



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**A G E N D A**  
**REGULAR MEETING OF COUNCIL**

Monday, May 4, 2009  
7:00 p.m.  
Esquimalt Council Chambers

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**1. CALL TO ORDER**

**2. LATE ITEMS**

**3. APPROVAL OF THE AGENDA**

**4. PRESENTATION**

- (1) Dr. Richard Stanwick and Dr. Murray Fyfe, VIHA – Harm Reduction Briefing for Municipalities and Local Governments Pg. 1
- (2) Mark McLaughlin, Crystal Meth Society of BC – Drug Prevention Program Pg. 2

**5. MINUTES**

- (1) Minutes of the Regular Meeting of Council, April 20, 2009 Pg. 3 – 9

**6. PUBLIC INPUT (On items listed on the Agenda)**

*Excluding items which are or have been the subject of a Public Hearing.*

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**7. HEARING**

- (1) Development Permit, 513 Sturdee Street
- (a) Notice of Hearing Pg. 10 – 11
- (b) Background Information – *Available for Viewing Separately*
- Staff Report No. DEV-09-021

**PUBLIC INPUT**

**ADJOURNMENT OF HEARING**

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**8. HEARING STAFF REPORT**

- (1) Hearing for Development Permit, 513 Sturdee Street, [Lot 53, Suburban Lot 53, Esquimalt District, Plan 2854], Staff Report No. DEV-09-023 Pg. 12 – 40
-

9. **UNFINISHED BUSINESS**

- (1) From the Regular Committee of the Whole Meeting, April 20, 2009
- (a) Kim Bellefontaine, Sewage Treatment Action Group Delegation, Re: Resident Concerns with Community Engagement on Sewage Treatment Planning Pg. 41 – 43

10. **STAFF REPORTS**

*Parks and Recreation*

- (1) Building Canada Fund – Communities Component, Staff Report No. P&R-09-018 Pg. 44

*Administration*

- (2) Twinning Opportunities – Online Poll Results, Staff Report No. ADM-09-023 Pg. 45 – 52

*Development Services*

- (3) Rezoning and Development Permit, 934 and 936 Craigflower Road, [Lot B, Section 10, Esquimalt District, Plan 326] and [Lot PT 8, Section 10, Esquimalt District Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot.], Staff Report No. DEV-09-024 Pg. 53 – 91

*Engineering and Public Works*

- (4) Impact of E & N Trail on Railway Crossings, Staff Report No. EPW-09-016 Pg. 92 – 93

*Finance*

- (5) Local and Social Services Grant – Report from Local Grant Committee, Staff Report No. FIN-09-009 Pg. 94 – 98
- (6) Acceleration of Community Works Funding, Staff Report No. FIN-09-010 Pg. 99 – 102

11. **MAYOR'S AND COUNCILLORS' REPORTS**

12. **REPORTS FROM COMMITTEES**

- (1) Draft minutes of the Arts, Culture and Special Events Advisory Committee meeting, April 1, 2009 Pg. 103 – 107

13. **COMMUNICATIONS**

- (1) Letter from Federation of Canadian Municipalities, dated February 19, 2009, Re: 2009 Annual Conference Pg. 108 – 109
- (2) Letter from Ambulance Paramedics of British Columbia, dated April 15, 2009, Re: Support of Ambulance Emergency Response Services Pg. 110

(3) Letter from Municipal Finance Authority, dated April 20, 2009, Re: MFA Program Dividends Pg. 111 – 112

(4) Letter from Esquimalt Neighbourhood House, dated April 27, 2009, Re: Request to Place a Decorated Christmas Tree in a Municipal Building Pg. 113 – 114

**14. PUBLIC QUESTION AND COMMENT PERIOD**

*Excluding items which are or have been the subject of a Public Hearing.*

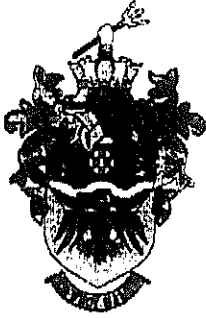
**15. RISE AND REPORT**

(1) Verbal Report from Mayor Desjardins

**16. MOTION TO GO IN CAMERA**

(1) Motion to go *In Camera* pursuant to Section 90 of the *Community Charter* to discuss labour relations and other employee relations, pursuant to Section 90 (1) (c) and that the general public be excluded.

**17. ADJOURNMENT**



Corporation of the Township of Esquimalt

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C., V9A 3P1  
Website: www.esquimalt.ca Email: info@esquimalt.ca

Phone: (250) 414-7100  
Fax: (250) 414-7111

*Agenda*

APPLICATION TO MAKE PRESENTATION TO THE MUNICIPAL COUNCIL

Pursuant to Council Procedure Bylaw, 2004, No. 2585, Sections 41-46, Delegations and Petitions, (see reverse side) Council may allow an individual or a delegation to address Council at the meeting provided written application has been received by the Corporate Officer by 12 Noon on the Wednesday prior to the meeting. Each address must be limited to five minutes unless a longer period is agreed to by resolution of those Members present.

DATE OF COUNCIL MEETING: MAY 4, 2009.

NAME: DR. RICHARD STANWICK, DR. MURRAY FIFE

ORGANIZATION: VITA

ADDRESS: VICTORIA B.C.

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

REASONS FOR APPEARING: TO BRIEF MAYOR AND COUNCIL ON HARM REDUCTION AS IT PERTAINS TO MUNICIPALITIES AND LOCAL COMMUNITIES.

April 22 / 09  
Date

M Fife  
Signature

RECEIVED  
APR 22 2009  
CORPORATION OF THE TOWNSHIP OF ESQUIMALT  
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RECEIVED

APR 28 2009



Corporation of the Township of Esquimalt

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CORPORATION OF THE TOWNSHIP OF ESQUIMALT

APPLICATION TO MAKE PRESENTATION TO THE MUNICIPAL COUNCIL

*Agenda*

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DATE OF COUNCIL MEETING: May 4th or May 19th 2009

NAME: Mark McLaughlin

ORGANIZATION: Crystal Meth Society of BC

ADDRESS: Victoria BC

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

REASONS FOR APPEARING: To Report on Society work in Esquimalt and to request financial support in the amount of \$2500 to continue that work.

Specifically to deliver the Drugs Prevention program Be Crystal Clear to grades 6-12 and also our new Drug Awareness product for Elementary Schools Grade 4-5 (pilot program in SOGI)

Apr 28 2009  
Date

Mark McLaughlin  
Signature  
Executive Director



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

MINUTES  
REGULAR MEETING  
OF MUNICIPAL COUNCIL  
MONDAY, APRIL 20, 2009  
7:00 P.M.  
COUNCIL CHAMBERS

**PRESENT:**

Mayor Barbara Desjardins  
Councillor Bruce McIldoon  
Councillor Alison Gaul  
Councillor Lynda Hundleby  
Councillor Meagan Brame  
Councillor Donald Linge  
Councillor Randall Garrison

**STAFF:**

T. Day, Chief Administrative Officer  
L. Hurst, Director of Financial Services  
G. Côté, Director of Engineering and Public Works  
L. Randle, Manager of Corporate Services  
B. Snyder, Director of Development Services  
J. Byron, Manager of Recreation (departed at 8:45 p.m.)

1. **CALL TO ORDER**

Mayor Desjardins called the meeting to order at 7:01 p.m.

2. **LATE ITEMS**

Item 9 (5) on the agenda has been moved forward to be the first item considered under section 9 and a verbal report from Councillor Garrison on the E & N rail trail has been added as item 10 (2).

3. **APPROVAL OF THE AGENDA**

Moved by Councillor Brame, seconded by Councillor Hundleby that the agenda as amended be approved.  
The motion **CARRIED**.

4. **PRESENTATION**

(1) Paul Servos and Don Prittie, Greater Victoria Harbour Authority

Mr. Servos and Mr. Prittie gave a PowerPoint presentation that provided a broad overview of the activities of the Greater Victoria Harbour Authority. It was noted that there will be an Open House at Fisherman's Wharf on May 2<sup>nd</sup> and an Open House at Ogden Point on May 9<sup>th</sup>.

5. **MINUTES**

(1) **Minutes of the Regular Meeting of Council, April 6, 2009**

It was noted that under section 11 (2) of the minutes that Councillor "Garrison" should be added due to an omission.

Moved by Councillor Garrison, seconded by Councillor Hundleby that the Minutes of the Regular Meeting of Council, April 6, 2009 be adopted as corrected.  
The motion **CARRIED**.

6. **PUBLIC INPUT (On items listed on the Agenda)**

*Excluding items which are or have been the subject of a Public Hearing.*

Mayor Desjardins invited public input but nobody came forth.

7. **DELEGATION**

(1) Kim Bellefontaine, Sewage Treatment Action Group, Re: Resident Concerns with Community Engagement on Sewage Treatment Planning

Ms. Bellefontaine presented a report to Council that was received earlier in the day and distributed to Council members. She says that the Sewage Treatment Action Group is concerned with the public consultation process on wastewater management being conducted by

the Capital Regional District. She says they are taking a too little, too late approach which is also too narrow in scope. She concluded by asking for Council's assistance in addressing the concerns of residents about public consultation on wastewater management with the Core Area Liquid Waste Management Committee.

**8. UNFINISHED BUSINESS**

(1) From the Regular Committee of the Whole Meeting, April 14, 2009

(a) 2009 – 2011 Draft Strategic Plan

Moved by Councillor Hundleby, seconded by Councillor Brame that the 2009-2011 Strategic Plan be adopted as presented.

The motion **CARRIED**.

**9. STAFF REPORTS**

*Police Services*

(1) Public Awareness of Business Practice, Verbal Report from Inspector Les Sylven

A 4-minute video of a TV news report on the matter of local retail outlets selling items used for smoking crack cocaine was shown. Inspector Sylven said that although selling the products is not illegal, the Police are trying to enforce drug laws and focus their efforts on traffickers. Council and the Police agreed to work together to address the problem.

Moved by Councillor Gaul, seconded by Councillor Brame that staff examine options aimed at discouraging the selling of items in local stores which are commonly used for drug taking purposes and include input from the Police in the report.

The motion **CARRIED**.

The Mayor noted that Council should work with the business community to address the problem. Councillor Garrison suggested that a voluntary code of conduct for businesses be established.

*Administration*

(2) Failure to File Campaign Financing Disclosure Statement, Staff Report No. ADM-09-022

Moved by Councillor Linge, seconded by Councillor Brame that Staff Report No. ADM-09-022 be received.

The motion **CARRIED**.

*Engineering and Public Works*

(3) Contract Award – Craigflower Road Corridor Upgrades Phase 1, Staff Report No. EPW-09-023

The Director of Engineering and Public Works gave a PowerPoint presentation on Phase 1 of the Craigflower Road Corridor Upgrades project and reviewed options for spending the unanticipated balance of



the project budget which could be used for landscaping.

Moved by Councillor Hundleby, seconded by Councillor Brame that:

1. The construction contract for Craigflower Road Corridor Upgrades Phase 1 be awarded to Aggressive Excavating for the sum of \$2,478,335.50 including the GST.
2. That the Mayor and the Corporate Administrator be authorized to sign the documents related to the acquisition of land or of statutory right-of-way for the widening of Craigflower Road in front of 933 and 935 Craigflower Road.

The motion **CARRIED**.

*Parks and Recreation*

- (4) Parks and Recreation Customer Service Improvement; Staff Report No. P&R-09-016

Moved by Councillor Linge, seconded by Councillor Brame that Staff Report No. P&R-09-016 be received.

The motion **CARRIED**.

- (5) Esquimalt Food Services Review, Staff Report No. P&R-09-017

Moved by Councillor Linge, seconded by Councillor Garrison;

- 1 That council establish a nine member committee that will review and make recommendations on all aspects of food service delivery by the Township of Esquimalt.
- 2 That Council establish committee membership by:
  - a) appointing one member from Council
  - b) inviting applications from facility user groups and appointing two members from groups who use the sports centre and two from groups who use the recreation centre
  - c) appointing two members from the Parks and Recreation Advisory Committee
  - d) appointing two members from the community at large

The motion **CARRIED**.

Council asked that the final section in Staff Report No. P&R-09-017 titled FINANCIAL IMPLICATIONS be changed to read "Council's decision on food service delivery will be effective as of 2010 and so will not have an impact on the 2009 budget."

Mayor Desjardins called a 5-minute recess at 8:45 p.m.  
The Manager of Recreation left the meeting at 8:45 and did not return.  
Mayor Desjardins reconvened the meeting at 8:53 p.m.

*Finance*

- (6) Request for 2008 Property Tax Penalty Reversal, Staff Report No. FIN-09-008

Moved by Councillor Linge, seconded by Councillor Hundleby that Council not forward the request for reversal of the 2008 property tax penalty to the Minister of Community Services.  
The motion **CARRIED**.

**10. MAYOR'S AND COUNCILLORS' REPORTS**

- (1) Report from Councillor Garrison, Re: Proposed Crosstown Bus Route

Moved by Councillor Garrison, seconded by Councillor Gaul that Council continue to support creation of the proposed new Crosstown Bus Route with the extension to Dockyard as an integral part of the plan.  
The motion **CARRIED**.

- (2) Verbal report from Councillor Garrison, Re: E & N Rail Trail

Councillor Garrison explained that he recently went on an E & N Trail bus tour. To fund the entire project would cost \$20 million but only \$10 million has been secured. A decision on what part of the trail to complete with the \$10 million will be made in the near future. Options will be presented at a CRD parks meeting in late May.

Esquimalt still needs funding for the Admirals – Colville intersection. A staff report to Council on options for Esquimalt's interests in the trail will be presented soon.

**11. REPORTS FROM COMMITTEES**

- (1) Committee of the Whole Report, April 14, 2009  
*[Motion to approve the recommendations]*

Moved by Councillor Linge, seconded by Councillor Brame to approve the recommendations in the Regular Committee of the Whole Report, April 14, 2009.  
The motion **CARRIED**.

**12. COMMUNICATIONS**

Moved by Councillor Brame, seconded by Councillor Garrison that Communications items 1, 3, 4 and 6 be received.  
The motion **CARRIED**.

- (1) Letter from Mayor Derek Corrigan, City of Burnaby, dated March 24, 2009, Re: Six Storey Wood-Frame Residential Buildings  
(2) Letter from the Capital Regional District Environmental Services,

dated April 2, 2009, Re: Climate Action Steering Committee and Working Group – Capital Regional District

Moved by Councillor Brame, seconded by Councillor Gaul that Councillor Garrison attend the CRD Climate Action Steering Committee and Working Group meetings with Councillor Hundleby to be the alternate.

The motion **CARRIED**.

- (3) Email from Kris Terauds, dated April 3, 2009, Re: Performance Paddlers Oppose Mega Yacht Marina Proposal in Victoria Harbour
- (4) Letter from the Esquimalt Buccaneer Days Committee, dated April 9, 2009, Re: 2009 Buccaneer Days Committee Appointments
- (5) Letter from Premier Gordon Campbell and Minister Mary Polak, received April 14, 2009, Re: GamesTown 2010 Contest

Moved by Councillor Brame, seconded by Councillor Garrison that the letter from the Premier regarding the GamesTown 2010 Contest be forwarded to the Parks and Recreation Advisory Committee.

The motion **CARRIED**.

- (6) Letter from Encorp Pacific Canada, dated April 2009, Re: Ne Print Material for the Return-It Milk Program

**13.**

**PUBLIC QUESTION AND COMMENT PERIOD**

Excluding items which are or have been the subject of a Public Hearing.

Rod Lavergne, 45 Fraser Street asked when will Council rise and report on fire department issues?

Muriel Dunn, 1193 Old Esquimalt Road asked whether softball teams should get insurance through the municipality. She said she sent a letter to the Township of Esquimalt about the lack of food at events at Archie Browning and is still waiting for an answer.

**14.**

**MOTION TO GO IN CAMERA**

Moved by Councillor Brame, seconded by Councillor Hundleby to go *In Camera* pursuant to Section 90 of the *Community Charter* to discuss the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonable be expected to harm the interests of the municipality if they were held in public; the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between

a provincial government or the federal government or both and a third party , pursuant to Section 90 (1) (e) and (k) and 90 (2) (b) and that the general public be excluded.  
The motion **CARRIED**.

**15. ADJOURNMENT**

Moved by Councillor Brame, seconded by Councillor Hundleby that the meeting be adjourned at 9:27 p.m.  
The motion **CARRIED**.

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MAYOR OF THE CORPORATION OF THE  
TOWNSHIP OF ESQUIMALT  
THIS DAY OF , 2009

CERTIFIED CORRECT

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TOM DAY  
A/CORPORATE OFFICER



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1  
Website: www.esquimalt.ca Email: info@esquimalt.ca

Voice: (250) 414-7100  
Fax: (250) 414-7111

April 22, 2009

## NOTICE OF HEARING

An application for a Development Permit including Variances has been received from 3 Metro Urban Design and Development on behalf of Rosalind Chapman, the registered owner of Lot 53, Suburban Lot 53, Esquimalt District, Plan 2854 [513 Sturdee Street].

### Purpose of the Application:

The applicant is requesting a Development Permit including Variances to Zoning Bylaw No. 2050 which, if granted, would enable them to apply for a building permit to construct a Two Family Residence [i.e. duplex] on an existing small lot located at the northeast corner of Sturdee Street and Wood Street.

Authorization of the following variances to Zoning Bylaw No. 2050 is required before a Development Permit can be issued:

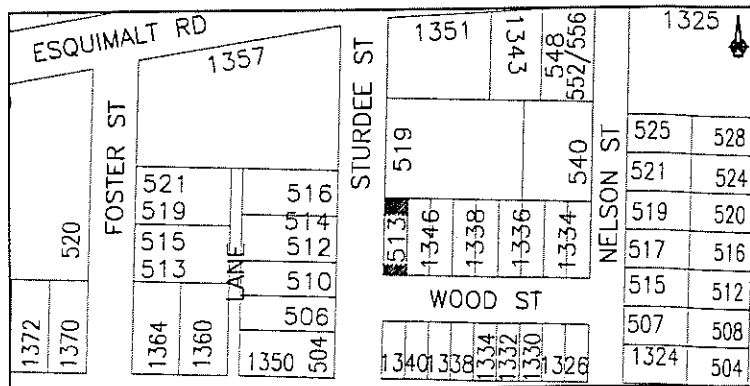
**Section 38(5) – Floor Area** – a 30 square metre reduction to the minimum floor area of the first storey of the Principal Building from 88 square metres to 58 square metres.

**Section 38(7) – Building Width** – a 1.1 metre reduction to the minimum width of any Two Family Dwelling from 7 metres to 5.9 metres.

**Section 38(9)(a)(ii) – Siting Requirements – Principal Building** – a 0.6 metre reduction to the Interior Side Setback from 1.5 metres to 0.9 metres.

**Section 38(9)(a)(ii) – Siting Requirements – Principal Building** – a 1.3 metre reduction to the Exterior Side Setback from 3.6 metres to 2.3 metres.

**Section 38(9)(b)(ii) – Siting Requirements – Accessory Building** – a 0.7 metre reduction to the Exterior Side Setback from 3.6 metres to 2.9 metres.



### Site Location:

Lot 53, Suburban Lot 53, Esquimalt District, Plan 2854  
[513 Sturdee Street]



As this property is within a Development Permit area, should these variances be approved, a Development Permit, limiting the form and character of development to that shown on architectural plans prepared by 3 Metro Urban Design and Development, stamped "Received March 10, 2009" and on landscape plans prepared by Duane Ensing Landscape Design, stamped "Received April 7, 2009", will be registered on the title of Lot 53, Suburban Lot 53, Esquimalt District, Plan 2854 [513 Sturdee Street].

The Municipal Council will consider this application at **7:00 p.m., Monday, May 4, 2009, in the Council Chambers, Municipal Hall, 1229 Esquimalt Road, Esquimalt B.C.** Affected persons may make representations to Council at that time or submit a written submission prior to that date.

Information related to this application may be reviewed at the Development Services counter, Municipal Hall, 1229 Esquimalt Road, from 8:30 a.m. until 4:30 p.m., Monday to Friday (excluding Saturdays, Sundays, Statutory Holidays) until May 4, 2009.

BARBARA SNYDER, DIRECTOR  
DEVELOPMENT SERVICES

## STAFF REPORT

**DATE:** April 29, 2009 **REPORT NO.** DEV-09-023  
**TO:** Tom Day, Chief Administrative Officer  
**FROM:** Barbara Snyder, Director of Development Services  
Trevor Parkes, Senior Planner  
**Subject:** **DEVELOPMENT PERMIT**  
**513 Sturdee Street**  
**[Lot 53, Suburban Lot 53, Esquimalt District, Plan 2854]**

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### RECOMMENDATION

That the application for a Development Permit, limiting the form and character of development to that shown on architectural plans prepared by 3 Metro Urban Design and Development, stamped "Received March 10, 2009" and on the landscape plan prepared by Duane Ensing Landscape Design, stamped "Received April 7, 2009", and including the following variances to Zoning Bylaw No. 2050 be **approved, issued and registered** on the title of Lot 53, Suburban Lot 53, Esquimalt District, Plan 2854 [513 Sturdee Street].


**Section 38(5) – Floor Area** – a 30 square metre reduction to the minimum floor area of the first storey of the Principal Building from 88 square metres to 58 square metres.

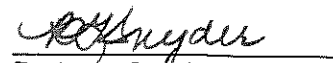
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**Section 38(9)(b)(ii) – Siting Requirements – Accessory Building** – a 0.7 metre reduction to the Exterior Side Setback from 3.6 metres to 2.9 metres.

  
Trevor Parkes  
Senior Planner

  
Barbara Snyder  
Director, Development Services

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### SUMMARY

The applicant proposes to construct a non-strata titled duplex on the northeast corner of Sturdee Street and Wood Street. The property is currently zoned RM-1 (Multiple Family Residential) however Zoning Bylaw No. 2050, Section 11, allows for the construction of lower density development on higher density zoned parcels. This two unit proposal is subject to Development Permit Area No. 5 – Enhanced Design Control Residential; therefore a Development Permit is required before a Building Permit can be issued.

The subject property's area is far smaller than any "standard" single or two family residential lots within the municipality. As this existing lot currently possesses residential zoning, some form of residential development must be permitted on this site. The question before Council therefore is one of the appropriateness of the proposed form and character as well as the suitability of the size of the proposed building on the property.

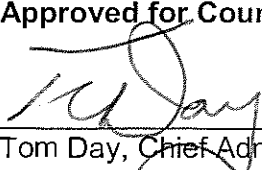
### **BACKGROUND**

**Advisory Planning Commission [APC]:** This application was considered by APC on the evening of March 17, 2009. Members were complimentary of the proposed design and felt it would be a welcome addition to the neighbourhood. Security concerns were raised relating to the use of Photinia as a hedge material as it would likely grow quite tall. The applicant responded to this by altering the landscape plan to include boxwoods as recommended by the members. The application was unanimously forwarded to Council with a recommendation of approval.

**Committee of the Whole [COTW]:** The application was presented at the regular meeting of the Committee of the Whole on April 14, 2009. COTW accepted the staff recommendation that the application be forwarded to Council with a recommendation of approval.

**Council:** The report from the Committee of the Whole was received at the regular meeting of Council on April 20, 2009. Staff were directed to prepare the Development Permit and return it to Council after the appropriate notification had been sent to surrounding properties detailing the requested variances and indicating the time and location the application would be considered by Council.

**Public Notification:** As this proposal requires variances to Zoning Bylaw No. 2050, owners and occupiers of parcels within 50 metres [164 ft.] of the subject property were mailed notification on April 22, 2009 indicating that Council will be considering the requested variances on Monday, May 4, 2009. To date, no responses have been received from the public relating to this application.

<p><b>Approved for Council's consideration:</b></p> <p> _____ Tom Day, Chief Administrative Officer</p> <p>Dated: <u>April 30, 2009</u></p>
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SCALE 1:1000

ESQUIMALT RD

1357

521

519

515

513

1364

1360

LANE

1350

504

516

514

512

510

506

LYALL ST

491/493

1361

1357

1355

1349

489B

489A

485

490

484

STURDEE ST

513

519

1351

1343

548

552/556

540

NELSON ST

1342  
1344

602  
604  
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WOOD ST

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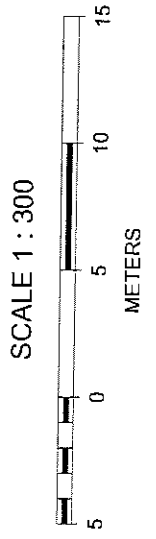
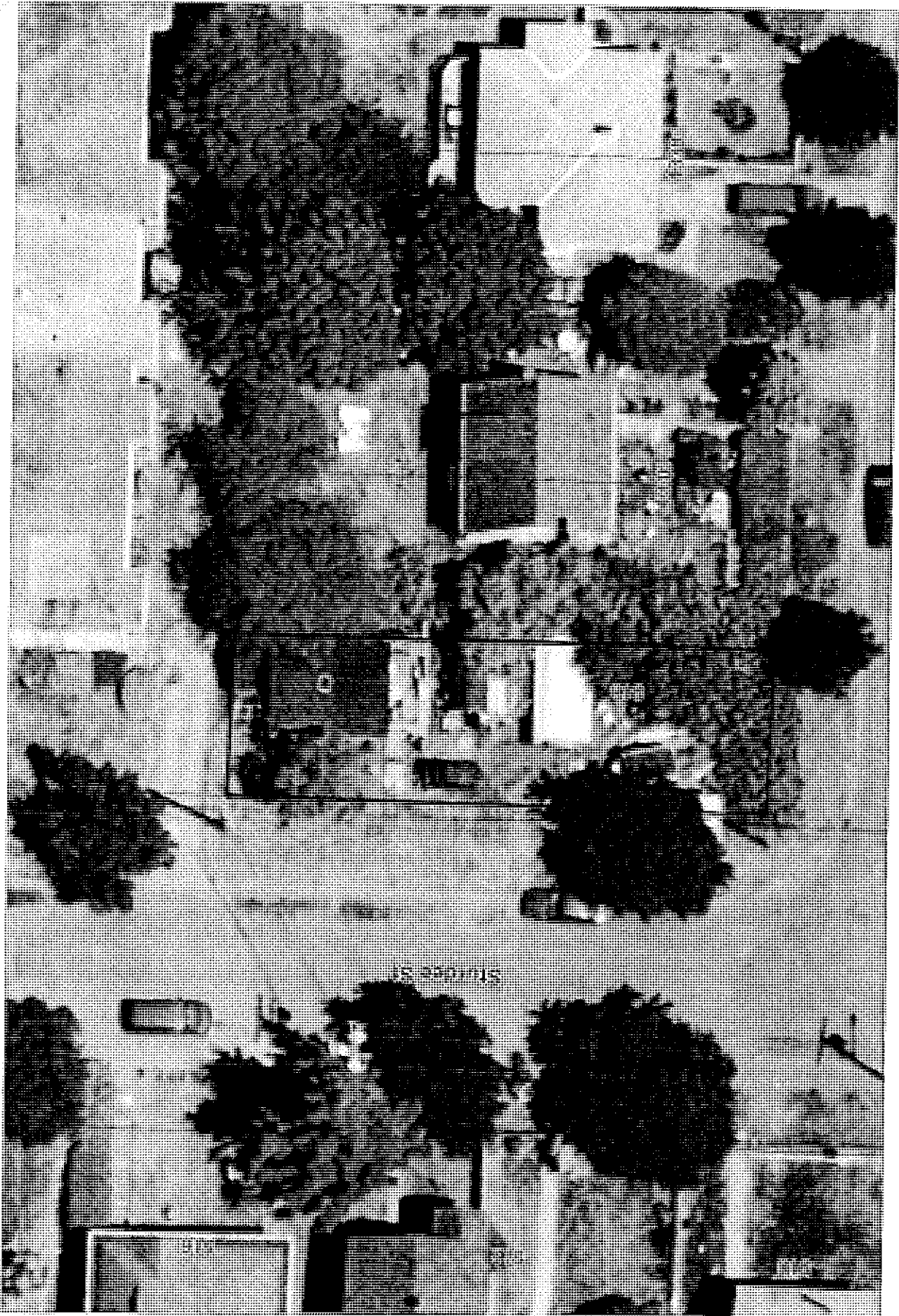
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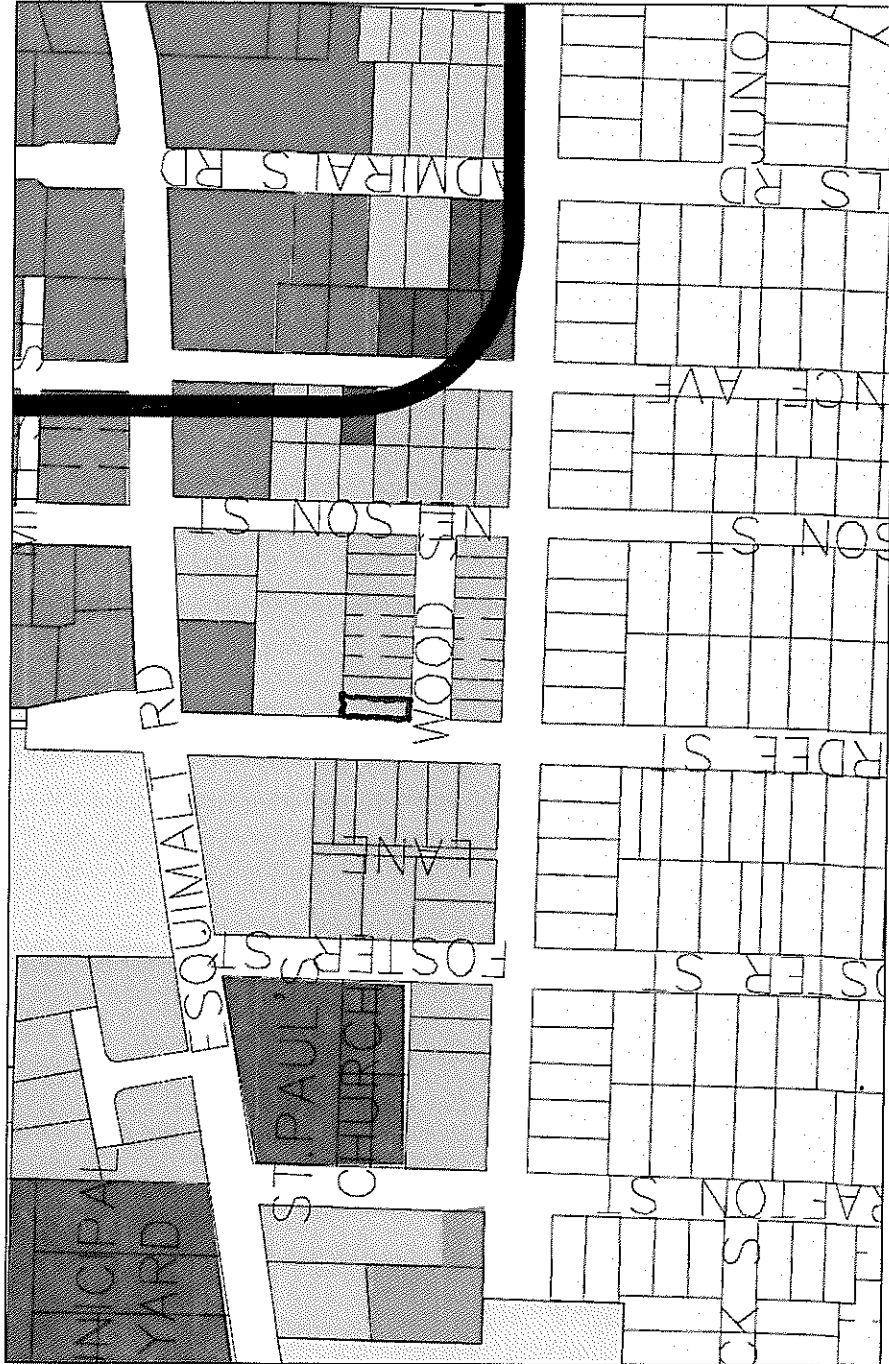
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489

# 5.3 Sturdee Street



**Extract from Official Community Plan Bylaw No. 2646 Schedule 'A'**  
**Land Use Designations**



**LEGEND**

[White Box]	Single and Two-Join Residential	[Dark Grey Box]	Industrial
[Light Grey Box]	Townhouse Residential	[Medium Grey Box]	Commercial Mixed-Use
[Medium-Light Grey Box]	Medium, Low-Rise Residential (up to four stories)	[Circle]	Commercial Node
[Medium-Dark Grey Box]	Multi-Unit, High-Rise Residential (five+ stories)	[Dark Grey Box]	Industrial
[Dark Grey Box]	Medium, High-Rise Residential (five+ stories)	[Dotted Box]	DND Federal Land
[Dotted Box]	Medium, Residential	[White Box with Border]	Water Area
[White Box with Border]	Parks and Open Space	[Dashed Line]	Municipal Boundary
[White Box with Border]	Trails (existing and proposed)	[Dashed Line]	
[White Box with Border]	Transit/rapid transit		



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### Purpose of the Application:

The applicant is requesting a Development Permit including Variances to Zoning Bylaw No. 2050 which, if granted, would enable them to apply for a building permit to construct a Two Family Residence [i.e. duplex] on an existing small lot located at the northeast corner of Sturdee Street and Wood Street.

