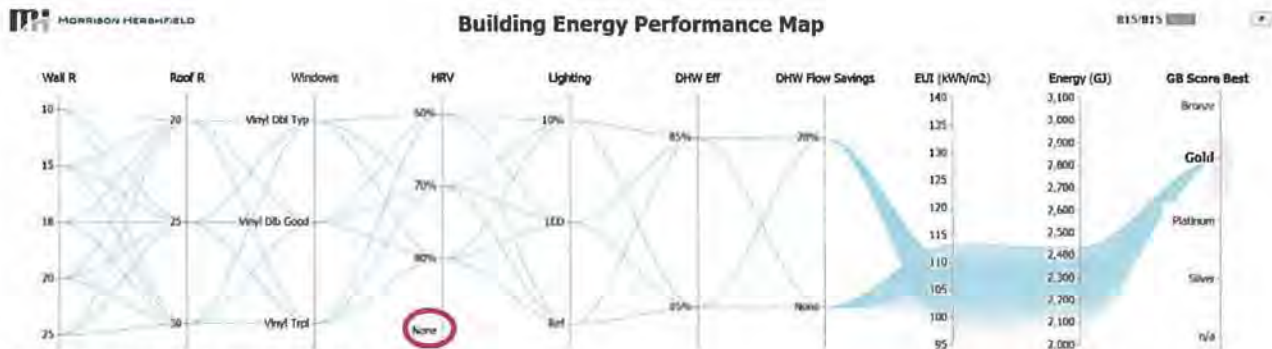


Figure 1: Options Achieving Gold

According to the preliminary design, the energy savings are currently estimated to achieve BuiltGreen Silver status. This is shown in Figure 2, along with the difference in adding only in-suite HRVs to achieve Gold status.



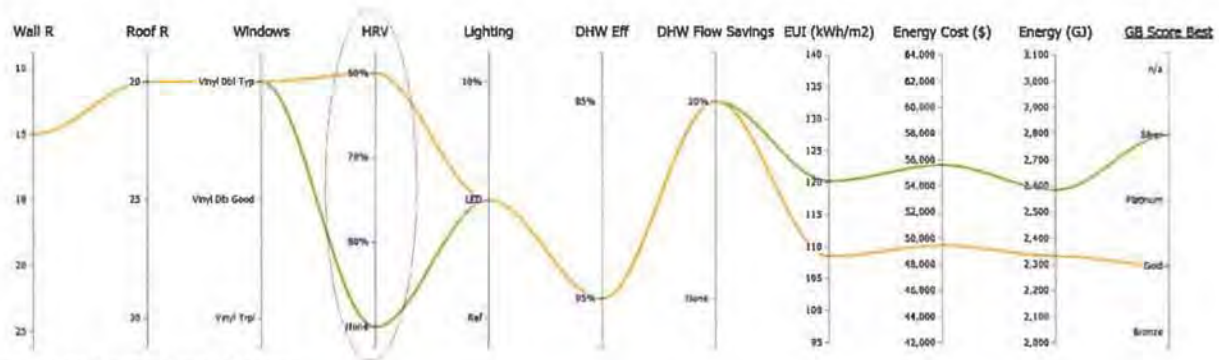


Figure 2: Preliminary Design

We would be happy to meet with you to discuss these results and potential options. If you have any questions or comments regarding the above information, please feel free to contact the undersigned.

Regards,

*Matt Doiron*

**Matt Doiron, M.A.Sc., P.Eng.**  
Building Energy Engineer

*Christian Cianfrone*

**Christian Cianfrone, M.A.Sc., P.Eng., LEED AP BD+C**  
Principal, Building Energy Practice Lead



## 2016 RENT AFFORDABILITY LIMITS

### For Landlords and Tenants Applications

- To be considered affordable rental and eligible under the Home Adaptations for Independence (HAFI) program, the tenant's rent must not exceed the Rent Affordability Limit for your area, as specified in the table below.
- A copy of a lease, tenancy agreement, or rent receipt showing current rent amount is required for each eligible tenant or household member.

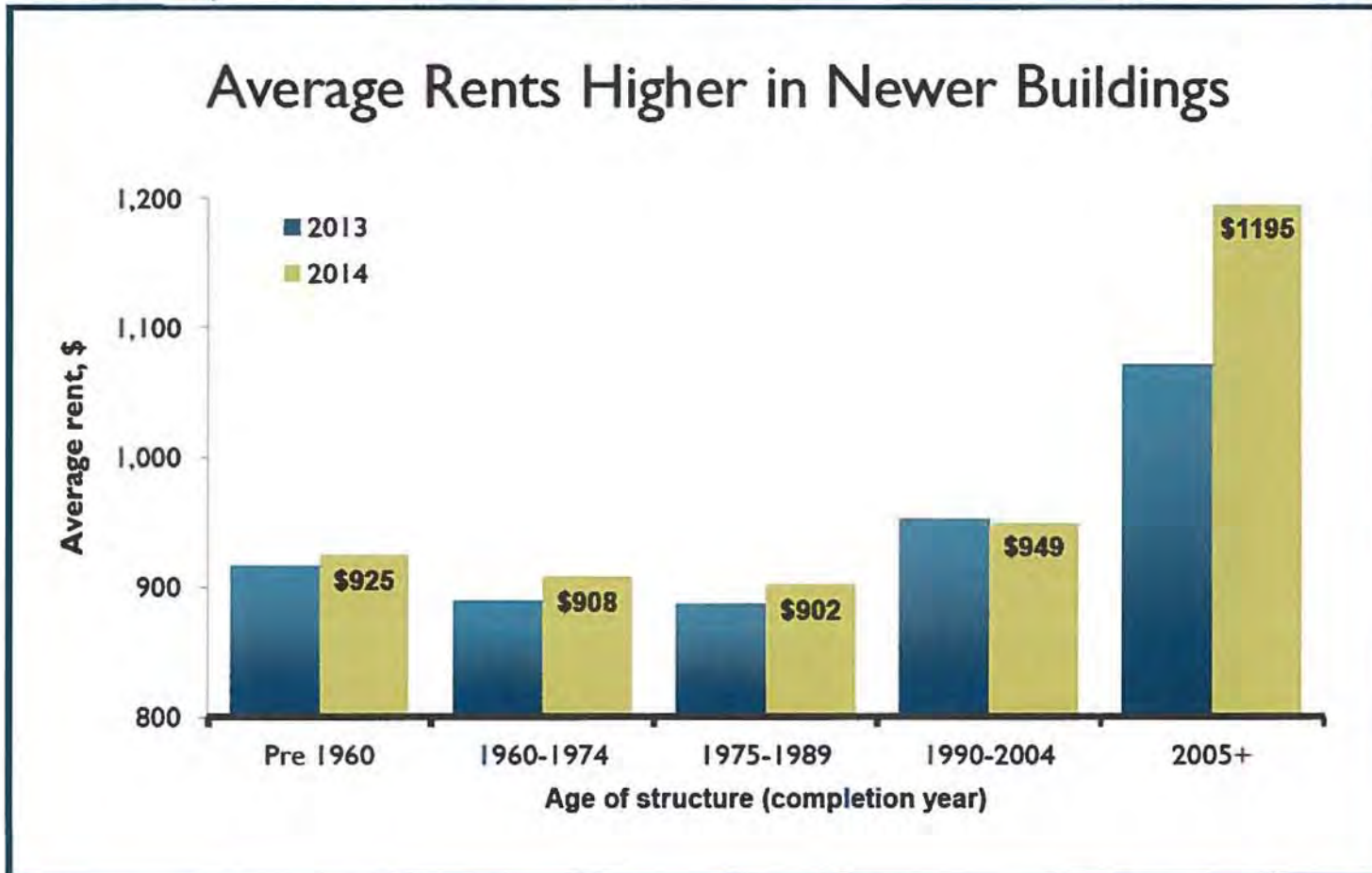
	Bachelor or 1 Bedroom	2 Bedroom	3+ Bedroom
Abbotsford-Mission	719	850	974
Campbell River	653	775	850
Chilliwack	650	780	750
Courtenay	665	775	750
Cranbrook	650	750	850
Dawson Creek	886	1,099	1,225
Duncan	640	750	900
Fort St John	900	1,050	1,195
Kamloops	760	900	1,170
Kelowna	790	965	965
Nanaimo	725	830	1,020
Nelson CY	675	745	1,250
Parksville	710	773	865
Penticton	700	845	895
Port Alberni	575	700	725
Powell River	615	700	750
Prince George	675	800	875
Prince Rupert	650	750	663
Quesnel	575	650	800
Salmon Arm	675	800	**
Squamish	950	932	**
Summerland DM	**	775	**
Terrace	700	900	994
Vancouver	1,010	1,238	1,350
Vernon	680	825	900
Victoria	850	1,095	1,350
Williams Lake	650	725	800

*The Rent Affordability Limits are the median rent levels for each area, as determined by CMHC from their annual rental market survey.*

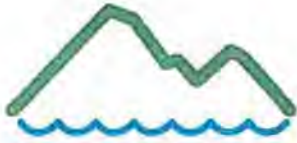


# Rental Rates by Year of Construction – Victoria CMA

RECEIVED  
SEP 21 2014  
PLANNING DEPT  
DISTRICT OF SAANICH



Source: CMHC Rental Market Survey (2014)



# **WESTBROOK Consulting Ltd.**

August 5, 2016

2970-02

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

Attn: Jagtar Bains



## **435 Boleskine - Preliminary Sanitary Flow Calculations**

Dear Sir:

Westbrook Consulting Ltd. has been engaged to provide civil engineering services for the proposed development of 435 Boleskine.

### **Introduction**

The following letter is provided in response to the request to determine the approximate sanitary flow for the proposed development and ensure there is sufficient capacity in the existing sanitary sewer network.

The proposed development is to comprise of a six storey building with commercial space on the main floor and 95 residential units.

The subject site will discharge to the 150mm diameter municipal main that runs along Whittier Avenue.

### **Design Criteria**

The following design criteria was used in the determination of the sanitary flows for the proposed development.

For residential flows:

- District of Saanich Engineering Specifications, Schedule H to Bylaw 7452
  - Residential Average Daily Dry Weather Flow = 360 litres per capita per day
  - Population = 2.75 per unit (single family residential)  
 2.25 per unit (multi family residential)  
 1.3 per unit (nursing home as per Sewage Disposal Regulation)
  - Peaking Factor Harmon Equation ( $PF = 1+14/(4+P^{0.5})$ )
    - P = Population in thousands
  - Infiltration = 0.13 l/s/ha

For commercial flows:

- MMCD Design Guideline Manual – 2005
  - Average Daily Dry Weather Flow = 300 litres per capita per day
  - Commercial Population = 120 people per hectare
  - Commercial Peaking Factor =  $6.75 \cdot P^{-0.11}$ 
    - P = Population
  - Infiltration = 0.17 l/s/ha



**Calculations**

Based on the above design criteria and proposed development the total sanitary flow and the related calculations are outlined in the table below.

Proposed Development Site

	Residential	Commercial
<b>Average Daily Dry Weather Flow ADWF</b>	360 L/p/d	360 L/p/d
<b>Population</b>	2.25 p/unit	120 p/ha
<b>Units (Area for Commercial)</b>	95	0.053 ha
<b>Site Area</b>	0.18 ha	
<b>Total Population</b>	214 p	7 p
<b>Total ADWF</b>	77040 L/d	2100 L/d
<b>Total ADWF</b>	<b>0.89 L/s</b>	<b>0.02 L/s</b>
<b>Infiltration</b>	0.13 L/s/ha	
<b>Infiltration</b>	0.02 L/s	
<b>Peaking Factor (PF)</b>	4.14	5.45
<b>Design Flow (PF * ADWF + Infiltration)</b>	<b>3.81 L/s</b>	



---

### Summary

Based on the design criteria and the proposed land use the total peak design flows are estimated to be **3.68 lps** for the residential portion of the development and **0.11 lps** for the commercial space and **0.02 lps** infiltration, totaling **3.81 lps** for the development.

We trust the above meets the requirements of your request.

If you have any questions or comments, please contact the undersigned.

Yours truly,

**WESTBROOK CONSULTING LTD.**



Nicole Vagle, EIT  
Project Engineer



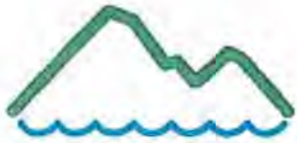
Jared Steingard, P.Eng, LEED AP  
Project Manager



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**WESTBROOK  
Consulting Ltd.**



# **WESTBROOK Consulting Ltd.**

August 5, 2016

2970-02

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

Attn: Jagtar Bains

## **435 Boleskine Road – Fire Flow Requirements**

Dear Sir:

Westbrook Consulting Ltd. has been engaged to provide civil engineering services for the proposed development of 435 Boleskine Road.

### **INTRODUCTION**

The following letter is provided in response to the request to determine the residual pressure at the existing hydrant fronting 455 Boleskine Road and 3375 Whittier Avenue during fire flow conditions.

