



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

## A G E N D A

### REGULAR MEETING OF COUNCIL

Monday, December 6, 2010

7:00 p.m.

Esquimalt Council Chambers

1. **CALL TO ORDER**

2. **LATE ITEMS**

3. **APPROVAL OF THE AGENDA**

4. **MAYOR'S ANNUAL ADDRESS**

(1) Mayor's Address

(2) Council Appointments

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

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

6. **PUBLIC HEARING**

The Public Hearing is to afford all persons who deem their interest in property affected by the Bylaw an opportunity to be heard or to present written submissions before the Municipal Council on matters contained in the Bylaw:

**(1) PUBLIC HEARING – REZONING APPLICATION AND DEVELOPMENT PERMIT [838 ADMIRALS ROAD]**

i) Notice of Public Hearing

Pg. 1

ii) Background Information – *Available for Viewing Separately*

- Staff Report No. DEV-10-066
- Staff Report No. DEV-10-071

**PUBLIC INPUT**

**ADJOURNMENT OF PUBLIC HEARING**

7. **HEARING**

A Hearing is to afford all persons who deem their interest in property affected by the Bylaw an opportunity to be heard or to present written submissions before the Municipal Council on matters contained in the Bylaw:

**(1) HEARING – DEVELOPMENT PERMIT WITH VARIANCES APPLICATION [823 VIEWFIELD ROAD]**

i) Notice of Hearing

Pg. 2 – 3

ii) Background Information – *Available for Viewing Separately*

- Staff Report No. DEV-10-085

**PUBLIC INPUT**

**ADJOURNMENT OF HEARING**

8. PUBLIC HEARING AND HEARING STAFF REPORTS

- (1) Rezoning Application and Development Permit, 838 Admirals Road, [Lot 17, Block 7, Section 10, Esquimalt District, Plan 2546, Except that part in Plan VIP86845], Staff Report No. DEV-10-089 Pg. 4 – 38

**RECOMMENDATION:**

1. That Bylaw No. 2748, which would amend Zoning Bylaw, 1992, No. 2050 by changing the zoning designation of Lot 17, Block 7, Section 10, Esquimalt District, Plan 2546, Except that part in Plan VIP86845 [838 Admirals Road] shown cross-hatched on Schedule 'A', attached hereto, from RD-3 [Two Family /Single Family Residential] to CD No. 75 [Comprehensive Development District No. 75], be considered for **third reading and adoption**; and
2. That should Amending Bylaws No. 2748 be adopted, Development Permit No. 08/2010 limiting the form and character of the proposed development to that shown on architectural plans provided by AJB Home Design stamped "Received November 12, 2010", on colour renderings provided by Oceanian Design Inc. stamped "Received September 27, 2010", on the landscape plan prepared by P. Claudia Peterson, stamped "Received November 12, 2010", sited as detailed on the survey plan prepared by Michael Claxton Land Surveying Inc. stamped "Received August 31, 2010", and including the arborist report prepared by Talbot Mackenzie & Associates stamped "Received October 20, 2010", be **approved, issued and registered** on the title of Lot 17, Block 7, Section 10, Esquimalt District, Plan 2546, Except that part in Plan VIP86845 [838 Admirals Road].

- (2) Development Permit with Variances, 823 Viewfield Road, [Lot 12, Section 11, Esquimalt District, plan 307A], Staff Report No. DEV-10-093 Pg. 39 – 72

**RECOMMENDATION:**

That the application for a Development Permit, limiting the form and character of development to that shown on architectural plans provided by Structure Design & Management, stamped "Received October 6, 2010", on the landscaping plan provided by Forget Me Not Gardens, stamped "Received October 6, 2010", sited as detailed on the survey plan prepared by Island Land Surveying Inc. stamped "Received November 1, 2010" and including the following variances to Zoning Bylaw No. 2050 and Parking Bylaw No. 2011, be **approved, issued and registered on the title of** Lot 12, Section 11, Esquimalt District, Plan 307A [823 Viewfield Road].

**Zoning Bylaw, 1992, No. 2050, Section 26(1)(b) – Accessory Residential Use in Commercial and Industrial Zones** – a waiver from the requirement that an Accessory Residential Use be located over or behind the Principal Use.

**Zoning Bylaw, 1992, No. 2050, Section 26(1)(d) – Accessory Residential Use in Commercial and Industrial Zones** - an 65.0 square metre increase to the maximum floor area per dwelling unit from 60.0 square metres to 125.0 square metres.