Authorization of the following variances to Zoning Bylaw No. 2050 is required before a Development Permit can be issued:

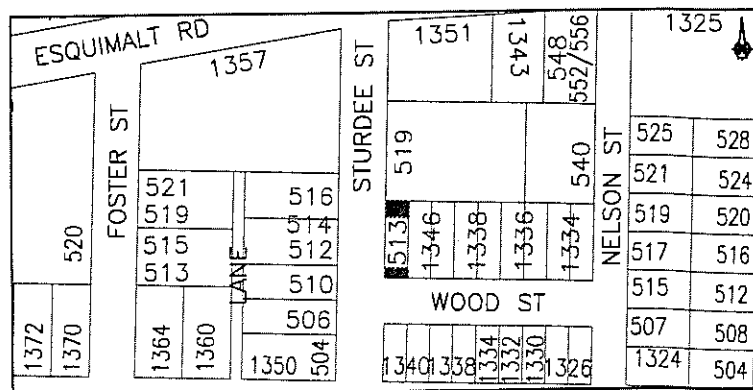
**Section 38(5) – Floor Area** – a 30 square metre reduction to the minimum floor area of the first storey of the Principal Building from 88 square metres to 58 square metres.

**Section 38(7) – Building Width** – a 1.1 metre reduction to the minimum width of any Two Family Dwelling from 7 metres to 5.9 metres.

**Section 38(9)(a)(ii) – Siting Requirements – Principal Building** – a 0.6 metre reduction to the Interior Side Setback from 1.5 metres to 0.9 metres.

**Section 38(9)(a)(ii) – Siting Requirements – Principal Building** – a 1.3 metre reduction to the Exterior Side Setback from 3.6 metres to 2.3 metres.

**Section 38(9)(b)(ii) – Siting Requirements – Accessory Building** – a 0.7 metre reduction to the Exterior Side Setback from 3.6 metres to 2.9 metres.



### Site Location:

Lot 53, Suburban Lot 53, Esquimalt District, Plan 2854  
[513 Sturdee Street]

## 9.7 Development Permit Area No. 5 – Enhanced Design Control Residential

### 9.7.1 Scope

All lands zoned for two-unit dwellings or zoned as Comprehensive Development Districts for residential developments only are designated as part of Development Permit Area No. 5 – Enhanced Design Control – Intensive Residential as shown on “Schedule C” of this Plan.

### 9.7.2 Category

Section 919(1)(f) of the *Local Government Act* – form and character of intensive residential development.

### 9.7.3 Justification

The following policies and guidelines were developed to allow for the better utilization and redevelopment of parcels within residential neighbourhoods and ensure that development occurs in a manner that retains the desirable physical characteristics of a neighbourhood.

### 9.7.4 Requirements of Owners of Land within the Development Permit Area

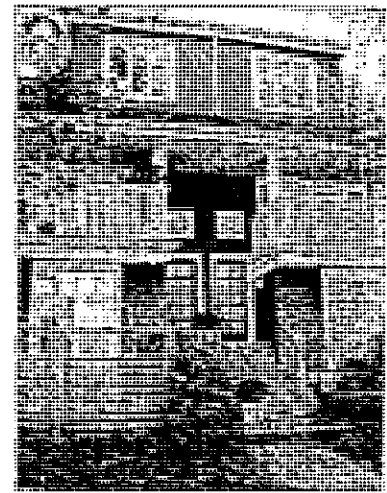
- a) Owners of land within Development Permit Area No. 5 must not do any of the following without first obtaining a development Permit in accordance with the guidelines for this Development Permit Area:
- construct a two-unit dwelling;
  - subdivide a two-unit dwelling;
  - convert a single-unit dwelling to a two-unit dwelling;
  - renovate an existing two-unit dwelling if the value of construction, as specified in the Building Permit, would exceed 50 percent of the assessed value (as listed on the BCAA property roll at the time of construction) of the building being added to or renovated;
  - construct two or more separate dwelling units on one parcel, without first obtaining a Development Permit in accordance with the guidelines of this Development Permit Area; or
  - construct a dwelling on a parcel less than 530 m<sup>2</sup> in area if that parcel was created after May 31<sup>st</sup>, 2002.
- b) Exemptions:
- The following do not require a development permit:
- additions or renovations to, or the construction of, one single-unit dwelling situated on a fee simple parcel;
  - additions or renovations to any two-unit dwelling situated on a parcel zoned for two-unit use where the value of construction, as specified in the Building Permit, does not exceed 50 percent of the assessed value of the building (as listed on the BCAA property roll at the time of construction) being added to or renovated;
  - construction of buildings or structures less than 10 square meters in area;
  - minor additions to existing dwellings where the floor area of the addition does not exceed 10 percent of the ground floor area of the dwelling;

- emergency repairs to existing structures where a potential safety hazard exists; and
- fences.

### 9.7.5 Guidelines for Owners of Land within the Development Permit Area

The intent of these guidelines is to ensure that new two-unit development (i.e. duplexes) is compatible with and enhances the surrounding community.

- a) New two-unit dwellings, additions to or renovations of existing two-unit dwellings, and the conversion of single-unit dwellings into two-unit dwellings should be designed to be consistent with and preserve the proportions and patterns of existing residential buildings in the immediate vicinity, including the wall-to-window area ratios and the amount and type of open space provided.
- b) Where it is not possible to achieve buildings of similar size and proportion to the surrounding residential buildings, the fronts of the buildings should be designed to create the appearance of smaller structures either by staggering the dwelling units or visually breaking up the façade with architectural detailing.
- c) Innovative and creative site-specific two-unit dwellings are encouraged where yard space is maintained either on the ground or as rooftop gardens. Setbacks to the street may be reduced to maximize property use.
- d) Front to back duplexes are generally discouraged unless they can be designed to eliminate negative impacts to the immediate neighbours such as shading of gardens, overlook of outdoor amenity areas and violation of privacy.
- e) Side by side, up and down, or staggered unit configurations are preferred as these result in a greater number of units facing the street, less disruption of privacy, and a more equitable division of outdoor amenity areas between the two dwelling units.
- f) The use of exterior building materials similar to those used in older residential neighbourhoods (i.e. combinations of wood, brick, stucco, and stone) is encouraged.
- g) Rooflines of new development should relate in height, shape and pitch to existing residential buildings in the immediate area. For corner sites, the building design should avoid having large unbroken sloped roof areas facing the street.
- h) To create interest in the façade of the buildings facing the street, the incorporation of architectural elements such as bay windows, covered porches, verandas and prominent front doors is encouraged.
- i) Buildings should be designed to minimize visual intrusion onto the privacy of surrounding homes. Some overlook of adjoining yards and neighbouring decks may be unavoidable; however, additional privacy should be achieved by inseting balconies, decks and patios into the building or by screening them with latticework or landscaping. Windows should be spaced



so that they do not align directly with those of other buildings.

- j) The height and massing of new two-unit dwellings should be designed to minimize the casting of shadows onto the private outdoor space of adjacent residential dwellings.
- k) A landscaping plan showing ground cover areas, planting beds, shrubbery and trees (both existing and proposed) is required for every new two-unit dwelling or the conversion of a single-unit dwelling to a two-unit dwelling. Landscaping should add to the aesthetic appeal of the streetscape as well as provide privacy between dwelling units.
- l) The provision of private open space should be part of an overall site development and landscape plan and should take into consideration general site circulation patterns (including parking), existing landscape features, sun access, privacy and usability.
- m) Retention and protection of trees and the natural habitat is encouraged where possible.
- n) Parking areas, garages and driveways should appear as a minor component of the site when viewed from the street. The building of curving access roads and driveways helps to avoid views from the street of large expanses of paving. The use of shared driveways is encouraged.
- o) The use of permeable and decorative surfacing materials, such as brick, concrete pavers, textured concrete, coloured paving or grasscrete is encouraged in place of solid expanses of asphalt or concrete.
- p) Where possible, hydro meters will not be placed on the front façade of a building and, if placed on the side of a building which is visible from the street, will be appropriately screened.
- q) Where an existing single unit dwelling is being converted to a two-unit dwelling both the original structure and the addition shall be in the same architectural style and constructed of the same exterior finishes including roofing material, window treatments, exterior finishes, door styles and trims.
- r) Roof styles and pitches of the original and new portions of the building must be complimentary.
- s) For new or converted two unit dwellings, garages and parking areas are encouraged to be located in the rear yard. Shared driveways are preferred to access the rear yard.
- t) Where two single lane driveways serve a two unit lot, landscaping features are encouraged between the driveways.”

38. **TWO FAMILY RESIDENTIAL [RD-1]**

The intent of this Zone is to accommodate Two Family Dwelling Units on individual Parcels of land.

(1) **Permitted Uses**

The following Uses and no others are permitted:

- (a) Two Family Residential
- (b) Home Occupation

(2) **Parcel Size**

The minimum Parcel Size for Parcels created by subdivision shall be 668 square metres

(3) **Minimum Lot Width**

The minimum width of Parcels created by subdivision shall be 18.3 metres, measured at the Front Building Line.

(4) **Building Density [Floor Area Ratio]**

- (a) For parcels 800 square metres in area and larger, the Floor Area Ratio for Two Family Dwellings shall not exceed 0.35.
- (b) For parcels under 800 square metres in area the Floor Area Ratio for Two Family Dwellings shall not exceed 0.4."

(5) **Floor Area**

The minimum Floor Area for the First Storey of a Principal Building shall be 88 square metres

(6) **Building Height**

- (a) No Principal Building shall exceed a Height of 7.3 metres
- (b) No Accessory Building shall exceed a Height of 3.6 metres
- (c) When developing a front to back Two Family Dwelling, the back Dwelling Unit shall be no higher than the highest point of the existing Dwelling Unit. A Two Family Dwelling is considered back to front if more than 75% of the floor area of the back Dwelling Unit is behind the rear wall of the front Dwelling Unit.

(7) **Building Width**

The minimum width of any Two Family Dwelling shall be 7 metres



(8) **Lot Coverage**

- (a) All Principal Buildings, Accessory Buildings and Structures combined shall not cover more than 30% of the Area of a Parcel.
- (b) All Accessory Buildings and Structures combined shall not exceed 10% of the Area of a Parcel.

(8.1) **Building Massing**

The second storey of any Two Family Dwelling shall be a maximum of 75% of the total floor area of the ground floor, including an attached garage.

(9) **Siting Requirements**

(a) **Principal Building**

- (i) **Front Setback:** No Principal Building shall be located within 7.5 metres of the Front Lot Line.
- (ii) **Side Setback:** No Principal Building shall be located within 1.5 metres of an Interior Side Lot Line, with the total Setback of all Side Yards not to be less than 4.5 metres. In the case where a Parcel is not served by a rear lane, one [1] Side Yard shall not be less than 3 metres. In the case of a Corner Lot, no Principal Building shall be located within 3.6 metres of an Exterior Side Lot Line.
- (iii) **Rear Setback:** No Principal Building shall be located within 7.5 metres of a Rear Lot Line.

(b) **Accessory Building**

- (i) **Front Setback:** No Accessory Building shall be located in front of the front face of the Principal Building.
- (ii) **Side Setback:** No Accessory Building shall be located within 1.5 metres of an Interior Side Lot Line nor 3.6 metres of an Exterior Side Lot line.
- (iii) **Rear Setback:** No Accessory Building shall be located within 1.5 metres of a Rear Lot line.
- (iv) **Building Separation:** No Accessory Building shall be located within 2.5 metres of a Principal Building.

- (c) **Garage Setback:** Detached and attached garages shall be set back a minimum of 1.5 metres from the front face of the Dwelling Unit."

(10) **Common Wall Requirements**

The common wall overlap between the habitable areas of the two Dwelling Units shall be not less than 50%.

(11) **Fencing**

Subject to Section 22, no fence shall exceed a Height of 1.2 metres in front of the front face of the Principal Building and 2 metres behind the front face of the Principal Building.

(12) **Off Street Parking**

Off street parking shall be provided in accordance with the requirements of Parking Bylaw No. 2011.

(13) **Driveway Width**

The maximum width of a driveway surface on a Two Family Residential lot shall be a total of 5.5 metres. This applies to a double-wide driveway, or the combined width of two single lane driveways serving a Two Family Dwelling.



SAMPLE

2. Only one Principle Building consisting of two Dwelling Units shall be located on the land. "Dwelling Unit" means one or more habitable rooms used for the residential accommodation of one Family when such rooms contain or provide for the installation of only one (1) set of cooking facilities and one or more sets of sanitary facilities. "Family" means one or more persons related by blood, marriage, common law, adoption or foster parenthood; or not more than four unrelated persons sharing one Dwelling Unit.
  
3. This Covenant runs with the Lands.
  
4. Nothing in this Covenant shall affect the Corporation in the exercise of its statutory powers.
  
5. The parties hereto each covenant to and agree with the other that the \_\_\_\_\_ being the holder of mortgages on the lands of the Grantor registered under number \_\_\_\_\_ at the Victoria Land Title Office do hereby consent to and approve the granting of the Covenant herein and do hereby grant priority to the said Covenant over the said mortgages such that the Covenant shall constitute and rank as a prior charge against the lands affected thereby.
  
6. These presents shall enure to the benefit of and be binding upon the parties hereto and upon their respective proper signing officers in that behalf as of the day and year first above written.

IN WITNESS WHEREOF, the parties hereto have signed, or being corporations have caused their officers to sign, the attached Form C General Instrument in execution of this Agreement.

[S:\Form\covenant 219 duplex]

Darwin Robinson commented on the driveway access. He suggested that grasscrete be used for the driveway. He stated that he likes to see "toys" (i.e. recreational vehicles, boats stored in the rear yard.

**Public Input**

No member of the public spoke to this application.

**RECOMMENDATION:**

Moved by Ed Williams, seconded by Darwin Robinson that the Esquimalt Advisory Planning Commission (APC) resolves that the application for a Development Permit for Lot 11, Block 7, Section 10, Esquimalt District, Plan 2546 [860 Admirals Road] be forwarded to Council with a **recommendation of approval**, on the proviso that the issue of the driveway encroachment be resolved.

The Motion **CARRIED UNANIMOUSLY**.

Also, the Commission suggested the use of an alternate species of tree than the Birch proposed on the landscape plan.

**(2) Development Permit  
3 Metro Urban Design and Development [Glenn Davies]  
513 Sturdee Street**

The proposal is to construct a non-strata titled duplex.

Glenn Davies, owner, Brian Kendrick, Designer, and Robert Roberts, builder were in attendance to outline the proposal.

Glenn Davies outlined the history of the property, commenting that they have cleaned up the property and also have new tenants in the building. He commented that Brian Kendrick had work hard on the design and did the best that they could do to show commitment to the neighbourhood. Have implemented green features. They have talk to the neighbours and did not receive any negative comments. The project provides affordable housing and a mortgage helper.

Glenn Davies stated to the Commission that the project will be built as the graphics illustrate.

In response to a question from the Chair, Trevor Parkes explained that a non-strata titled property allows two units with one legal title (i.e. one owner owns both units).

Darwin Robinson commented that he liked the design and felt it is a perfect for the area.

**Section 38(5) – Floor Area** – a 30 square metre reduction to the minimum floor area of the first storey of the Principal Building from 88 square metres to 58 square metres.

**Section 38(7) – Building Width** – a 1.1 metre reduction to the minimum width of any Two Family Dwelling from 7 metres to 5.9 metres.

**Section 38(9)(a)(ii) – Siting Requirements – Principal Building** – a 0.6 metre reduction to the Interior Side Setback from 1.5 metres to 0.9 metres.

**Section 38(9)(a)(ii) – Siting Requirements – Principal Building** – a 1.3 metre reduction to the Exterior Side Setback from 3.6 metres to 2.3 metres.

**Section 38(9)(b)(ii) – Siting Requirements – Accessory Building** – a 0.7 metre reduction to the Exterior Side Setback from 3.6 metres to 2.9 metres.

Also, as part of the recommendation, the Commission suggested that upon completion of the building, the applicants liaise with Municipal Staff for consideration of replacing the boulevard trees to enhance this project.  
The motion **CARRIED UNANIMOUSLY**.

## VII. PLANNER'S STATUS REPORT

Trevor Parkes reported on the following:

- Development Permit – 1405 Esquimalt Road was forwarded to Committee of the Whole. The Committee requested an alteration to the plan to show number of accessible suites.
- Rezoning – 934/936 Craigflower Road has not proceeded as yet to the Committee of the Whole, as the applicant wants to conduct a traffic study.
- **Rezoning** – 1191 Munro Street – Council gave first and second reading to the amending bylaw. Public Hearing is scheduled for April 6, 2009.

## VIII. COUNCIL LIAISON

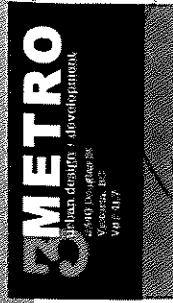
Councillor Garrison offered his thanks to the members for volunteering and devoting their time to the Planning Commission. He indicated that Council looks forward to their advice from such a diverse group.

He advised the members that Staff is working on developing a Green List to help the Commission evaluate applications.

He advised the members that his role is to act as Liaison between Council and the APC, that he does not have a vote.

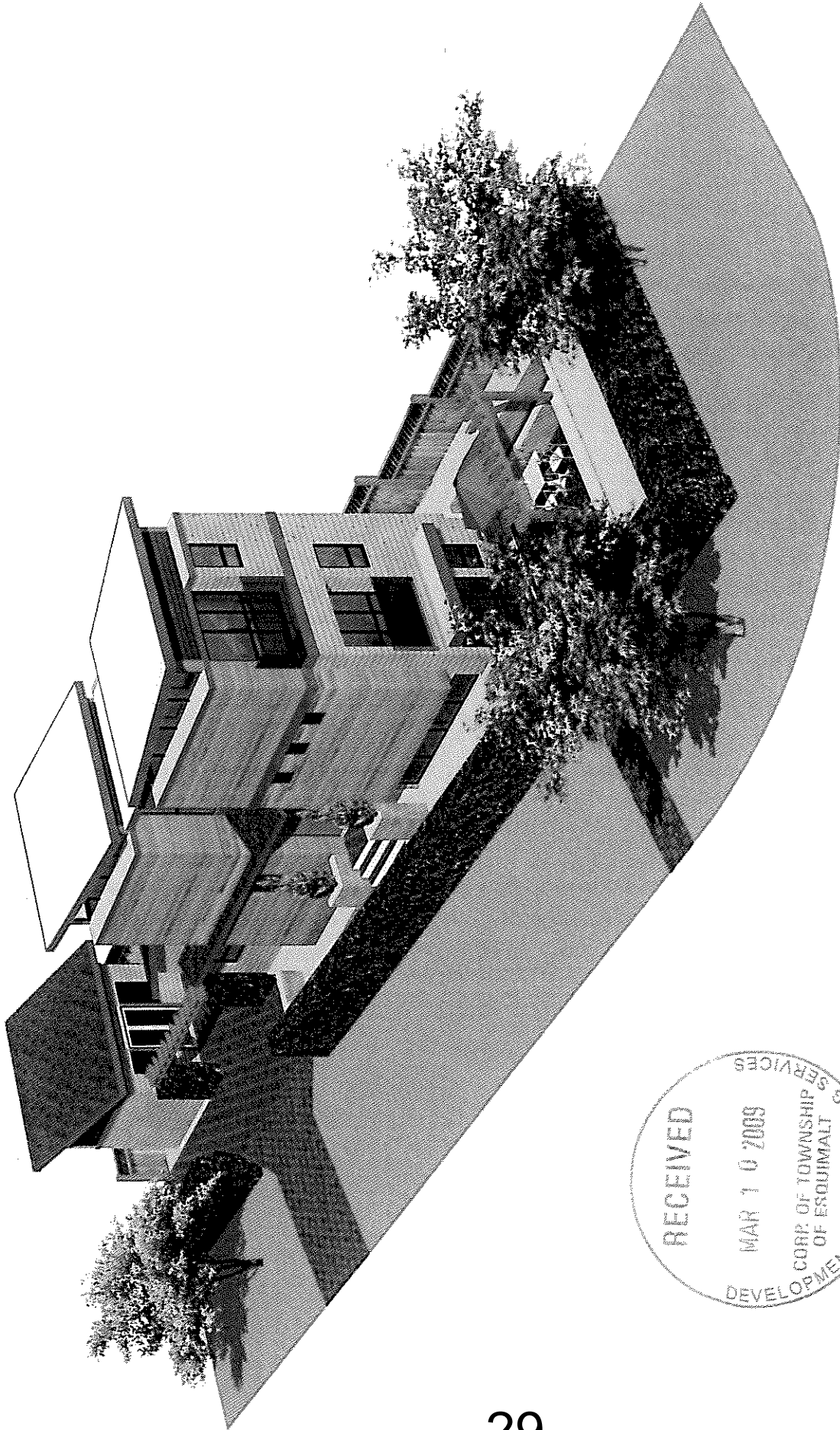


# 513 Sturdee Street - Proposed Development

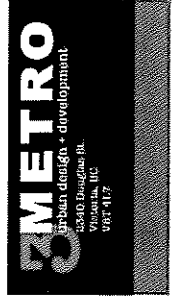


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MAR 10 2009  
CORP. OF TOWNSHIP  
OF ESQUIMAULT  
DEVELOPMENT & ENGINEERING SERVICES

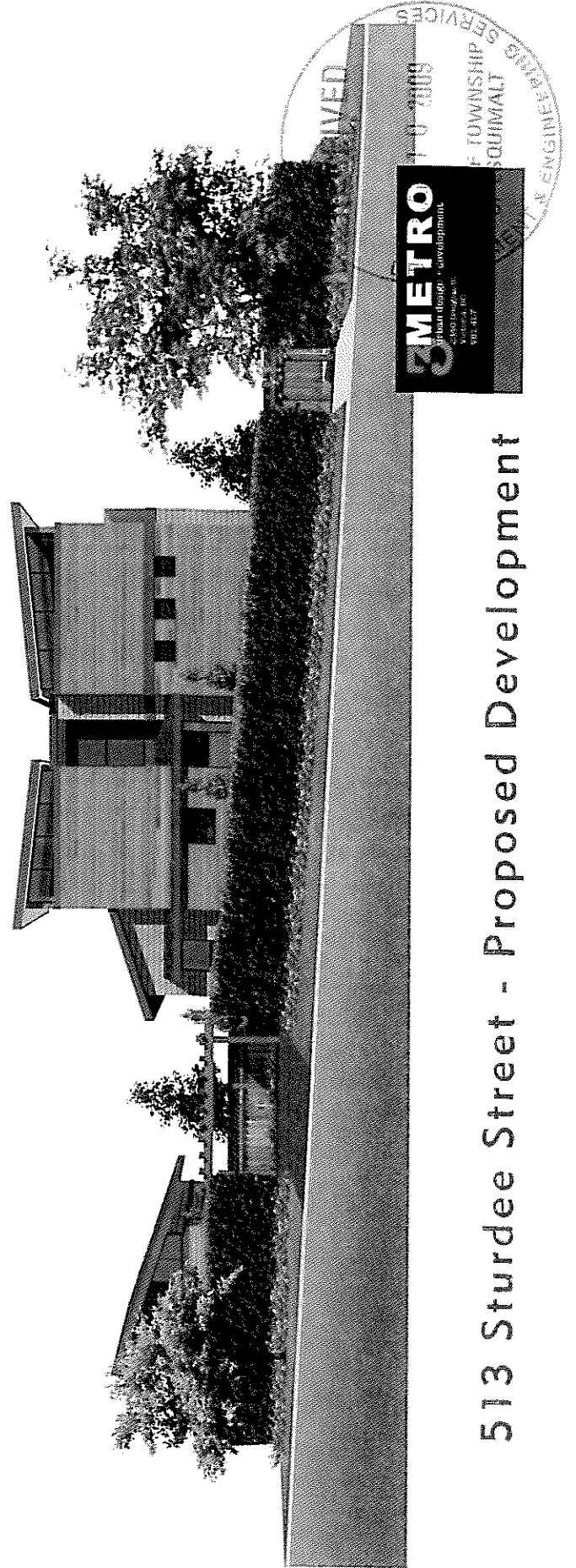


# 513 Sturdee Street - Proposed Development





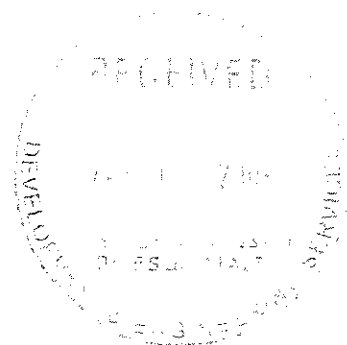
513 Sturdee Street - Before



513 Sturdee Street - Proposed Development

## Neighbourhood Survey for 513 Sturdee Street ( Development Permit )

Address	Street	Comments
504	Sturdee Street	Not at home, complete package with contact information left for review.
506	Sturdee Street	Not at home, complete package with contact information left for review.
510	Sturdee Street	Not at home, complete package with contact information left for review.
512	Sturdee Street	Left package, received a telephone call, Supporting Application.
514	Sturdee Street	Supported Application
516	Sturdee Street	Supported Application
1340	Lyall Street	Supported Application, would like fruit trees maintained.
1336	Wood Street	Immediate Neighbour, transformation inevitable.
1338	Wood Street	Rental house however no concerns expressed.
1346	Wood Street	Supported Application





## Green Features for proposed new house on 513 Sturdee St

CRD Water wise fixture program for 9.5 liter/minute or less with 1.6 liter flush toilets.

The use of the Energy Star Appliances

Insulation values will meet new proposed Energy Efficiency Requirements for Single Family Houses.

Compost for yard and garden waste working with Greater Victoria compost Education Center.

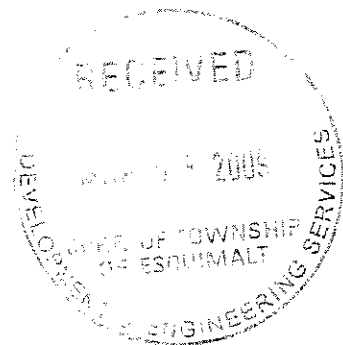
Rainwater harvesting via Rain Barrels or Cistern that can be re-directed into a Micro and Drip irrigation systems.

Drought Tolerant plant species for hedging with Native plant species in the landscaping.

Interlocking pavers for driveway areas and walkways.

Thirty year (30) or better roof materials.

Use of low emission sealants, coatings and coverings.



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**DEVELOPMENT PERMIT**

**NO. 03/2009**

**Owners:** Rosalind Conon Chapman  
537 Prince Robert Lane  
Victoria, BC V9B 1C7

**Lands:** Lot 53, Suburban Lot 53, Esquimalt District, Plan 2854

**Address:** 513 Sturdee Street

**Conditions:**

1. This Development Permit is issued subject to compliance with all of the bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Permit regulates the development of lands by varying the provisions of Zoning Bylaw No. 2050 as follows:
  - Section 38(5) – Floor Area** – a 30 square metre reduction to the minimum floor area of the first storey of the Principal Building from 88 square metres to 58 square metres.
  - Section 38(7) – Building Width** – a 1.1 metre reduction to the minimum width of any Two Family Dwelling from 7 metres to 5.9 metres.
  - Section 38(9)(a)(ii) – Siting Requirements – Principal Building** – a 0.6 metre reduction to the Interior Side Setback from 1.5 metres to 0.9 metres.
  - Section 38(9)(a)(ii) – Siting Requirements – Principal Building** – a 1.3 metre reduction to the Exterior Side Setback from 3.6 metres to 2.3 metres.
  - Section 38(9)(b)(ii) – Siting Requirements – Accessory Building** – a 0.7 metre reduction to the Exterior Side Setback from 3.6 metres to 2.9 metres.
3. Approval of this Development Permit is issued in accordance with architectural plans prepared by 3 Metro Urban Design and Development, stamped "Received March 10, 2009" and the landscape plan prepared by

Duane Ensing Landscape Design, stamped "Received April 7, 2009", all of which are attached hereto as Schedule 'A'.

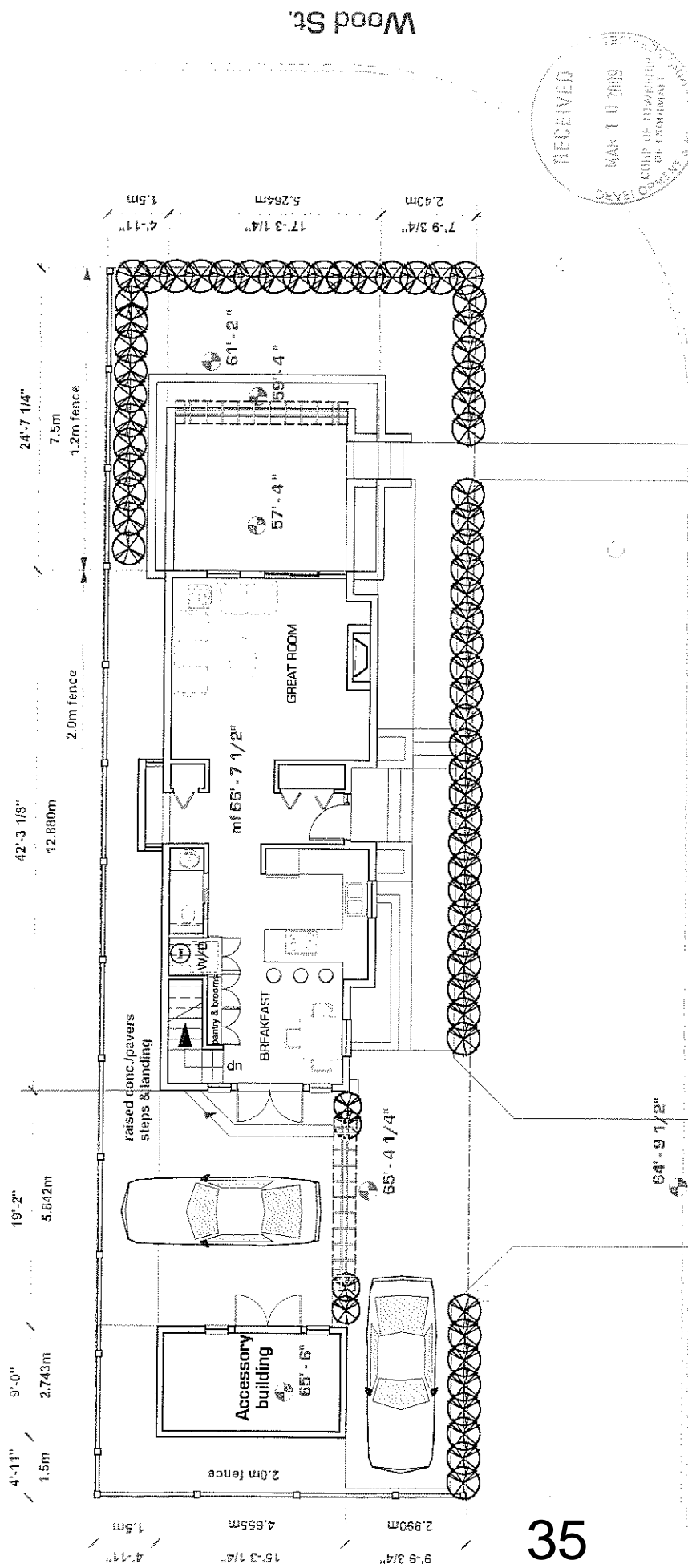
4. The lands shall be developed in accordance with the terms and conditions and provisions of this Permit, provided that minor variations which do not affect the overall building design may be permitted by the Director of Development Services.
5. The terms, conditions and covenants contained herein shall ensure to the benefit of and be binding upon the Owners, their executors, heirs or administrators, successors and assigns as the case may be or their successors to title in the lands.
6. This Development Permit is not a Building Permit.
7. This Permit lapses two (2) years after the date it is issued if the holder of the Permit does not substantially start any construction with respect to which the Permit was issued.
8. For the purposes of this Development Permit, the holder of the Permit shall be the owner(s) of the lands.