The proposed 6 storey building will have 95 residential units and commercial space.

### **DESIGN CRITERIA**

The following design criteria was used in the determination of the fire flows required for the proposed development.

➤ Fire Underwriters Survey (FUS), Water Supply for Public Fire Protection 1999

- Fire Flow required is estimated by the equation,  $F = 220C\sqrt{A}$

Where,

→  $F$  = Fire Flow, L/min

→  $C$  = Construction Type

→  $A$  = Floor Area,  $m^2$

➤ District of Saanich requirements

- 20 psi residual pressure under fire flow conditions





**FIRE FLOW CALCULATIONS**

Based on the FUS design criteria and proposed development, the total required fire flows and the related calculations are summarized in the table below.

	Value
<b>Floor Area, A</b>	6,000 m <sup>2</sup>
<b>Type of Construction, C</b> (Wood Frame Construction with Hardy Plank Siding)	1.25
<b>1. Fire Flow, F</b>	21301 L/min
<b>2. Fire Hazard, Limited Combustible</b>	-15%
<b>3. Sprinklers, Automated and Monitored Sprinkler System</b>	-50%
<b>4. Proximity</b>	North +5% East +25% South +10% West +10% Total +50%
<b>TOTAL FIRE FLOW</b>	<b>18106 L/min</b> (302 L/s)

**SUMMARY**

Based on the hydrant tested contacted by the District of Saanich we understand that the residual pressure at 302 L/s is 60 psi.

It is our opinion that there is adequate flow and pressure in the existing water system to provide 18106 L/min (302 L/s) fire flow with residual pressure in excess of 20 psi. The proposed building will be serviced from a hydrant adjacent to 455 Boleskine Road and 3375 Whittier Avenue.

We trust the above meets the requirements of your request. If you have any questions or comments, please contact the undersigned.

Yours truly,

**WESTBROOK CONSULTING LTD.**

*Nicole Vagle*  
 Nicole Vagle, EIT  
 Project Engineer

Reviewed by: *Jared Stengard*  
 Jared Stengard, P.Eng. LEED AP  
 Project Manager

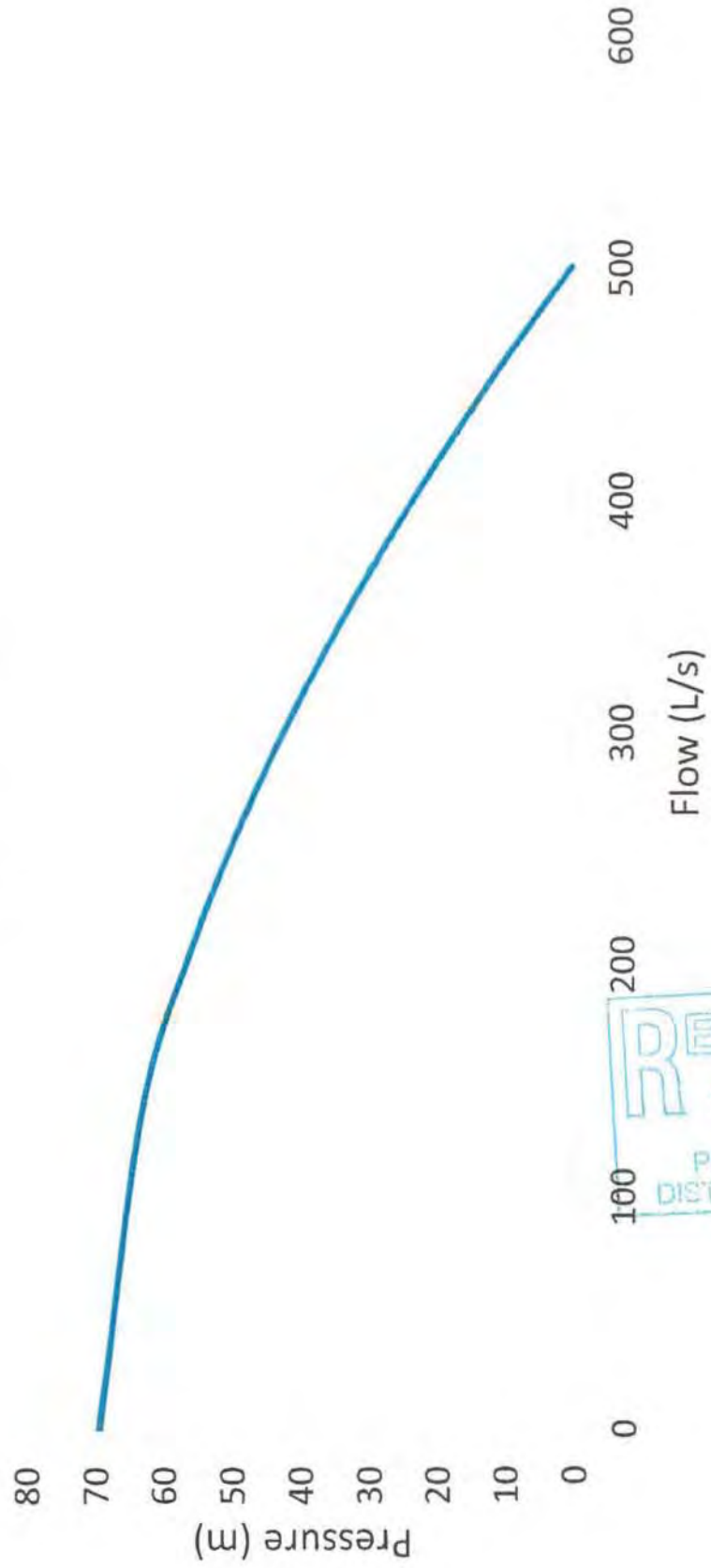



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 8/5/2016 8:43 AM



**WESTBROOK  
 Consulting Ltd.**

# Hydrant 873



RECEIVED  
SEP 21 2016  
PLANNING DEPT  
DISTRICT OF SAANICHO

## Saanich Waterworks HYDRANT FLOW TEST / MAIN CAPACITY TEST

LOCATION: 435 Boleskine Rd. Hydrant 873

DATE: 10-Nov-15 TIME: 10:30 AM

FLOW HYDRANT NO.: 2070 GAUGE HYDRANT NO.: 873

GAUGE HYDRANT STATIC PRESSURE: 99 PSI

GAUGE HYDRANT RESIDUAL PRESSURE: 91 PSI

FLOW @ 20 PSI: 5851 REQUIRED FIRE FLOW: \_\_\_\_\_ PSI

FLOW HYDRANT #	NOZZLE SIZE	REMOTE READER PSI	HYDRANT COEFF.	FLOW IGPM
2070	4.5"	38		1699

COMMENTS: Used 4.5" Hose Monster to perform flow test. Flow duration was for four minutes. Test Hydrant 873 initially dropped to 83 psi, then recovered to 91 psi.

Hose Monster Remote Reader PSI = Flow (IGPM): 4.5" ORIFICE

PSI	IGPM	PSI	IGPM	PSI	IGPM	PSI	IGPM	PSI	IGPM	PSI	IGPM
5	616	16	1102	27	1432	<b>38</b>	<b>1699</b>	49	1930	60	2136
6	675	17	1136	28	1459	39	1722	50	1949	61	2153
7	729	18	1170	29	1475	40	1743	51	1969	62	2171
8	779	19	1201	30	1510	41	1765	52	1988	63	2188
9	827	20	1233	31	1534	42	1787	53	2007	64	2206
10	872	21	1263	32	1559	43	1808	54	2026	65	2222
11	914	22	1293	33	1584	44	1828	55	2045	66	2240
12	955	23	1322	34	1608	45	1849	56	2063	67	2256
13	994	24	1350	35	1631	46	1870	57	2082	68	2273
14	1032	25	1379	36	1654	47	1890	58	2100		
15	1067	26	1405	37	1677	48	1910	59	2117		

Flow @ 20 PSI formula

$$Q_r = Q_t \left( \frac{P_s - P_r}{P_s - P_t} \right)^{0.54}$$

Where:  $Q_r$  = Flow @ 20 Psi

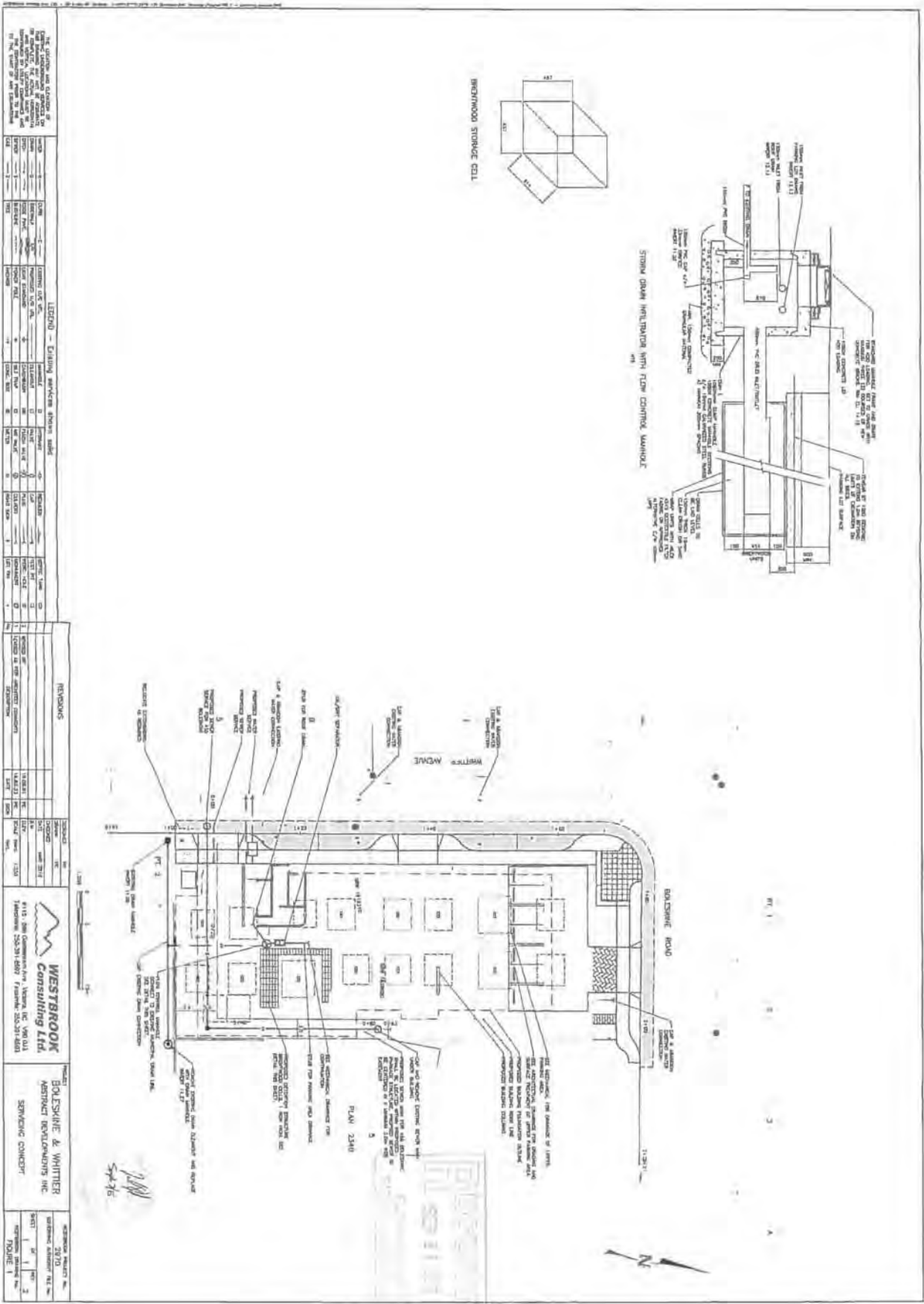
$Q_t$  = Flow from hydrant during test (igpm)

$P_s$  = Static Pressure (Psi)

$P_r$  = Desired Residual Pressure (20 psi)

$P_t$  = Residual Pressure During Test (Psi)





NOTATION: ALL DIMENSIONS UNLESS OTHERWISE SPECIFIED ARE IN FEET AND INCHES. DIMENSIONS IN PARENTHESES ARE FOR INFORMATION ONLY. DIMENSIONS IN FEET AND INCHES SHALL BE CONSIDERED TO TAKE PRECEDENCE OVER DIMENSIONS IN METERS. DIMENSIONS IN METERS SHALL BE CONSIDERED TO TAKE PRECEDENCE OVER DIMENSIONS IN FEET AND INCHES.