**Zoning Bylaw, 1992, No. 2050, Section 53(5)(a) – Building Separation from Residential Use** – a 4.5 metre reduction to the 7.5 metre setback requirement from any parcel zoned for residential use on the eastern and southern Lot Lines [ie. from 7.5 metres to 3.0 metres].

**Zoning Bylaw, 1992, No. 2050, Section 53(5)(b) – Front Setback** – a 3.75 metre reduction to the required 7.5 metre setback from the front lot line [ie. from 7.5 metres to 3.75 metres].

**Parking Bylaw, 1992, No. 2011, Part 5(13)(c) Number of Off-Street Parking Spaces** - a reduction in the required number of parking spaces for the proposed uses from 7 spaces to 4 spaces.

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9. **STAFF REPORTS**

*Administration*

- (1) Council Committee / Commission / Board Appointment Process, Staff Report No. ADM-10-064 Pg. 73 – 99

**RECOMMENDATION:**

1. That Council Procedure Bylaw No. 2715, Amendment Bylaw [No. 1], 2010, No. 2752 be read a first, second and third time;
2. That the Terms of Reference for Council's Committees be amended and brought back for adoption as follows:
  - (i) to include policy statements clarifying the advisory mandate of the committee, and that any communication and action representing the Township must be endorsed by Council;
  - (ii) to include a policy statement clarifying the role of the staffing positions of staff liaison and recording secretary;
  - (iii) to include a policy statement that the Committee will focus on advising and assisting council to accomplish its goals and objectives as outlined in Council's Strategic Plan;
  - (iv) to change the status of all liaison representative appointments from non-voting to full voting members.

- (2) Role of Youth Liaison Appointment to Council Committees, Staff Report No. ADM-10-071 Pg. 100 – 102

**RECOMMENDATION:**

That Council Policy ADMIN – 60 “Role of Youth Liaison Appointment to Council Committees” be approved as amended.

- (3) 2011 Council Meeting Schedule, Staff Report No. ADM-10-073 Pg. 103 – 105

**RECOMMENDATION:**

That Council endorse the attached 2011 schedule of meetings, inclusive of the schedule for a summer recess from July 18, 2011 through August 12, 2011.

*Parks and Recreation*

- (4) Recreation Centre Atrium Upgrade, Staff Report No. P&R-10-018 Pg. 106

**RECOMMENDATION:**

That Council receive this report as information.

*Engineering and Public Works*

- (5) Various Traffic Issues (TO No.'s 1186, 1187 & 1188), Staff Report No. EPW-10-032 Pg. 107 – 114

**RECOMMENDATION:**

That Council approve the following Traffic Orders (TO):

- TO # 1186 - No Parking signs and road markings be installed at the hammerhead turn-around on Glen Vale Road.
- TO # 1187 – No Parking signs and road markings be installed on the North West corner of Lampson Street and Hadfield Avenue intersection.
- TO # 1188 – No Parking signs and road markings be installed on the North side of Esquimalt Road at the West side of the entrance to the Public Works Yard for a distance of 10m Easterly.

*Finance*

- (6) Council Policy NO. ADM – 29 Local Grants – Esquimalt Community School, Staff Report No. FIN-10-031 Pg. 115 – 118

**RECOMMENDATION:**

That Council approve the remaining balance in the amount of \$2,400.00 for the local grant under the Athletic Program provided in the Council Policy NO. ADMIN – 29.

- (7) Appointment of Auditors For Municipal Audit Services, Staff Report No. FIN-10-032 Pg. 119

**RECOMMENDATION:**

That KPMG LLP, Chartered Accountants, be appointed auditors for the Corporation of the Township of Esquimalt for the fiscal year 2010.

- (8) Social Services Operating Grants, Staff Report No. FIN-10-033 Pg.120 – 121

**RECOMMENDATION:**

For Council Information.

*Development Services*

- (9) Bylaw No. 2751 – Delegation of Authority, Staff Report No. DEV-10-090 Pg. 122 – 124

**RECOMMENDATION:**

That Bylaw No. 2751, A Bylaw to Delegate Authority for Selected Development Permits, be considered for 1st, 2nd, and 3rd readings.

- (10) Rezoning Application and Development Permit, 1127 Wychbury Avenue, [Lot 2, Section 11, Esquimalt District, Plan 5564], Staff Report No. DEV-10-091 Pg. 125 – 160

**RECOMMENDATION:**

1. That Bylaw No. 2754, which would amend Zoning Bylaw, 1992, No. 2050 by changing the zoning designation of Lot 2, Section 11, Esquimalt District, Plan 5564 [1127 Wychbury Avenue] shown cross-hatched on Schedule 'A', attached hereto, from RD-3 [Two Family /Single Family Residential] to CD No. 76 [Comprehensive Development District No. 76], be considered for 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 to that shown on architectural plans provided by Core Drafting Services stamped "Received October 29, 2010", the landscape plan prepared by DP Landscaping, stamped "Received October 29, 2010", and sited as detailed on the survey plan prepared by Michael J. McIlvaney Land Surveying Inc. stamped "Received October 29, 2010", be returned to Council for consideration.