ISSUED BY MUNICIPAL COUNCIL RESOLUTION ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2009

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2009

\_\_\_\_\_  
Director of Development Services

\_\_\_\_\_  
A/Corporate Officer  
Corporation of the Township  
of Esquimalt



RECEIVED  
 MAR 10 2009  
 OFFICE OF DEVELOPMENT  
 CITY OF MELBOURNE  
 120 RUSSELL STREET  
 MELBOURNE VIC 3000

PROPOSED DEVELOPMENT  
 FOR 613 STURDEE STREET

**3METRO**  
 Project design + development  
 1240 Douglas St.  
 Victoria, VIC  
 3008  
 PH: 659 398 8935

date: March 5/09

THIS IS SCHEDULE 'A' OF  
 DEVELOPMENT PERMIT NO. 03/2009

CORPORATE ADMINISTRATOR

**Sturdee St.**

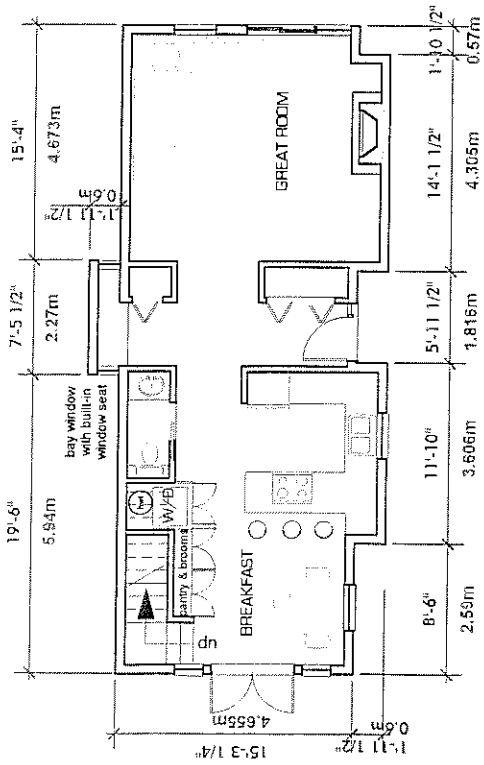
Site Area	3000sf	278.7sq m
Main floor area (for site coverage calc)	712sf	66.15sq m
Access. building area	137sf	12.72sq m
2 trellises	50sf	4.65sq m
<b>TOTAL AREA</b>	<b>899sf</b>	<b>83.52sq m</b>

Site Area	3000sf	278.7sq m
Main floor area (for FAR calc)	639sf	59.36 sq m
Upper floor area (for FAR calc)	448sf	41.43 sq m
<b>TOTAL AREA</b>	<b>1085sf</b>	<b>111.20 sq m</b>
Floor Area Ratio	36.2%	36.2%

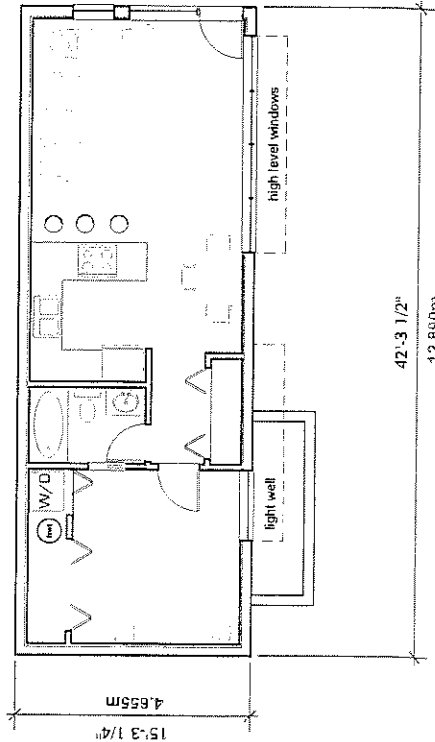
Site Plan scale: 1/8" = 1'0"

Upper Floor Massing (48.03 sq.m) = 72.61%  
 Main Floor Massing (66.15 sq m)

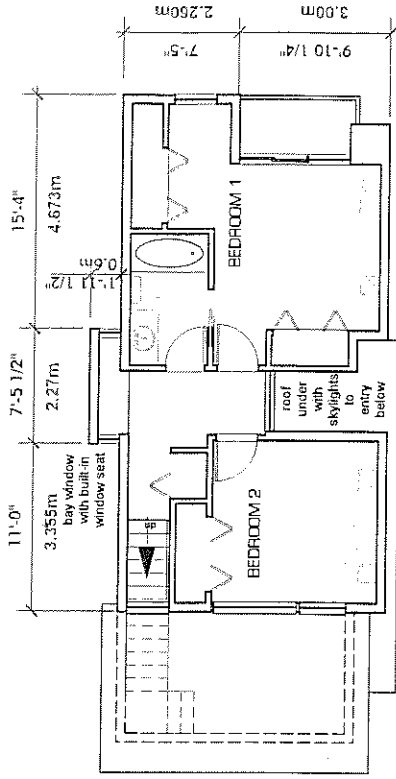
**SITE DATA**



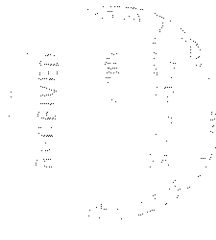
**Main Floor** 639sf for FAR/712sf for site coverage  
59.36sq m for FAR/66.15sq m for site coverage



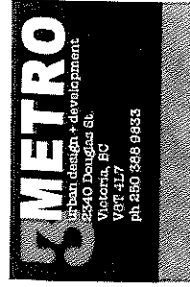
**Basement** 645 sf  
59.9sq m



**Upper Floor** 446sf for FAR  
41.43sq m for FAR



PROPOSED DEVELOPMENT  
FOR 513 STURDEE STREET

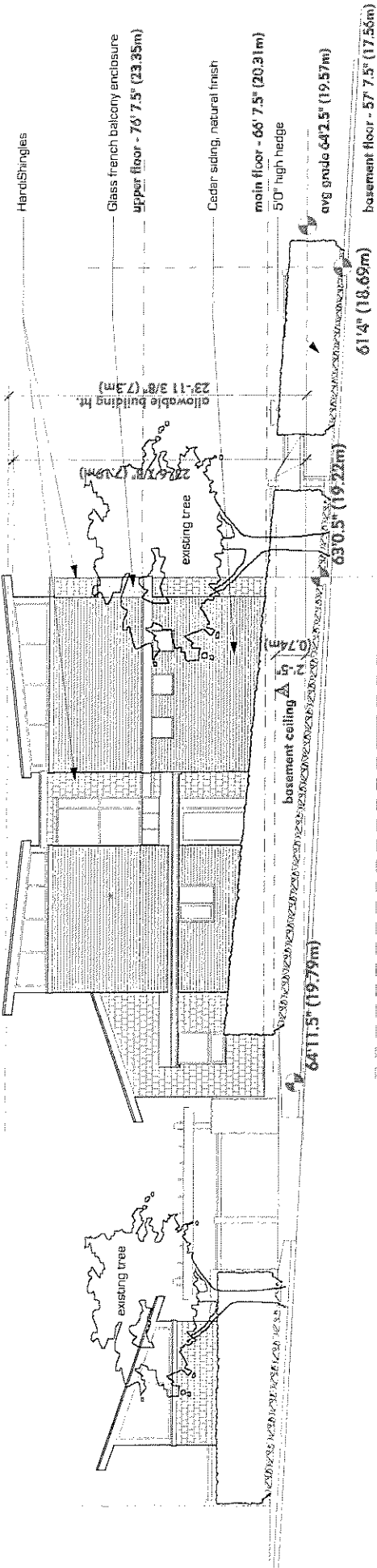


Floor Plans scale: 1/8" = 1"0"

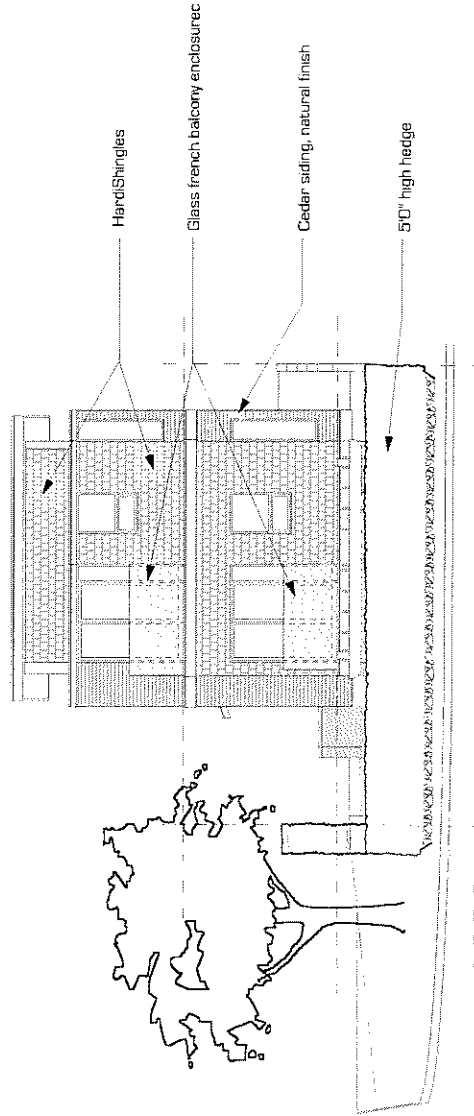
date: March 8/09

THIS IS SCHEDULE 'A' OF  
DEVELOPMENT PERMIT NO. 03/2009

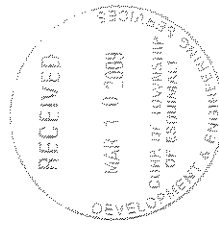
CORPORATE ADMINISTRATOR



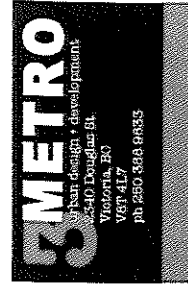
Sturdee St. (west) Elevation



Wood St. (south) Elevation



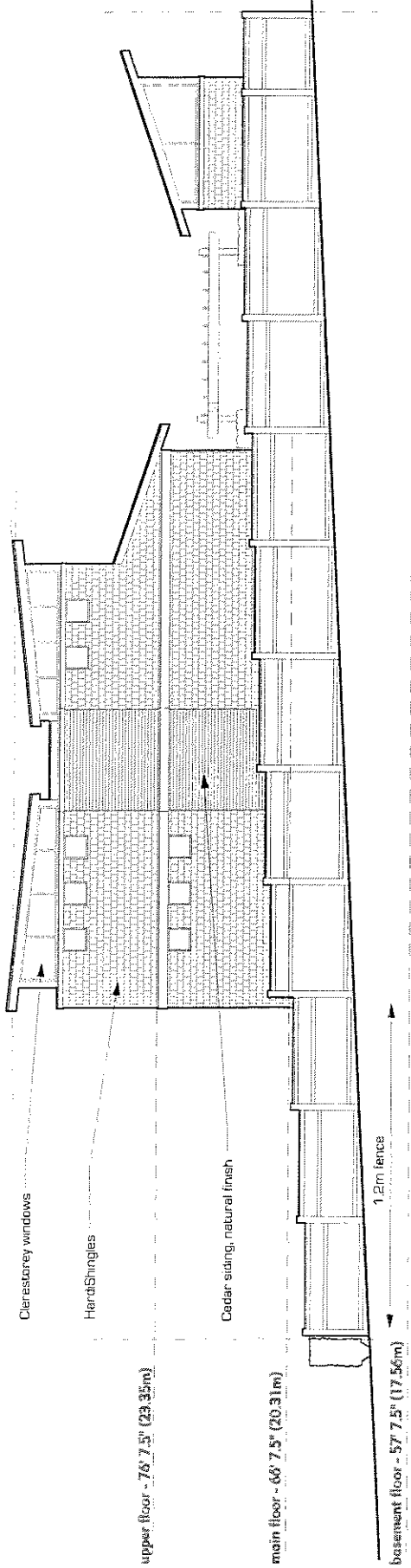
PROPOSED DEVELOPMENT  
FOR 513 STURDEE STREET



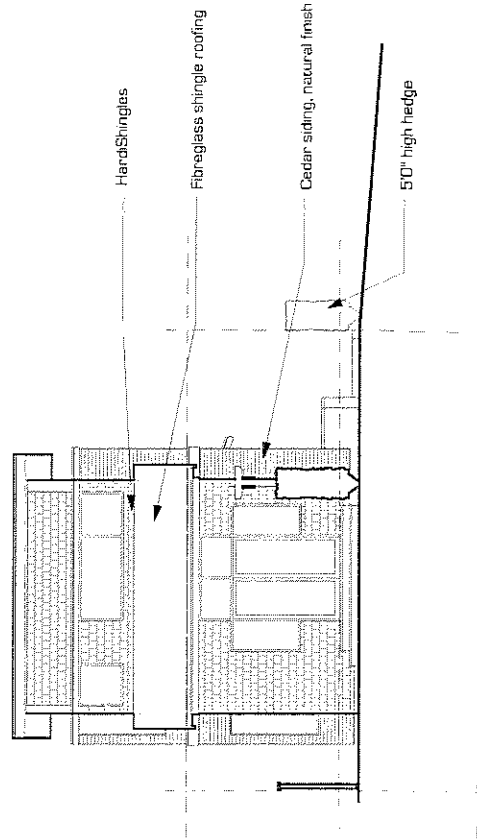
date: March 3/09

THIS IS SCHEDULE 'A' OF  
DEVELOPMENT PERMIT NO. 03/2009  
CORPORATE ADMINISTRATOR

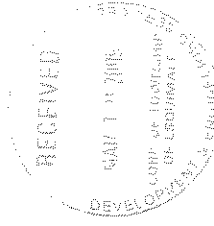




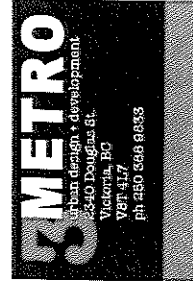
East Elevation



North Elevation



PROPOSED DEVELOPMENT  
FOR 813 STURDEE STREET



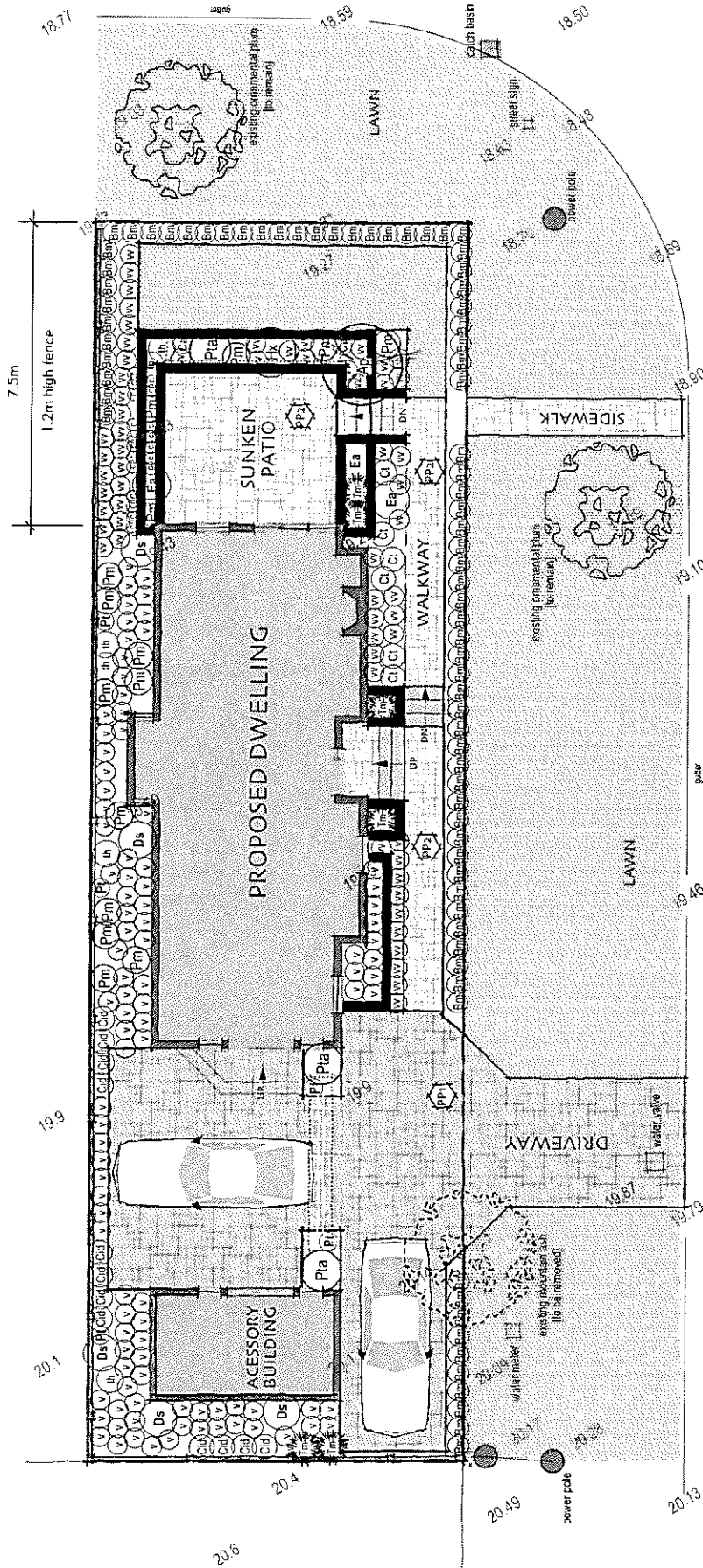
date: March 3/09

THIS IS SCHEDULE 'A' OF  
DEVELOPMENT PERMIT NO 03/2009

CORPORATE ADMINISTRATOR



WOOD STREET



STURDEE STREET



THIS IS SCHEDULE 'A' OF  
 DEVELOPMENT PERMIT NO 03/2009

CORPORATE ADMINISTRATOR

Agenda:  
Unfinished  
Business

## Esquimalt Council Presentation

By Sewage Treatment Action Group

April 20, 2009

Good evening Mayor and Council. Thank you for the opportunity to present to you tonight.

My name is Kim Bellefontaine, and I am here on behalf of the Sewage Treatment Action Group, a resident's voice of Esquimalt that has been working for positive changes to the CRD's waste water treatment plans. I am here to express our very serious concerns over the CRD's community consultation on this project.

We are working on a written detailed analysis of the public consultation to date, the highlights of which I am presenting here. When the document is complete, it is our plan to circulate it to the CRD, other communities and also government decision makers. But we are having a hard time being heard at the Core Area Liquid Waste Management Committee, as our mayor can attest, and we would like council's assistance to pursue these concerns at the Core Committee table.

In a nut-shell, the public consultation process is not being done properly. There are serious flaws with the current approach to gathering public values and the outcomes should not be used to guide or validate decision making around waste water treatment. Public consultation has been too little, too late and too narrow in scope.

### Too Little

It's too little, because the CRD only began seeking real community input on March 30, 2009, and the draft report on public consultation will be presented on May 13<sup>th</sup> (that's 45 day period in total). There was very little advance warning of the public engagement opportunities in communities, especially ours. Esquimalt received less than one week's notice for the Public Open house. And there was very poor advertising for the Community Dialogue session; the main notice was placed on the Easter weekend when people were otherwise engaged. The CRD will have spent a total of 7 hours being available to hear our communities input. This is not adequate; people have not had a real opportunity to be heard.

### Too Late

It's also too late in the process. A year ago, we presented to the Core Area Liquid Waste Management Committee and asked them to pursue enhanced community consultation quickly for this project. But this request was not acted upon. And now the CRD is desperately trying to cram it in (and at a very significant cost to taxpayers), in a rush to meet deadlines instead of giving it the attention it deserves. They will make their decisions and select the final option for sewage treatment in 5 weeks. This is a very large and complex project and this is not a meaningful and sincere effort at public consultation; this is "token" consultation.

### Too Narrow

The consultation is also too narrowly focussed in terms of scope, as it is missing several components of critical importance to the public. First is the issue of the architecture of the system. The CRD has yet to thoroughly examine sewage treatment in the context of an integrated approach to waste management. The CRD has limited dialogue on this issue, and no materials were presented at the public open house about this possibility and they have not gathered any specific input from the public on system architecture outside of the 3 options. Decisions on the fundamental architecture of the treatment system will be the significant driver of costs, and the public has a right to be consulted on this decision.

The other key item that's been excluded from the consultation is the issue of public-private partnership (P3) funding models. We heard at the at Core Committee meeting on April 8<sup>th</sup>, how the decision on P3's has to be made very soon. This is of paramount importance to the public. Citizens and taxpayers deserve an opportunity to provide input into decision making on P3's. But the CRD has made absolutely no efforts to gather any public input on this issue. It's just not acceptable that they will make decisions P3's without the benefit of public views.

### Resident Survey

The 2009 Resident Survey is the main piece of public input to the sewage treatment project and it was used at the recent open house and is on-line. But many residents we spoke with were extremely frustrated with the format of the survey, and many left the workshop without filling it out, because the format didn't allow them to express their opinions and values in a meaningful way. The first section of the survey (questions 4 to 11) asks residents for their opinion of the level of importance on a bunch of individual factors. And this is good. But the format changes at question 12 to a ranking system of multiple factors, and this is very bad.

For example, Question 13 asks residents to rank the importance of a list of factors including that the plant be constructed for the lowest possible cost, or with technologies for maximum water and energy reuse or that there be no detectable noise or odours from the outside. These are not necessarily either/or questions. The public is given no option to say that noise and odour control is as equally important as cost, which could be the case if there is a plant to be located right next door. This means that the legitimate concerns of people that could be located near a plant site could be over-ruled by others. A more community-specific approach to consultation should be undertaken.

Even more concerning (for questions 12 through 17 where ranking is used), the survey notes that if the respondent does not follow the ranking value system, their answers will not be tabulated. Thus the public is denied the opportunity to say what their true values are, and if they don't comply, the CRD will ignore their input. What a convenient method to remove dissenting views. The ranking system does not allow residents to express their true values and viewpoints around very important aspects of the waste water treatment.

It is highly objectionable, that this ranking system is also being applied to the Triple Bottom Line. The CRD is determining which of 3 treatment options will be pursued for the Capital Region by examining the

economic, social and environmental components (or the TBL). In true TBL analysis, all three factors are considered similarly, and if you look at the CRD's information pamphlets distributed at the Open House, it demonstrates the equal importance of these factors and implies that the CRD is taking this appropriate approach.

However, even before the initiation of the public input period, the CRD held a planning workshop on March 28th, in which it conducted a single TBL analysis that favoured cost as the predominant factor, by using the weighting of 50% towards economic aspects, with only 20% towards environment, and 30% towards social considerations. By doing this, Option 1, or the most centralized treatment plan, is the favoured option with the large facility located in Esquimalt. As well CRD staff and consultants have stated several times now, that the design of the system is directly dependent on the size of the facility that can be placed in Esquimalt. How conveniently fortuitous, this weighting scheme of values.

Question 12 of the resident's survey asks people to rank the importance of social, environmental and economic impacts and again there is no option for saying that they are all or equally important. And again, residents must comply with this rating scheme, or their input will not be considered. This is manipulation of public values.

Due to inappropriate survey methods and weighting of factors, the community input collected through the 2009 Resident Survey has been skewed and must not be used to guide or validate the sewage treatment planning direction.

In conclusion, public consultation on this project has not been done properly. It's too little, too late and the range of input sought has been too limited. Our analysis shows that the information materials distributed by the CRD misrepresent the CRD's true approach to the TBL which uses inappropriate weighting. This was decided without public input. Then the 2009 Resident Survey was presented in a manner in which the public could not express equivalent values on these parameters.

The CRD has manipulated the outcome of the survey, so that the public input corroborates the path that has already been chosen by the CRD. This is deeply concerning, as the CRD has controlled and channelled information and community input and is not allowing free expression of true public values. This methodology is seriously flawed and the data set cannot be used to validate any TBL analyses done by the CRD.

The CRD has a responsibility to engage in meaningful public consultation before decision making, and this responsibility is clearly not being met.

So tonight, we are here to ask for council's assistance in addressing residents concerns about public consultation on waste water treatment, at the Core Area Liquid Waste Management Committee.



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1  
Telephone (250) 414-7100 Fax (250) 414-7111

## STAFF REPORT

**DATE:** 2009-04-30 **REPORT NO.** P&R – 09 - 018  
**TO:** Tom Day, Chief Administrative Officer  
**FROM:** Andy Katschor  
**SUBJECT:** Building Canada Fund – Communities Component

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**RECOMMENDATION:** That Council endorse the Building Canada Fund grant application for a new all accessible playground in Memorial Park.

**BACKGROUND:** The Parks and Recreation Department has submitted an application to the Building Canada Fund – Communities Component for funding of the All Accessible Playground in Memorial Park.

The grant request is in the amount of \$139,544.40. The municipal portion for the grant is \$69,772.20. This amount is available in the 2009 Parks and Recreation Capital budget.

Andy Katschor

Acting Director of Park and Recreation

Approved for Council's consideration:

fo Tom Day, CAO

Dated: May 1 / 09



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1  
Telephone (250) 414-7100 Fax (250) 414-7111

## STAFF REPORT

**DATE:** April 29, 2009 Report No. ADM-09-023  
**TO:** Tom Day, Chief Administrative Officer  
**FROM:** Marlene Lagoa, Manager of Communications and Sustainability  
**SUBJECT:** Twinning Opportunities - Online Poll Results

### RECOMMENDATION:

That Council not review twinning opportunities at this time due to:

- Limited staff and financial resources to take on such a project;
- A twinning partnership is not in Council's Strategic Plan; and
- The polling results do not indicate a sufficient level of interest in the Esquimalt community.

### BACKGROUND:

Staff Report No. ADM-09-003, on the subject of Twinning Opportunities, was reviewed by COTW at the February 9, 2009 regular meeting. During this meeting, a motion was carried that "Council not review twinning opportunities at this time due to limited resources and indeterminate benefits related to twinning due to today's economic environment". In addition to this motion, Council recommended that Esquimalt ask for input from the community on whether there is an interest in initiating a twinning relationship with another city.

### ONLINE POLL:

A notice and short survey were created and posted on the municipal website from Feb. 13 – Mar. 13, 2009. A copy of the website notice is attached. The polling question was:

*The Township of Esquimalt has been approached with two proposals to enter a twinning relationship with another municipality. The Township of Esquimalt is seeking the community's input as to whether it supports Esquimalt initiating a twinning relationship.*

Do you support Twinning?  Yes  No

Postal Code:

E-mail Address:



**POLL RESULTS:**

The individuals who previously brought forward the twinning proposals for Onagawa, Japan and Manzanillo, Mexico were both notified of the polling. The total number of responses received was twenty-seven (27), of which twenty-four (24) were in support of twinning. A follow-up email was then sent to the twenty-four (24) "Yes" respondents asking them if they would be interested in being involved or contributing their time to a twinning project. A summary of the findings from the online poll and follow-up email are provided below. A complete listing of the polling results is also attached.

Table: Summary of Online Twinning Poll Results

<b>Respondent Characteristics</b>	<b>Yes</b>	<b>No</b>
# of Respondents	24	3
# of Esquimalt Residents	21	2
# of Comments received	10	0
# of Comments in support of Manzanillo, Mexico	7	0
# of Responses to email request to participate in project	4	-

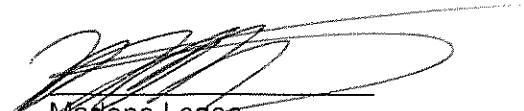
**CONCLUSION:**

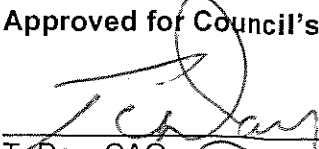
The results of the online poll and follow-up email to the "Yes" respondents does not indicate that sufficient support exists in the Esquimalt community to pursue a twinning opportunity at this time.

The reasons for this includes the following:

- 7 of the 10 received comments specifically supported a twinning with Manzanillo, Mexico
- 4 of the 27 respondents were not Esquimalt residents
- Only 4 responses were received expressing interest in participating in the twinning process and 2 of these responses were hesitant

Respectfully submitted,

  
Marlene Lagea,  
Manager of Communications and  
Sustainability

<b>Approved for Council's consideration:</b>  T. Day, CAO Dated: <u>April 30/09</u>
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## **Posting on Municipal Website**

### **Online Poll: Community Interest in Twinning**


February 13, 2009

The Township of Esquimalt is seeking input from the community on initiating a twinning relationship with another city.

A 'twinning' is when two cities work together to further the social and economic development of their communities. Twinning partnerships set the base for business, education and cultural exchanges between the two cities.

The Township of Esquimalt has recently been approached with twinning proposals for Onagawa, Japan and Manzanillo, Mexico. Before entering a twinning relationship, a thorough and evaluative approach should be taken in selecting the partnering city. This will ensure that both communities' key strengths, on which to build the relationship, are considered.

To maximize the benefits associated with twinning, the right twinning partner needs to be selected and community support must be in place to take advantage of the partnership.

To view a listing of the twinning relationships that other B.C. local governments have established please click [here](#) .

***The online poll is now closed.***

**For more information please contact:**

Marlene Lagoa, Manager of Communications and Sustainability  
Township of Esquimalt  
Tel: 250-414-7122

**Do you support Twinning? = No [Three (3)]**

Respondent	Postal Code	Esquimalt Postal Code	Comments
1	V9A 0A5	Yes	
2	V9A 2Y6	No	
3	V9A 6S3	Yes	

**Do you support Twinning? = Yes [Twenty-Four (24)]**

Respondent	Zip Code	Esquimalt	Comments	Volunteer Response
4	V9A 4Y7	Yes	Manzanillo, Mexico is a friendly, quaint and beautiful port city of comparable size.	
5	v9a 5e1	Yes	C(1) What does twinning do for someone? C(2) I would love to be twin cities with Manzanillo Mexico. I am a seasonal business owner that could be of assistance to similar businesses in the winter months. As well as employment opportunities in the summer here. (Work / accommodation exchange) I have been there and the whole area is spectacular. I would love to share that honor with such a fine city.	
6	V9A 5G6	Yes	City twinning offer excellent opportunities for the exchange of ideas and cultural awareness. The one thing I would like to see with twinning is a greater chance for exchange between residents of each city instead of the press release once in awhile of a Mayor visiting. The more aware of the outside we are the more sensitive to others we become.	
7	V9A 5K8	Yes		
8	V9A 5L1	Yes	Sounds like a great idea.	
9	V9A 5N7	Yes		
10	v9a 5s1	Yes		
11	v9a 5s1	Yes		
12	V9A 6A6	Yes		examine the opportunity of twinning but I do have two small children so it would depend on the time frame.

**Do you support Twinning? = Yes (Continued)**

Respondent	Zip Code	Esquimalt	Comments	Volunteer Response
13	v9a 6g1	Yes		
14	v9a 6g1	Yes		
15	V9A 6G1	Yes	manzanilla, mexico!!	
16	v9a 6r6	Yes		
17	v9a 6r6	Yes		
18	V9A 6R7	Yes	I support twinning with Manzanillo, Mexico. I was there last year, and can see the similarities between our harbours and economies and Manzanillo's. The people that I met were very warm hearted and intelligent, and eager to expand their economic horizons.	
19	v9a 6r7	Yes		
20	v9a 6r7	Yes		
21	v9a 6r7	Yes	I will make myself available for whatever need that may come up regarding this proposal. I am going to manzanillo on thursday march 12 returning april 2 if you would like any further info from or about manzanillo please do not hesitate to ask via e- mail	I am currently in manzanillo. Yes I would be willing to assist you in this project. Is there any info you would like regarding manzanillo at this point being as I am already here. If so please let me know. I will also contact some friends for you to see if they are available to help as well
22	v9a 6r7	Yes	I Like the Idea of Twinning with Manzanillo. Ive been there a lot of times and its a great town and very similar to Victoria.	
23	v9a 6s9	Yes		
24	V9A 7P8	Yes		
25	V9L 5X6	No	I was a resident of Esquimalt for several years and support this idea wholeheartedly	Of course I would be interested in being involved
26	V9L 5X7	No	I use to live in Esquimalt. And have future plans to return. I am interested in Esquimalt twinning with Manzanillo.	Thank you for inviting me to be part of this process. Unfortunately, I am in the Yukon and will be until June/09. If there is anything I can do via email let me know. Again, thank you.
27	V8Z 6P5	No		

**Marlene Lagoa**

**From:** Terry Milne [terrymilne@shaw.ca]  
**Sent:** March 5, 2009 10:49  
**To:** Marlene Lagoa  
**Cc:** Stu and Sheila Soward net  
**Subject:** Re: Onagawa Twinning

*Attached to  
Marlene's Report.*

*Hello Marlene,*

*Thank you for yesterday's email and the follow-up phone call. As mentioned yesterday unfortunately it is a little late in the day to expect to rally much in the way of support or leveraging in the two days before Friday's deadline. As you know the decision of Council on July 7, 2008 was for the formation of a Committee to review the Onagawa proposal, meet with interested parties and prepare a recommendation for Council. In support of that approach I was prepared to enlist a group of educators, service club and current and former naval members and other residents of Esquimalt to meet with the Committee and also to assist in informing the public of the proposal and to enlist their support. I realize much has changed since then, and had assumed, among other things, that the change in Council and perhaps the current economic climate had delayed progress on this initiative, but I think you will understand the sudden two day deadline after many months of waiting to hear from the Council's Onagawa Committee came much like a "bolt from the blue!"*

*I appreciate the need for Council to respond to the proposal from the mayor of Manzanillo may to some extent have driven an accelerated approach, but as I suggested yesterday I think the the two proposals should each be considered on their own merits, and perhaps after full consideration and appropriate consultation within the municipality one or both or neither be adopted. Of course it is up to Council to decide on the best approach and if it is to proceed as originally intended then I will be pleased to enlist the help of the interested groups as outlined above.*

*Incidentally I spent over a month in Manzanillo during the past year. I first visited there over fifty years ago when it was a small sleepy town with a single jetty mainly used by the odd passing ship to pick up bunker fuel. Now it is a major shipping port, I believe Mexico's largest port in the Pacific, with several large container and bulk ships arriving every day, with goods being transshipped onto rail cars in a huge rail terminal connecting directly to Mexico's major centres. The town has obviously increased a great deal in size, but despite a moderate increase in tourist facilities it is still very much a working city rather than a dedicated tourist town such as Puerto Vallarta. It appears to be a very progressive and attractive community.*

*I would appreciate it if you would pass on my above comments and proposals concerning Onagawa to Council.*

*Sincerely,*

Terry Milne

----- Original Message -----

**From:** [Marlene Lagoa](#)

**To:** Terry Milne

**Sent:** Wednesday, March 04, 2009 3:15 PM

**Subject:** RE: Onagawa Twinning

Hello Terry,

I will follow up this email with a phone call.