NO.	DESCRIPTION	DATE	BY	CHKD.
1	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
2	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
3	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
4	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
5	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
6	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
7	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
8	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
9	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
10	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ

REVISIONS

NO.	DESCRIPTION	DATE	BY	CHKD.
1	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
2	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
3	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
4	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
5	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
6	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
7	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
8	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
9	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ
10	ISSUED FOR PERMIT	11/11/11	SAJ	SAJ

**WESTBROOK Consulting Ltd.**  
 4115 20th Avenue, Suite 100  
 Vancouver, BC V6M 2K1  
 Tel: 604-271-1807 Fax: 604-271-1813

**BOLESWINE & WHITTER**  
 ARCHITECT DEVELOPERS INC.  
 SERVICES CONSULTANT

DATE: 2010  
 SHEET: 1 OF 2  
 PROJECT: BROOKWOOD STORAGE CELL  
 DRAWING NO: 100001



June 12, 2016

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

Dear Mr. Bell,

**Re: 433 and 437 Boleskine Rd.; 3385 and 3389 Whittier Ave. (Amend DPR00542 to DPA00874)**

The Gorge Tillicum Community Association (GTCA) is in receipt of your request for comments on the proposed amendments to the re-zoning of 433 and 437 Boleskine Rd.; 3385 and 3389 Whittier Ave. The original zoning was for the construction of a new 60 unit residential strata and commercial space with parking primarily underground to replace the current four single family residential buildings. These properties are actually outside the boundary of the Gorge Tillicum neighbourhood; however, protocol suggests that we would have an interest in how this property is redeveloped.

Late in 2012, we were contacted by Mr. Mike Miller of Abstract Development Inc. and met with him and his team twice. On both occasions the general feeling was that this site was suitable for such an improvement. Our letter dated March 28, 2013 was in response to the original application for this property.

On May 5, 2016 we met with the Abstract team along with members of the Mount View Colquitz Community Association to discuss the proposed changes to the development permit that was previously issued. As we understand, the changes are significant as the number of residential units has increased to 90 from 60 and the units will now be held by the developer as rental units instead of being sold as part of a strata. In addition there are a few cosmetic changes, improved exterior finishing and enclosing the stairway on the Whittier side of the building. We also understand because of the change in the nature of building from strata units to rental residential along with a reduction of the commercial/retail space, the previous amenity package is no longer available.

The "Community Contribution" amenity was an interesting way to support some affordability for new entrants to the housing market. With the shift to rentals, that formula no longer applies. With the shift in building economics, other community benefits should be considered.

As we have noted in previous applications for re-zoning and development permits in our community, environmental considerations need to be of the latest and highest standards. The last built green residential project achieved the highest rating of built green platinum over 3 years ago. Today we would expect no less for any new project. Besides things like power efficient appliances and LED lighting we can see no reason why solar power should not be included with wiring to feed back to the grid and to each and every parking spot.

Part of built green measurements is to include parking ratio considerations. Not including a parking spot in the rental of the units sends an appropriate price signal to tenants. However, a reduction in parking requirements deserves careful considerations. We know that research actually shows the impacts of parking on affordability

<http://l.facebook.com/l.php?u=http%3A%2F%2Fbit.ly%2F1TomPvI&h=qAQEBBbA3&s=1>

The location of this property is ideal for significant transportation demand management including provision for a variety of electric vehicles and bicycles. Further, incorporating transit passes within the rental agreements should be encouraged. Consideration of ride and/or car sharing must be part of the long term plan for this project because the location suits this option. As the developer is proposing to continue to own and operate this development there are some very clear opportunities in the near future. Assuming a reduction in parking requirements suggests the market for tenants will be aimed at those who use alternatives to the single occupancy vehicle.

A concern raised by neighbours on Whittier across on the other side of Boleskine spoke of the demand for public on street parking from the corner of Whittier going north and we are well aware of day time parking on south part of Whittier. We have heard similar concerns when the last townhouse development was proposed on Whittier. A clearer picture of where this parking demand is coming from should be developed. We understand some is from commuters seeking ways around parking costs in downtown Victoria. It might also be the lack of supply in Victoria. Some may be coming from employees of the nearby businesses. On street parking is becoming a significant issue throughout the community and the impacts for any increase in density must be considered. A question that should be considered, "is the price of public parking in Saanich too low?" Should Saanich consider developing park and ride facilities?

As mentioned in our previous letter, the GTCA would like to see any redevelopment in our community consider the fact that new investments will likely be around for the next 50 to 100 years at least and that such developments should be prepared to make the investments today that will reduce and minimize the ecological footprint of the infrastructure and of on-going future operations. Would it be possible to turn these units into strata ownership?

The GTCA appreciates the mixed use for this development and would hope that this can be the beginning of a trend spreading across the boundary to Burnside Road. With careful consideration, this project could be an example for others.

Finally, for any redevelopment of this site we would recommend that de-construction of the current buildings take place with an eye to re-using and recycling as much material as possible. It appears that the current owners would like to build a superior building, and this would be demonstrated by a high standard for de-construction and site preparation as well as a construction process that is sensitive to our environment.

Sincerely,



Robert Wickson  
President  
Gorge Tillicum Community Association

## BOLESKINE RD. & WHITTIER AVE. DEVELOPMENT PLAN

MVCCA does not support the redesign of this project due to the extent of the parking variances requested.

This section of Boleskine Road contains a residential area to the north and the light industrial area to the south. Rudd Park to the west makes it an ideal area for densification. This section of Whittier Ave. contains a number of businesses that depend on street parking for their customers. MVCCA supports densification that does not drive out the businesses in this light industrial area of Saanich.

This is the first re-development on Boleskine Road and it will set the standard for future developers' expectations. We acknowledge that there is a great need for rental accommodations in all of the Saanich Core. Our comments reflect the majority of our members opinions. Our submission will focus on the impact of this project on the already difficult parking situation for the immediate neighbours. A summary of our understanding of the project is listed below as well as the comments of a neighbour to the project.

In some respects this project looks similar to the rental units building at the corner of Tillicum and Burnside. The parking ratio request is similar. However, the Tillicum and Burnside building is right across the street from the mostly empty Tillicum mall lot where I am sure that guests and customers to that building will park.

First some general comments on the project itself.

- 1 Major change - no community contribution offer is being made
- 2 Low environmental goals, the energy efficiency building goal is only "Built Green - SILVER"
- 3 To the best of my knowledge the developer has not initiated communication with the neighbours nor have they presented this new plan at a MVCCA meeting

### **Residents parking**

The original permit called for 60 units and 63 secure parking stalls. The new design calls for 95 units and secure parking of 66 stalls. This is an overall increase of 32 units without additional parking. Residents will pay a monthly fee to have a parking stall. The developer has proposed a sharing of parking between residents and staff who work in the building. Shared parking assumes that a resident will always remove their car by 8:30 am, even on Saturday. It seems unworkable. Shared parking assumes that staff will be willing to pay for parking when there is free street parking.

This plan assumes that every car owner living there, will pay for a parking stall. This plan assumes that 33% of the units will be rented to people who do not own a car and that none of the 29 two bedroom renters will own two vehicles.

### **Commercial parking**

There will be seven parking spots in front of the building for the customers of the three businesses (2000 sq. ft. each). Employees will be encouraged not to park there and as we have seen with "The Heights" campus of care facility, staff do not like to pay for parking, if free street parking is available. The developers hope to mitigate the problem by only renting to 'low staff' businesses. What prevents owners from renting the commercial units, without asking the number of employees that will be on site?, What if the renter hires more staff?

### **Guest parking**

There are no full-time guest parking stalls provided. The commercial stalls may be empty at night time, that is assuming the businesses there will not be open in the evening. There will be daytime guests, there will be family and friends on the weekends. Interestingly, the location of guest parking affects its use. The parking problems that the residents of Huxley St. and Rowland Ave. are having, occur while the guest parking lot, for Uptown Place, is not full.

## Summary

Some amount of parking variance is the norm on projects in Saanich. The old parking standards need to be updated but this generous parking variance would set a precedent for the area. One of our members is a owner at a condo on Short Street, where a generous parking variance was allowed. The time-limited parking restrictions put into place on Short St., have not provided a solution to their parking problems. The cumulative effect of each new variance will harm both the residential area and the existing businesses throughout the Saanich Core.

If council does permit this variance we have no guarantee that it will proceed as envisioned. The property could be sold, the commercial renters can have as many employees as they like and we could all be wrong about how many renters will own cars. We hope the future will contain fewer cars but for now that is not the case. Many types of area businesses can not tolerate a lack of parking. They will have to move somewhere else.

### **MVCCA understands the project characteristics to be as follows:**

Little change to the overall appearance or height of the original design  
Original exterior staircases now will be interior.  
White roof finish with elevator shaft equipment not visible from the street  
Two separate underground parkades, each with quiet doors that roll down  
Secure bike parking in top parkade, surface covered bike parking but it is not near to main door  
Some electric car charging stations.  
Air circulation equipment fans in parkade. **We request that all HRV systems have noise reduction systems as well**  
Built Green - SILVER application

Total residential units are **95** of these 57 studio units, 9 one bedroom units 29 two bedroom units  
The units range in size from 407 sq. ft. to 750 sq. ft.  
Each unit will have in-suite laundry, electric baseboard heating, and full sized appliances  
The studio units will all have built-in wall beds  
Parking spaces will cost extra (approx. 50.00 per month)

The company intends to retain ownership of the building and commits to rental of commercial space for low staff businesses not office space which tends to have a large number of employees on site.  
Commercial space **6000 sq. ft.**  
The plan calls for 3 units (each 2000 sq. ft.) Two of these will access at front of the building (where the seven commercial parking spots are) and one with access at side of the building. They have 12 ft. ceilings

The developers is not offering to contribute to any community amenities.  
Total parking  
0 full time guest parking  
7 commercial/staff parking  
66 secure parking ( top parkade 34 car spots, bottom parkade 32 car spots)



## BOLESKINE RD. & WHITTIER AVE. DEVELOPMENT PLAN

To whom it may concern,

We are neighbours that live directly across from this proposed development on Boleskine Rd and Whittier Ave. While there are aspects to this development we really like, we have to oppose the current plan because of the variances requested on parking.

There is already a large issue for parking in this neighbourhood, and this plan would make living in this community very difficult.

The request to increase the number of units from 60 to 95 with no extra parking will have a huge negative impact on the area. We ask that the council please keep reasonable restrictions on all developers to provide adequate parking. There should be a strong line that there needs to be at least one parking space per unit.

We realize some people don't not have a car, but the reality is in this area that is rare. Also, many units will have more than one car, and this will counteract those that do not. The developer mentions that they will try to share parking with residents at night and staff during the day. This may help slightly, but again is not realistic. As no one will be forced to have a car removed at a specific time, and so will end up causing more demands on the already full street parking.

There is also no guest parking. For a building with 95 units, that alone will create a large demand on the street parking.

If the council looks back at the original proposal, even at the parking ratio they grant then, many in this community were upset because of the parking issues it would have caused. And now, the developer is asking that they can add 35 extra units and provide no extra parking. Please enforce a reasonable ratio of at least one parking spot to unit.

When we moved to this area we spoke with the Saanich planning department and they told us this area was planned for development. Which we definitely are in support of. But please do so in a way that improves the community and gives quality of life that encourages people to stay.

Thank you for your time.

Matthew & Delana Bourne  
[REDACTED] Boleskine Rd

submitted on behalf of Mt View Colquitz Community Assoc. 20 May 2016  
Carol Hamill, [REDACTED]



The Corporation of the District of Saanich

Mayor  
Councillors  
Administrator

Council  
Administration  
Media

# Report

**To:** Mayor and Council

**From:** Sharon Hvozdanski, Director of Planning

**Date:** February 15, 2017

**Subject:** Request for Removal from the Environmental Development Permit Area (EDPA)  
File: 2860-25 • 1515 & 1517 Cedarglen Road; 4141, 4157, 4181 & 4185 Glendenning Road; 4173 Lynnfield Crescent

## PROJECT DETAILS

**Project Proposal:** The applicants are requesting that their subject properties be removed from one Environmentally Significant Area of the Environmental Development Permit Area (EDPA). The properties were originally included in the EDPA to provide enhanced protection to the Woodland ecosystem.

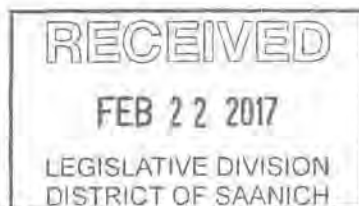
The request is based on the submissions by Ted Lea which indicate that there is no Woodland Sensitive Ecosystem on the properties.

If Council supports this request the EDPA Atlas would need to be amended.

