



## The Corporation of the District of Saanich

# Memo

**To:** Advisory Design Panel Members  
**From:** Lindsay Chase, Director of Planning  
**Date:** October 9, 2024  
**Subject:** Development Permit Application File: DPR01073 • 3950 Cedar Hill Road

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### PURPOSE

To provide background information on the DP application for the non-market housing and library redevelopment project at 3950 Cedar Hill Road (Nellie McClung Library site).

### BACKGROUND

Council approved an application to rezone 3950 Cedar Hill Rd from P-1 (Assembly) to CD-NM (Mixed Institutional – Library/Affordable Rental Housing) to construct a mixed institutional project up to 18-storeys in height with a new library and up to 210 units of Affordable Rental Housing in June 2024. A form and character DP was submitted on September 20, 2024. The Applicant for the project is HCMA; the Capital Region Housing Corporation and the District of Saanich are partners in this project.

Council adopted a [suite of measures](#) to support the rapid deployment of non-market housing in early September. A component of this package was the delegation of approval of Development Permits to the Director of Planning (or designate) for non-market housing projects as defined in the Zoning Bylaw. The delegated DP process will be used for this project. Under this approach, Staff can still refer projects to the ADP for input and a recommendation; this input will be considered as part of the Director's review and decision on whether to approve the project.

### ROLE OF THE ADP ROLE & TIMELINES

The proposed project at 3950 Cedar Hill Road has an aggressive timeline to better align with available funding opportunities and mitigate cost escalation. The Applicant was encouraged by Staff to formally submit the project as a "preliminary concept DP" to initiate the process, allow for greater public transparency, and solicit feedback from ADP earlier in the design process. While the applicant has submitted preliminary concept plans to the District, the presentation slide-deck is being provided to ADP in place of these plans; the design team has advanced their concept from the initial plan set and designed the slides to facilitate the discussion on key project elements including project objectives and site constraints.

Staff are looking for ADP's feedback on the proposed design for the site and how the proposal responds to the project objectives and site constraints. The ADP may also provide a formal recommendation and/or other feedback that they feel is productive for staff. Given the project's timelines, Staff does not intend to bring this project back to the ADP for a second time; rather

the initial ADP feedback will be used by staff to assess how the Applicant has responded to this feedback.

As the District moves forward with the implementation of rapid deployment of non-market housing it is anticipated that updates will be required to relevant bylaws and other supporting procedures and documents. As part of this work, the ADP Terms of Reference will be reviewed to provide additional clarity on the Committee's role in this process.

Prepared by:



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Current Planning

Approved by:



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Director, Planning and Development