I hope you have been doing well since we last spoke, and I hope you are looking as forward to the spring as I am!

I am emailing you today to inform you of Council's latest steps in regards to evaluating twinning opportunities. Another proposal has come forward to twin with the town of Manzanillo in Colima, Mexico. A staff report was prepared for Council on the topic of twinning and presented at the February 9th Committee of the Whole Meeting [all pages from this agenda item are attached in a pdf].

Council made a suggestion that we first assess the level of interest in the community before any decision is made. Council is looking to see if there are Esquimalt community members who are interested in assisting with the Twinning initiative and who have an interest in leveraging such a relationship.

As a result, I have posted information on our website and created a short survey. Please feel free to share this link with those who you think may have an interest: <http://www.esquimalt.ca/news/news02130901.aspx>. The link to this article is featured on our homepage under News.

**The deadline for responses is this Friday, March 6.** If you encounter someone who did not have a chance to have their say, I will accept their input directly and will do my best to add it to the report going to Council. If you encounter anyone that is interested in being a part of such an initiative please have them contact me directly: [marlene.lagoa@esquimalt.ca](mailto:marlene.lagoa@esquimalt.ca) or 250-414-7122.

I apologize for the short and lack of notice on these developments. Don't hesitate to get in contact with me regarding your questions and concerns. I will let you know when this topic will go back to Council.

Kind Regards,

**Marlene Lagoa**

Manager of Communications and Sustainability

Township of Esquimalt

Phone: 1-250-414-7122

[www.esquimalt.ca](http://www.esquimalt.ca)

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**From:** Terry Milne [<mailto:terrymilne@shaw.ca>]

**Sent:** October 25, 2008 11:57  
**To:** Marlene Lagoa  
**Cc:** dnight@esquimalt; Chris Clement  
**Subject:** Re: Onagawa Twinning

*Marlene,*

*Thank you for the update, I fully understand the various pressures and priorities facing Esquimalt and the Council, especially with elections round the corner and the current economic turmoil. In fact it may not be a bad thing if the Onagawa twinning proposal sits ticking away on the back burner for a while rather than say having it shot down prematurely on the grounds of being a non-essential cost in today's uncertain economic climate.*

*On a personal note I'm planning to be out of town from mid December for a month. If I haven't heard anything before then I will check in with you or Diane after I return. Again, thanks for update. Terry.*

----- Original Message -----

**From:** [Marlene Lagoa](#)  
**To:** [terrymilne@shaw.ca](mailto:terrymilne@shaw.ca)  
**Sent:** Thursday, October 23, 2008 3:36 PM  
**Subject:** Onagawa Twinning

Hello Terry,

I tried to give you a call this afternoon but I got your answering machine instead. I was calling to give you an update on your twinning proposal. Unfortunately, the twinning proposal has been put on hold until the new Council takes office in December. After that time you should be hearing back from us on the issue. I can understand the disappointment resulting from such a delay, and apologize for that.

If you have any questions or would like to check in on the status of the proposal, you can contact Diane Knight, Executive Assistant to the CAO & Mayor at 250-414-7101 or [dnight@esquimalt.ca](mailto:dnight@esquimalt.ca).

Terry, thank you for your time and assistance with this twinning proposal.

**Marlene Lagoa**  
 Assistant to the Corporate Administrator  
 Township of Esquimalt  
 Phone: 250-414-7122

Newly designed, designed for you... [www.esquimalt.ca](http://www.esquimalt.ca)

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## STAFF REPORT


**DATE:** April 29, 2009 **REPORT NO.** DEV-09-024  
**TO:** Tom Day, Chief Administrative Officer  
**FROM:** Barbara Snyder, Director of Development Services  
Trevor Parkes, Senior Planner  
**Subject:** **REZONING AND DEVELOPMENT PERMIT**  
**934 and 936 Craigflower Road**  
**[Lot B, Section 10, Esquimalt District, Plan 326]**  
**[Lot PT 8, Section 10, Esquimalt District Plan 6650, lying southerly of**  
**a boundary parallel to and perpendicularly distant 120 feet from the**  
**northerly boundary of said lot.]**

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### RECOMMENDATION

1. That Bylaw No. 2706, which would amend Zoning Bylaw No. 2050 by changing the zoning designation of 934 Craigflower Road and 936 Craigflower Road [Lot B, Section 10, Esquimalt District, Plan 326 and Lot PT 8, Section 10, Esquimalt District, Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot] shown cross-hatched on Schedule 'A' of the amending bylaw from RD-3 [Two Family/ Single Family Residential] to CD No. 68 [Comprehensive Development District No. 68], be given first and second reading; and
2. That a Public Hearing be scheduled; and
3. That prior to a Public Hearing, a draft Development Permit limiting the form and character of the proposed development as shown on the project data and site plans stamped "Received April 7, 2009", and architectural plans stamped "Received August 21, 2008"; prepared by Herbert H. Kwan Architect and the landscape plan prepared by Lombard North Group, stamped "Received August 21, 2008" be returned to Council for consideration.

  
Trevor Parkes  
Senior Planner

  
Barbara Snyder  
Director, Development Services

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### PURPOSE

The applicant is requesting a change in zoning from RD-3 [Two Family/Single Family Residential] to a Comprehensive Development Zone to permit the construction of a 13 unit townhouse development on the subject properties.



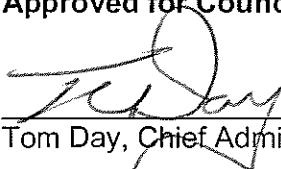
**BACKGROUND**

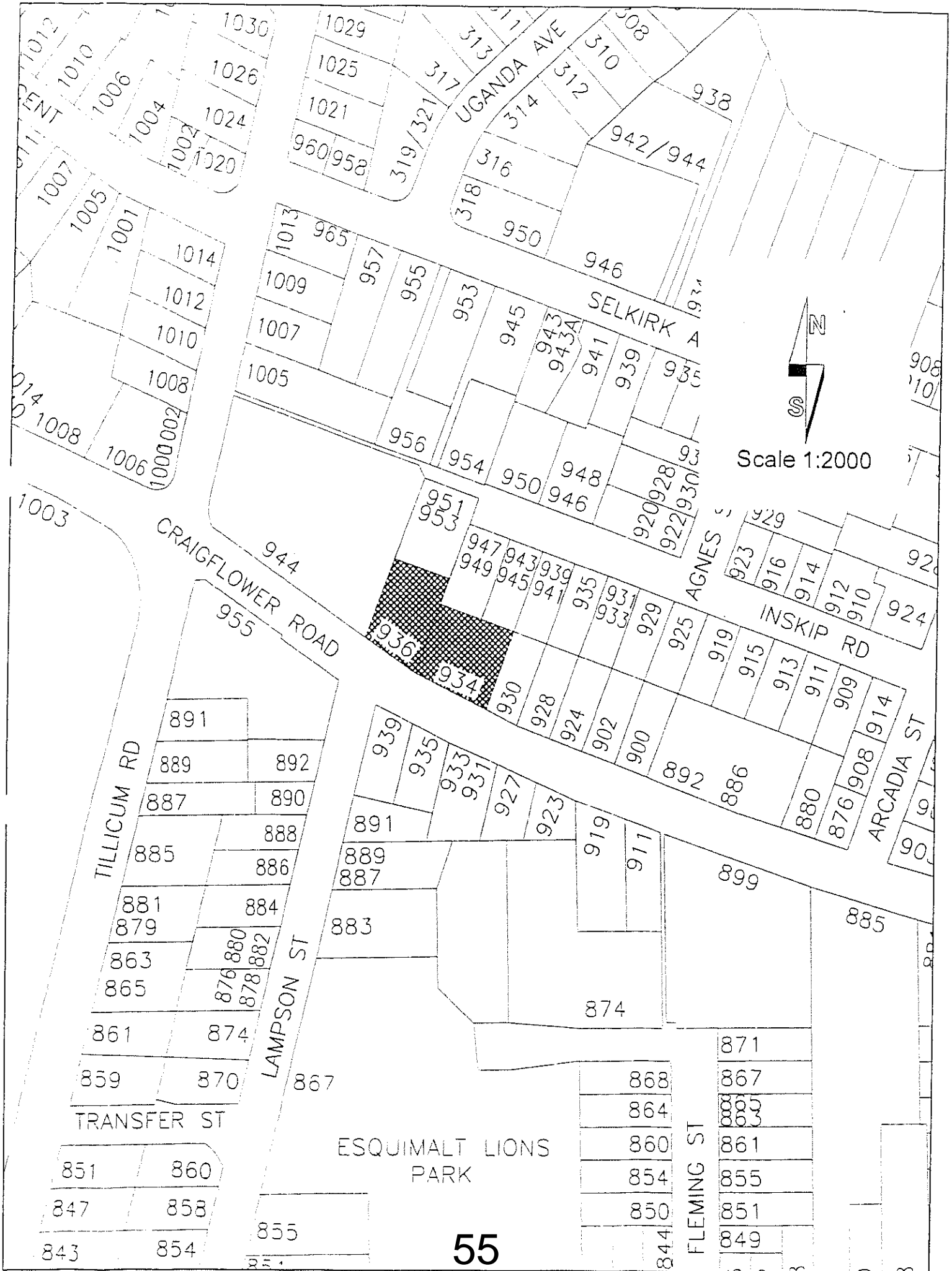
**Advisory Planning Commission:** This application was considered by APC on the evening of September 16, 2008. Members indicated they were impressed by the form and character of the design and felt it would set a high standard for redevelopment in the area. The application was unanimously forwarded to Council with a recommendation of approval subject to the applicant confirming to Council the project would be constructed to "Built Green" standards.

**Committee of the Whole:** The application was presented to the Committee of the Whole on April 14, 2009. COTW accepted the staff recommendation that the application for rezoning of 934 and 936 Craigflower Road and a Development Permit limiting the form and character of the proposed development as shown on the project data and site plans stamped "Received April 7, 2009", and architectural plans stamped "Received August 21, 2008"; prepared by Herbert H. Kwan Architect and the landscape plan prepared by Lombard North Group, stamped "Received August 21, 2008", be forwarded to Council with a recommendation for approval.

**Council:** The report from the COTW was received at the regular meeting of Council on April 20, 2009. Staff were directed to prepare the necessary bylaw to change the zoning of 934 and 936 Craigflower Road [Lot B, Section 10, Esquimalt District, Plan 326 and Lot PT 8, Section 10, Esquimalt District, Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot] from RD-3 [Two Family/ Single Family Residential] to a Comprehensive Development Zone and forward it to Council.

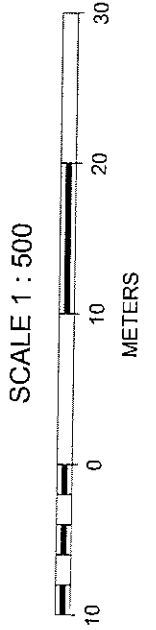
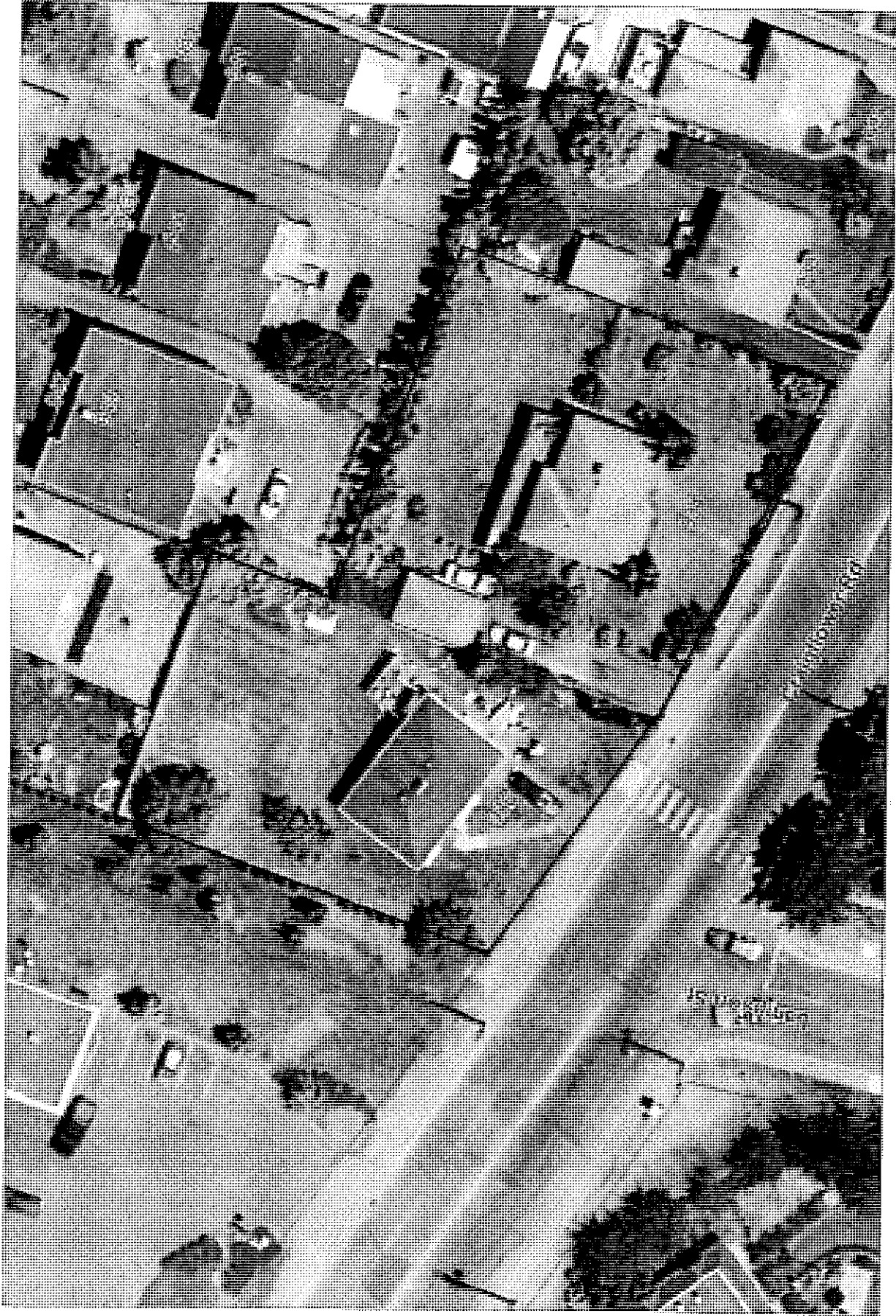
**Public Notification:** As this is an application for rezoning, should it proceed to a Public Hearing, notification will be mailed to owners and tenants of parcels within 45 metres [150 feet] of the subject properties. A sign indicating that the property is under consideration for a change in zoning has been placed on the Craigflower Road frontage and would be updated to indicate the date and time Council would be considering the application.

**Approved for Council's consideration:**  
  
\_\_\_\_\_  
Tom Day, Chief Administrative Officer  
Dated: April 30/09

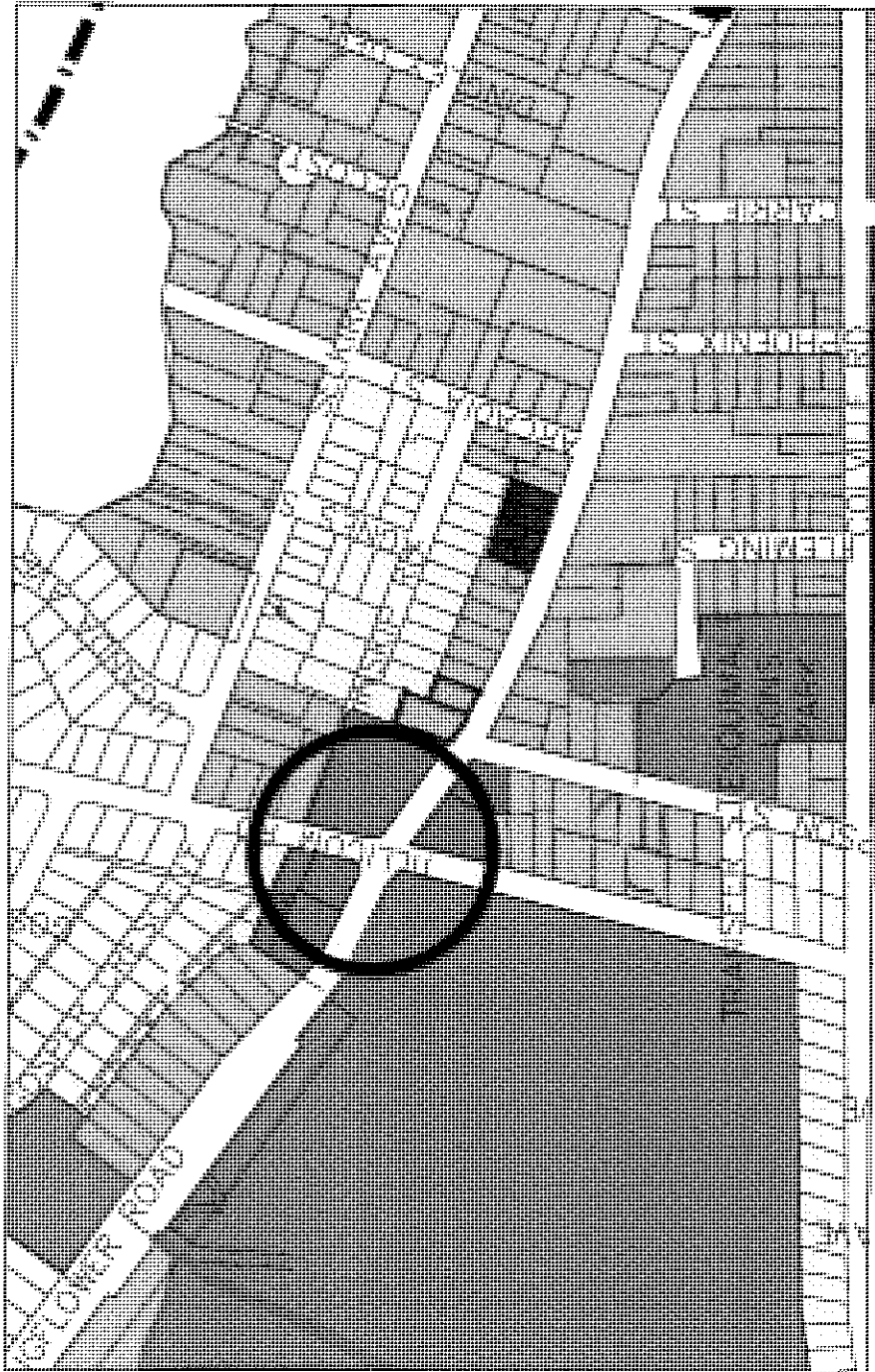


Scale 1:2000

934/936 Craigflower Road



Extract from Official Community Plan Bylaw No. 2646 Schedule 'A'  
Land Use Designations



**LEGEND**

Single and Two-Unit Residential	Industrial
Townhouse Residential	Commercial Mixed-Use
Multi-Unit, Low-Rise Residential (up to four storeys)	Commercial Node
Multi-Unit, High-Rise Residential (over seven storeys)	Institutional
Flatlands Residential	DND Federal Land
Parks and Open Space	Water Area
Trails (existing and proposed)	Municipal Boundary
Transportation Corridor	

**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**BYLAW NO. 2706**

A Bylaw to amend Bylaw No. 2050, cited as the  
"Zoning Bylaw, 1992, No. 2050"

THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF  
ESQUIMALT, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as the "ZONING BYLAW, 1992, NO. 2050, AMENDMENT BYLAW [NO. 184], 2009, NO. 2706".
2. That Bylaw No. 2050, cited as the "Zoning Bylaw, 1992, No. 2050" be amended as follows:
  - (1) by adding the following words and figures after 'Comprehensive Development District No. 67' in Part 31, Zone Designations:

"Comprehensive Development District No. 68"

- (2) by adding the following text as Section 67.55:

**67.55 COMPREHENSIVE DEVELOPMENT DISTRICT NO. 68 [CD NO. 68]**

In that Zone designated as CD No. 68 [Comprehensive Development District No. 68] no Building or Structure or part thereof shall be erected, constructed, placed, maintained or used and no land shall be used except in accordance with and subject to the regulations contained in or incorporated by reference into this Part.

- (1) **Permitted Uses**

The following Uses and no others shall be permitted:

- (a) Multiple Family Residential
- (b) Home Occupation

- (2) **Parcel Size**

The minimum Parcel Size of fee simple Parcels created by subdivision shall be 2100 square metres.

- (4) **Building Height**

- (a) No Principal Building shall exceed a Height of 10.2 metres

- (5) **Lot Coverage**

All Principal Buildings and Structures combined shall not cover more

than 43% of the combined area of Lot B, Section 10, Esquimalt District, Plan 326 and Lot PT 8, Section 10, Esquimalt District, Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot.

(6) **Floor Area Ratio**

The combined Floor Area Ratio Lot B, Section 10, Esquimalt District, Plan 326 and Lot PT 8, Section 10, Esquimalt District Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot, shall not exceed .80.

(7) **Siting Requirements**

(a) **Principal Buildings:**

- (i) No front Setback will be required.
- (ii) No Principal Building shall be located within 1.5 metres of an Interior Lot Line.
- (iii) Notwithstanding Section 7(a)(ii), no Principal Building shall be located within 7.0 metres of the eastern most Interior Lot Line.
- (iv) No Principal Building shall be located within 4.3 metres of the Rear Lot Line.

(b) **Accessory Buildings:**

No Accessory Buildings shall be permitted.

(8) **Fencing**

Subject to Section 22 no fence shall exceed a Height of 1.2 metres in front of the front face of the Principal Building and no fence shall exceed a height of 2 metres behind the front face of the Principal Building

(9) **Landscaping and Open Space**

Landscaping and Open Space shall be as shown on the plans submitted with the application and controlled by Development Permit No. 15/2008.

(10) **Off-Street Parking**

The number of off street parking stalls shall be provided in the ratio of 2.15 spaces per dwelling unit.

- (3) by changing the zoning designation of Lot B, Section 10, Esquimalt District, Plan 326 and Lot PT 8, Section 10, Esquimalt District, Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from

the northerly boundary of said lot [934 and 936 Craigflower Road], shown cross-hatched on Schedule "A" attached hereto, from RD-3 [Two Family/ Single Family Residential] to CD No. 68 [Comprehensive Development District No. 68].

- (4) by changing Schedule 'A' Zoning Map, attached to and forming part of "Zoning Bylaw, 1992, No. 2050" to show the changes in zoning classification effected by this bylaw.

READ a first time by the Municipal Council on the ---- day of -----, 2009.

READ a second time by the Municipal Council on the ---- day of -----, 2009.

A Public Hearing was held pursuant to Sections 890 and 892 of the *Local Government Act* on the ---- day of -----, 2009.

READ a third time by the Municipal Council on the ---- day of ----, 2009.

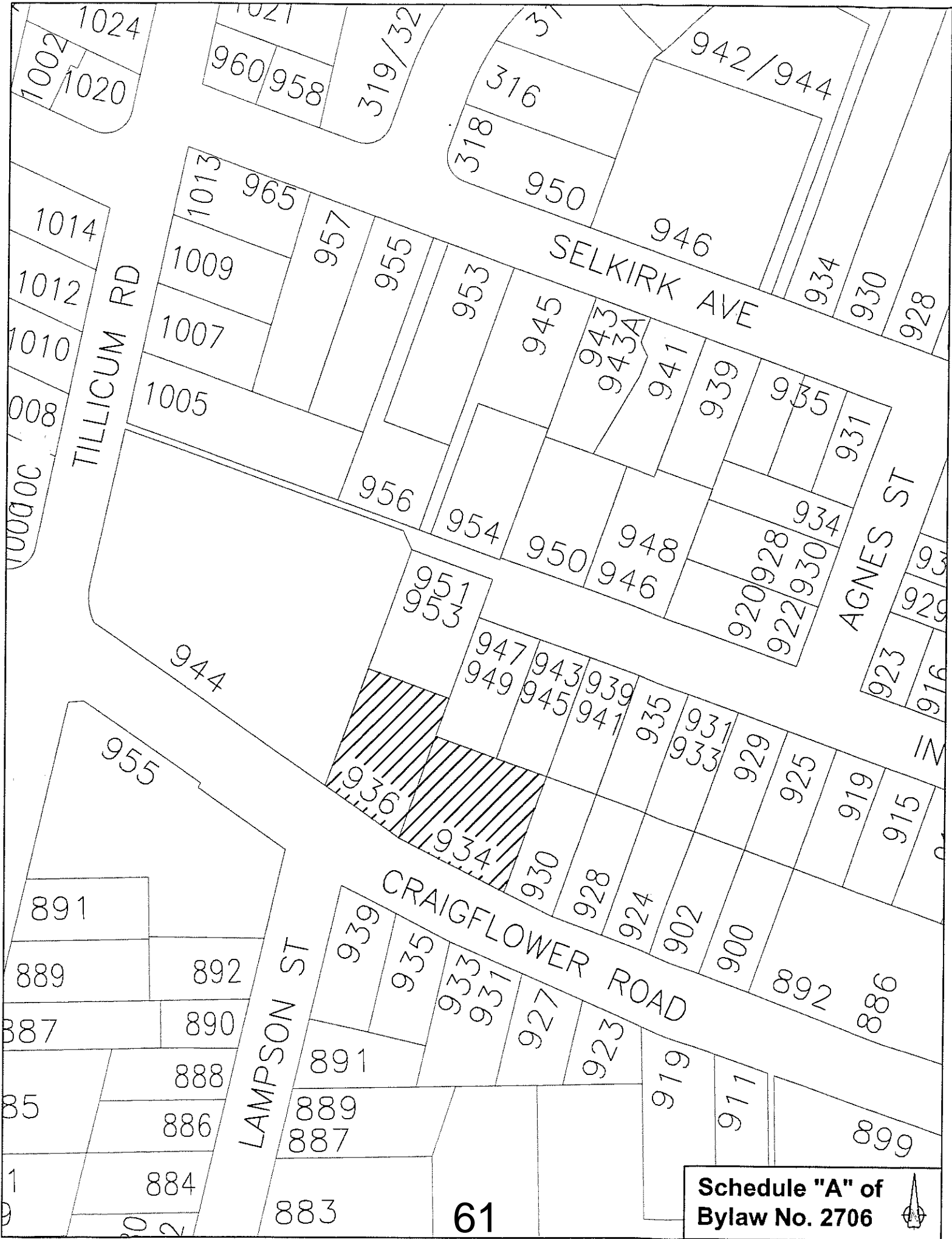
**ADOPTED** by the Municipal Council on the ---- day of ----, 2009.

---

BARB DESJARDINS  
MAYOR

---

TOM DAY  
A/CORPORATE OFFICER



**Schedule "A" of  
Bylaw No. 2706**





## Development Permit Area No. 1 – Multi-Unit Residential

### 9.3.1 Scope

All land designated Multi-Unit Residential on Schedule “C” are part of DPA No. 1.

### 9.3.2 Category

Section 919(1)(f) of the *Local Government Act* – form and character, multi-family residential.

### 9.3.3 Justification

This Plan emphasizes the importance of protecting residential neighbourhoods and encouraging a high quality of construction for new development. It is essential that new multi-unit residential development not have a negative impact on, or be out of character with, existing residential neighbourhoods. The primary objective of Development Permit Area No. 1 is to ensure that the development of multi-unit residential sites is compatible with surrounding uses.

### 9.3.4 Requirements of Owners of Land within the Development Permit Area

a) Owners of land within Development Permit Area No. 1 must not do any of the following without first obtaining a development Permit in accordance with the guidelines for this Development Permit Area:

- i) subdivide lands; or
- ii) construct or alter a building or structure;

without first obtaining a Development Permit in accordance with the guidelines of this Development Permit Area.

b) Exemptions:

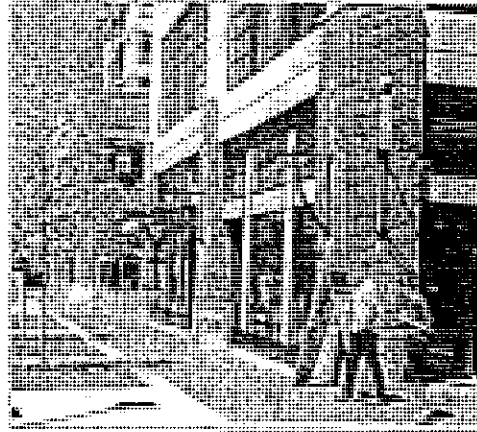
The following do not require a development permit:

- i) construction of buildings or structures less than 10 square metres in area;
- ii) minor additions to existing dwellings where the floor area of the addition does not exceed 10 percent of the ground floor area of the dwelling;
- iii) emergency repairs to existing structures and public walkways where a potential safety hazard exists;
- iv) fences;
- v) the cutting of trees as permitted upon application under the municipal tree protection bylaw; and
- vi) placement of signs less than 1.5 sq. metres in area.

### 9.3.5 Guidelines for Owners of Land within the Development Permit Area

a) The size and siting of buildings that abut existing single- and two-unit and townhouse dwellings should reflect the size and scale of adjacent development and complement the surrounding uses. To achieve this, height and setback restrictions may be imposed as a condition of the development permit.

- b) New buildings should be designed and sited to minimize visual intrusion onto the privacy of surrounding homes and minimize the casting of shadows onto the private outdoor space of adjacent residential units.
- c) High-density multi-unit residential buildings or mixed commercial/residential buildings in commercial areas with a zero front setback should be designed so that the upper storeys are stepped back from the building footprint, with lower building heights along the street front.
- d) Landscaping of multi-unit residential sites should emphasize the creation of an attractive streetscape, as well as provide privacy between individual buildings and dwellings, screen parking areas and break up large expanses of paving.
- e) Surface parking areas in multi-unit residential developments less than five storeys in height, will be situated away from the street and screened by berms, landscaping or solid fencing or a combination of these three.
- f) Underground parking will be provided for any multi-unit residential buildings exceeding four storeys.
- g) The retention of public view corridors particularly views to the water should be encouraged wherever possible.
- h) To preserve view corridors and complement natural topography, stepped-down building designs are encouraged for sloping sites.
- i) Retention and protection of trees and the natural habitat is encouraged wherever possible.
- j) Townhouses will be designed such that the habitable space of one dwelling unit abuts the habitable space of another unit and the common wall overlap between adjoining dwellings shall be at least 50 percent.
- k) Site lighting in multi-unit residential developments should provide personal safety for residents and visitors and be of the type that reduces glare and does not cause the spill over of light onto adjacent residential sites.
- l) Garbage receptacle areas and utility kiosks should be screened by solid fencing or landscaping or a combination of the two.
- m) For waterfront sites, retention of natural features and existing trees should be a priority in site planning considerations.
- n) When any existing single-unit residence or duplex residence is being redeveloped to a multi-unit residential use by adding on of one or more dwelling units, such addition will be designed so that all of the units form a cohesive whole. In order to achieve cohesiveness:
  - i) both, the existing and proposed structures will be in the same architectural style;
  - ii) variations between the roofline of the existing building and any proposed addition(s) will be no greater than 1.5 metres;



- iii) roof styles and pitches must be complementary;
- iv) architectural features such as sloping roofs and dormers should be incorporated into the design to unite the various parts of the structure; and
- v) the existing and proposed structure will be constructed using the same or complimentary exterior finishes including roofing materials, window treatments, door styles and other finishing details.
- o) Within the area bounded by Tillicum, Craigflower, Lampson and Transfer Streets, redevelopment to multi-unit residential use will require that vehicular access to these sites be off Lampson Street rather than Tillicum, in recognition of the high levels of traffic currently using Tillicum Road.
- p) To create a more aesthetic and functional design that links each multi-unit residential project with the streetscape, the following guidelines are recommend:
  - i) Avoid long, narrow parcels with minimal road frontage (consolidate one or more parcels where necessary);
  - ii) Place parking areas away from the street; and
  - iii) Design porches and windows overlooking the street to increase personal interaction and safety.

commented that there are documents that bind them to certain elements and earth-tone colours.

In response to a question from Paulette Flannagan, regarding what type of assurance does the Commission have that what has been presented will be adhered to?

Phil Large stated that a Building Scheme will be registered against the title of the lots and this is a binding document.

Bev Windjack outlined the rehabilitation plan for the Gorge Waterway, indicating the use of native plants. She indicated that a significant number of the existing trees would be retained.