**Addresses:** 1515 & 1517 Cedarglen Road  
4141, 4157, 4181 & 4185 Glendenning Road  
4173 Lynnfield Crescent

**Legal Descriptions:** Lot 8, Section 54, Victoria District, Plan 9479  
Lot 9, Section 54, Victoria District, Plan 9479  
Lot 1, Section 54, Victoria District, Plan 5307  
Lot B, Section 54, Victoria District, Plan 11360  
Lots A and B, Section 54, Victoria District, Plan 32211  
Lot A, Section 54, Victoria District, Plan 38609

**Owners:** Janet and Grant Stark  
Timothy and Cynthia Pilkington  
Alexander and Lindsey Hoole  
Martin and Arlene Winstanley  
Joan Johns  
Robert Boyd and Gail Mudie



<b>Applicants:</b>	Janet and Grant Stark Timothy and Cynthia Pilkington Martin and Arlene Winstanley Henry Kamphof Robert Boyd and Gail Mudie Bruce Johns
<b>Application Received:</b>	June 30, August 22, November 14 and 28, December 5, 2016
<b>Parcel Sizes:</b>	1607 m <sup>2</sup> to 4035 m <sup>2</sup>
<b>Existing Use of Parcels:</b>	Single Family Dwelling
<b>Existing Use of Adjacent Parcels:</b>	See figure 1
<b>Current Zoning:</b>	RS – 10 for 1515 & 1517 Cedarglen Rd and 4173 Lynnfield Crescent RS-18 for 4141, 4157, 4181 & 4185 Glendenning Road
<b>Minimum Lot Size:</b>	N/A
<b>Proposed Zoning:</b>	No change proposed
<b>Proposed Minimum Lot Size:</b>	N/A
<b>Local Area Plan:</b>	Gordon Head
<b>LAP Designation:</b>	Residential

---

## PROPOSAL

The applicants are requesting that their subject properties be removed from one Environmentally Significant Area of the Environmental Development Permit Area (EDPA). The properties were originally included in the EDPA to provide enhanced protection to the Woodland ecosystem.

The request is based on the submissions by Ted Lea which indicate that there is no Woodland Sensitive Ecosystem on the properties.

---

## PLANNING POLICY

### Official Community Plan (2008)

- 4.1.2.1 "Continue to use and update the "Saanich Environmentally Significant Areas Atlas" and other relevant documents to inform land use decisions."
- 4.1.2.3 "Continue to protect and restore habitats that support native species of plants, animals and address threats to biodiversity such as invasive species."
- 4.1.2.4 "Protect and restore rare and endangered species habitat and ecosystems, particularly those associated with Garry Oak ecosystems."
- 4.1.2.5 "Preserve "micro-ecosystems" as part of proposed development applications, where possible."
- 4.1.2.7 "Link environmentally sensitive areas and green spaces, where appropriate, using "greenways", and design them to maintain biodiversity and reduce wildlife conflicts."

### Gordon Head Local Area Plan (2003)

- 4.1 "Protect indigenous vegetation, wildlife habitats, and landscapes when considering applications for change in land use."
- 4.4 "Seek opportunities to vegetate areas with appropriate native species that will support indigenous wildlife."

### General Development Permit Area Guidelines (1995)

1. "Major or significant wooded areas and native vegetation should be retained wherever possible."

### Environmental Development Permit Area Guidelines (2012)

- 1.b.i) and iv) "Development within the ESA shall not proceed except for the following:  
Proposals that protect the environmental values of the ESA including:
- the habitat of rare and endangered plants, animals and sensitive ecosystems"
2. "In order to minimize negative impacts on the ESA, development within the buffer of the ESA shall be designed to:
- Avoid the removal/modification of native vegetation;
  - Avoid the introduction of non-native invasive vegetation;
  - Avoid impacts to the protected root zones of trees within the ESA;
  - Avoid disturbance to wildlife and habitat;
  - Minimize the use of fill;
  - Minimize soil disturbance;
  - Minimize blasting;
  - Minimize changes in hydrology; and
  - Avoid run-off of sediments and construction-related contaminants."

3. "No alteration of the ESA will be permitted unless demonstrated through professional environmental studies that it would not adversely affect the natural environment. Prior to the issuance of a development permit, the following information may be required:
  - A sediment and erosion control plan;
  - An arborist report according to the "Requirements For Plan Submission and Review Of Development or Building Related Permits" (Saanich Parks);
  - A biologist report;
  - A surveyed plan; and/or
  - A bond."
  
4. "The following measures may be required to prevent and mitigate any damage to the ESA:
  - Temporary or permanent fencing;
  - Environmental monitoring during construction;
  - Demarcation of wildlife corridors, wildlife trees, and significant trees;
  - Restricting development activities during sensitive life-cycle times; and
  - Registration of a natural state covenant."
  
5. "Revegetation and restoration may be required as mitigation or compensation regardless of when the damage or degradation occurred."

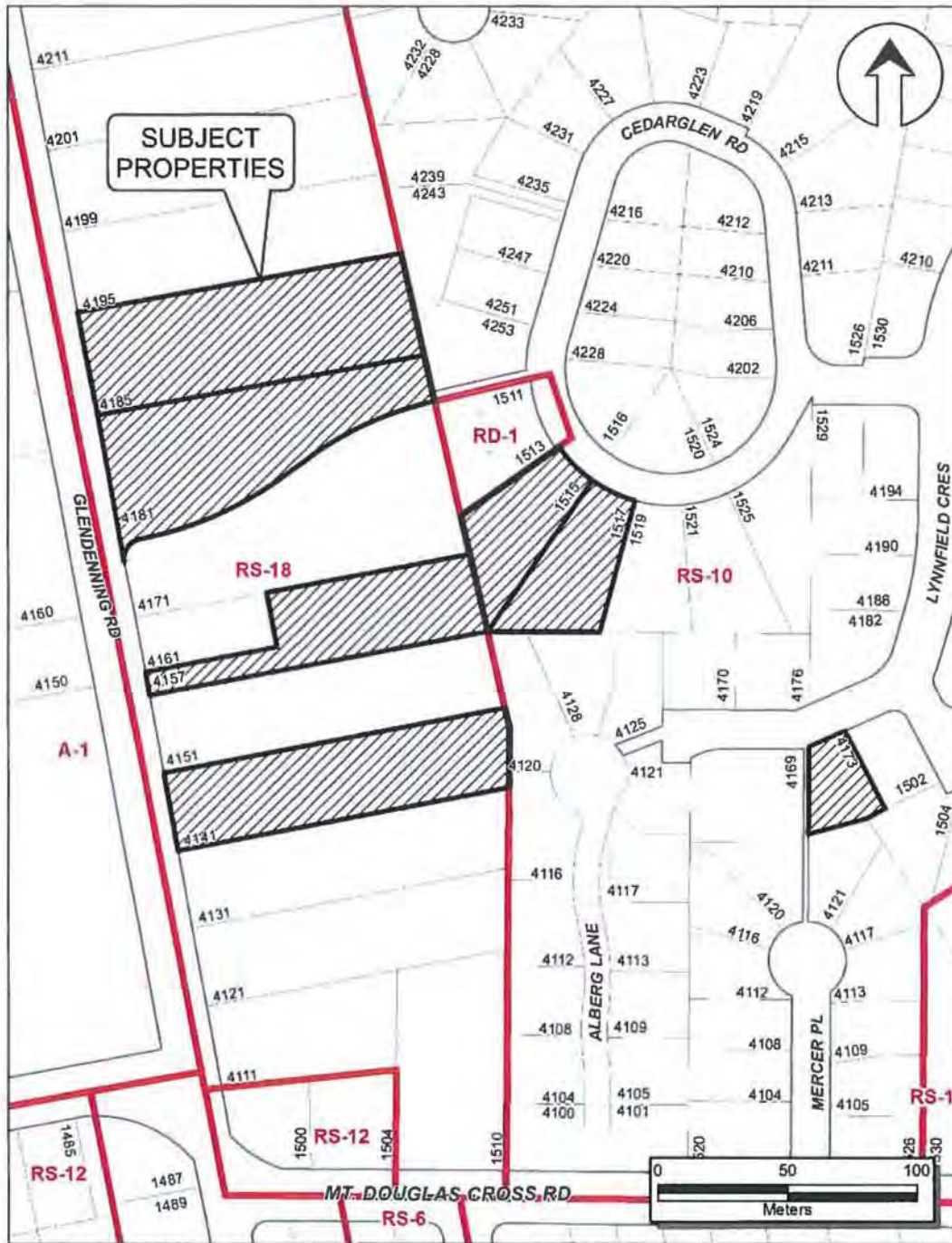


Figure 1: Context Map

**BACKGROUND**

**Environmental Development Permit Area**

The Environmental Development Permit Area (EDPA) was adopted by Council in 2012. Part of the EDPA Bylaw is the EDPA Atlas which illustrates the location of five Environmentally Significant Area (ESA) inventories and associated buffers on properties in Saanich. As with the

Streamside Development Permit Area (SDPA), it is acknowledged that the EDPA Atlas will always need to be maintained and updated over time.

There are four ways mapping inaccuracies can be approached according to the EDPA Guidelines:

1. Exemption #14 allows for a professional to refine boundaries of an Environmentally Significant Area and potentially proceed without an Environmental Development Permit if a development proposal is shown to be outside of the ESA. This exemption was designed to avoid undue process or delays for applicants where mapping could be improved.
2. Exemption #15 allows for intrusions into the EDPA where covenants are used to secure comparable natural features which were not previously mapped.
3. As with the SDPA, staff collate proposed EDPA mapping changes as property owners note inaccuracies (which are documented by staff) or biologists hired during the development application process do a more detailed assessment. These changes are brought forward in batches to Council as recommended amendments.
4. Where a proposed mapping amendment is outside of the scope of these provisions, Council approval is required.

In the case of this application, the property owners are seeking Council approval (option 4, above). Staff are of the opinion that the request goes beyond delegated authority in that a change of mapping is requested outside of the development process. As such, this report has been prepared for Council's review and consideration. If Council believes the removal request has merit, a Public Hearing on the matter would need to be called.

Council adopted a motion on May 9, 2016 to endorse Terms of Reference for the hiring of a consultant to develop potential solutions in relation to the application of the/an EDPA in Saanich. The draft Terms of Reference include a public consultation component as part of the development of potential solutions. It is possible that the outcomes of the review may impact the EDPA on this property.

The Environment and Natural Areas Committee has not considered this request.

### **Existing EDPA Mapping**

The EDPA on the subject property is in reference to one Environmentally Significant Area (ESA): Woodland.

The Woodland ecosystem is part of the Provincial/Federal Sensitive Ecosystem Inventory (SEI). The Ministry of Environment states that SEI areas are often ecosystem remnants and have many values because they:

- Provide critical habitat for species at risk and include ecosystems at risk,
- Are biologically diverse;
- Provide wildlife corridors and linkages;
- Bring nature into communities;
- Provide recreational opportunities;
- Support learning environments;
- Create economic benefits, and
- Are a legacy for future generations.

Specifically, Woodland (Garry Oak) is described as:

- Open deciduous forests;
- Favouring shrub, grass and forb species;
- Competitive with coniferous ecosystems where disturbance or soil conditions allow;
- Threatened by invasive species;
- Containing the highest number of species of conservation concern in the SEI;
- Highly vulnerable to development;
- Attracting insects, reptiles, and birds; and
- Found in only 0.6% of the land base within the Capital Region.

The EDPA includes a 10m buffer for the Woodland ESA. Property owners can apply for a permit to develop within the buffer area.

As part of the ESA Mapping Initiative in 2013, the Woodland mapping in this area was assessed by the project biologist who determined that the Woodland was a medium conservation priority and recommended that the mapping area be increased in size (see Figure 3).

Staff visited both Cedarglen properties and determined that there is Garry Oak canopy but no native understorey was noted at the time. The main contribution of these properties to the Woodland is through the canopy connection to other, more natural remnants within the same mapped area. Staff also visited 4141, 4181 and 4185 Glendenning Road and feel the mapping is accurate but could be revisited at the appropriate time of year (early spring). 4173 Lynnfield Crescent is located only in the buffer. Staff were not given access to 4157 Glendenning Road.