Bev Windjack informed the Commission members that a 5 metre strip would be dedicated to the municipality as parkland.

There were no further comments or questions from the Commission.

The Chair commented that this is the last subdividable property along the Gorge and it will be good to see the rehabilitation of the strip along the waterway.

**Public Input:**

No members of the public spoke to this application.

**RECOMMENDATION:**

Moved by Ramona Scott, seconded by Brian Gordon, that the Esquimalt Advisory Planning Commission (APC) resolves that the application for a Development Permit for Lot 1, Section 2, Esquimalt District, Plan 7068 (1190 Rhoda Lane) be forwarded to Council with a **recommendation of approval**.  
The motion **CARRIED UNANIMOUSLY**.

The opinions and comments of the APC members are as follows:

- That the public access be ensured.

(4) **Rezoning and Development Permit Applications**  
**Herb Kwan, Architect on behalf of Stratford Business Group Ltd.**  
**934/936 Craigflower Road**

Herb Kwan, Architect, was in attendance representing the owner of the property, along with Jim Partlow, Landscape Architect from the Lombard Group.

Herb Kwan, outlined the proposal to rezone the property to permit the assembly of two parcel and construction of a 13 unit townhouse development.

He outlined the topography of the area and the mix of land uses. He also outlined the site planning for the project.

Herb Kwan stated that the site is unique and challenging and informed the Commission members of the materials, colour and layout of the various proposed units.

Jim Partlow, outlined the landscape plan and how he related the landscaping to the rise and fall of the area, and also relating it to the property. He outlined the various species that they would be using to infuse colour during various seasons.

In response to a question regarding privacy of the units, Jim Partlow explained that they had discussed privacy hedging. They did not want to enclose the area too much as this would provide "hiding spots". He explained that they would be using boxwood and wrought iron fencing, which will give a balance and work well together.

The Chair inquired as to where the workers would park during construction. Herb Kwan responded that the owner would be looking into that.

In response to a question from a Commission member whether they had talked to the neighbourhood, Herb Kwan, stated no, but they would be doing that.

In response to a question from a Commission member, Herb Kwan clarified that the project would not be build to LEED standard, but "built-green".

**Public Input:**

In response to a question from Lynda Hundleby regarding mitigating sound and vibrations at such a busy location Herb Kwan outlined the technology of building materials available, especially the technology around windows; that when the proposed windows are closed the noise would be non existent.

**RECOMMENDATION:**

Moved by Talya Cohen, seconded by Brian Gordon, that the Esquimalt Advisory Planning Commission (APC) resolves that the applications for Rezoning and a Development Permit for the subject properties be forwarded to Council including the following conditions listed below with a **recommendation of approval:**

1. That applicant conduct a public meeting, as required by Council's PLAN-25, prior to the proposal going to the Committee of the Whole meeting;
2. That the project be constructed to "*Built Green*" standards.  
The motion **CARRIED UNANIMOUSLY**.

The opinions and comments of the APC members are as follows:

- Commended the architect on an excellent and thorough presentation, a real "*Wow*" project;
- Will set high standard for the area.

#### V. PLANNER'S STATUS REPORT

Trevor Parkes gave the following status report:

- 372 Pooley Place – Development Variance Permit – notices to be sent out September 18<sup>th</sup>, hearing scheduled for October 6<sup>th</sup>.
- 774 Fairview Road – Development Permit with Variance – notices to be sent out September 18<sup>th</sup>, hearing scheduled for October 6<sup>th</sup>.
- 622 Admirals Road – Rezoning Application – Application held in abeyance pending a review of the OCP; preparation of a work plan for preparation of a Development Cost Control (DCC) bylaw.
- 1180 Colville Road – Development Permits for an existing 37 unit building and a proposed new 35 unit strata building.- staff recommendations accepted for a draft Development Permit and a draft Temporary Use Permit be allowed. On July 14, 2008, Council adopted both amendments to the OCP and Zoning Bylaw to allow Temporary Use Permits.
- 1180 Colville – Amendment to CD Zone 57 received first and second reading.
- 847 Dunsmuir Road – Issues associated with site design in relation to servicing rights-of-way are being evaluated by Staff and the applicant. These issues must be resolved prior to the Development Permit moving forward to Committee of the Whole.

#### VI. COUNCIL LIAISON

Not in attendance – no report available.

*934/936 Craigflower Road*

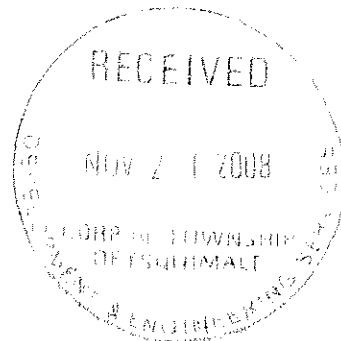
*UIC HANDS - Borden Nov 21/08*

# Notice of Public Information Meeting

A Townhouse development is being proposed  
for the property at  
**934/936 Craigflower Road**

Neighbours and the community are invited to join  
**The Development Team**  
to discuss and comment on the  
development proposal.

The Open House will be held at  
**7:00 pm, Tuesday, December 2, 2008** at  
**Archie Browning Sports Centre**  
**Crow's Nest Room**  
**1151 Esquimalt Road**



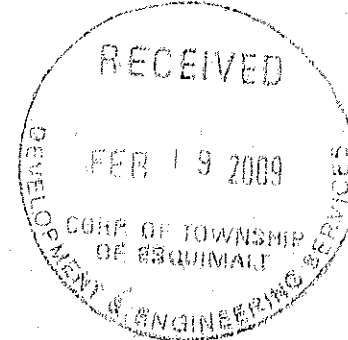


# Herbert H. Kwan Architect

650 Herald Street, Victoria, B.C. V8W 1S7 Telephone (250) 708 2099 Fax (250) 708 2089

Mayor and Council  
The Township of Esquimalt  
1229 Esquimalt Road,  
Esquimalt, B.C.  
V9A 3P1

February 18, 2009



Dear Mayor and Members of Council;

Re: ***Proposed Residential Development  
934/936 Craigflower Road  
Esquimalt, B.C.***

Our clients, the Stratford Business Group and Steve Copp Construction Ltd. have been developing in the Greater Victoria area over the past number of years and feel that this development fits in well in the Municipality of Esquimalt. On December 2, 2009, the development team held a public information meeting to discuss the concept with the neighbours and the community.

A municipal mandated notification protocol was followed whereby 35 written invitations to the information meeting were mailed to neighbours within 45 meter radius of the development site and advertisements were placed in the November 19 and 21, 2008 editions of the Esquimalt News. The meeting was held at the Archie Browning Sports Centre, within convenient distance from the development neighbourhood.

The 7:00 pm meeting was attended by 9 neighbours representing 5 households, including 923, 927, 928, 935, and 939, all of Craigflower Road. Our office received 7 comment sheets, of these 1 was in support of the development, 3 were in support with modifications, and 3 were not in support.

<u>Areas of concern expressed by the Respondents</u>	<u># of Respondents</u>
• Development density	6
• Exterior design not in character with heritage houses in the immediate area	5
• Vehicular traffic	3
• Lack of green space (children's play area)	2
• Pedestrian traffic	2
• Does not fit into the neighbourhood	1

In response, the development team offers the following:

- Development density
  - The latest Official Community Plan designates these properties suitable for "Townhouse Residential" of up to three storeys in building height. The proposed project meets these criteria.



*Proposed Residential Development  
934/936 Craigflower Road  
Esquimalt, B.C.*



- The site's adjacency to the commercial intersection of Craigflower and Tillicum Roads makes it an ideal location for a medium density residential development.
- Exterior design not in character with heritage houses in the immediate area
  - The architectural styles of the immediate neighbourhood are varied and eclectic in nature, ranging from the utilitarian (gas station), to the traditional (single family post war), and the pseudo-arts and crafts (heritage houses).
  - Any future commercial developments at the intersection of Tillicum and Craigflower will likely be more urban and modern in style than arts and crafts.
  - While we commend the restoration of several houses on Craigflower, we do believe that new buildings in the area need not emulate their arts and crafts style. However, a thoughtful design with a different but sympathetic architectural style is a valid response in this multi-layered neighbourhood.
  - The project and the design was reviewed and recommended by the Advisory Planning Commission to move forward with the rezoning application process.
- Vehicular traffic
  - A traffic study has been commissioned and its findings will be submitted to Council via the Planning Department sometime in early March, 2009.
- Lack of green space (children's play area)
  - The proposed development is near two major green spaces in Esquimalt:
    - The Esquimalt Gorge Park
      - Less than 400 m from the development site.
      - Over 10 hectares of green space, contains children's play area, picnic area, water features etc.
    - Esquimalt Lions Park
      - Less than 110 m away from the development site.
      - Two base ball diamonds
  - In addition to the above, we have instructed our landscape architect to design a small play area for children in the rear of the property where there will be adequate overseeing by the residents of the development.

The partnership between Stratford Business Group and Steve Copp Construction Ltd has generated awards for quality in design and building for townhouses and other similar developments. Steve Copp Construction Ltd's owner, Steve Copp, is the past president of "Canadian Home Builders Victoria" and his company is a certified Built Green Builder. As a team, the partners in the Stratford Business Group have and will continue to ensure that this proposed development will meet the highest and exacting standards as set forth by the Municipality of Esquimalt.

Regards

Herbert Kwan, MAIBC  
HHK/cs

CC Stratford Business Group 250-658-3085

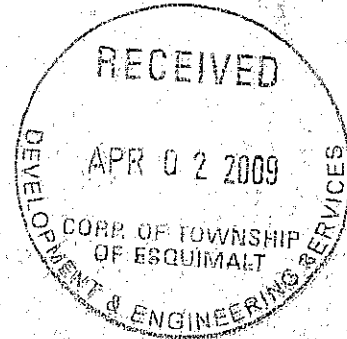


# Herbert H. Kwan Architect

650 Herald Street, Victoria, B.C. V8W 1S7 Telephone (250) 708 2099 Fax (250) 708 2089

Ms. Barbara Schneider  
Director of Planning  
Township of Esquimalt  
1229 Esquimalt Road,  
Victoria, B.C.  
V9A 3P1

April 2, 2009



Faxed: 250-414 7160 (Couriered)

Dear Ms. Schneider,

Re: ***Proposed Residential Development  
934/936 Craigflower Road  
Esquimalt, B.C.  
Response to Review Comments***

Further to our telephone discussion with Trevor Park, Senior Planner, on March 9, 2009, we are pleased to provide the following:

1. Steve Copp Construction Ltd. is a certified "Built Green Builder" and proposes the following Green building features:
  - Appliances shall have Energy Star ratings
  - Windows shall have Energy Star ratings
  - Low flush toilets
  - Provide to Home Owners "Built Green" Home Owner's Manual
  - Framing practices, insulation, venting and finishing products shall be in line with the "Built Green Programme"
  - Water management in line with "Built Green Programme".
2. Storm water management plan
  - We spoke with your Municipal Engineer on March 31, 2009 and he has agreed that the storm water management plan could be provided to the Township for review and approval at the building permit stage. Our clients are committed to meeting this condition.
3. Parking dimensions
  - We have made modifications to our parking plan as per our telephone conversation with Mr. Trevor Park of March 18, 2009.
  - 3 copies of the revised site plan and project data sheet revision dated March 27, 2009 have been enclosed for your review.

Re *Proposed Residential Development*  
*934/936 Craigflower Road*  
*Esquimalt, B.C.*  
*Response to Review Comments*



4. Traffic study

- Attached please find enclose one copy of traffic study prepared by Boulevard Transportation Group dated April 2, 2009 for your review.

Regards

Herbert Kwan, MAIBC  
HHK/cs

Encl.

CC Mr. Bill Nickel  
Mr. Steve Copp

250-658 3085  
e-mailed

# PROPOSED 13 TOWNHOUSE DEVELOPMENT

934 / 936 CRAIGFLOWER ROAD  
ESQUIMALT, B.C.

## REZONING APPLICATION

### DRAWING INDEX

#### ARCHITECTURAL

- A000 DRAWING INDEX & PROJECT DATA 1 : 100
- A100 LOWER FLOOR & SITE PLAN 1 : 100
- A101 MAIN FLOOR PLAN 1 : 100
- A102 UPPER FLOOR PLAN 1 : 100
- A103 ROOF PLAN 1 : 100
- A200 LOWER FLOOR SUITE LAYOUT PLAN 1 : 50
- A201 LOWER FLOOR SUITE LAYOUT PLAN 1 : 50
- A202 LOWER FLOOR SUITE LAYOUT PLAN 1 : 50
- A203 MAIN FLOOR SUITE LAYOUT PLAN 1 : 50
- A204 MAIN FLOOR SUITE LAYOUT PLAN 1 : 50
- A205 MAIN FLOOR SUITE LAYOUT PLAN 1 : 50
- A206 UPPER FLOOR SUITE LAYOUT PLAN 1 : 50
- A207 UPPER FLOOR SUITE LAYOUT PLAN 1 : 50
- A300 BUILDING ELEVATIONS 1 : 75
- A301 BUILDING ELEVATIONS 1 : 75
- A302 BUILDING ELEVATIONS 1 : 75
- A400 SECTIONS 1 : 50
- A401 SECTIONS 1 : 50

#### LANDSCAPING

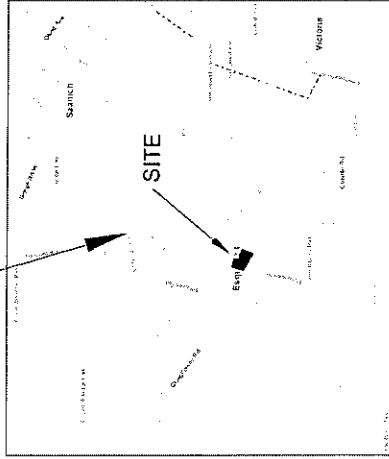
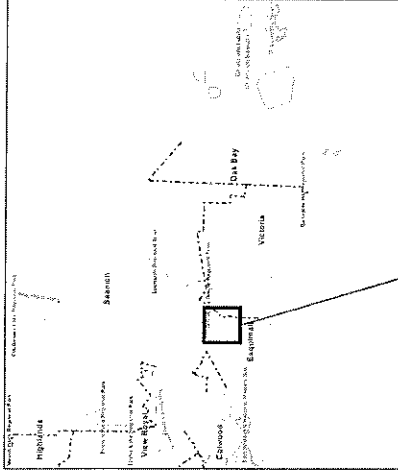
- P1 LANDSCAPE PLAN 1 : 100



consultants

revision date March 27, 2009  
April 6, 2009

## LOCATION MAPS



## PROJECT DATA

1. ADDRESS	934 & 936 CRAIGFLOWER ROAD			
2. LEGAL DESCRIPTION	LOT 904 (DD E660683) SECTION 10 ESQUIMALT DISTRICT PLAN 326 LOT 938 SECTION 10 ESQUIMALT DISTRICT PLAN 326 LOT 8, SECTION 10 ESQUIMALT DISTRICT PLAN 850			
3. SITE AREA	1 198.7 m <sup>2</sup> LOT 904 LOT 938 LOT 836	685.3 m <sup>2</sup> 685.3 m <sup>2</sup> 2122.0 m <sup>2</sup>		
4. ZONING	CURRENT PROPOSED	RD-3 CD (SITE SPECIFIC)		
5. BUILDING AREA	837.3 m <sup>2</sup>			
7. SITE COVERAGE	39 %			
8. FLOOR AREA	LOWER FLOOR LOWER FLOOR GARAGES MAIN FLOOR UPPER FLOOR	374.3 m <sup>2</sup> 406.0 m <sup>2</sup> 718.2 m <sup>2</sup> 641.0 m <sup>2</sup>		
TOTAL (MINUS GARAGES)	1793.5 m <sup>2</sup>			
9. FLOOR SPACE RATIO	.65 TO 1.0			
10. NUMBER OF UNITS	13 TOWNHOUSES			
8. UNIT FLOOR AREAS (EXCLUDING GARAGES)	UNIT LOWER MAIN UPPER TOTAL			
1	28.6	65.6	67.5	161.7 m <sup>2</sup>
2	25.0	62.9	69.0	156.9 m <sup>2</sup>
3	26.8	63.0	64.1	153.9 m <sup>2</sup>
4	25.0	61.3	63.4	149.7 m <sup>2</sup>
5	25.0	61.3	63.4	149.7 m <sup>2</sup>
6	26.8	63.0	64.1	153.9 m <sup>2</sup>
7	25.0	62.4	63.8	151.2 m <sup>2</sup>
8	25.0	62.4	63.8	151.2 m <sup>2</sup>
9	25.7	61.5	64.1	151.3 m <sup>2</sup>
10	56.8	57.1	41.6	155.6 m <sup>2</sup>
11	25.6	51.7	53.9	131.2 m <sup>2</sup>
12	49.2	77.9		127.1 m <sup>2</sup>
13	45.8	70.0		115.8 m <sup>2</sup>
12. PARKING REQUIRED	2 SPACES PER DWELLING = 26 STALLS			
13. PARKING PROVIDED	21 in garages 7 visitor on site 28 STALLS TOTAL			
14. NUMBER OF STOREYS	3 STOREYS			
15. BUILDING HEIGHT	10.65 m			
16. SETBACKS	CRAIGFLOWER ROAD (SOUTH) 3973 (UNIT 1) & 3914 (UNIT 10) WEST PROPERTY LINE 1524 EAST PROPERTY LINE 9404 (UNIT 1) + 1524 (UNIT 13) NORTH PROPERTY LINE 4315			
16. OPEN SPACE AREA	1266.0 m <sup>2</sup>			

project PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT  
ESQUIMALT, BC

date 14-JUL-09

sheet A000



Herbert H. Kwan Architect  
 650 Herald Street, Victoria, B.C. V8W 1S7 (250) 708-2099



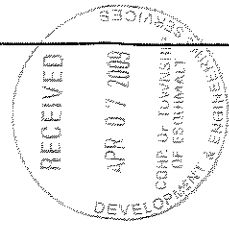
**LEGEND**

- 7000: EXISTING SPOT ELEVATIONS
- 8000: PROPOSED SPOT ELEVATIONS
- 9000: EXISTING GRADE ELEVATIONS
- 8500: PROPOSED GRADE ELEVATIONS

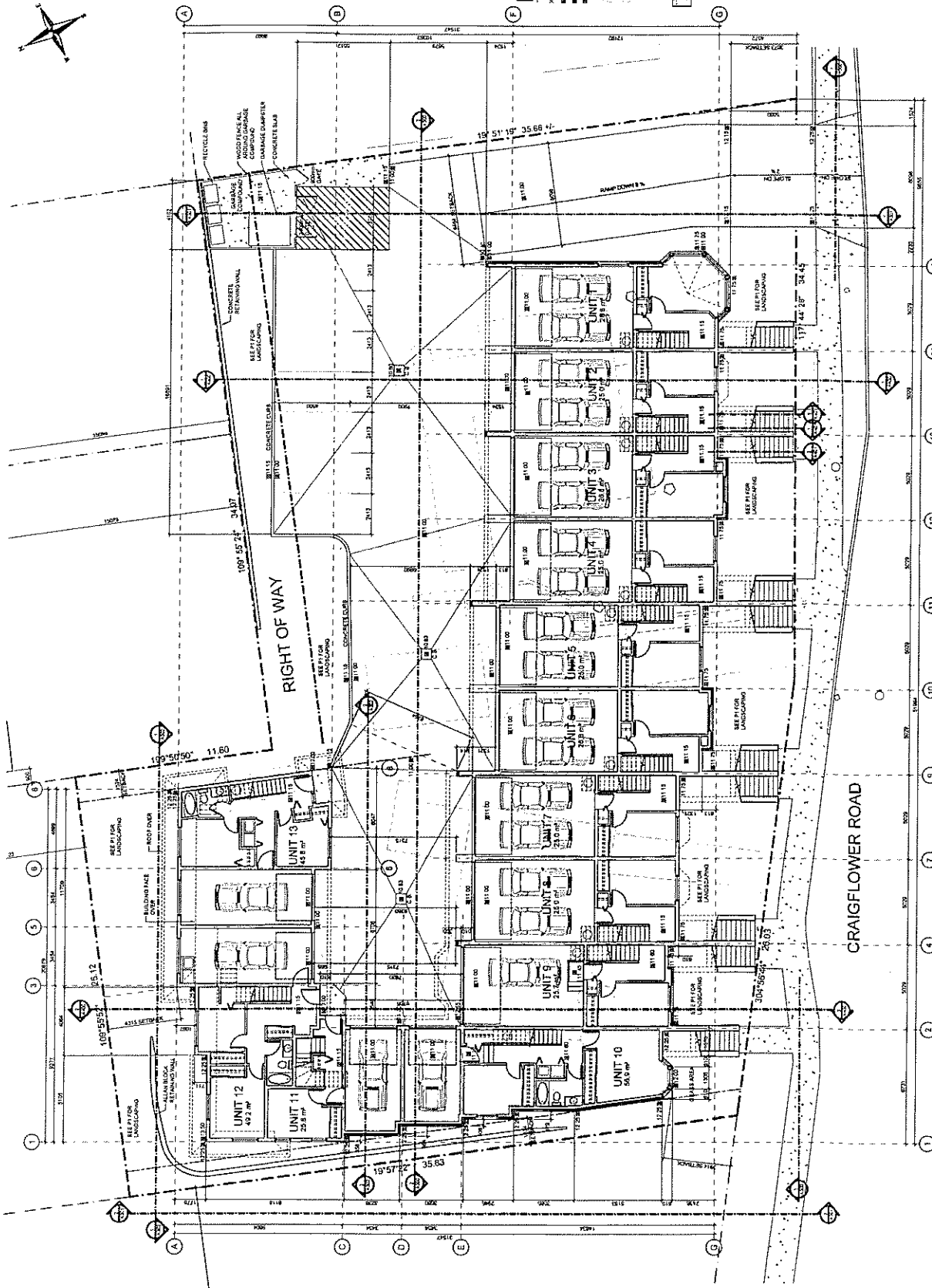
--- DUTLINE OF EXISTING DRIVEWAYS TO BE DEMOLISHED

--- ASPHALT PAVING

--- CONCRETE PAVING



sheet **A100**



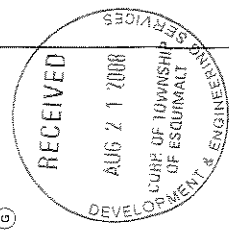
date 14-JUN-08

drawing LOWER FLOOR & SITE PLAN  
 scale 1:100

project PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT  
 1515 CRAIGFLOWER ROAD  
 ESQUIMALT, B.C.

revision date April 6 2009

consultants



sheet A101

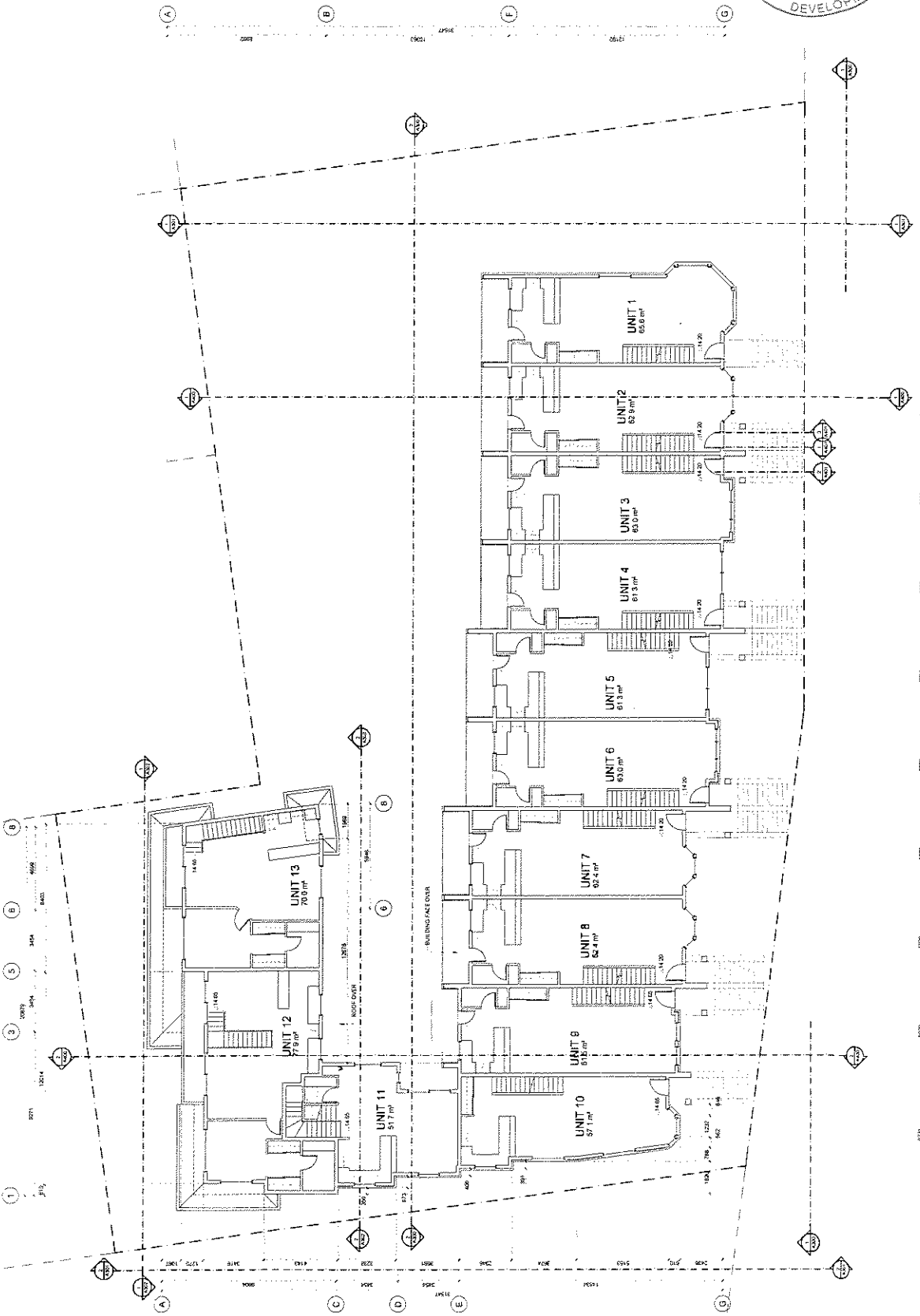
date 14-JUL-08

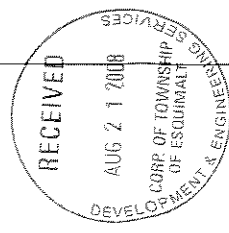
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Project PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT  
 5241 BMO CRAIGLEMER ROAD  
 ESQUIMALT, B.C.

revision date

consultants





sheet A102

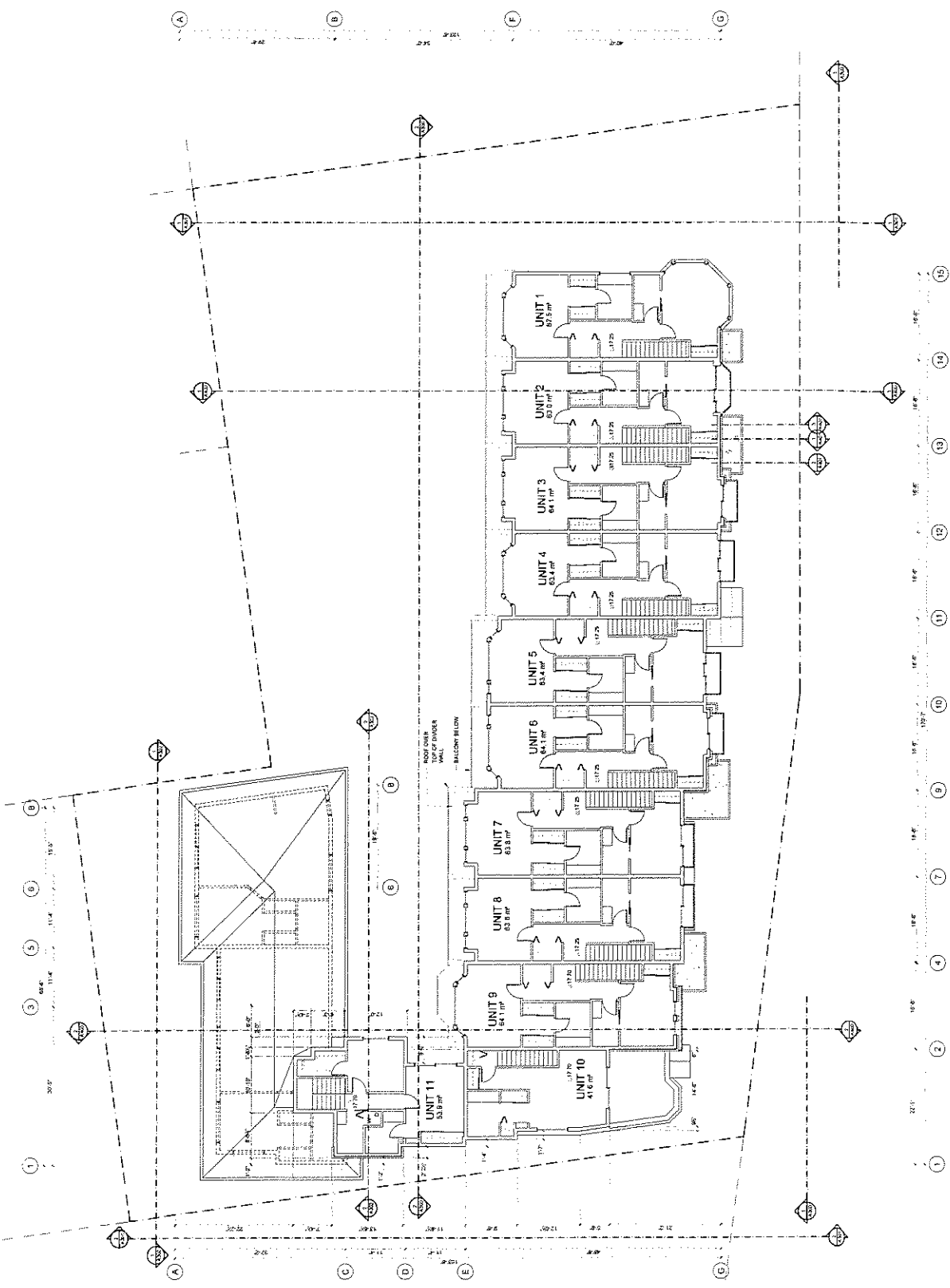
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 ESQUIMALT, BC

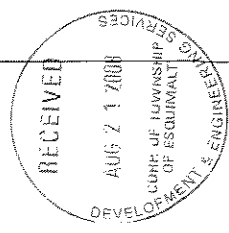
revision date

consultants





Herbert H. Kwan Architect  
 650 Herald Street, Victoria, B.C., V8W 1S7 (250) 708-2099



sheet A103

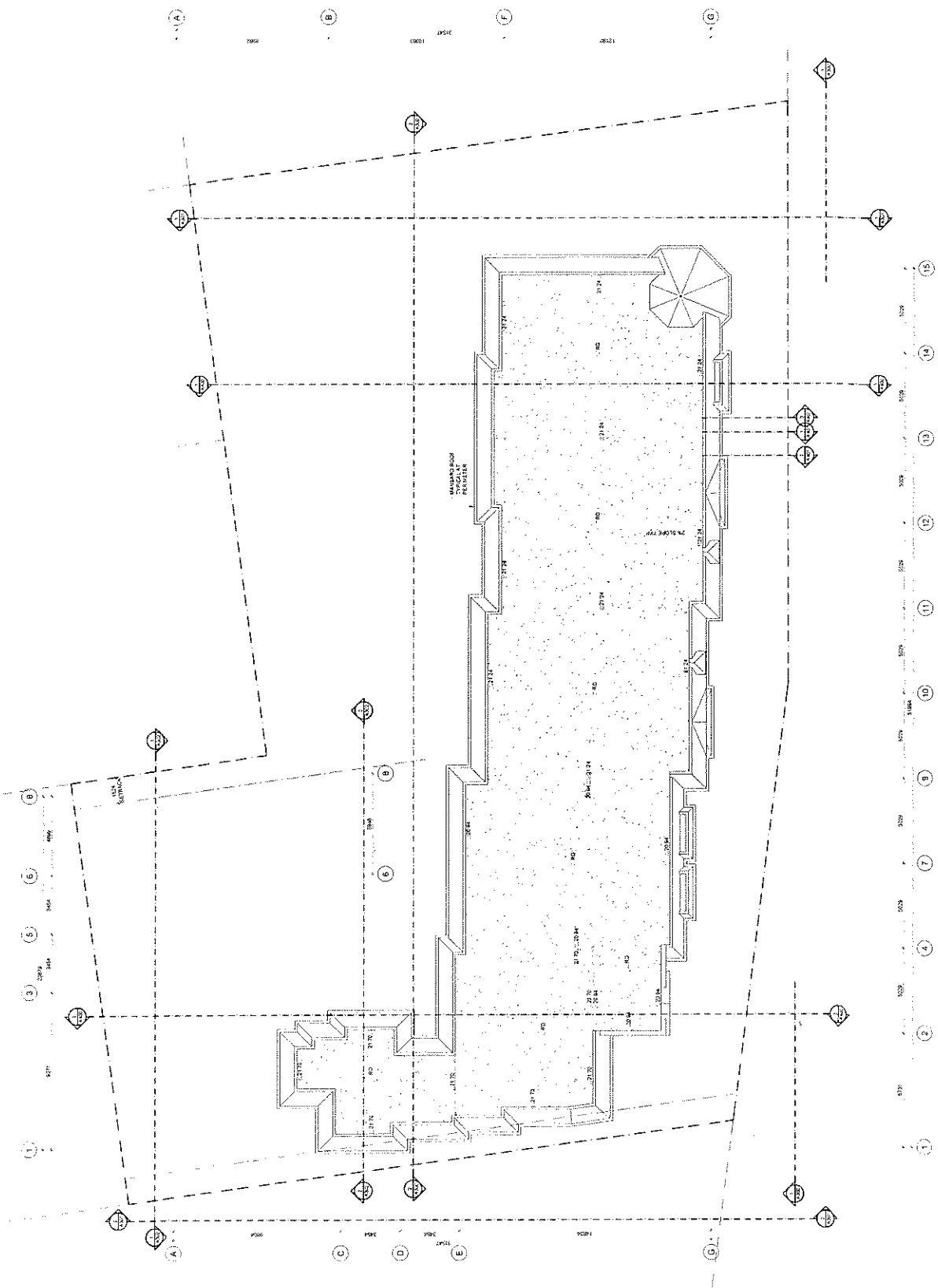
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 ESQUIMALT, BC