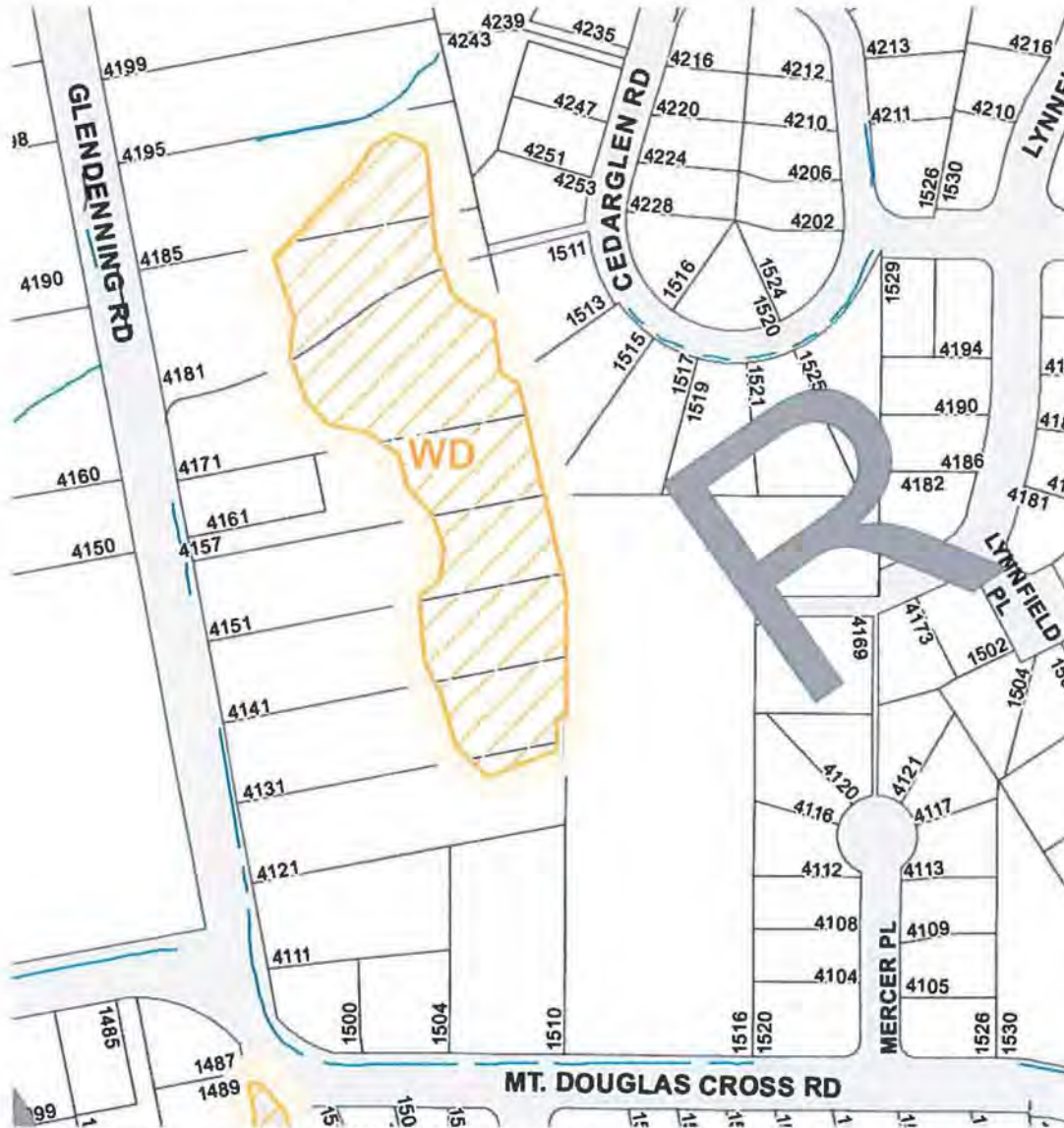
Since the time the EDPA was adopted, development has been approved at 1516 Mount Douglas Cross Road. Based on a report from Aqua-tex Scientific Consulting (with Ted Lea as the terrestrial ecologist), the ESA was shown to be only on adjacent properties which allowed for an exemption from the EDPA process with the exception of a small area of buffer. Development of this property will remove the continuous oak canopy and ecosystem remnants and replace it with narrow strips of tree covenant. Of the 158 trees that were inventoried in 2014, only 45 trees will be retained. While replacement trees are proposed, the integrity of the oak canopy will be lost (see Figure 2).







Figure 4 shows what staff biologists support in recognition of the impacts of upcoming development and the protection offered by covenanted areas. This would result in the Woodland mapping removed from 1515 & 1517 Cedarglen Road, leaving just the buffers from adjacent properties. All Glendenning Road properties would remain in the EDPA. 4173 Lynnfield Crescent would no longer be in the EDPA. There is potential for further refinement of these boundaries if staff is given access to the properties in the spring.



observed the Garry Oak meadow at 4181 and 4185 Glendenning being dominated by invasive species.

Mr. Lea states that there is no Woodland Sensitive Ecosystem on the properties because of the lack of native understorey and/or the need for restoration.

Further, Mr. Lea states that the entire Woodland map unit does not meet Sensitive Ecosystem Standards based on visiting or viewing most of the properties. This contradicts an assessment and map produced by Mr. Lea in 2013 which showed 4151 Glendenning as having a native plant association, plus several properties located from 4157 Glendenning north as being dominant SEI. The mapping proposes adding several more properties to the current mapped area. In 2013, a subsequent report, based on the work of Ted Lea, stated that 4151 Glendenning had a confirmed SEI Garry Oak ecosystem present.

Figure 5 illustrates the EDPA mapping if Council were to remove the Woodland ecosystem from the subject properties.

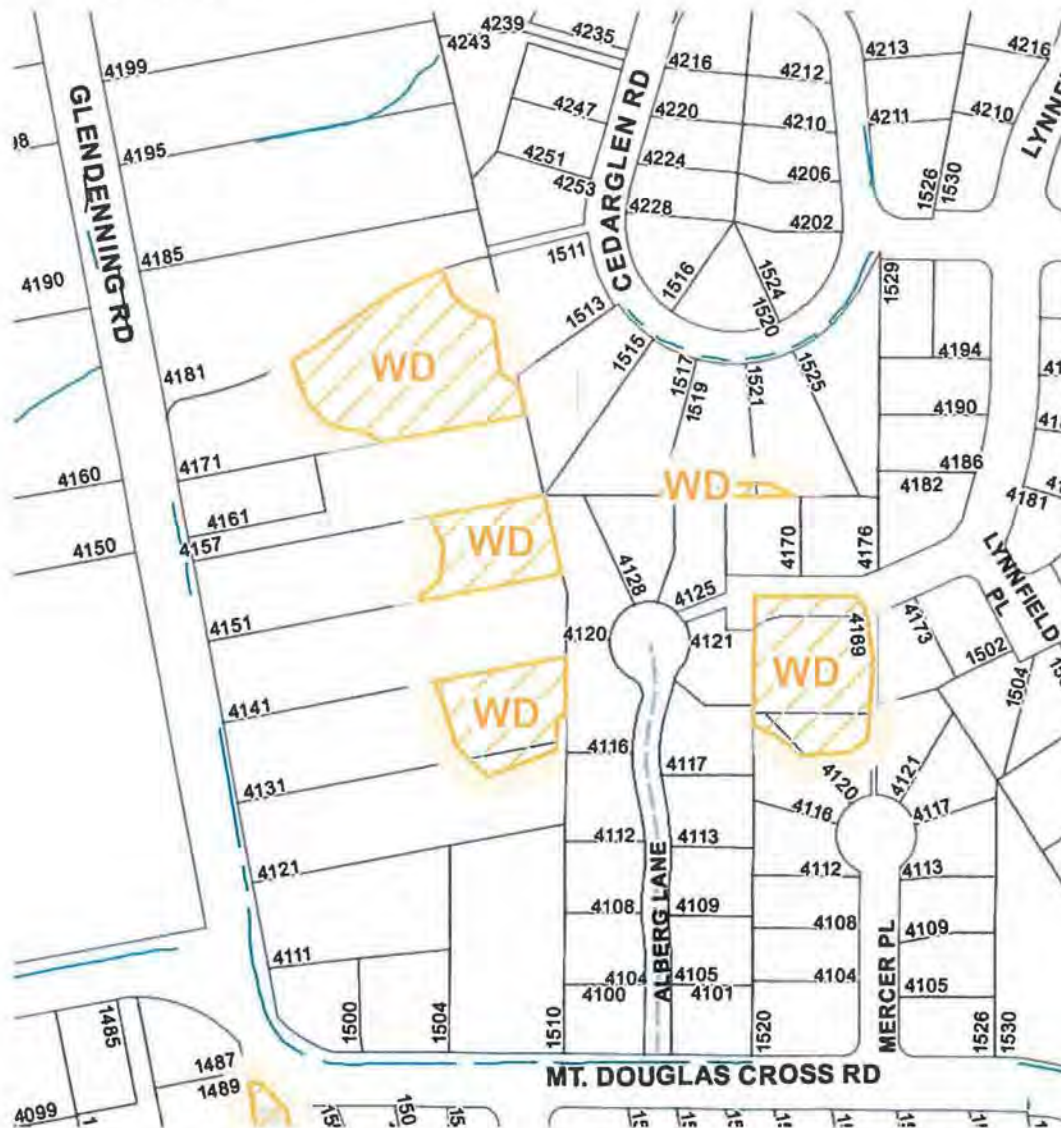


Figure 5: Post Removal Site Considerations, including 1516 Mount Douglas X Road.

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**OPTIONS**

- 1) Do not support the request to remove the four subject properties from the Woodland Sensitive Ecosystem mapping of the EDPA Atlas based on the findings of the ESA Mapping Initiative findings and earlier findings by Ted Lea.
- 2) Support the request to remove the Woodland Sensitive Ecosystem mapping from the EDPA Atlas based on the findings of recent letter report prepared by Mr. Ted Lea and illustrated in figure 5.
- 3) Adopt new mapping of the entire Woodland polygon based on upcoming developments and tree covenant areas as illustrated in figure 4.
- 4) Postpone a decision on this application pending the outcome of the final phase of the EDPA "check-in" which would be undertaken by the independent consultant.

Staff recommend Option 3, namely that the entire Woodland unit be remapped with respect to upcoming developments and tree covenant areas, for the following reasons:

- Saanich Official Community Plan policies support the protection and restoration of rare and endangered ecosystems in this area;
- Previous work by Ted Lea shows that several properties meet SEI criteria and the mapping could be expanded;
- Previous work by the ESA Mapping Initiative shows that the Woodland has medium conservation value and should be expanded in size; and
- Recognition of upcoming development which will reduce the contiguous canopy joining remnant ecosystem areas.

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**SUMMARY**

The owners of 1515 & 1517 Cedarglen Road; 4141, 4157, 4181 & 4185 Glendenning Road; and 4173 Lynnfield Crescent have requested removal of the Woodland EDPA mapping from their properties based on letter reports by Ted Lea stating that there is no Woodland Sensitive Ecosystem located on the properties.

Staff biologists support updating the mapping in consideration of the impact of upcoming developments and in keeping with previous biologist reports. This would result in the Woodland mapping removed from 1515 & 1517 Cedarglen Road, leaving just the buffers from adjacent properties. All of the subject Glendenning Road properties would remain in the EDPA. 4173 Lynnfield Crescent would no longer be in the EDPA. There is potential for further refinement of the mapping boundaries.

**RECOMMENDATION**

That Council support Option 3.

**Note:** If Council supports Option 3, a Public Hearing would still be required. If Council wishes to support the removal request at this time, the motion would be as follows:

- a) That staff be requested to prepare an amendment to Plate 28 of Schedule 3 to Appendix N of the Official Community Plan Bylaw, 2008, No. 8940 for the removal of the Woodland at 1515 & 1517 Cedarglen Road, 4141, 4157, 4181 & 4185 Glendenning Road, and 4173 Lynnfield Crescent from the Environmental Development Permit Area Atlas, and that a Public Hearing be called to consider the amendment.