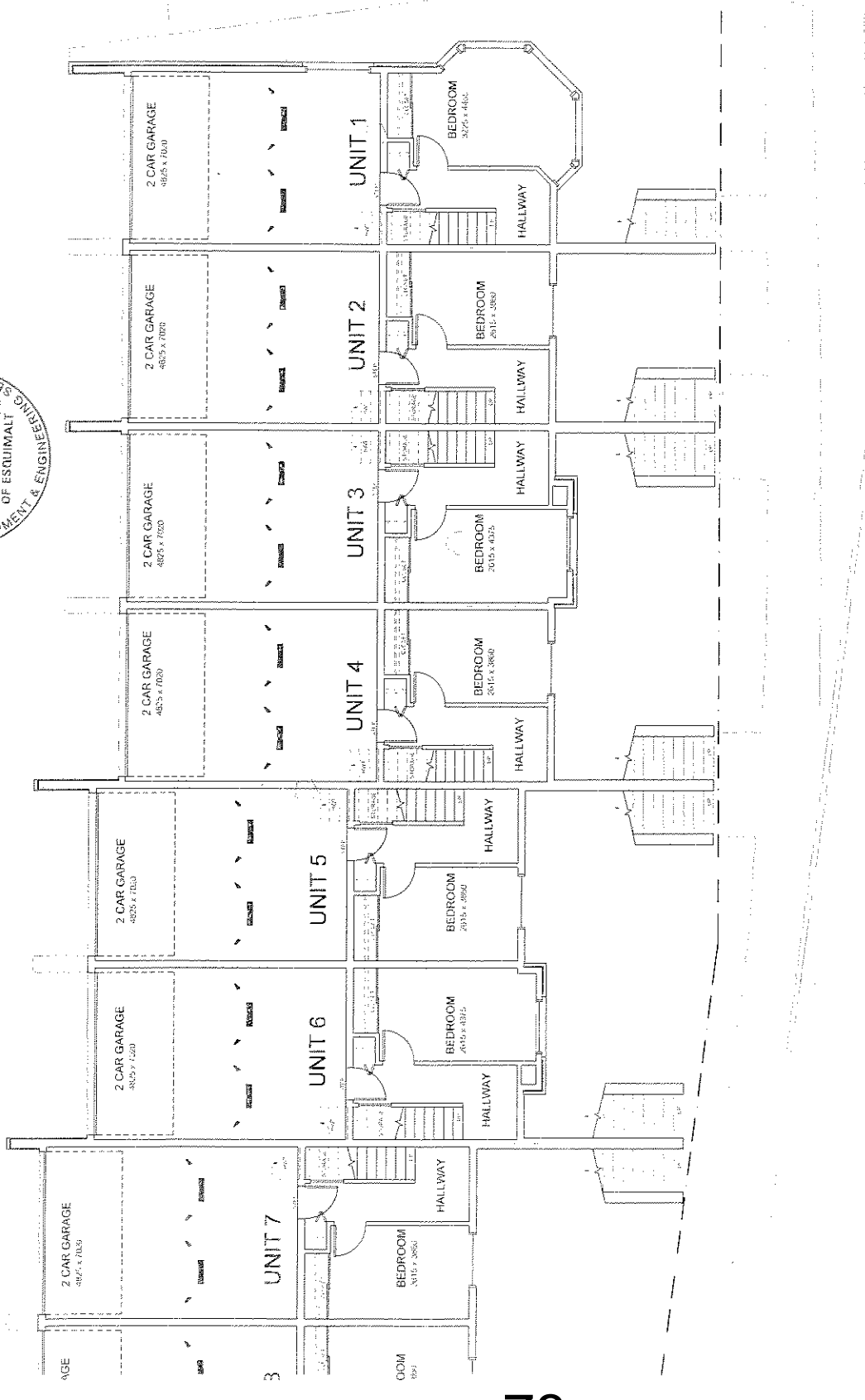
revision date

consultants

drawing ROOF PLAN  
 scale 1:100





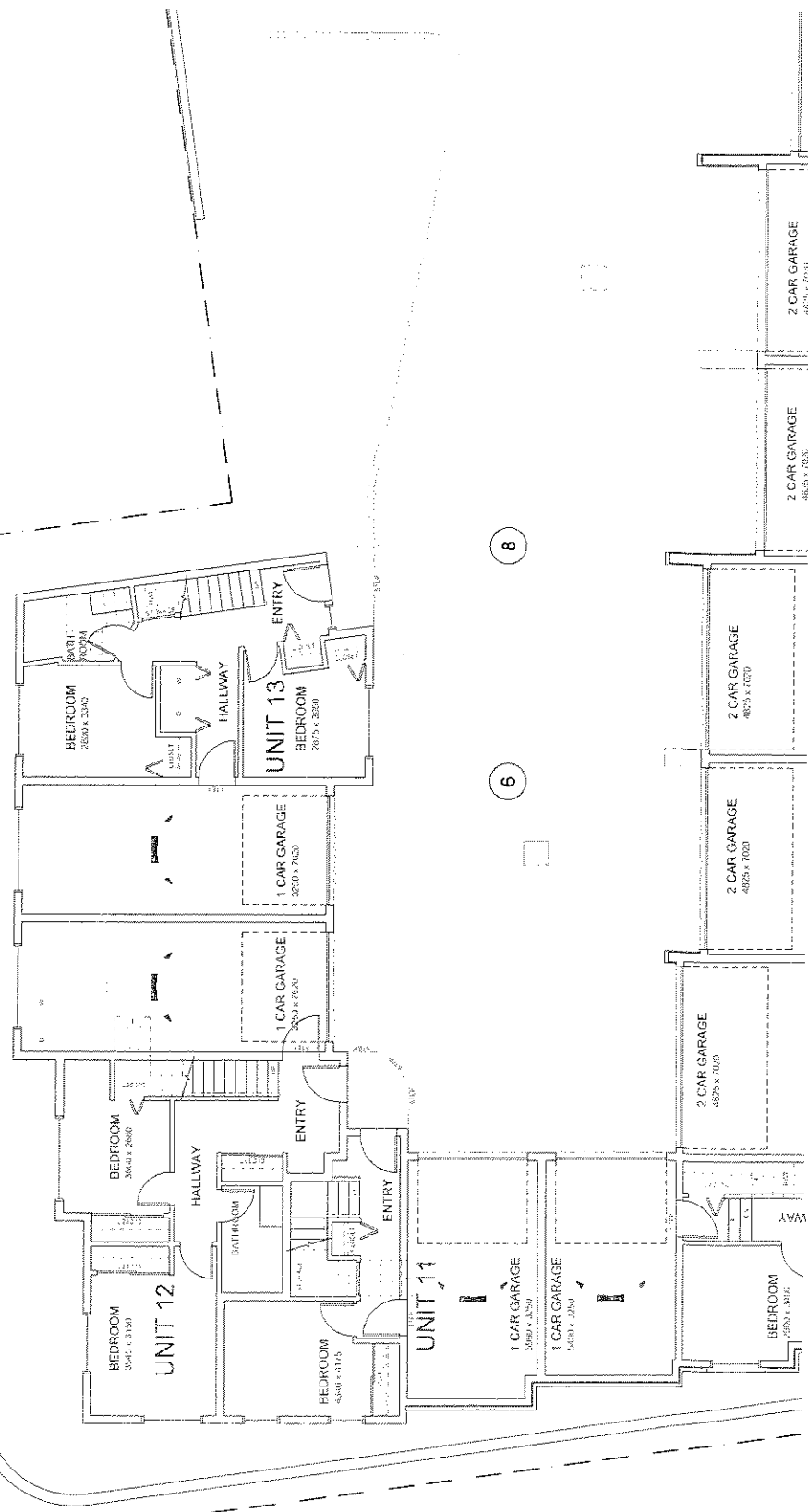


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 scale: 1:50  
 sheet: A200

revision date

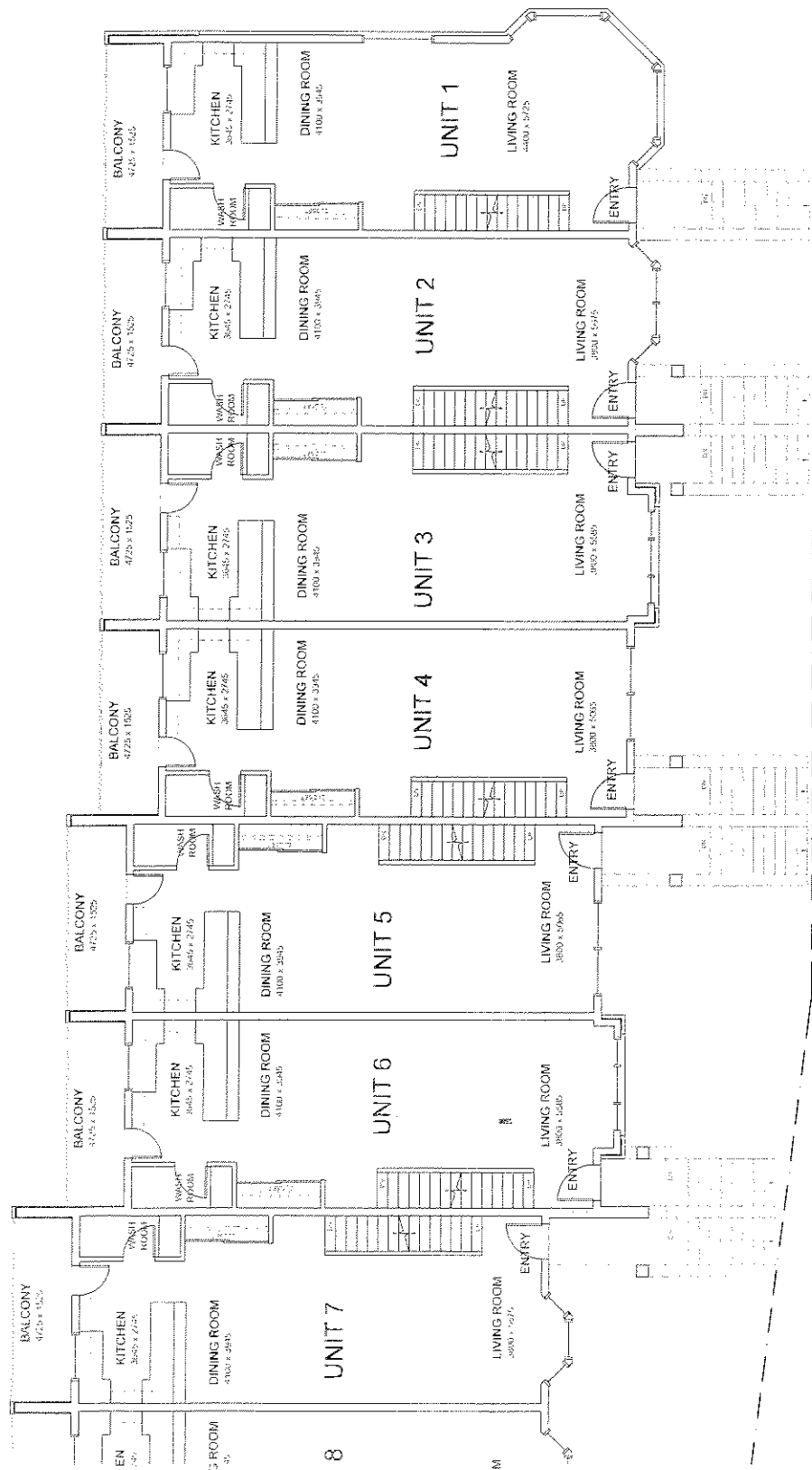
consultants





consultants  
 revision date  
 drawing LOWER FLOOR SUITE LAYOUT PLAN  
 scale 1 : 20  
 date 14-Jul-08  
 sheet A202

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 5947 530 CRAIGFLOWER ROAD  
 ESQUIMALT, B.C.



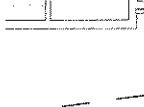
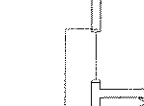
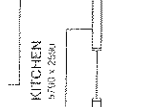
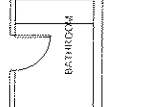
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revision date

consultants

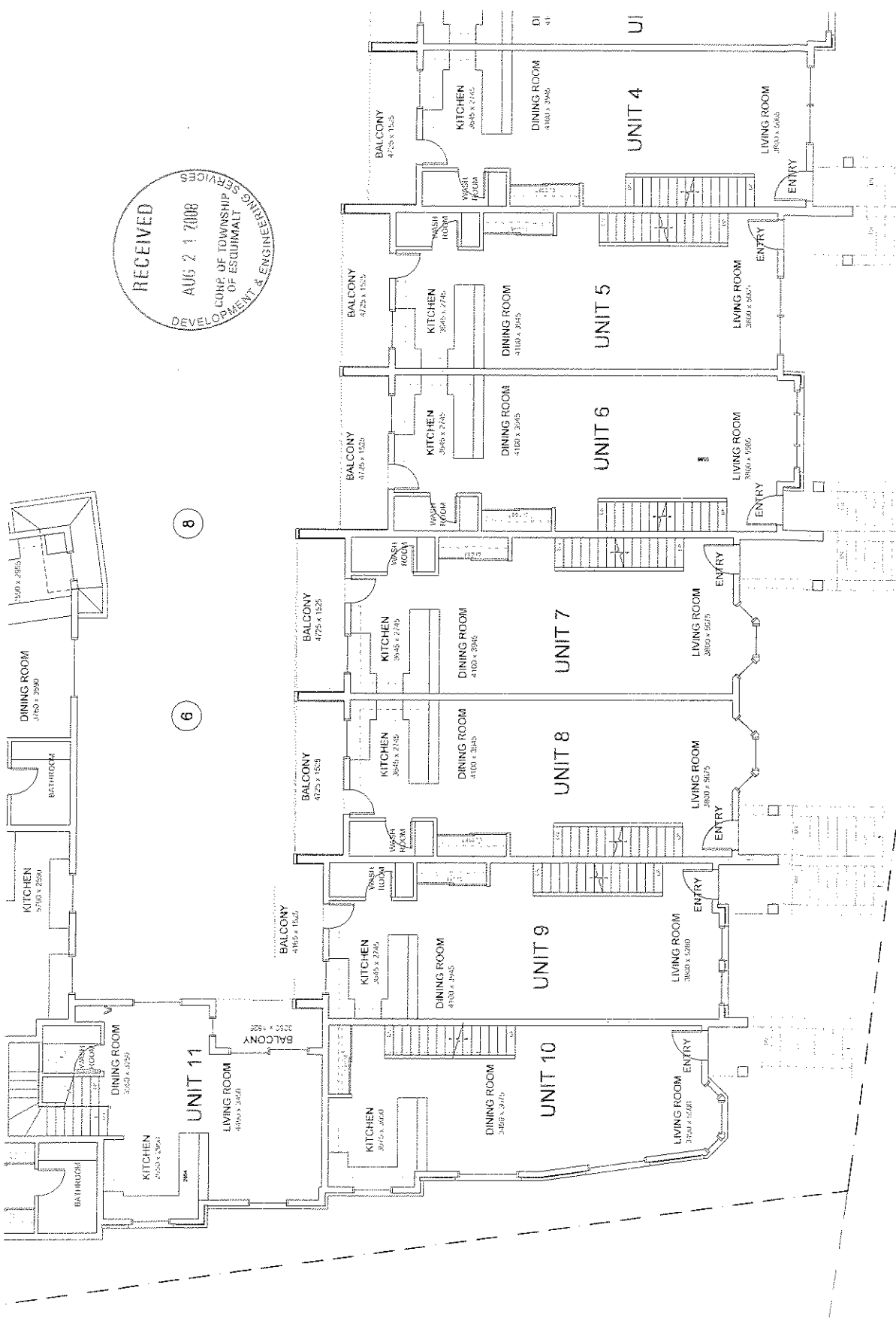


Herbert H. Kwan Architect  
650 Herald Street, Victoria, B.C. V8W 1S7 (250) 708-2099



8

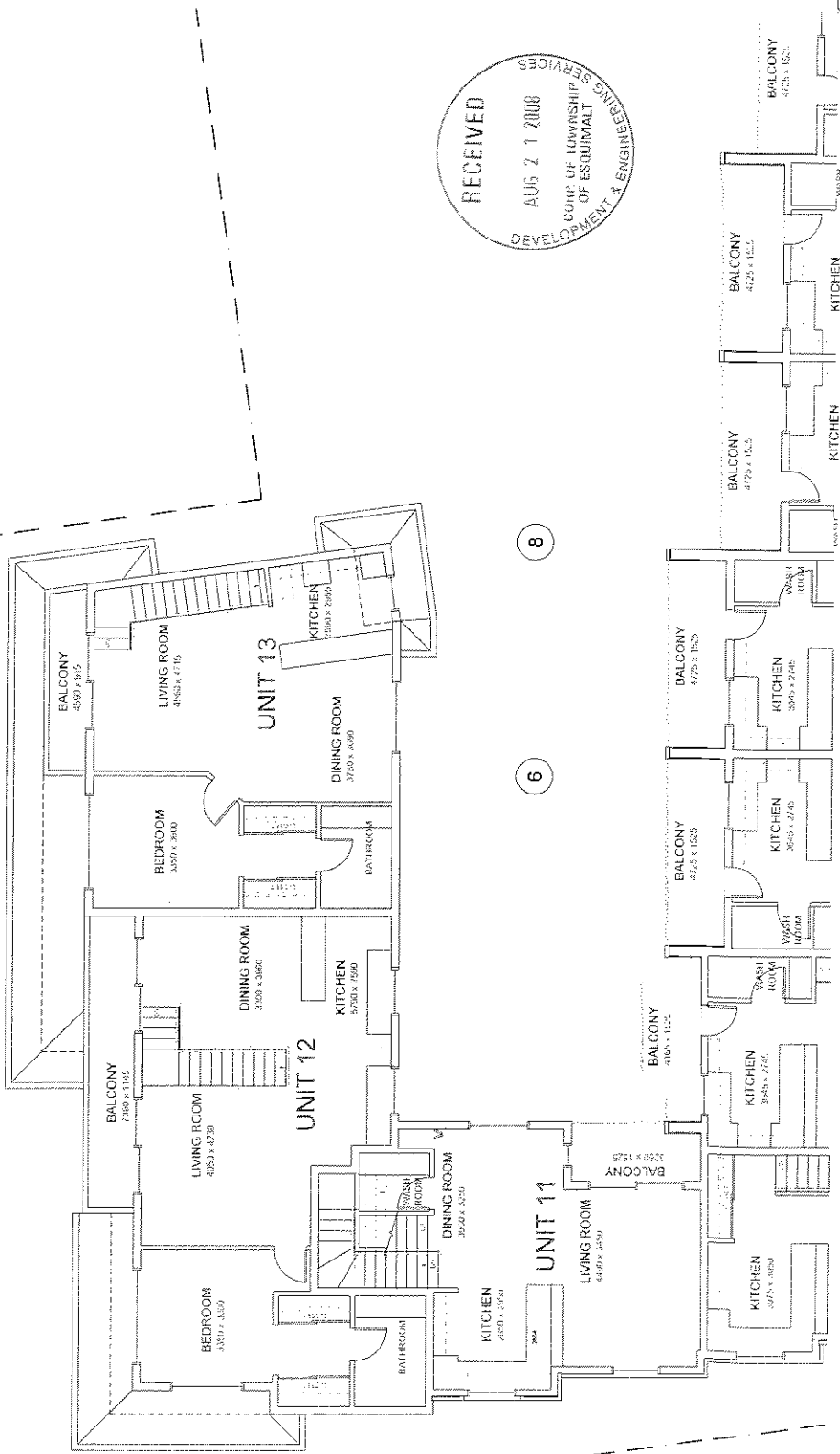
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project PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT 834 102ND AVALON CREEK ROAD ESCUMALT, BC  
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scale 1:50  
date 14-JUL-08  
sheet A204

revision date

consultants

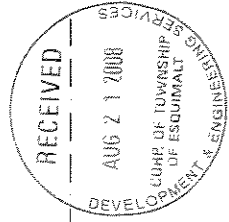
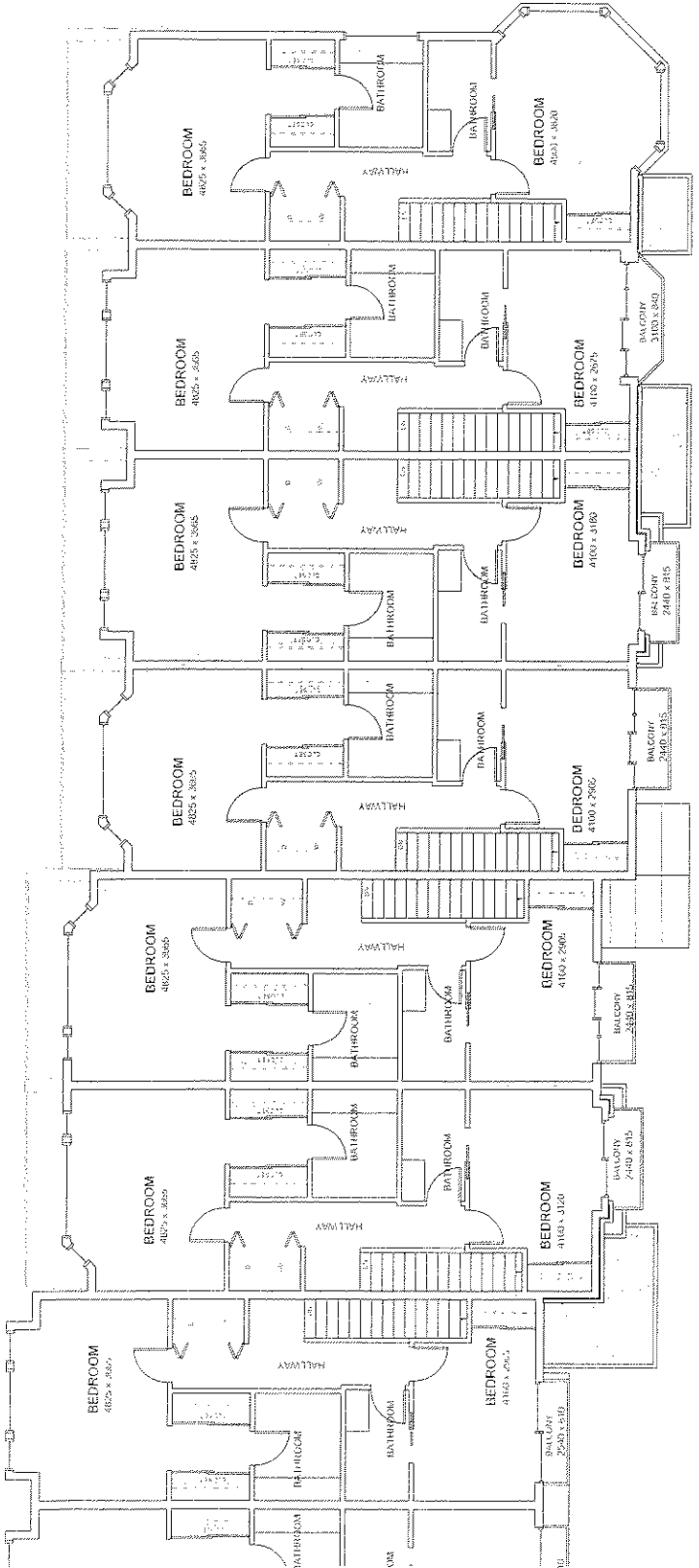


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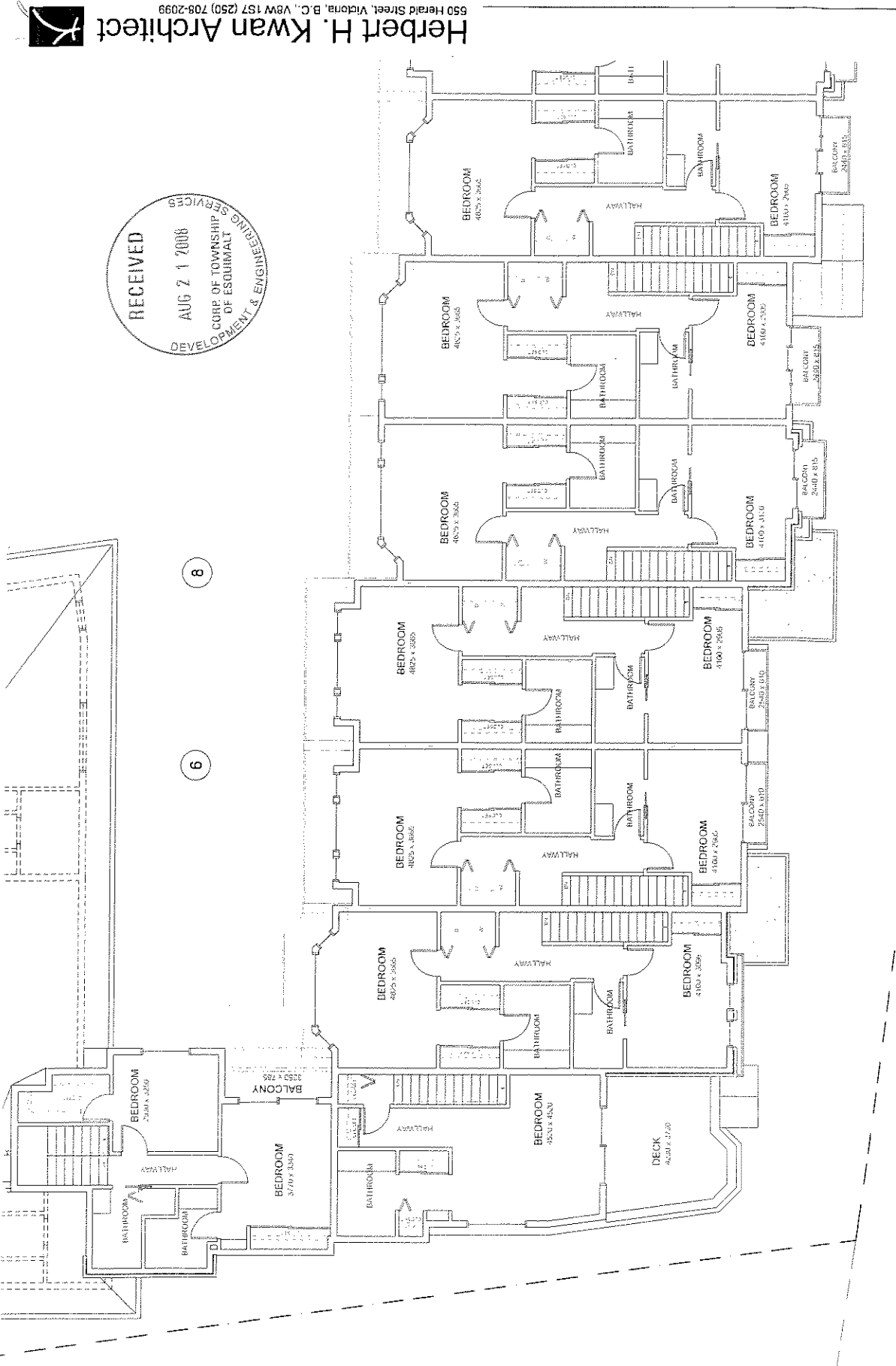
consultants  
 revision date  
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 drawing MAIN FLOOR SITE LAYOUT PLAN  
 scale 1:50  
 date 14-Jul-08  
 sheet A205



Herbert H. Kwan Architect  
 650 Herald Street, Victoria, B.C., V8W 1S7 (250) 708-2099



sheet A206  
 date 02 06 2008  
 drawing UPPER FLOOR SUITE LAYOUT PLAN  
 project PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT  
 524 532 CRAIGFLOWER ROAD  
 ESQUIMALT, BC.  
 scale 1 : 50  
 revision date  
 consultants



A207

sheet

date 02 04 2008

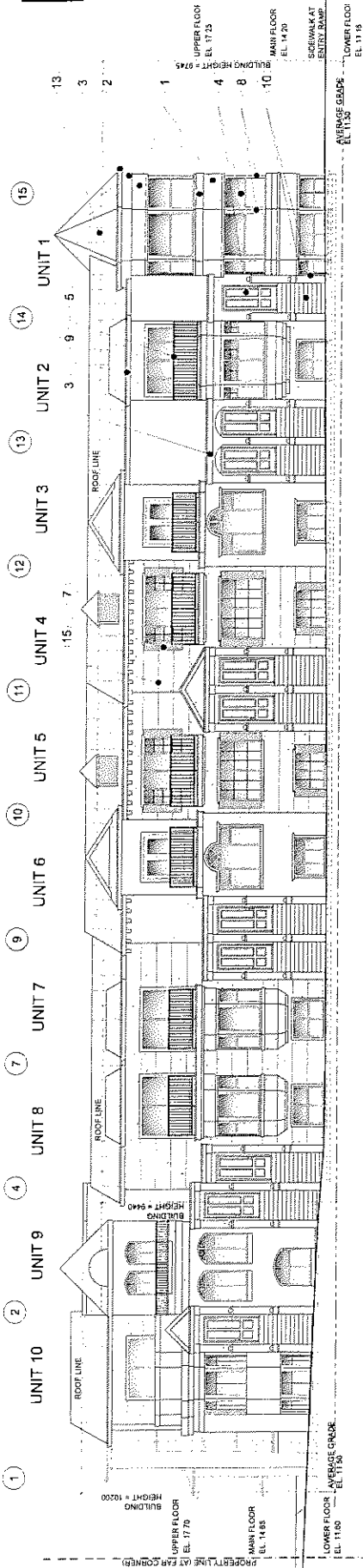
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 ESQUIMALT, BC

revision date

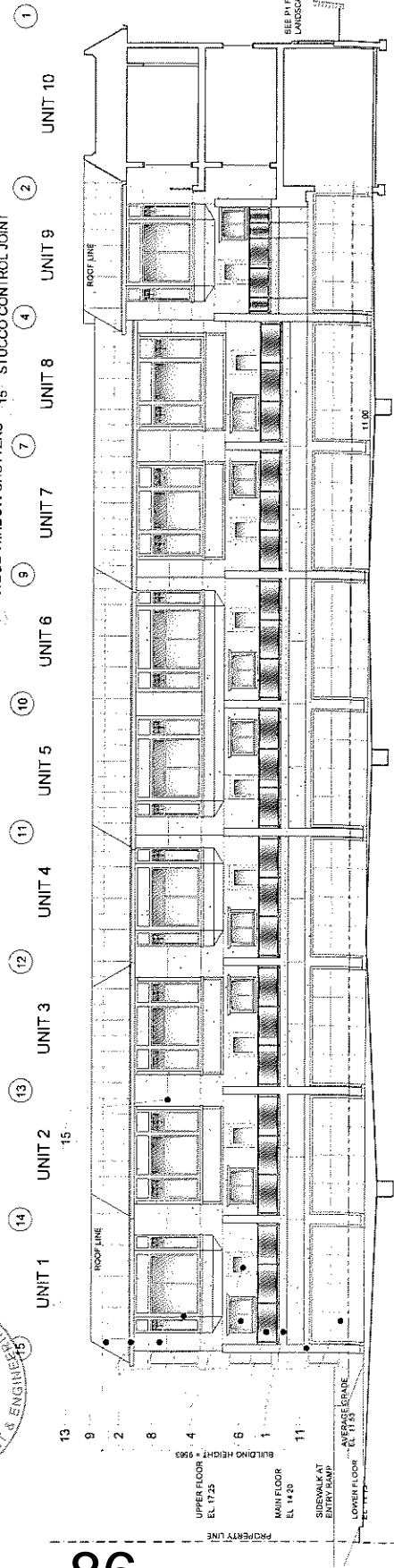
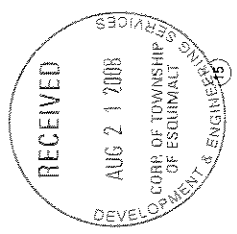
consultants