Report prepared by:   
 Adriahe Pollard, Manager of Environmental Services

Report reviewed by:   
 Sharon Hvozdzanski, Director of Planning

AP/jp  
 H:\TEMPEST\LAND\106543\Report\_EDPA Removal\_Feb 2017.docx

Attachments

cc: P. Thorkelsson, CAO

**CAO'S COMMENTS:**

I endorse the recommendation of the Director of Planning

  
 Paul Thorkelsson, CAO

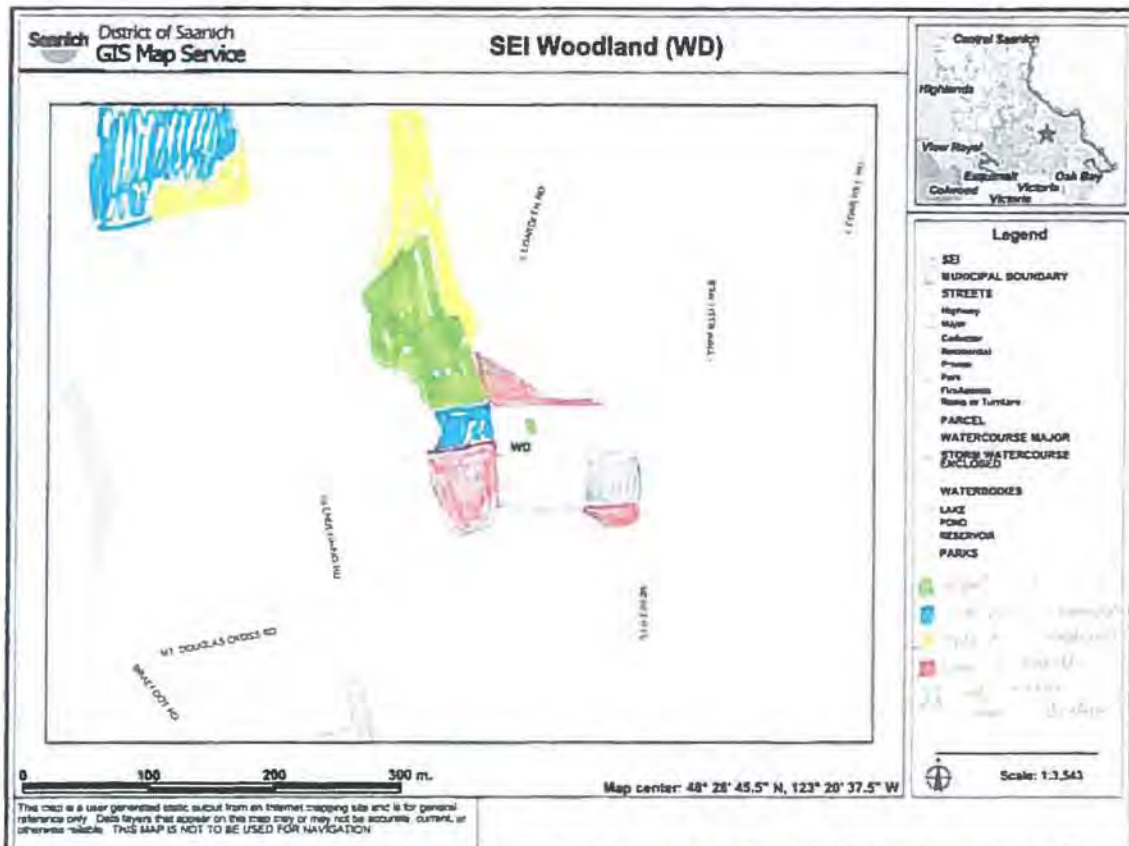


Figure 4. Site assessment of the understory camas community within the SEI polygon. This assessment, based upon site visits, reveals a small camas plots on the property, while the dominant SEI understory plant community lies off-site, to the northwest corner of the polygon. This work was conducted initially by Mr. Ted Lea, and reconfirmed during the April 14<sup>th</sup>, 2013 site visit. The realigned SEI Polygon should be limited to the large green shaded zone, in the northwest corner of the Polygon. **Legend** – Green: Woodland – camas; Blue: oceanspray – snowberry association; Yellow: potential addition; Red: lawn & garden; Grey: all invasives, awaiting development.

To Adriane Pollard  
Manager of Environmental Services  
District of Saanich

June 19, 2016

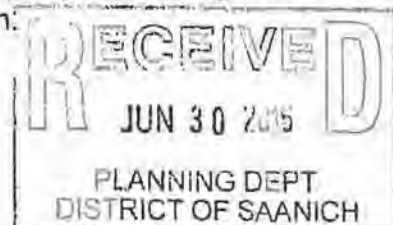
**Re: Report - Sensitive Ecosystem and EDPA – 1515 Cedarglen Road –  
Property of Janet and Grant Stark**

Please accept this as a letter report for the above noted property. Field forms and sketch maps were not necessary as there is no native ecosystem and field notes are all covered by the information below, where necessary.

I have visited the above property in June, 2015 and walked the whole property. I have also seen the property at various seasons in the past 20 years. I have confirmed with Jo-Anne Stacey of the BC Conservation Data Center that there was no field inspection of the original SEI mapping.

**There is no Sensitive Ecosystem on this property.** There is also no viable Sensitive Ecosystem on adjacent properties. This property is not known to have any native understory species, except those that have been planted by the landowners. There is a Garry oak overstory that covers over half of the property, however, the understory of the property is predominantly lawn and garden, with a few out buildings.

In assessing the property to the south from this property at 1516 Mount Douglas Cross Road, I originally thought there was a viable Garry oak – oceanspray – common snowberry association to the west of that property on 4151 Glendenning Road, which could have also created the need for a buffer at 1515 Cedarglen Road. My assumption was that the property to the west at 4157 Glendenning had a Garry oak – common camas – blue wildrye association and there would have been continuous natural vegetation, however, from what I have now seen this property has become dominated by invasive species and now no longer fits the Sensitive Ecosystem definition. I have also recently done assessments at 4181 and 4185 Glendenning. These properties no longer fit the definition of Sensitive Ecosystem, as they are dominated by invasive species. Almost all of the map unit in this area would not fit the Sensitive Ecosystem definition, following the Federal and Provincial standards. As well, the oak - shrub area, when looked at from 1515 Cedarglen, is quickly being overrun by English ivy and Himalayan blackberry, which will eventually take over the whole area. The occurrence of the shrub area is too small to be a viable occurrence and as such does not fit the definition of an ecosystem at risk and therefore a Sensitive Ecosystem. No buffer should be required from this occurrence. I have attached a map of the occurrence – it measures about 5 metres by 15 metres. It is surrounded by lawn, dense invasive species and the former Alberg Family Property. It is acting as a shrub fringe, not as a viable Garry oak - shrub ecosystem.





There is no remnant Garry oak Woodland Sensitive Ecosystem on the property. If any area is required to be protected on this property, it will develop a dense understory of Scotch broom, Himalayan blackberry and English ivy over a few years time. This property will not return to a natural plant community unless significant restoration efforts take place.

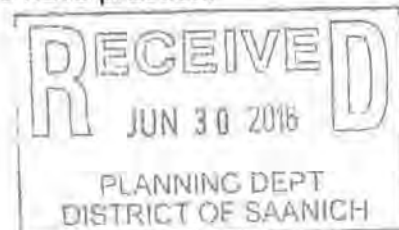
### **Secondary Assessment**

The District of Saanich document: "*Guidelines for Verifying and Defining Boundaries of Sensitive Ecosystem Inventory Polygons In the Environmental Development Permit Area (#29)*" recommends a secondary Conservation Value Assessment of Landscape Context, Condition and Restoration Potential. However, the document indicates that: "*If an area is considered an SEI polygon, a secondary assessment is needed to determine a practical, long-term conservation value for Saanich.*" Since there is no Sensitive Ecosystem remaining on this property, it cannot be considered an SEI polygon and therefore, no secondary assessment is needed and was not done.

I have consulted the three standards recommended by Saanich's 2013 Guidelines and recent Interim Guidance document:

- 1) Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems, Ministry of Environment, Resources Information Standards Committee, December 5, 2006, Version 1.0
- 2) Sensitive Ecosystems Inventory: East Vancouver Island and Gulf Islands 1993-1997. Volume 2: Conservation Manual
- 3) Best Management Practices for Garry Oak & Associated Ecosystems

According to # 1: "Ecosystems at risk are those that can support ecological communities which are considered to be provincially at risk as designated by the B.C. Conservation Data Center. Sensitive Ecosystems are those that are at-risk or are ecologically fragile. The vegetation species composition and structure **must fall within the expected range of the defined plant association before it is considered an occurrence of that particular plant association.** The ecosystem occurrence itself must have sufficient ecological integrity to be sustained in the foreseeable future if it is to have practical conservation value."



According to # 2, Sensitive ecosystem guidelines seek to conserve the seven sensitive ecosystems in a **relatively natural state**.

According to # 3, "Garry Oak and associated Ecosystems (GOEs) are much more than Garry Oak (*Quercus garryana*) trees. GOEs have a rich diversity of wildflowers, native grasses, insects, reptiles, birds, and microorganisms that are part of the functioning ecosystem."

**"The Garry Oak Ecosystems Recovery Team (GOERT) defines a Garry oak ecosystem as one with naturally occurring Garry oak trees (*Quercus garryana*) and some semblance of the ecological processes and communities that prevailed before European settlement."**

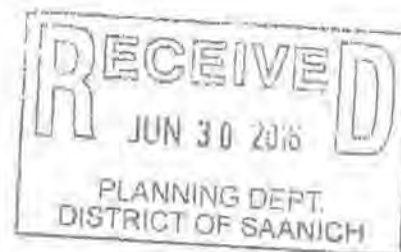
"Although all GOE sites now have been affected to some degree by non-native plant species and loss of natural processes, some are in better condition than others. The presence of Garry Oak trees is a fairly reliable indicator that the area is a Garry Oak ecosystem; however, in some places the site has been so altered that it no longer represents a viable ecosystem. For example, an urban Garry Oak tree that is now surrounded by lawn grasses and daffodils does not have the same plant communities and ecological processes as the original GOE would have had, and is therefore not considered to be a viable GOE."

Nothing on this property fits any of these conditions as there is no natural ecosystem on the property.

In following the EDPA bylaw, clause # 14: there should be no EDPA required on this property. As well, there should be no need for an EDPA buffer from any adjacent property. The District of Saanich should remove the Sensitive Ecosystem designation from this property and remove the EDPA requirement.

Ted Lea, R.P.Bio.

cc Janet and Grant Stark



To Adriane Pollard  
Manager of Environmental Services  
District of Saanich

June 19, 2016



Re: **Report - Sensitive Ecosystem and EDPA – 1517 Cedarglen Road**  
**Property of Tim and Cynthia Pilkington**

Please accept this as a letter report for the above noted property. Field forms and sketch maps were not necessary as there is no native ecosystem and field notes are all covered by the information below, where necessary.

I have visited the above property in June, 2015 and walked the whole property. I have also seen the property at various seasons in the past 20 years. I have confirmed with Jo-Anne Stacey of the BC Conservation Data Center that there was no field inspection of the original SEI mapping.

**There is no Sensitive Ecosystem on this property.** There is also no viable Sensitive Ecosystem on adjacent properties. This property is not known to have any native understory species. There is a Garry oak overstory that covers over half of the property, however, the understory of the property is predominantly lawn and garden, with a few outbuildings.

In assessing the property to the south from this property at 1516 Mount Douglas Cross Road, I originally thought there was a viable Garry oak – oceanspray – common snowberry association to the west of that property on 4151 Glendenning Road, which could have also created the need for a buffer at 1517 Cedarglen Road. My assumption was that the property to the west at 4157 Glendenning had a Garry oak – common camas – blue wildrye association and there would have been continuous natural vegetation, however, from what I have now seen, this property has become dominated by invasive species and now no longer fits the Sensitive Ecosystem definition. I have also recently done assessments at 4181 and 4185 Glendenning. These properties no longer fit the definition of Sensitive Ecosystem, as they are dominated by invasive species. Almost all of the map unit in this area would not fit the Sensitive Ecosystem definition, following the Federal and Provincial standards. As well, the oak - shrub area, when looked at from 1517 Cedarglen, is quickly being overrun by English ivy and Himalayan blackberry, which will eventually take over the whole area. The occurrence of the shrub area is too small to be a viable occurrence and as such does not fit the definition of an ecosystem at risk and therefore a Sensitive Ecosystem. No buffer should be required due to this occurrence. I have attached a map of the occurrence – it measures about 5 metres by 15 metres. It is surrounded by lawn, dense invasive species and the Alberg Family Property. It is acting as a shrub fringe, not as a viable Garry oak - shrub ecosystem.

There is no remnant Garry oak Woodland Sensitive Ecosystem on 1517 Cedarglen Road. If any area is required to be protected on this property, it will

develop a dense understory of Scotch broom, Himalayan blackberry and English ivy over a few years time. This property will not return to a natural plant community unless significant restoration efforts take place.

### Secondary Assessment

The District of Saanich document: *"Guidelines for Verifying and Defining Boundaries of Sensitive Ecosystem Inventory Polygons In the Environmental Development Permit Area (#29)"* recommends a secondary Conservation Value Assessment of Landscape Context, Condition and Restoration Potential. However, the document indicates that: *"If an area is considered an SEI polygon, a secondary assessment is needed to determine a practical, long-term conservation value for Saanich."* Since there is no Sensitive Ecosystem remaining on this property, it cannot be considered an SEI polygon and therefore, no secondary assessment is needed and was not done.

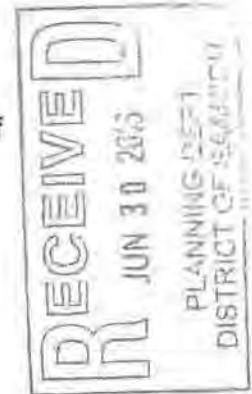
I have consulted the three standards recommended by Saanich's 2013 Guidelines and recent Interim Guidance document:

- 1) Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems, Ministry of Environment, Resources Information Standards Committee, December 5, 2006, Version 1.0
- 2) Sensitive Ecosystems Inventory: East Vancouver Island and Gulf Islands 1993-1997. Volume 2: Conservation Manual
- 3) Best Management Practices for Garry Oak & Associated Ecosystems

According to # 1: "Ecosystems at risk are those that can support ecological communities which are considered to be provincially at risk as designated by the B.C. Conservation Data Center. Sensitive Ecosystems are those that are at-risk or are ecologically fragile. The vegetation species composition and structure **must fall within the expected range of the defined plant association before it is considered an occurrence of that particular plant association.** The ecosystem occurrence itself must have sufficient ecological integrity to be sustained in the foreseeable future if it is to have practical conservation value."

According to # 2, Sensitive ecosystem guidelines seek to conserve the seven sensitive ecosystems in a **relatively natural state.**

According to # 3, "Garry Oak and associated Ecosystems (GOEs) are much more than Garry Oak (*Quercus garryana*) trees. GOEs have a rich diversity of wildflowers, native grasses, insects, reptiles, birds, and microorganisms that are part of the functioning ecosystem."



**"The Garry Oak Ecosystems Recovery Team (GOERT) defines a Garry oak ecosystem as one with naturally occurring Garry oak trees (*Quercus garryana*) and some semblance of the ecological processes and communities that prevailed before European settlement."**

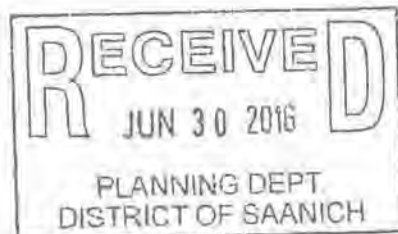
"Although all GOE sites now have been affected to some degree by non-native plant species and loss of natural processes, some are in better condition than others. The presence of Garry Oak trees is a fairly reliable indicator that the area is a Garry Oak ecosystem; however, in some places the site has been so altered that it no longer represents a viable ecosystem. For example, an urban Garry Oak tree that is now surrounded by lawn grasses and daffodils does not have the same plant communities and ecological processes as the original GOE would have had, and is therefore not considered to be a viable GOE."

Nothing on the subject property fits any of these conditions as there is no natural ecosystem on the property.

In following the EDPA bylaw, clause # 14: there should be no EDPA required on this property. As well, there should be no need for an EDPA buffer from any adjacent property. The District of Saanich should remove the Sensitive Ecosystem designation from this property and remove the EDPA requirement.

Ted Lea, R.P.Bio.

cc Tim and Cynthia Pilkington



To Adriane Pollard  
Manager of Environmental Services  
District of Saanich

July 15, 2016

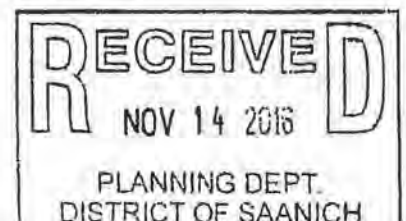
**Re: Report - Sensitive Ecosystem and EDPA – 4141 Glendenning Road –  
Property of Alex and Lindsey Hoole**

Please accept this as a letter report for the above noted property. Field forms and sketch maps were not necessary as there is no native ecosystem and field notes are all covered by the information below, where necessary.

I have visited the above property in June, 2016 and walked the whole property. I have confirmed with Jo-Anne Stacey of the BC Conservation Data Center that there was no field inspection of the original SEI mapping.

**There is no Sensitive Ecosystem on this property.** There is also no viable Sensitive Ecosystem on adjacent properties. There is a Garry oak overstory, with some Douglas-fir and arbutus, that covers almost half of the property, however, the understory of the property within the map unit is predominantly lawn, and has dense invasive shrub areas surrounding the lawn area on the northern, southern and eastern edges of the property. The shrubby areas are dominated by dense Himalayan blackberry and English ivy, with significant cover of orchard grass, and bedstraw, along with English holly, and a large patch of periwinkle. Native species that occur include some snowberry, Indian-plum and black hawthorn. A small rocky outcrop occurs that is dominated by invasive orchard grass and dense annual brome grass species. A few individuals of native blue wildrye and California brome occur here.

All of the entire polygon (map unit) in this area would not fit the Sensitive Ecosystem definition, following the Federal and Provincial standards. I have viewed most of the properties on the ground or from neighbouring properties. The south western portion of this map unit is mostly lawn and garden under oak and Douglas-fir trees, with dense shrub fringes that are significantly covered by invasive species such as Himalayan blackberry and English ivy. The eastern portion that goes through the former Alberg Family property towards Lynnfield Crescent and Mercer Place are old farm areas that have not had natural vegetation for many decades and are presently covered with invasive species. I have recently done an assessment on Lynnfield Crescent that had 3 metre high invasive species removed a year ago and it has returned with many non-native species completely covering the property. No Sensitive Ecosystem remains on any of this area. The north western portion of the map unit has become degraded over the last thirty years that we have lived in this neighbourhood. Originally it was a Garry oak ecosystem with significant native plant cover, with only a few invasive species present, such as Scotch broom. It now is dominated by Scotch broom, Himalayan blackberry and a dense cover of invasive grass species, mainly invasive annual brome species. Scattered patches of camas still remain,



but these are often suppressed by the invasive grasses. A few patches of the native blue wildrye and California brome occur. It no longer meets the Sensitive Ecosystems standard. All of these properties are quite large and restoration of these properties would take significant resources and time. Many of the owners have indicated that they used to remove invasive species such as blackberry and Scotch broom, but are no longer able to do this activity. There is a tree corridor to the north to Mount Douglas Park, with a few gaps, however, there is no natural understory through all of this area, as the properties north of this map unit are mostly lawn and gardens under the trees. There is no tree corridor to the south, into the Livingstone and Malton Avenues area. Much of the map unit is surrounded by residential development. Not one property meets the definition of a Sensitive Ecosystem.

There is no remnant Garry oak Woodland Sensitive Ecosystem on this property. If any area is required to be protected on this property, it will develop a dense understory of Himalayan blackberry, and English ivy over a few years time. This property will not return to a natural plant community unless significant restoration efforts take place.

### **Secondary Assessment**

The District of Saanich document: "*Guidelines for Verifying and Defining Boundaries of Sensitive Ecosystem Inventory Polygons In the Environmental Development Permit Area (#29)*" recommends a secondary Conservation Value Assessment of Landscape Context, Condition and Restoration Potential. However, the document indicates that: "*If an area is considered an SEI polygon, a secondary assessment is needed to determine a practical, long-term conservation value for Saanich.*" Since there is no Sensitive Ecosystem remaining on this property, it cannot be considered an SEI polygon and therefore, no secondary assessment is needed and was not done.

I have consulted the three standards recommended by Saanich's 2013 Guidelines and recent Interim Guidance document:

- 1) Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems, Ministry of Environment, Resources Information Standards Committee, December 5, 2006, Version 1.0
- 2) Sensitive Ecosystems Inventory: East Vancouver Island and Gulf Islands 1993-1997. Volume 2: Conservation Manual
- 3) Best Management Practices for Garry Oak & Associated Ecosystems

According to # 1: "Ecosystems at risk are those that can support ecological communities which are considered to be provincially at risk as designated by the B.C. Conservation Data Center. Sensitive

Ecosystems are those that are at-risk or are ecologically fragile. The vegetation species composition and structure **must fall within the expected range of the defined plant association before it is considered an occurrence of that particular plant association.** The ecosystem occurrence itself must have sufficient ecological integrity to be sustained in the foreseeable future if it is to have practical conservation value."

According to # 2, Sensitive ecosystem guidelines seek to conserve the seven sensitive ecosystems in a **relatively natural state.**

According to # 3, "Garry Oak and associated Ecosystems (GOEs) are much more than Garry Oak (*Quercus garryana*) trees. GOEs have a rich diversity of wildflowers, native grasses, insects, reptiles, birds, and microorganisms that are part of the functioning ecosystem."

**"The Garry Oak Ecosystems Recovery Team (GOERT) defines a Garry oak ecosystem as one with naturally occurring Garry oak trees (*Quercus garryana*) and some semblance of the ecological processes and communities that prevailed before European settlement."**

"Although all GOE sites now have been affected to some degree by non-native plant species and loss of natural processes, some are in better condition than others. The presence of Garry Oak trees is a fairly reliable indicator that the area is a Garry Oak ecosystem; however, in some places the site has been so altered that it no longer represents a viable ecosystem. For example, an urban Garry Oak tree that is now surrounded by lawn grasses and daffodils does not have the same plant communities and ecological processes as the original GOE would have had, and is therefore not considered to be a viable GOE."

Nothing on this property fits any of these conditions as there is no natural ecosystem on the property.

In following the EDPA bylaw, clause # 14: there should be no EDPA required on this property. As well, there should be no need for an EDPA buffer from any adjacent property. The District of Saanich should remove the Sensitive Ecosystem designation from this property and remove the EDPA requirement.

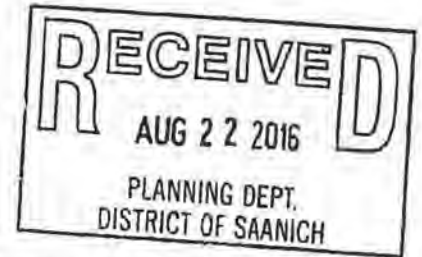
Ted Lea, R.P.Bio.

cc Alex and Lindsey Hoole



To Adriane Pollard  
Manager of Environmental Services  
District of Saanich

July 15, 2016



**Re: Field Verification and Assessment of Woodland Sensitive Ecosystem ESA  
Mapping at 4157 Glendenning Road – Properties of Arlene Winstanley**

Please accept this as a letter report assessing whether there is an occurrence of a Woodland Sensitive Ecosystem on this property.

I have visited this property once in early June, 2016 and have viewed it from surrounding properties.

There is no Sensitive Ecosystem on this property. The western portion of the map unit on this property is dominated by lawn and gardens. The next portion to the east of this area, near the cottage, was tiered gardens in the 1950s and is now dominated by orchard grass, invasive annual brome species, and weeds. The eastern portion bordering Cedarglen properties is dominated by invasive grasses, including annual bromes and orchard grass. These now dominate the herb layers on all open parts of the property within the Woodland SEI map unit. The owners have removed significant Scotch broom plants for many years. There is a good cover of common camas and small patches of snowberry, Indian-plum and California brome. The area to the south, along the fence line, is dominated by dense blackberry, non-native hawthorn, with some Indian-plum.

There is no Garry oak Woodland Sensitive Ecosystem on this property. If any area is required to be protected on this property, it will develop a dense shrub cover of Scotch broom, Himalayan blackberry, and other invasive species over a few years time. This property will not return to a natural plant community unless significant restoration efforts take place.

All of the entire polygon (map unit) in this area would not fit the Sensitive Ecosystem definition, following the Federal and Provincial standards. I have viewed most of the properties on the ground or from neighbouring properties. The south western portion of this map unit is mostly lawn and garden under oak and Douglas-fir trees, with dense shrub fringes that are significantly covered by invasive species such as Himalayan blackberry and English ivy. The eastern portion that goes through the former Alberg Family property towards Lynnfield Crescent and Mercer Place are old farm areas that have not had natural vegetation for many decades and are presently covered with invasive species. I have recently done an assessment on Lynnfield Crescent that had 3 metre high invasive species removed a year ago and it has returned with many non-native species completely covering the property. No Sensitive Ecosystem remains on any of this area. The north western portion of the map unit has become degraded over the last thirty years that we have lived in this neighbourhood. Originally it was a Garry oak ecosystem with significant native plant cover, with only a few invasive species present, such as Scotch broom. It now is dominated by Scotch broom, Himalayan

blackberry and a dense cover of invasive grasses species, mainly invasive annual brome species. Scattered patches of camas still remain, but these are often suppressed by the invasive grasses. A few patches of the native blue wildrye and California brome occur. It no longer meets the Sensitive Ecosystems standard. All of these properties are quite large and restoration of these properties would take significant resources and time. Many of the owners have indicated that they used to remove invasive species such as blackberry and Scotch broom, but are no longer able to do this activity. There is a tree corridor to the north to Mount Douglas Park, with a few gaps, however, there is no natural understory through all of this area, as the properties north of this map unit are mostly lawn and gardens under the trees. There is no tree corridor to the south, into the Livingstone and Malton Avenues area. Much of the map unit is surrounded by residential development. Not one property meets the definition of a Sensitive Ecosystem.

This property does not support a Sensitive Ecosystem, following the provincial *Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems*, BC MOE Resources Information Standards Committee (December 2006), nor in accordance with the Sensitive Ecosystem standard for Vancouver Island (see below). If the methods from these reports are followed, as recommended by the District of Saanich document: *Guidelines for Verifying and Defining Boundaries of Sensitive Ecosystem Inventory Polygons In the Environmental Development Permit Area (#29)*, and the recent Guidance document it is clear that **there is no Woodland Sensitive Ecosystem on the property.**

The Saanich guidelines recommend for a biologist to: "Evaluate each ecological community for ecological sensitivity and at-risk status and determine which class and subclass of Sensitive Ecosystem it belongs to, if any."

I have consulted the three standards recommended by Saanich's 2013 Guidelines and the recent Interim Guidance document:

- 1) Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems, Ministry of Environment, Resources Information Standards Committee, December 5, 2006, Version 1.0
- 2) Sensitive Ecosystems Inventory: East Vancouver Island and Gulf Islands 1993-1997. Volume 2: Conservation Manual
- 3) Best Management Practices for Garry Oak & Associated Ecosystems (GOERT)

According to # 1: "Ecosystems at risk are those that can support ecological communities which are considered to be provincially at risk as designated by the B.C. Conservation Data Center. Sensitive Ecosystems are those that are at-risk or are ecologically fragile. The vegetation species composition and structure **must fall within the expected range of the defined plant association before it is considered an occurrence of that particular plant**

**association.** The ecosystem occurrence itself must have sufficient ecological integrity to be sustained in the foreseeable future if it is to have practical conservation value."