- FINISH LEGEND**
- 1 BRICK VENEER
  - 2 STUCCO
  - 3 WOOD TRIM
  - 4 VINYL DOOR / WINDOW
  - 5 METAL BALCONY RAILING
  - 6 GLASS BALCONY RAILING
  - 7 WOOD WINDOW SHUTTERS
  - 8 WOOD DOOR / WINDOW TRIMS
  - 9 ALUMINUM GUTTERS
  - 10 CONCRETE STAIRS & SIDE WALLS
  - 11 INSULATED GARAGE DOORS
  - 12 FIBERGLASS ASPHALT SHINGLES
  - 13 METAL ROOFING
  - 14 THROUGH WALL FLASHING
  - 15 STUCCO CONTROL JOINT

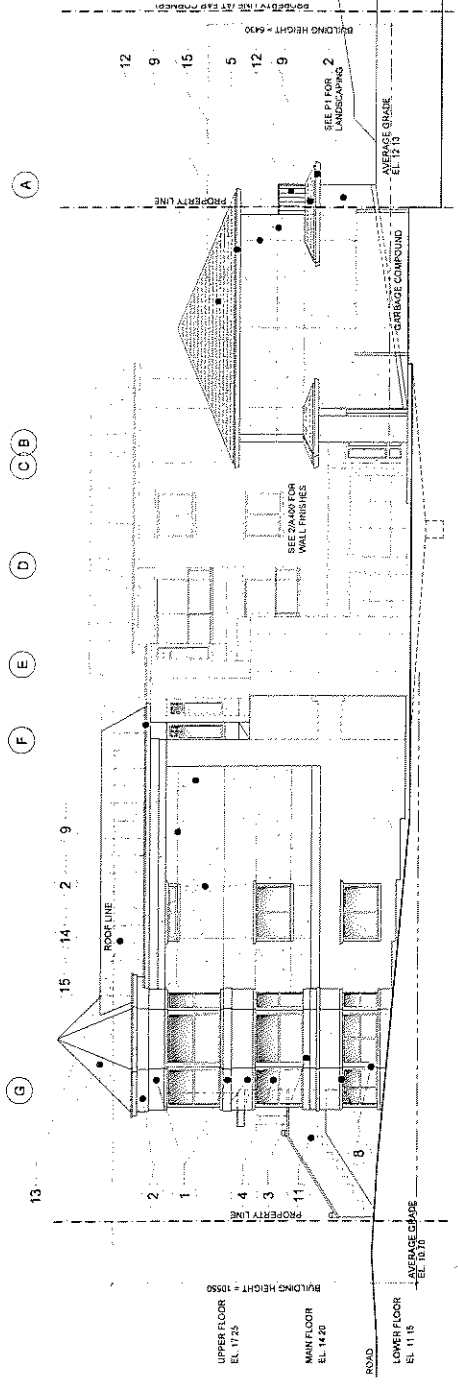
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 A300



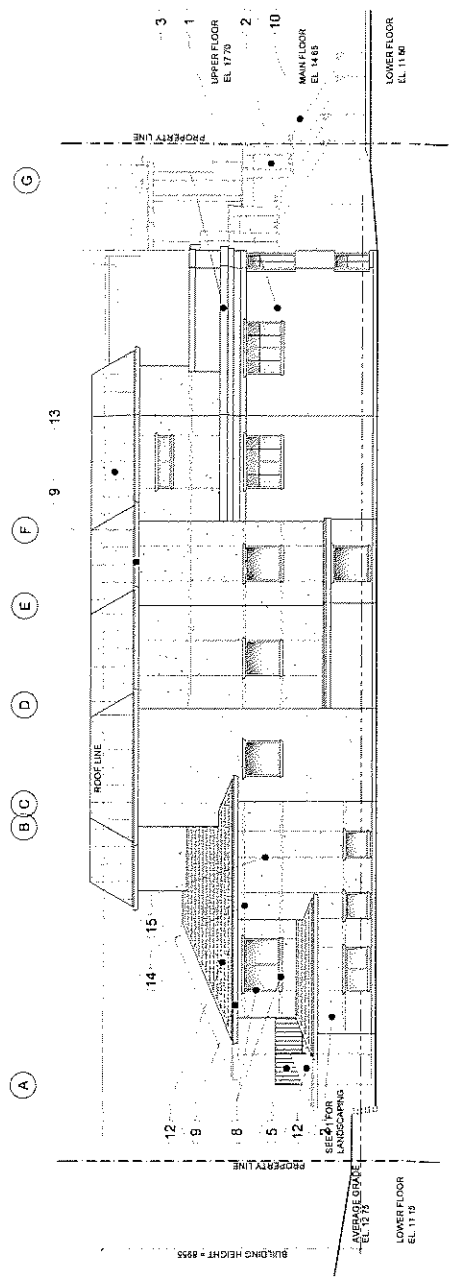
2 NORTH ELEVATION  
 A300

project PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT 9247 596 CHELSEA FLOWER ROAD ESQUIMALT, B.C.  
 drawing BUILDING ELEVATIONS  
 scale 1 : 75  
 date 14-JUL-08  
 sheet A300

- FINISH LEGEND**
- 1 BRICK VENEER
  - 2 STUCCO
  - 3 WOOD TRIM
  - 4 VINYL DOOR / WINDOW
  - 5 METAL BALCONY RAILING
  - 6 GLASS BALCONY RAILING
  - 7 WOOD WINDOW SHUTTERS
  - 8 WOOD DOOR / WINDOW TRIMS
  - 9 ALUMINUM GUTTERS
  - 10 CONCRETE STAIRS & SIDE WALLS
  - 11 INSULATED GARAGE DOORS
  - 12 FIBERGLASS ASPHALT SHINGLES
  - 13 METAL ROOFING
  - 14 THROUGH WALL FLASHING
  - 15 STUCCO CONTROL JOINT

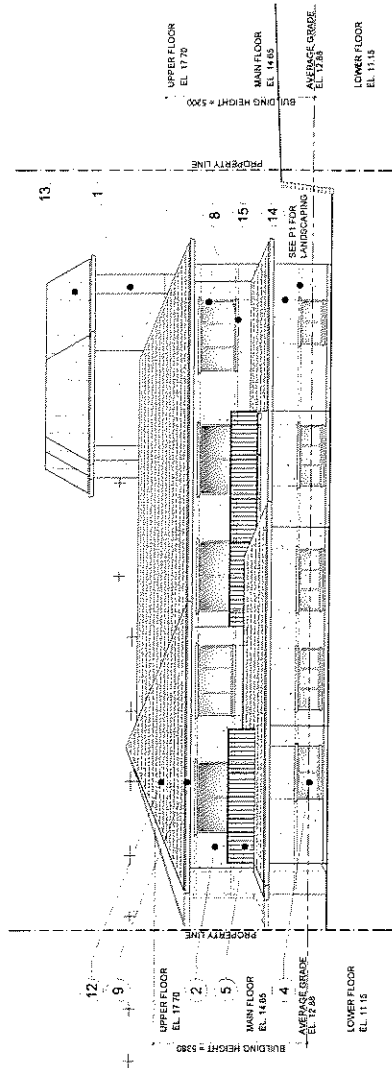


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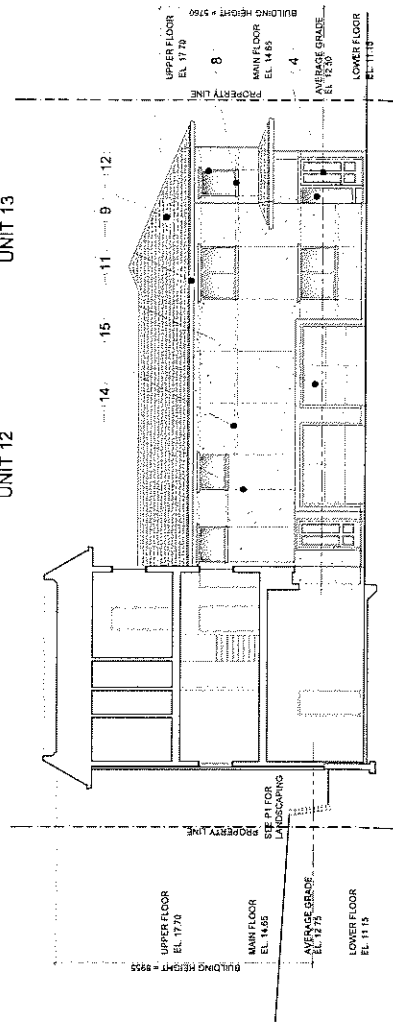


2 WEST ELEVATION  
 A301

consultants	revision date	project	drawing	scale	date	sheet
		PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT 954 / 956 CRAEFLOWER ROAD ESQUIMALT, B.C.	BUILDING ELEVATIONS	1 : 75	14 JUL 08	A301



1 NORTH ELEVATION  
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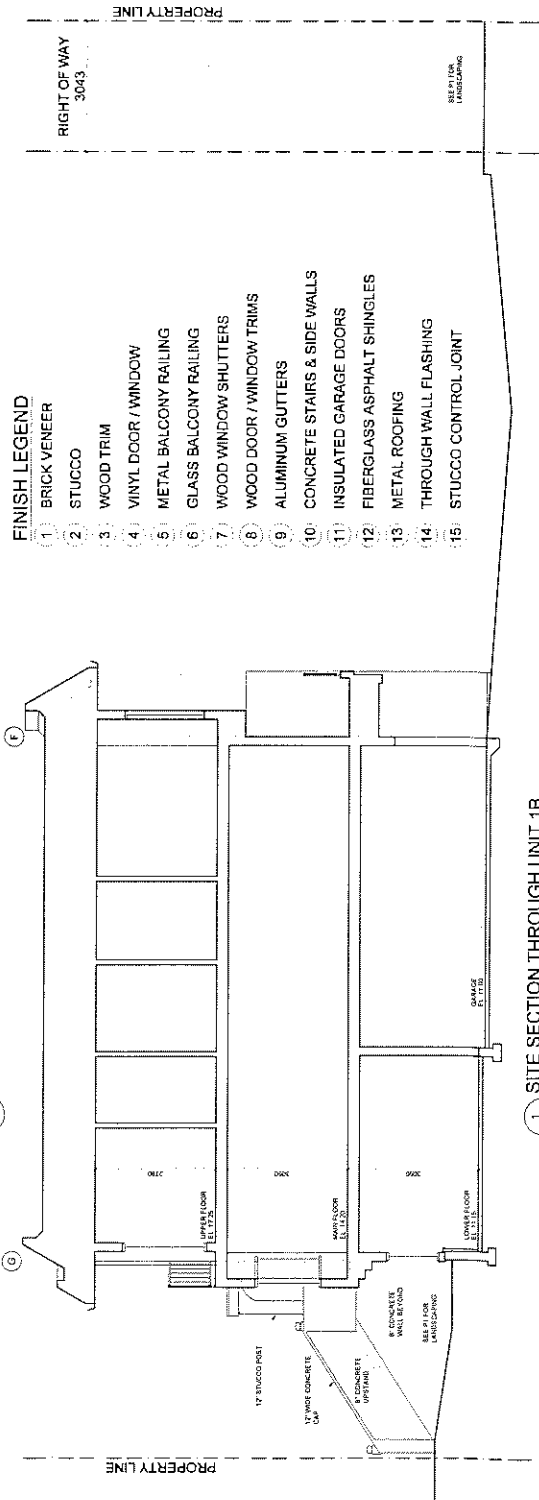
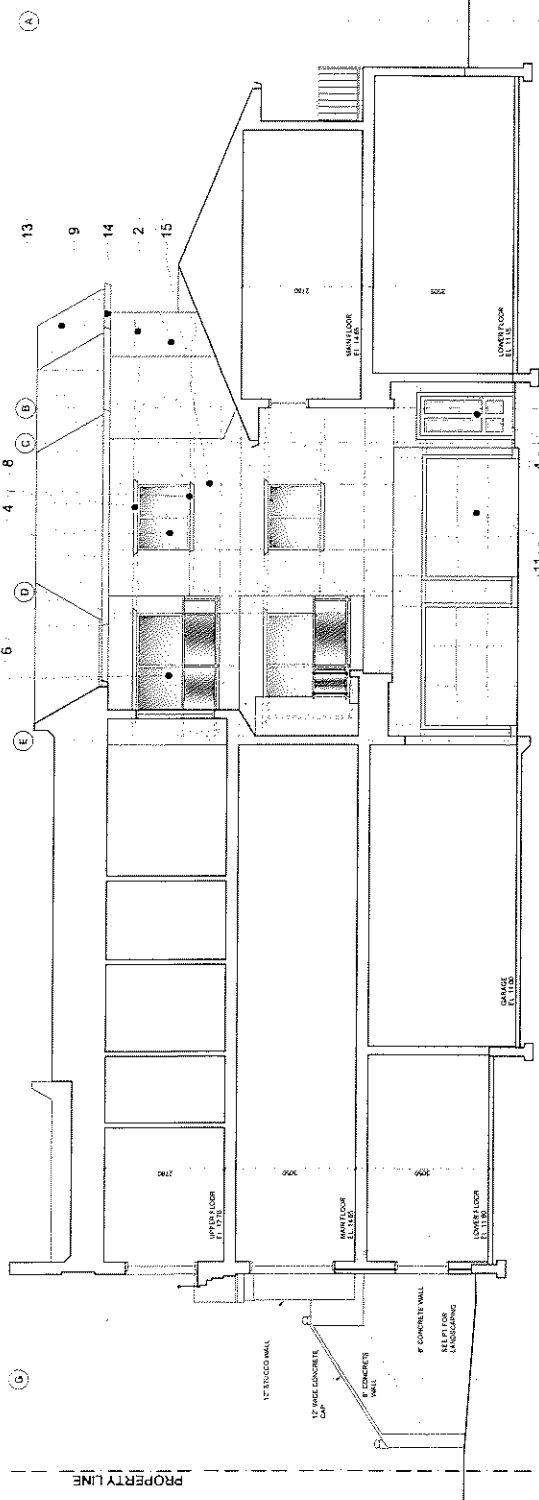
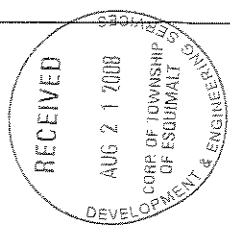


2 SOUTH ELEVATION  
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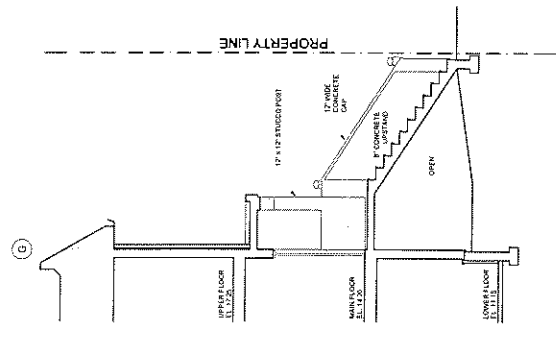
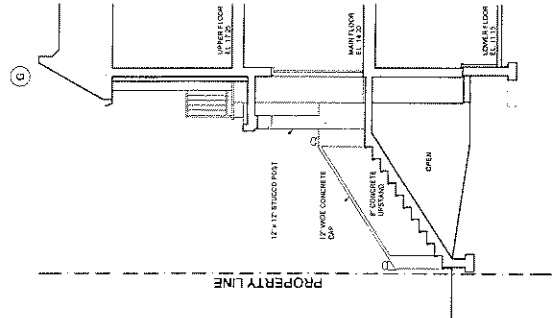
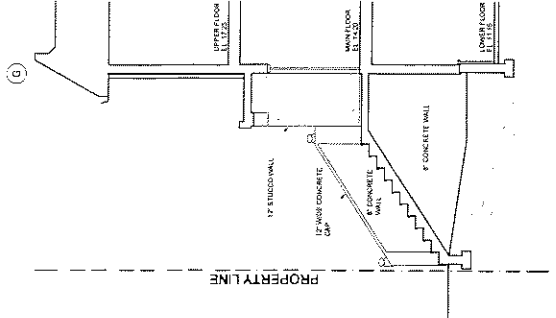


**FINISH LEGEND**

- 1 BRICK VENEER
- 2 STUCCO
- 3 WOOD TRIM
- 4 VINYL DOOR / WINDOW
- 5 METAL BALCONY RAILING
- 6 GLASS BALCONY RAILING
- 7 WOOD WINDOW SHUTTERS
- 8 WOOD DOOR / WINDOW TRIMS
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- 14 THROUGH WALL FLASHING
- 15 STUCCO CONTROL JOINT



- FINISH LEGEND**
- 1 BRICK VENEER
  - 2 STUCCO
  - 3 WOOD TRIM
  - 4 VINYL DOOR / WINDOW
  - 5 METAL BALCONY RAILING
  - 6 GLASS BALCONY RAILING
  - 7 WOOD WINDOW SHUTTERS
  - 8 WOOD DOOR / WINDOW TRIMS
  - 9 ALUMINUM GUTTERS
  - 10 CONCRETE STAIRS & SIDE WALLS
  - 11 INSULATED GARAGE DOORS
  - 12 FIBERGLASS ASPHALT SHINGLES
  - 13 METAL ROOFING
  - 14 THROUGH WALL FLASHING
  - 15 STUCCO CONTROL JOINT



consultants

revision date

project

PROCESSES RESIDENTIAL TOWNHOUSE DEVELOPMENT  
854 / 855 CECIL FLOYER ROAD  
ESQUIMALT, B.C.

sheet

A401

date 14-JUL-08

drawing scale 1/50

SECTIONS

**LEGEND**

LAKE WOODRIDGE TREE TO BE A REPLACEMENT OF  
 100% OF THE ORIGINAL TREE STOCK. TREE STOCK  
 SIZE IS ON PLAN, APPROXIMATE NO. - 04

LAKE WOODRIDGE TREE TO BE A REPLACEMENT OF  
 100% OF THE ORIGINAL TREE STOCK. TREE STOCK  
 SIZE IS ON PLAN, APPROXIMATE NO. - 04

LAKE WOODRIDGE TREE TO BE A REPLACEMENT OF  
 100% OF THE ORIGINAL TREE STOCK. TREE STOCK  
 SIZE IS ON PLAN, APPROXIMATE NO. - 04

LAKE WOODRIDGE TREE TO BE A REPLACEMENT OF  
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 SIZE IS ON PLAN, APPROXIMATE NO. - 19

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LAKE WOODRIDGE TREE TO BE A REPLACEMENT OF  
 100% OF THE ORIGINAL TREE STOCK. TREE STOCK  
 SIZE IS ON PLAN, APPROXIMATE NO. - 14

LAKE WOODRIDGE TREE TO BE A REPLACEMENT OF  
 100% OF THE ORIGINAL TREE STOCK. TREE STOCK  
 SIZE IS ON PLAN, APPROXIMATE NO. - 14

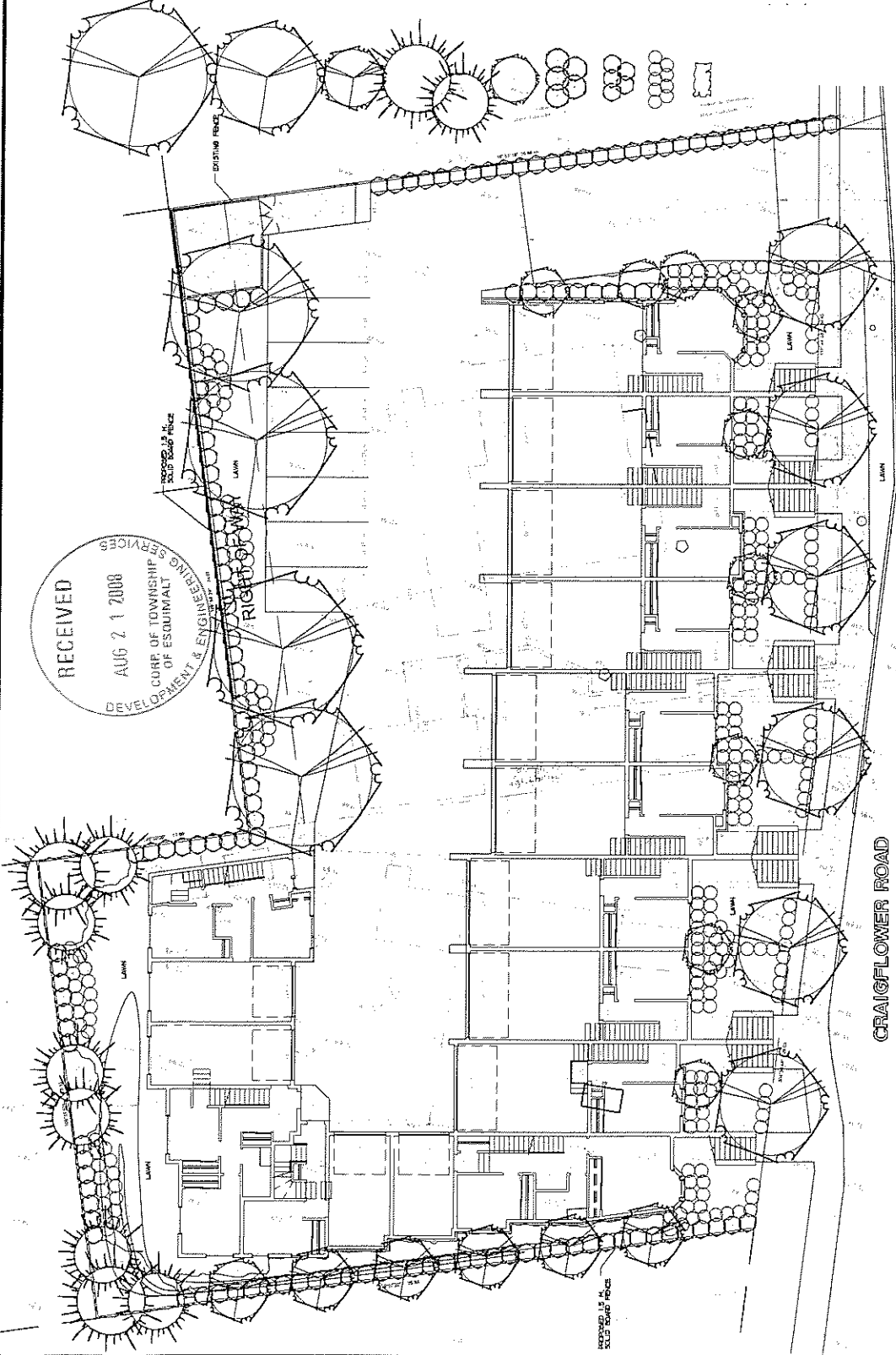
**NOTES**

- 1. ALL PLANTING SHALL BE IN ACCORDANCE WITH THE  
 CITY OF VICTORIA PLANTING SPECIFICATIONS AND NOT  
 THE B.C. PLANTING SPECIFICATIONS.
- 2. THIS DRAWING IS FOR SOFT LANDSCAPE ONLY.



PRELIMINARY PLAN (P)

RECEIVED  
 AUG 21 2008  
 CORP. OF TOWNSHIP  
 OF ESQUIMALT  
 DEVELOPMENT & ENGINEERING SERVICES



934-936 CRAIGFLOWER  
 VICTORIA, B.C.



Scale:	1 : 100
Date:	08/21/08
Drawn by:	154-04-C



## CORPORATION OF THE TOWNSHIP OF ESQUIMALT

---

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1  
Telephone (250) 414-7100 Fax (250) 414-7111

**DATE:** April 22, 2009 **REPORT NO.** EPW 09-016  
**TO:** Tom Day, Chief Administrative Officer  
**FROM:** Gilbert Coté, Director of Engineering & Public Works  
**SUBJECT:** Impact of E&N Trail on Railway Crossings

---

### **RECOMMENDATION:**

That Council receives the report for information.

### **BACKGROUND**

The proposed E&N Trail through Esquimalt will be located on the north side the tracks for the section between Hereward Road to Admirals Road. The rail property is relatively narrow being 15 m wide. Presently rail traffic consists of the Dayliner passing northbound at approximately 8:10 am and southbound again at approximately 5:50 pm according to Via Canada schedule information. The impact of the rail trail as it relates to railway crossing safety was reviewed by a railway consultant retained by the municipality. The CRD has indicated that the bicycle traffic on the new trail is expected to be 600,000 trips per day.

#### Hutchinson and Intervale Crossings

Both crossings have similar layouts and have a stop sign on either side of the tracks to ensure drivers stop and can visually determine if a train is approaching before traversing the tracks. The train speed at these two locations is 50 km/hr. At this speed a driver needs to see the train about 230 m from the crossing to determine that it is safe to proceed.

The addition of a trail crosswalk on the north side of the tracks will result in a relocation of the stop lines on the north side of the tracks from a distance of 5 m from the tracks to about 9 metres. This will increase the distance and time for southbound vehicles to traverse the tracks thus increasing the sightline distance. The presence of fences, trees and accessory buildings on private properties would interfere with sightlines.

The first step would be for the CRD engineers to carry out a sightline analysis to confirm the extent of the safety problems resulting from the addition of trail crossings. Should these problems be confirmed, there are two options to resolve this issue:

1. Convert to a one way northbound the sections of Intervale Avenue and Hutchinson Street between Colville Road and Lockley Road.
2. Install railway signals (red flashing lights) and pedestrian activated yellow flashers. A very preliminary cost estimate is \$400,000 per crossing.

Lampson Street

This crossing already has railway signals (red flashing lights). The train speed at this location is approximately 50 km/hr. The CRD is proposing to install pedestrian activated yellow flashers crosswalks in close proximity to the north side of the tracks. With this arrangement, there is no guarantee that multiple pedestrians would not occupy the crosswalk blocking vehicles on the tracks when a train is approaching.

In order to resolve this problem, the proposed crosswalk should be modified to include WALK/DON'T WALK signals and these should be pre-empted by the railway signals. The additional cost for the pre-emption and the pedestrian signals would be approximately \$50,000.

Devonshire/Fairview

It is our understanding that the railway has reduced their speed at this crossing from 50 km/hr to 18 km/hr due to safety concerns related to poor visibility and geometrics. The new trail will cross this intersection with passive crosswalks over Devonshire and Fairview on the north and east legs of the intersection in close proximity to the tracks. The presence of the crosswalks will require vehicles to stop further away from the railway crossing than at present. There is a concern that drivers may enter the intersection only to encounter pedestrians and cyclists occupying the crosswalks. As with the Lampson Street crossing, the risk is that multiple pedestrians would not occupy the crosswalk blocking vehicles on the tracks when a train is approaching.

Because of the poor geometrics, any upgrades to this crossing would likely require the installation of train gates. The cost of train gates is estimated at \$600,000.

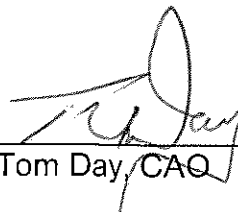
**ANALYSIS**

Staff is concerned that pedestrian crosswalks in close proximity to railway crossings could result in significant safety issues. If these safety issues are not addresses at the time the E&N trail is constructed, the municipality as the road authority could be saddled with the significant cost of upgrading these railway crossings. Class D cost estimates for improvement to the rail signals at the four above crossing total \$1,430,000.

The future of the E&N railway has not been confirmed and this matter is the subject of discussions at various levels. BC Transit is carrying out a study of rapid transit between Victoria and the West Shore and this study will not be completed for another year. The condition of the tracks continues to deteriorate rapidly and it is our understanding that a major track upgrading program will be required within a few years. However the municipality should not shoulder this risk because of the high cost involved. Staff have made a request to the CRD to carry out a more detailed analysis of the safety concerns and that corrective measures should be included in the cost of the E&N Trail project.

Submitted by:

  
\_\_\_\_\_  
Gilbert Coté, P.Eng.  
Director of Engineering & Public Works

**Approved for Council's consideration:**  
  
\_\_\_\_\_  
Tom Day, CAQ  
April 30/09





## CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1  
Telephone (250) 414-7100 Fax (250) 414-7111

### STAFF REPORT

**DATE:** April 27, 2009 **REPORT NO. FIN-09-009**  
**TO:** Tom Day, CAO  
**FROM:** Local Grant Committee  
**SUBJECT:** Local and Social Services Grants – Report from Local Grant Committee

---

#### RECOMMENDATIONS:

1. That grants in the amount of \$80,914 as set out on the attached schedule be approved by Council.
2. That Esquimalt's grant to the four Social Services agencies be increased to \$10,561 in total, pursuant to the 2009 Intermunicipal Formula as indicated on the attached schedule.

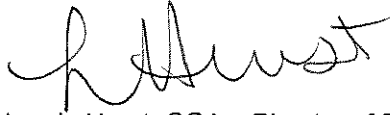
#### BACKGROUND:

The Local Grant Committee, consisting of Councillors McIldoon, Brame and Linge, held a special meeting on Wednesday, April 22, 2009. Representatives from the applicant organizations were allowed a maximum of 5 minutes in which to address the Committee. Local Grant applications totalled \$115,964 compared to a proposed 2009 budget provision of \$80,919. In keeping with the local grant policy, the Committee recommends approval of \$80,914 in local grants as indicated in the attached schedule leaving \$8,995 available for future requests.


The Committee also held a discussion on an issue arising out of the 2008 Local Grant discussions in relation to establishing an annual amount for L'École Victor Brodeur similar to the allocations for Esquimalt High. The Committee is recommending the amount of \$2,500 be awarded to L'École Brodeur on an annual basis and that staff bring back to Council, for approval, a policy similar to Council Policy No. ADM-29 which sets out how the funding will be allocated among functions such as student travel costs, scholarships, music etc. Municipal staff will confer with the school to ensure that the allocations adequately reflect their needs.

The Committee also considered the 2009 Intermunicipal Social Service Operating Grant requests which are administered by The District of Oak Bay. The four grant applications had increases that ranged from 3.0% to 106.04% over the 2008 total grants approved. Esquimalt's share, after applying the Intermunicipal Formula (7.31% in 2009) is \$10,561 which represents an increase of \$1,168 or 12.43% compared to 2008. Increase of \$282 (3%) is due to the Intermunicipal Funding Formula with the remaining \$886 (9.43%) due to funding increase. The Committee was comfortable with approving the requests as presented.

The attached schedule shows the applicant organizations, payment in 2008, amount requested for 2009 and Committee recommendations. Details of all applications including backup and supporting documentation is available should any Council member wish to review any of this information.