According to # 2, Sensitive ecosystem guidelines seek to conserve the seven sensitive ecosystems in a **relatively natural state**.

According to # 3, "Garry Oak and associated Ecosystems (GOEs) are much more than Garry Oak (*Quercus garryana*) trees. GOEs have a rich diversity of wildflowers, native grasses, insects, reptiles, birds, and microorganisms that are part of the functioning ecosystem."

"The Garry Oak Ecosystems Recovery Team (GOERT) defines a Garry oak ecosystem as one with naturally occurring Garry oak trees (*Quercus garryana*) and some semblance of the ecological processes and communities that prevailed before European settlement."

"Although all GOE sites now have been affected to some degree by non-native plant species and loss of natural processes, some are in better condition than others. The presence of Garry Oak trees is a fairly reliable indicator that the area is a Garry Oak ecosystem; however, in some places the site has been so altered that it no longer represents a viable ecosystem."

The subject property does not meet the definition of an Environmentally Significant Area for the following reasons. The property is dominated by over 80% cover of invasive species. There are few native species in addition to the Garry oak trees. There is no Sensitive Ecosystem ESA in a **relatively natural state** on this property. The property does not support **an ecological community that can be considered provincially at risk by the BC Conservation Data Center**. The site has been so altered that it does not represent a viable ecosystem and if the property is left alone, without significant restoration activity, it will become further degraded and even more dominated by invasive plant species. This occurrence does not have sufficient ecological integrity to be sustained in the foreseeable future, due to the predominance of alien invasive species.

These properties could be restored, but only with years of significant invasive species removal and native plant re-introductions. It would be best to work with the property owner as a stewardship initiative, but only with significant resources provided by outside agencies or the municipality. The properties are not part of a corridor, as natural vegetation does not occur on any side of this map unit that would connect these properties to areas of natural Garry oak ecosystem.

Following these standards and guidelines it is my professional opinion that **there is no Garry oak Woodland Sensitive Ecosystem ESA on this property in a relative natural state**. The boundaries of the current ESA mapping should be refined, as any development would be outside of the Sensitive Ecosystem Environmentally Significant Area (ESA).

Because of this, the ESA and subsequent EDPA designation should be removed from these properties for the Woodland SEI polygon.

Ted Lea, R.P.Bio.  
Vegetation Ecologist

cc Arlene Winstanley

To Adriane Pollard  
Manager of Environmental Services  
District of Saanich

July 25, 2015

**Re: Woodland SEI Mapping at 4181 and 4185 Glendenning Road – Properties of Joan Johns**

Please accept this as a letter report assessing whether there is an occurrence of a Woodland Sensitive Ecosystem on this property.

I have visited this property once in early July, 2015. I live above this property and am very aware of the ecological situation over the past three decades.

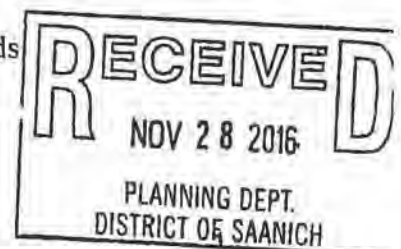
There is no Sensitive Ecosystem on these properties. Over the last 25 years I have watched this area go from a Garry oak meadow with few invasive species (there was significant broom that the owners removed) to now being dominated by invasive grasses, Scotch broom, Himalayan blackberry and English ivy. Invasive grasses, including annual bromes and orchard grass now dominate the herb layers on all parts of the property within the Woodland SEI map unit., with dense shrub covering much of the eastern portions of the properties. There are scattered individuals of common camas and small patches of blue wildrye and California brome. Both properties are in poor ecological condition.

Neither property is actually a Sensitive Ecosystem, following the provincial *Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems*, BC MOE Resources Information Standards Committee (December 2006), nor in accordance with the Sensitive Ecosystem standard for Vancouver Island (see below). If the methods from these reports are followed, as recommended by the District of Saanich document: *Guidelines for Verifying and Defining Boundaries of Sensitive Ecosystem Inventory Polygons In the Environmental Development Permit Area (#29)*, and the recent Guidance document it is clear that **there is no Woodland Sensitive Ecosystem on the property.**

The Saanich guidelines recommend for a biologist to: “Evaluate each ecological community for ecological sensitivity and at-risk status and determine which class and subclass of Sensitive Ecosystem it belongs to, if any.”

I have consulted the three standards recommended by Saanich’s 2013 Guidelines and the recent Interim Guidance document:

- 1) Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems, Ministry of Environment, Resources Information Standards Committee, December 5, 2006, Version 1.0
- 2) Sensitive Ecosystems Inventory: East Vancouver Island and Gulf Islands 1993-1997. Volume 2: Conservation Manual



3) Best Management Practices for Garry Oak & Associated Ecosystems  
(GOERT)

According to # 1: "Ecosystems at risk are those that can support ecological communities which are considered to be provincially at risk as designated by the B.C. Conservation Data Center. Sensitive Ecosystems are those that are at-risk or are ecologically fragile. The vegetation species composition and structure **must fall within the expected range of the defined plant association before it is considered an occurrence of that particular plant association.** The ecosystem occurrence itself must have sufficient ecological integrity to be sustained in the foreseeable future if it is to have practical conservation value."

According to # 2, Sensitive ecosystem guidelines seek to conserve the seven sensitive ecosystems in a **relatively natural state.**

According to # 3, "Garry Oak and associated Ecosystems (GOEs) are much more than Garry Oak (*Quercus garryana*) trees. GOEs have a rich diversity of wildflowers, native grasses, insects, reptiles, birds, and microorganisms that are part of the functioning ecosystem."

"The Garry Oak Ecosystems Recovery Team (GOERT) defines a Garry oak ecosystem as one with naturally occurring Garry oak trees (*Quercus garryana*) and some semblance of the ecological processes and communities that prevailed before European settlement."

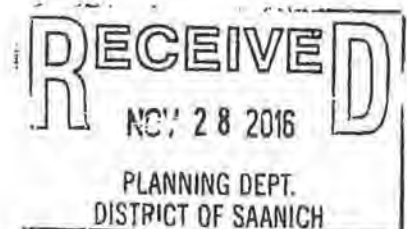
"Although all GOE sites now have been affected to some degree by non-native plant species and loss of natural processes, some are in better condition than others. The presence of Garry Oak trees is a fairly reliable indicator that the area is a Garry Oak ecosystem; however, in some places the site has been so altered that it no longer represents a viable ecosystem."

Following these standards and guidelines it is my professional opinion that **there is no Woodland Sensitive Ecosystem on this property as there is no viable ecosystem remaining.**

Because of this, the ESA and subsequent EDPA designation should be removed from these properties for the Woodland SEI polygon.

Ted Lea, R.P.Bio.  
Vegetation Ecologist

cc Joan Johns, Bruce Johns



To Adriane Pollard  
Manager of Environmental Services  
District of Saanich

August 20, 2016



**Re: Field Verification and Assessment of Woodland Sensitive Ecosystem Environmentally Significant Area (ESA) Mapping at 4173 Lynnfield Crescent – Property of Robert Boyd and Gail Mudie**

Please accept this as a letter report assessing whether there is an occurrence of a Woodland Sensitive Ecosystem Environmentally Significant Area (ESA) on adjacent properties that would required an EDPA buffer on this property. Field forms and sketch maps were not necessary as there is no native ecosystem and field notes are all covered by the information below, where necessary.

This property has two oak trees within the EDPA buffer. However, **there is no Sensitive Ecosystem ESA on this property. There is also no remaining Sensitive Ecosystem on adjacent properties.** There is a Garry oak overstory on the property to the west, however, the understory of the property is predominantly a dense cover of invasive shrub and herb species.

The property at 4173 Lynnfield Crescent has a buffer that goes through part of the house, and otherwise is dominated by lawn, ornamental plants and an out building. A couple of snowberry plants and one Indian-plum occurs near the two oak trees on the property. The buffer occurs on the western third of the property

I have visited the adjacent property once in late April, 2016 and once in mid-May 2016. I have viewed the property regularly from the Mercer Place footpath many times in the past few years. Before clearing of invasive species in the fall of 2015 this property was dominated by 2-3 metre high Himalayan blackberry and Scotch broom, with a dense understory and many trees covered by English ivy. The property has an open overstory of Garry oak. At that time, the property was dominated by a very dense, tall cover of invasive species, with blackberry and other species already returning to 2 metres or more in height. The dense shrub has partly been removed again, but the property is still dominated by invasive species. In the spring, this adjacent property was dominated by a very dense cover of the following invasive species: Himalayan blackberry, annual invasive brome species, hedge mustard (*Sisymbrium officiale*), prickly sow thistle (*Sonchus asper*), Robert's geranium, purple dead-nettle (*Lamium purpurea*) and English ivy. Other invasive species include: orchardgrass, Kentucky bluegrass, bluebells, Scotch broom, thistle, burdock, dandelions, bedstraw, shepherds' purse and many other species. Scattered individuals of common snowberry were found on the property and a couple individuals of Indian-plum.

By following the provincial *Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems*, BC MOE Resources Information Standards Committee (December

2006), and the District of Saanich document (which is provided to biologists for assessing properties in the EDPA: *Guidelines for Verifying and Defining Boundaries of Sensitive Ecosystem Inventory Polygons In the Environmental Development Permit Area (#29)*, it is clear that **there is no Sensitive Ecosystem Environmentally Significant Area (ESA) on the property at 4173 Lynnfield Crescent, nor on any adjacent property.**

The Saanich guidelines recommend for a biologist to: "Evaluate each ecological community for ecological sensitivity and at-risk status and determine which class and subclass of Sensitive Ecosystem it belongs to, if any. This property does not fit at-risk status for any Ecological Community, so is not a Sensitive Ecosystem.

I have consulted the three standards recommended by the District of Saanich's 2013 Guidelines and recent Interim Guidance document, which provide directions to biologists:

- 1) Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems, Ministry of Environment, Resources Information Standards Committee, December 5, 2006, Version 1.0
- 2) Sensitive Ecosystems Inventory: East Vancouver Island and Gulf Islands 1993-1997. Volume 2: Conservation Manual
- 3) Best Management Practices for Garry Oak & Associated Ecosystems (GOERT)

According to # 1: "Ecosystems at risk are those that can support ecological communities which are considered to be provincially at risk as designated by the B.C. Conservation Data Center. Sensitive Ecosystems are those that are at-risk or are ecologically fragile. The vegetation species composition and structure **must fall within the expected range of the defined plant association before it is considered an occurrence of that particular plant association.** The ecosystem occurrence itself must have sufficient ecological integrity to be sustained in the foreseeable future if it is to have practical conservation value."

According to # 2, Sensitive ecosystem guidelines seek to conserve the seven sensitive ecosystems in a **relatively natural state.**

According to # 3, "Garry Oak and associated Ecosystems (GOEs) are much more than Garry Oak (*Quercus garryana*) trees. GOEs have a rich diversity of wildflowers, native grasses, insects, reptiles, birds, and microorganisms that are part of the functioning ecosystem."



"The Garry Oak Ecosystems Recovery Team (GOERT) defines a Garry oak ecosystem as one with naturally occurring Garry oak trees (*Quercus garryana*) and some semblance of the ecological processes and communities that prevailed before European settlement."

"Although all GOE sites now have been affected to some degree by non-native plant species and loss of natural processes, some are in better condition than others. The presence of Garry Oak trees is a fairly reliable indicator that the area is a Garry Oak ecosystem; however, in some places the site has been so altered that it no longer represents a viable ecosystem."

The adjacent property does not meet the definition of an Environmentally Significant Area (ESA) for the following reasons. The property is dominated by over 80% cover of invasive species. There are very few native species in addition to the Garry oak trees. There is no Sensitive Ecosystem Environmentally Significant Area (ESA) in a **relatively natural state** on this property. The property does not support **an ecological community that can be considered provincially at risk by the BC Conservation Data Center**. The site has been so altered that it does not represent a viable ecosystem and if the property is left alone, without significant restoration activity, it will become even more dominated by invasive plant species. This occurrence does not have sufficient ecological integrity to be sustained in the foreseeable future, due to the predominance of alien invasive species.

Following these standards and guidelines it is my professional opinion that **there is no Woodland Sensitive Ecosystem Environmentally Significant Area (ESA) on the adjacent property, so no EDPA buffer should be required on the property at 4173 Lynnfield Crescent**. The boundaries of the current Sensitive Ecosystem Environmentally Significant Area (ESA) mapping should be refined, and removed from the property, as the proposed development is outside of the Sensitive Ecosystem Environmentally Significant Area (ESA). There is no Woodland Sensitive Ecosystem ESA on any surrounding property.

Ted Lea, R.P.Bio.  
Vegetation Ecologist

cc. Robert Boyd and Gail Mudie