Laurie Hurst, CGA – Director of Financial Services  
for Local Grant Committee  
Att. (2)

<p><b>Approved for Council's consideration:</b></p>  <hr/> <p>Tom Day, CAO</p> <p>Dated: <u>April 30/09</u></p>
--

**Social Service Operating Grant Requests and Allocations  
2009**

Agency	2009 Allocations Based on Intermunicipal Formula							
	2008 Approved \$	2009 Request \$	% Change	Saanich 45.73% \$	Victoria 38.01% \$	Oak Bay 8.95% \$	Esquimalt 7.31% \$	Total 100.00% \$
Community Council	43,511	44,816	3.00%	20,495	17,034	4,011	3,275	44,815
Gr. Vict. Volunteer Society - Volunteer Victoria	27,923	30,000	7.44%	13,720	11,403	2,685	2,192	30,000
NEED Crisis & Information Line	51,907	57,707	11.17%	26,391	21,934	5,165	4,217	57,707
St. John Ambulance - Victoria Branch	5,824	12,000	106.04%	5,488	4,561	1,074	877	12,000
	<u>129,165</u>	<u>144,523</u>	<u>11.89%</u>	<u>66,094</u>	<u>54,932</u>	<u>12,935</u>	<u>10,561</u>	<u>144,522</u>

Agency	2008 Amounts Approved				
	Saanich \$	Victoria \$	Oak Bay \$	Esquimalt \$	Total \$
Community Council	\$ 19,968	\$ 16,426	\$ 4,022	\$ 3,095	\$ 43,511
Greater Victoria Volunteer Society - Volunteer Victoria	\$ 11,690	\$ 11,326	\$ 2,773	\$ 2,134	\$ 27,923
NEED Crisis & Information Line	\$ 23,380	\$ 19,904	\$ 4,873	\$ 3,750	\$ 51,907
St. John Ambulance - Victoria Branch	\$ 2,673	\$ 2,199	\$ 538	\$ 414	\$ 5,824
	<u>57,711</u>	<u>49,855</u>	<u>12,206</u>	<u>9,393</u>	<u>129,165</u>

**CORPORATION OF THE TOWNSHIP OF ESQUIMALT - LOCAL GRANTS - 2009**

<b>Organization</b>	<b>2008 Payments \$</b>	<b>2009 Requests \$</b>	<b>Committee Recommendation \$</b>
<b>Esquimalt-Based Organizations</b>			
5 École Macaulay Elementary Parents Advisory Council - Crossing Guard	12,000	10,500	10,500
6 Esquimalt Neighbourhood House Society Operating	12,000	12,500	12,000
N/A Esquimalt Celebration of Lights Committee - in kind \$10,000 in '09 budget	10,000	-	-
7 Victoria/Esquimalt Junior B Lacrosse	-	1,000	900
8 Esquimalt Lantern Festival Society	-	5,000	2,500
N/A Alexandra Cote - Sponsor to attend Forum for Young Canadians	820	-	-
N/A Esquimalt Photography Club	1,500	-	-
N/A Naval Memorial Window Committee	1,000	-	-
<b>N/A Subtotal</b>	<b>37,320</b>	<b>29,000</b>	<b>25,900</b>
<b>Other Organizations</b>			
N/A Greater Victoria Film Commission	500	-	-
N/A Raquet Club of Victoria Figure Skating	2,000	-	-
9 City of Victoria Canada Day Celebrations - \$1,000 - \$10,000	1,500	2,000	2,000
10 Tourism Victoria \$1,957 = <i>Municipal Partner</i>	1,957	1,957	1,957
11 Maritime Museum of British Columbia	1,000	2,000	1,000
12 Boys' & Girls' Clubs of Greater Victoria & YM-YWCA - Esquimalt Youth Leadership Program	6,500	8,000	6,500
N/A Summer Camperships/Memberships participation fees subsidy	1,000	-	-
N/A Silver Threads Service/Meals on Wheels	2,500	-	-
N/A Gorge Waterway Initiative-educational outreach tools	1,000	-	-
13 Greater Victoria Bike to Work Society	1,500	1,500	1,500
14 Creative Peace Mural Society	500	4,500	500
15 Pitch-In British Columbia	425	550	550
N/A Tall ships	2,000	-	-
16 BC SPCA Wild ARC - Rehabilitation Centre	500	2,000	500
17 Shoreline Community Middle School - Wednesday Club	2,000	-	-
- Nights Alive	-	4,000	2,000
-	-	8,000	0
18 2483 PPCLI Army Cadet Corps - Parents Sponsoring Committee	750	500	500
19 Michael Dunahee Keep The Hope Alive 2007	1,500	1,707	1,707
N/A Esquimalt Residents Association - Sewage Treatment Advertising	1,000	-	-
20 Victoria Restorative Justice	8,500	10,000	8,500
21 Big Brothers Big Sisters of Victoria	7,503	7,500	7,500
22 Spirit of BC	-	20,000	10,000
23 Friends of Living and Learning Through Loss Society	-	3,950	2,000
24 Naval Officers Association of Canada	-	1,000	1,000
<b>Subtotal</b>	<b>44,135</b>	<b>79,164</b>	<b>47,714</b>

CORPORATION OF THE TOWNSHIP OF ESQUIMALT - LOCAL GRANTS - 2009

Organization	2008 Payments \$	2009 Requests \$	Committee Recommendation \$
<b>Council Policy No. ADMIN-29</b>			
Esquimalt High School			
Clive Kelly Award [cost of keeper trophy & engraving]	50	50	50
Library Book Gift	150	150	150
Musical Instruments	600	600	600
Student Travel Costs	3,000	3,000	3,000
Boys' Rugby Team			
Sr. Boys Basketball Team			
Senior Girls Volleyball			
Track & Field			
Terry Fox Scholarship	500	500	500
Township of Esquimalt Scholarship (Industrial Education/Esquimalt Res.)	500	500	500
<b>Subtotal</b>	<b>4,800</b>	<b>4,800</b>	<b>4,800</b>
L'École Victor Brodeur			
Student Travel Costs, etc.	-	3,000	2,500
<b>Subtotal</b>	<b>-</b>	<b>3,000</b>	<b>2,500</b>
<b>Supplemental</b>			
N/A Regional Curling referral from December 3, 2007 Council Meeting	4,000	-	-
N/A School Community Connections Program - Ecole Victor Brodeur	23,375	-	-
	<b>27,375</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>113,630</b>	<b>115,964</b>	<b>80,914</b>
<b>Budget</b>			
Local Grants	86,890	89,909	89,909
Supplemental (Regional Curling & Ecole Victor Brodeur)	27,375	-	-
<b>Total Budget</b>	<b>114,265</b>	<b>89,909</b>	<b>89,909</b>
<b>Reserve for Future Requests</b>	<b>-</b>	<b>8,990</b>	<b>-</b>
<b>Unallocated for future requests/(shortfall)</b>	<b>635</b>	<b>(35,045)</b>	<b>8,995</b>



## CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1  
Telephone (250) 414-7100 Fax (250) 414-7111

*Agenda*

### STAFF REPORT

**DATE:** April 28, 2009 **REPORT NO. FIN-09-010**  
**TO:** Tom Day, CAO  
**FROM:** Laurie Hurst, Director of Financial Services  
**SUBJECT:** Acceleration of Community Works Funding

#### RECOMMENDATIONS:

That Council receive this report for information.

#### BACKGROUND:

As shown on the attached payment schedule, the Township of Esquimalt began receiving Federal Gas Tax Revenue as Community Works Funds payments in 2005. To date, the funds have been used for a variety of projects including both Esquimalt and Craigflower Road projects and bus shelter replacement.

As at December 31, 2008 there was a balance of \$229,545 in the CWF deferred revenue account. The current year payment of \$509,455 will increase the balance to \$739,000. The 2009 budget which was recently approved in principle by Council requires \$700,000 of this funding to be used for the Admirals/Colville project and \$30,000 for the bus shelter replacement program.

#### DISCUSSION:

The Annual Reporting instructions were received in this office on April 20, 2009 and will be filed as soon as possible. In previous years, the Director of Engineering and Public Works has provide the technical information (description of projects funded and their outcomes) required for the report with the Director of Financial Services providing a declaration relating to the use of funds, accounting practices and a reconciliation of funds received, earned, spent and remaining at yearend.

This same practice will be followed for the 2008 reporting.

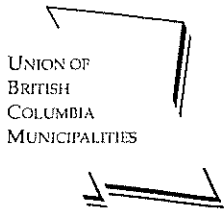
#### ALTERNATIVES:

N/A

Laurie Hurst, CGA  
Director of Financial Services

# Gas Tax/Public Transit Management Services

...delivering the federal gas tax and public transit agreement funding in British Columbia



UNION OF  
BRITISH  
COLUMBIA  
MUNICIPALITIES

Administration provided  
By UBCM

Funding provided by:  
Government of Canada

# Canada

In partnership with:  
The Province of BC



BRITISH  
COLUMBIA

The Best Place on Earth

Gas Tax/Public Transit  
Management Services  
Secretariat

Municipal House  
525 Government St  
Victoria BC V8V 0A8

Phone: 250 356-2947  
Fax: 250 387-4470

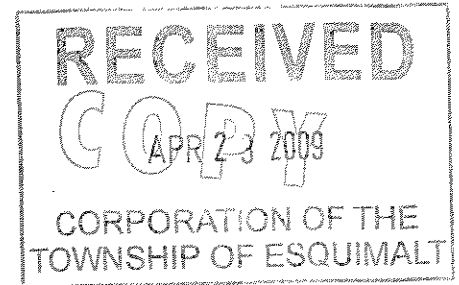
Website:

[www.civicnet.bc.ca](http://www.civicnet.bc.ca)  
under  
Programs & Services

Federal Gas Tax and Public  
Transit Agreements

April 21, 2009

Mayor Barbara Desjardins and Council  
Township of Esquimalt  
1229 Esquimalt Rd  
Esquimalt, BC V9A 3P1



Dear Mayor Barbara Desjardins and Council:

## RE: ACCELERATION OF COMMUNITY WORKS FUNDS PAYMENTS

The Gas Tax Fund is part of the Government of Canada's commitment to stimulate the economy and create jobs through investments in public infrastructure. On April 3, the federal government made an announcement highlighting that Gas Tax Funds will double in fiscal 2009/10, as compared to the previous year, and committing to accelerate the first payment of Gas Tax Funds for this fiscal year.

The doubling of Gas Tax Fund payments is provided for in the Canada – British Columbia – UBCM Gas Tax Agreement, and is taken into consideration in estimating Community Works Fund (CWF) payments to individual local governments, available on our website at <http://www.civicnet.bc.ca/siteengine/ActivePage.asp?PageID=294> under "Community Works Fund Allocations by Local Government".

The current year payment is the final payment under the original Gas Tax Agreement. However, UBCM, along with the governments of Canada and BC, have signed an extension agreement that will provide funding of about \$250 million in each of the 2010/11 to 2013/14 fiscal years, for a total of just over \$1 billion in this period. Estimated CWF payments for eligible local governments for these fiscal years are also available in the same location on our website as noted above. In addition, the federal government has committed to making the Gas Tax a permanent program, although details of the permanent program are not yet known.

Typically, the federal government pays Gas Tax Funding to UBCM in two equal instalments in July and November each year, and UBCM then pays CWF payments to eligible local governments in these same months. However, the federal government announcement provided a one-time acceleration of funds, and the funds for the first half of this year's payment were delivered to UBCM last week. Given this, UBCM intends to similarly accelerate the first CWF payment to local governments.

April 21, 2009

Page 2

UBCM will pay the first half of the 2009/10 CWF payment upon receipt and verification of a local government's 2008 Annual Gas Tax Report. Under separate cover, we have provided Gas Tax reporting instructions to the contact copied in this letter, outlining the reporting requirements and deadlines. While the July 1 reporting deadline remains in place, we encourage all local governments to report earlier than the deadline in order to accelerate their first CWF instalment for this fiscal year.

We support the Government of Canada's leadership in accelerating Gas Tax Fund payments, and encourage you and your staff to take advantage of accelerated CWF payments, by filing your 2008 Annual Gas Tax Report as soon as you are able. If you have any questions about the acceleration or other Gas Tax matters, please feel free to contact program staff by telephone at 250 356-2947 or by email at [gt-pt@civicnet.bc.ca](mailto:gt-pt@civicnet.bc.ca).

Sincerely,



Robert Hobson  
President

cc: Laurie Hurst, Director of Financial Services



**Canada--British Columbia--UBCM Agreement on the Transfer of Federal Gas Tax Revenue  
Allocation Estimates, including Community Works Funds estimates by local government (updated November, 2008)**

All future amounts are estimates only and subject to change due to factors such as local government boundary adjustments, new municipal incorporations and Census population changes. All funding is subject to federal budget appropriations and funding agreements between the recipient and the program administrator, the Union of British Columbia Municipalities.

Local Government	2006 census population	2005/06	2006/07	2007/08	2008/09	2009/10	Funding for each of 2010/11 to 2013/14	Total funding 2005/06 to 2013/14 (9 years)
Comox-Strathcona (dissolved Feb 08)	21,866	415,021.43	414,712.81	554,310.58	467,536.63	944,873.25	931,456.14	1,384,044.81
Comox Valley RD (incorp Feb 08)	21,940	267,081.47	266,889.92	356,033.54	468,988.67	947,901.72	934,439.21	5,138,234.45
Courtenay	33,900	287,848.60	287,640.62	383,866.76	481,939.31	974,912.44	961,044.95	6,044,652.16
Cowichan Valley	18,267	250,305.37	250,127.09	333,549.31	396,916.40	797,582.99	786,374.25	6,260,387.52
Cranbrook	4,826	82,900.54	82,854.72	109,184.40	133,174.65	247,505.64	244,544.38	5,173,978.15
Creston	2,762	56,713.73	56,688.64	74,087.44	92,674.47	163,035.76	161,340.98	1,633,797.46
Cumberland	10,994	154,727.54	154,624.89	205,450.79	254,204.27	499,933.07	493,187.09	1,088,563.95
Dawson Creek	4,986	62,313.42	62,283.90	81,592.45	103,702.13	186,035.79	183,996.17	3,241,688.90
Duncan	16,344	231,782.71	231,619.09	308,724.25	359,182.94	718,883.58	708,854.81	1,231,912.37
East Kootenay	2,463	55,748.53	55,724.20	72,793.82	86,807.43	150,799.09	149,287.77	4,685,611.80
Elkford	2,828	48,095.87	48,077.59	62,537.32	75,472.35	127,157.89	126,001.04	1,019,024.17
Enderby	16,840	155,516.55	155,413.28	206,508.27	258,769.69	509,455.03	502,566.28	865,345.16
*Esquimalt	4,217	82,912.03	82,866.20	109,199.80	121,224.74	222,582.11	219,994.54	3,295,927.95
Fernie	4,514	78,936.32	78,893.64	103,871.34	127,052.53	234,736.94	231,967.12	1,498,763.04
Fort Nelson	1,355	47,969.47	47,951.30	62,367.92	65,066.06	105,453.82	104,622.39	1,551,359.25
Fort St. James	17,402	223,555.53	223,398.41	297,697.74	379,943.21	762,182.58	751,504.61	747,298.11
Fraser Lake	1,113	40,696.00	40,683.58	52,619.62	60,317.49	95,549.89	94,866.95	4,892,795.91
Fraser Valley	16,549	155,470.59	155,367.35	206,446.67	256,271.14	501,515.52	494,745.81	669,334.37
Fraser-Fort George	15,066	219,131.69	218,978.08	291,768.68	334,105.79	666,581.01	657,336.42	3,254,054.49
Fruitvale	1,958	48,624.43	48,605.74	63,245.73	76,898.23	130,131.79	128,930.35	4,359,910.95
Gibsons	4,182	73,317.48	73,279.24	96,340.67	120,537.96	221,149.73	218,583.63	883,227.34
Gold River	1,362	41,419.90	41,406.91	53,589.83	65,203.41	105,740.30	104,904.57	1,458,959.59
Golden	3,811	75,247.88	75,208.12	98,927.89	113,258.14	205,966.43	203,627.98	726,978.61
Grand Forks	4,036	72,949.78	72,911.84	95,847.86	117,673.13	215,174.63	212,698.12	1,383,120.36
Granisle	364	29,205.52	29,202.19	37,219.46	45,620.47	64,896.82	64,673.47	1,425,349.70
Greenwood	625	32,641.17	32,635.12	41,824.11	50,741.86	75,578.33	75,194.83	464,838.33
Harrison Hot Springs	1,573	36,743.27	36,733.98	47,321.96	59,055.13	92,917.03	92,273.56	534,199.90
Hazelton	293	29,067.63	29,064.41	37,034.66	44,227.30	61,991.12	61,811.33	641,865.61
								448,630.46



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

**MINUTES  
ARTS, CULTURE AND SPECIAL EVENTS  
ADVISORY COMMITTEE**

Wednesday, April 1, 2009  
7:00 p.m.

Council Chambers, Municipal Hall

**PRESENT:** Councillor Bruce McIldoon  
Councillor Meagan Brame  
Janet Jones  
Nick Brame  
Maira Tait  
Norman Swan

**STAFF:** Barbara Snyder – Director of Development Services (Staff Liaison)  
Karen Hay – Planning Technician  
Deborah Liske – Recording Secretary

**GUEST:** Mayor Barbara Desjardins (Departed 7:26 p.m.)

**REGRETS:** Avrille Gosling

1. **CALL TO ORDER**

Barbara Snyder, Director of Development Services called the meeting to order at 7:00 p.m.

2. **LATE ITEMS**

There were no late items.

3. **APPROVAL OF THE AGENDA**

Moved by Councillor Brame, seconded by Councillor McIldoon that the agenda of the Arts, Culture and Special Events Advisory Committee meeting of April 1, 2009 be approved as presented.  
The motion: **CARRIED.**

4. **INTRODUCTIONS**

Roundtable introductions took place.

5. **GREETINGS FROM MAYOR DESJARDINS**

Mayor Desjardins welcomed and thanked everyone for participating.

Mayor Desjardins provided a brief explanation of the creation of the Arts, Culture and Special Events Advisory Committee. Esquimalt is a wonderful place to live which needs to be celebrated and promoted to the rest of the world. Mayor Desjardins further noted that a special event can be anything that the community wants to celebrate and is excited to see what the committee comes up with.

Mayor Desjardins provided examples of concepts and ideas that the committee could develop and/or provide assistance and guidance for. Mayor Desjardins is interested in a concept to develop a type of dessert that represents Esquimalt (similar to how Nanaimo utilizes the "Nanaimo bar") and also noted that the organizers of the Esquimalt public market have expressed an interest in receiving help to expand and promote the market. Mayor Desjardins noted that she has other ideas and concepts that she would be happy to share with the committee.

6. **NEW BUSINESS**

(1) Review of Committee Terms of Reference (TOR)

The Director of Development Services reviewed the terms of reference noting the requirement to complete a work plan and an end of year report. Work plan development will take place during the next few meetings. The Director of Development Services noted that meetings will take place a minimum of four times a year; regular meeting dates to be determined. Minimum quorum requirements were also reviewed.

The Arts, Culture and Special Events Advisory Committee will be working towards connecting events, current and new, with the community by providing assistance in the form of participation, ideas and possibly some development. The committee needs to develop concepts for people to become more interested in participating in events throughout the community. It was noted the Cultural Advisory Committee hosted events such as Heritage Week and the Spring Awakening. It was further noted that the committee is not limited to only assisting in the development of arts and cultural events.

(2) Membership List Contact Information

A confidential membership contact list was distributed to committee members with the request that any revisions be provided to the Recording Secretary for updating prior to redistribution.

(3) Committee Member Interests – What Each Member Brings to the Table

Councillor Brame has a background in childcare and is interested in the development of more family events in the community to increase participation by children and youth.

Councillor McIldoon is the Council representative on the CRD Arts committee, past president of the Esquimalt High School parent advisory committee and has experience organizing community events. Councillor McIldoon is interested in the development and promotion of Esquimalt based events.

Moira Tait is a volunteer with New Horizons and suggested increased development of events for all generations. Esquimalt has a large population of seniors that can be utilized when developing and organizing events.

Norm Swan has participated on school councils; assisted with organizing special events and will bring a youth perspective to the committee.

Janet Jones has a background in marketing and selling art; has experience working with the francophone and first nations communities and has experience in preparing and writing grant applications which would be an asset to the committee.

Nick Brame would like to include youth as much as possible and to also work towards enhancing Esquimalt's image.

Karen Hay, Planning Technician, will be assisting Barbara Snyder, staff liaison and is looking forward to participating on the committee.

Barbara Snyder, Director of Development Services and staff liaison, has a background in the arts, which includes a Bachelor of Fine Arts and is very interested in fine arts and the promotion of the arts. The Director of Development Services has also assisted in organizing the Landmark Lecture Series which has been very successful in promoting Esquimalt as a place to participate in the arts. It was noted that the City of Victoria website is currently showcasing Esquimalt art.

Mayor Desjardins departed the meeting 7:26 p.m.

(4) Meeting Schedule Dates and Times

The Arts, Culture and Special Events Advisory Committee will meet on the first Wednesday of the month with meetings schedule for May 6<sup>th</sup> and June 3<sup>rd</sup>. Meeting dates for the fall will be discussed at the June meeting. Meetings will start at 7:00 p.m. and will be held in the Council Chambers. As per the committee terms of reference, the committee will not meet in the months of July, August and December.

(5) Agenda Items and Distribution

The Recording Secretary distributed a list of options for agenda distribution to committee members.

(6) Work Plan Discussion

The Committee discussed ideas and concepts for events that they would like to see take place in Esquimalt.

- shop Esquimalt; Esquimalt Chamber of Commerce has indicated an interest
- be a tourist in Esquimalt – participation in your own community
- Esquimalt bucks
- open house – fall harvest of art and culture showcasing the arts (including visual and performance)
- highlight francophone and first nations communities and other cultural diversity in the area
- intergenerational family events – i.e. grandparents day; encourage seniors to participate with other age groups
- support reading festival
- Friday night event at Buccaneer days– perhaps art exhibit
- garden tour
- art in the park
- jazz festival in Saxe Point park
- jazz performances in atrium at recreation centre – focus on seniors from Grafton Lodge and Renaissance
- events for the 100<sup>th</sup> anniversary of Canada's navy which take place in June 2010 (during Buccaneer days weekend); involve schools; organize tours for visiting sailors

Committee members also provided the following suggestions:

- the need to research when other communities are having events, tours and open houses to eliminate conflicting event dates
- partner with resident associations
- apply for grants from the CRD for specific projects
- sponsor the high schools in some capacity to encourage participation in Buccaneer days
- promote local talent
- increase participation by Esquimalt in events in other communities and throughout the region
- invite lantern festival to make a presentation to the committee
- utilize recreation centre for events – art show and photography show have taken place in the past
- increase usage of Memorial park – great central location that is underutilized
- explore possibility of borrowing art from the Greater Victoria Public Art gallery for showcasing
- murals for the exterior of the Archie Browning Sports Centre – the Director of Development Services reviewed the Esquimalt Public Art policy and the requirements of the policy. The Director of Development Services will forward a copy of the policy to all committee members for their review.
- creation of a list of current events that happen in Esquimalt

Moved by Councillor McIldoon, seconded by Nick Brame that the Arts, Culture and Special Events Advisory Committee host a fall event to showcase local artists and apply for a grant from the CRD Arts Advisory Committee to assist with the costs associated with the event.  
The motion **CARRIED**.

Janet Jones will draft a letter to the CRD to initiate the grant application process.

It was suggested committee members be provided with a tour of Esquimalt's existing culture and art.

## 7. ELECTIONS

### (1) Elections of Chair and Vice-Chair

The Director of Development Services opened the floor to nominations for Chair.

Janet Jones was the only nomination received for chair. Janet Jones was appointed to the position of Chair of the Arts, Culture and Special Events Advisory Committee by acclamation.

The Director of Development Services opened the floor to nominations for Vice Chair.

Norman Swan was the only nomination received for vice chair. Norman Swan was appointed to the position of Vice Chair of the Arts, Culture and Special Events Advisory Committee by acclamation.

Because time permitted, the Director of Development Services opened the floor to a round table discussion.

The Director of Development Services reviewed acceptable utilization of committee budget funds. The 2009/2010 Arts, Culture and Special Events Advisory Committee budget allocation can be utilized to cover the costs of incidental expenses incurred to promote an event. Incidental expenses for events may include: mail outs, advertising, food costs, honorariums and coordination costs.

The Director of Development Services also noted that a Tourism Project Manager will be hired to implement the strategies set out in the Tourism Action Plan. This position will assist in providing the committee with information on the development of initiatives to promote tourism in Esquimalt.

Committee members continued to discuss additional suggestions for community events. Additional suggestions included:

- dine around Esquimalt – partner with the Esquimalt Chamber of Commerce to increase promotion of food establishments as Esquimalt has some great unique places to eat that people do not know about
- garden tour for June 2010 – identify gardens, utilize Esquimalt Garden Club; include Saxe Point park; possible fundraiser for Japanese garden; coordinate tour in conjunction with opening of Japanese garden.

The committee discussed encouraging the Esquimalt High School jazz band to participate in the Buccaneer Days Parade. Nick Brame will enquire as to whether the band would like to participate and Norm Swan will make enquires for a flat deck for the band to ride on.

Sub-committees will be determined at the next meeting.

## 8. ADJOURNMENT

Moved by Nick Brame, seconded by Norm Swan that the meeting adjourn at 8:35 p.m.  
The motion **CARRIED**.

---

Janet Jones, Chair

This      day of                      , 2009

DRAFT

## MEMORANDUM TO FCM MUNICIPAL MEMBERS

### ATTENTION

This message is addressed to all members interested in running for a position on FCM National Board of Directors:

To be registered on the list of candidates, send us the completed Consent Form, by May 15 2009.

### CONSENT FORM

The Federation of Canadian Municipalities (FCM) 72<sup>nd</sup> Annual Conference will be held in Whistler, British Columbia June 5-8, 2009. The FCM Annual General meeting will be held during the conference on Sunday, June 7<sup>th</sup> from 10:00 –11:45, which will be followed by the election of FCM's National Board of Directors from 12:30 to 14:00.

Please see the following applicable FCM By-Laws:

#### Article 4, Section 2 – Eligibility

Only elected municipal officials are eligible to be Directors. If a Director ceases to hold such an office, his or her position as a Director shall thereupon automatically be vacated.

#### Article 4, Section 19 – Election of Directors

Each person seeking to be elected as a Director at the Annual General Meeting shall:

- (a) be an elected municipal official,
- (b) have the approval of their Municipal Council,
- (c) be present at the meeting where he or she is to be elected, except where there is evidence, which is found satisfactory by the Chair of the meeting, that the absent person has consented and remains willing to serve as a Director.

Whereas any Directors referenced in Article 4.00 are to be elected based on a municipal or geographic boundary, and no such candidate seeks election from that municipal or geographic boundary, then such position shall be elected by Accredited Representatives of the Municipal Members from that province or territory.

For a copy of the FCM election procedures and consent form please visit [www.fcm.ca](http://www.fcm.ca) and click on «About Us», then «Board of Directors» and «Elections». To meet the requirements mentioned above, please find attached a consent form. Persons who do not submit their consent form to the FCM office by that date may still put forward their name during the election, however their name will not be pre-printed on the official ballot.

Should you have any questions regarding elections please contact Melvin Jomphe at (613) 907-6236 or [mjomphe@fcm.ca](mailto:mjomphe@fcm.ca)

*Coralia Bulhoes*

Coralia Bulhoes, CA  
Director, Finance and Administration and  
Chief Elections Officer

FEDERATION OF CANADIAN MUNICIPALITIES

72<sup>nd</sup> ANNUAL CONFERENCE 2009

CONSENT FORM

Confidential to the FCM Chief Elections Officer and Elections Committee;

I, the undersigned, do hereby consent to have my name submitted for consideration as a member of the National Board of Directors of the Federation of Canadian Municipalities.

**CONDITIONS:**

- i) I am an elected municipal official holding office in an FCM Municipal Member in good standing.
- ii) I have secured approval that our council is prepared to meet the cost of my attending meetings of the FCM's National Board of Directors, or that when elected, I will secure such approval.
- iii) I will be in attendance at the 72<sup>nd</sup> Annual Conference to be held June 7, 2009.

**Please print:**

**NAME:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_

**MUNICIPALITY:** \_\_\_\_\_

**PROVINCE:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

Return under **CONFIDENTIAL** cover to:

Chief Elections Officer  
Federation of Canadian Municipalities  
24 Clarence Street  
Ottawa, Ontario K1N 5P3  
Email: elections@fcm.ca  
Fax: (613) 244-1500

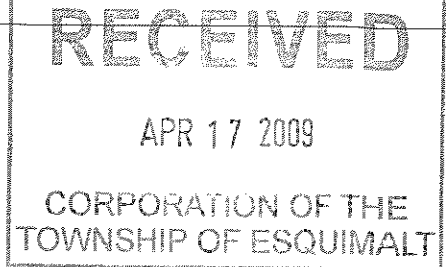
All Consent Forms must be received in the FCM office by May 15, 2009.



# AMBULANCE PARAMEDICS OF BRITISH COLUMBIA

CUPE LOCAL 873  
UNIT 2270, 21331 GORDON WAY, RICHMOND, B.C. V6W 1J9  
TEL: (604) 273-5722 TOLL FREE: 1 (866) 273-5766  
FAX: (604) 273-5762 TOLL FREE FAX: 1 (866) 273-5762  
E-MAIL: apbc@shaw.ca

April 15, 2009



*Agenda*

Mayor & Councilors:

We are writing to ask for your support to defend the ambulance emergency response services in your community.

Due to the deterioration of the BC Ambulance Service, we, the 3,500 members of the Ambulance Paramedics of BC, CUPE Local 873 have been forced to go on strike. During this dispute, ambulance services will **NOT** be disrupted.

For the past four years we have been publicizing the critical condition of BC ambulance services. We have three main concerns:

1. That your community has adequately-staffed ambulance services to deal with emergencies and skyrocketing call volumes. Response times must be shorter, not longer.
2. That wages for ambulance paramedics be brought into line with other emergency response professionals. Ambulance paramedics are currently the lowest paid of all emergency service workers in BC. Stand-by wages in ambulance stations are only \$10 per hour, while the on-call standby rate is only \$2 per hour!
3. That the employer's latest offer of a one-year contract is not long enough to ensure stability and public confidence. We need a multi-year agreement that addresses wage parity and stability. As our population ages and demands on our services grow, we must ensure that we can continue to hire and retain the best ambulance paramedics.

The government wants a 90-day delay before negotiations resume - we want to get to the bargaining table with an independent third-party mediator **now**.

We ask that you pass a motion calling on the provincial government that oversees the BC Ambulance Service for a return to the bargaining table with an independent third-party mediator to ensure that all BC communities get the emergency services that we deserve.

Yours truly

A handwritten signature in black ink, appearing to read "John Strohmaier".

John Strohmaier  
Provincial President  
CUPE Local 873



JS/rmn/cope15



**MUNICIPAL  
FINANCE**  
**AUTHORITY** of British Columbia

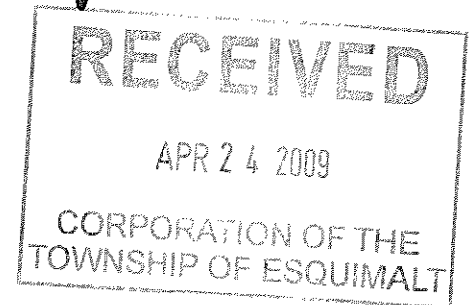
737 FORT STREET, VICTORIA, BC V8W 2V1 CANADA  
TELEPHONE (250) 383-1181 FAX (250) 384-3000  
E-MAIL mfa@mfa.bc.ca WEBSITE www.mfa.bc.ca

*mfa-bc*

April 20, 2009

Township of Esquimalt  
Mayor Desjardins & Council  
1229 Esquimalt Road  
Esquimalt, BC V9A 3P1

*Agenda  
Kamari*



Dear Mayor Desjardins & Council,

**Re: MFA Program Dividends**

Municipal Finance Authority of BC (MFA) is proud to announce its program dividends/rebates for the 2008 year. Based on strong operating results the Authority is able to declare in total the following refunds to members and participants in various programs:

Pooled Investment Funds:	\$350,000
Capital Borrowing Program:	200,000
Interim Financing Program:	25,000
Leasing Program:	25,000
MFA Membership:	<u>100,000</u>
Total Program Dividends	<u>\$700,000</u>

As a client of the MFA, your allocation of payment is based on your proportional participation within each program. Attached is a statement indicating your share for 2008.

If you are a member of our Pooled Investment Funds then you will have already received your share of the Pooled Investment Fund Dividend in June 2008, paid directly into your investment account. Amounts for the other four programs have now been distributed and your finance department should be in receipt of those funds.

Thank you for your continued confidence in MFA programs.

Yours truly,

*Frank Leonard*  
Frank Leonard  
Chair, Municipal Finance Authority of BC

cc: Township of Esquimalt, Finance Department

## Esquimalt

<b>Declared for 2008</b>	<b><u>Amount</u></b>
Pooled Investment Funds	\$ 3,066.43
Capital Borrowing Program	-
Interim Financing Program	-
Leasing Program	104.48
MFA Membership	317.52
<b>2008 Program Dividends Declared</b>	<b><u><u>\$ 3,488.43</u></u></b>
<b>Previously Paid - June 2008</b>	
Less: Pooled Investments	3,066.43 **
<b>Paid April 2009</b>	<b><u><u>\$ 422.00</u></u></b>

\*\* Paid into Pooled Investment Account(s)

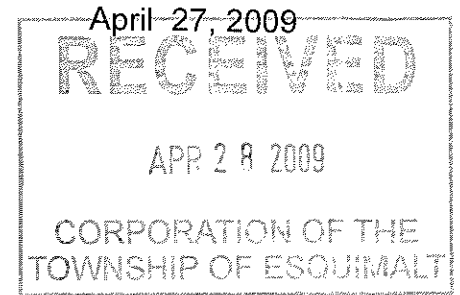
# ESQUIMALT NEIGHBOURHOOD HOUSE

511 Constance Avenue, Victoria, B.C. V9A 6N5 • 385-2635 Fax: 384-2078



Mayor and Council  
Corporation of the Township of Esquimalt  
1229 Esquimalt Road  
Esquimalt, BC  
V9A 3P1

*Agenda*



Dear Mayor and Council:

On behalf of the Board of Directors of the Esquimalt Neighbourhood House Society, I am submitting this request to the Township.

Last December, Esquimalt Neighbourhood House decorated one of the trees on display at the Empress Hotel in relation to the annual fund raising efforts by BC Children's Hospital Foundation. We asked families attending our programs to help out by making most of the decorations that were displayed and to assist in decorating it. I've attached a photograph (7 copies) of the Christmas Tree we decorated last year. Unfortunately the top of the tree is not visible.

We are hereby requesting your permission to put up a decorated Christmas Tree in one of Esquimalt's civic buildings this year (within the Township offices, Parks & Recreation or the Library). Again, Esquimalt families would make the decorations, help decorate, maintain the display and take it down after the holidays. Rather than moving our families' creativity downtown, we'd like to display it here in Esquimalt during the month of December until early New Year's.

I look forward to your response. Thank you for your continued support to the Esquimalt Neighbourhood House Society.

Sincerely,

M.L. McKenna CMA  
Executive Director

attachments



A United Way Member Agency