- (11) Rezoning Application and Development Permit, 354 Lampson Street, [Amended Lot 1, Section 11, Esquimalt District, Plan 4150, Except that part in Plan 16255], Staff Report No. DEV-10-092 Pg. 161 – 190

**RECOMMENDATION:**

1. That Bylaw No. 2755, which would amend Zoning Bylaw, 1992, No. 2050 by changing the zoning designation of Amended Lot 1, Section 11, Esquimalt District, Plan 4150, Except that part in Plan 16255 [354 Lampson Street] shown cross-hatched on Schedule 'A', attached hereto, from RD-3 [Two Family /Single Family Residential] to CD No. 77 [Comprehensive Development District No. 77], be considered for 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 to that shown on architectural plans provided by Hartman's Drafting and Design, stamped "Received October 29, 2010", the landscape plan prepared by Douglas McLean Landscape Design, stamped "Received September 28, 2010", and sited as detailed on the survey plan prepared by Michael Claxton Land Surveying Inc., stamped "Received November 2, 2010", be returned to Council for consideration.

- (12) BC Transit Future Network Plan, Staff Report No. DEV-10-094 Pg. 191 – 199

**RECOMMENDATION:**

1. That Council provide a letter of endorsement, including its top transit priorities, to the Victoria Regional Transit Commission supporting the Transit Future Network, Vision and Goals, subject to BC Transit including in the Plan a commitment to undertake a Rapid Priority Study along Esquimalt Road; and
2. That Council direct staff to continue to work with BC Transit to identify and support the Transit Future Network and facilities in the Township of Esquimalt's transportation and land use plans.

**10. BYLAWS**

*For Adoption*

- (1) Revenue Anticipation Borrowing Bylaw, 2010, No. 2750 Pg. 200 – 201

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

**12. REPORTS FROM COMMITTEES**

- (1) Draft minutes from the Advisory Planning Commission meeting, October 19, 2010 Pg. 202 – 212
- (2) Adopted minutes from the Centennial Celebrations Select Committee meeting, October 26, 2010 Pg. 213 – 217
- (3) Adopted minutes from the Environmental Advisory Committee meeting, October 28, 2010 Pg. 218 – 226
- (4) Memorandum from the Environmental Advisory Committee, dated October 28, 2010, Re: Environmental Advisory Committee Activities and Accomplishments in 2009 Pg. 227
- (5) Memorandum from the Environmental Advisory Committee, dated November 28, 2010, Re: Heat Pumps Pg. 228
- (6) Memorandum from the Environmental Advisory Committee, dated November 28, 2010, Re: Marine Sewage Discharge Pg. 229
- (7) Draft minutes from the Arts, Culture and Special Events Advisory Committee meeting, November 3, 2010 Pg. 230 – 232
- (8) Draft minutes from the Access Awareness Advisory Committee meeting, November 10, 2010 Pg. 233 – 236
- (9) Draft minutes from the Environmental Advisory Committee meeting, November 25, 2010 Pg. 237 – 241
- (10) Memorandum from the Environmental Advisory Committee, dated December 1, 2010, Re: Royal Roads University Environmental Project Partnerships Pg. 242
- (11) Memorandum from the Environmental Advisory Committee, dated December 1, 2010, Re: Advisory Committees of Council – Youth Representatives Pg. 243

**13. COMMUNICATIONS**

- (1) Letter from the Capital Regional District Board, dated November 2, 2010, Re: Plastic Shopping Bags – Model Bylaw Pg. 244 – 249
- (2) Letter from Ecole Victor Brodeur, dated November 8, 2010, Re: Letter of Appreciation for Francophone Anti-Idling Signs Pg. 250
- (3) Letter from the City of Victoria, dated November 10, 2010, Re: Request for an Update on the Esquimalt Policing and Law Enforcement Advisory Panel/Board Pg. 251
- (4) Card from Esquimalt High School, received November 22 , 2010, Re: Appreciation for Grant Pg. 252
- (5) Letter from the Greater Victoria Chamber of Commerce, dated November 23, 2010, Re: National Urban Agenda That Includes a New Fiscal Framework for Canadian Cities Pg. 253

- (6) Letter from Premier Gordon Campbell, dated November 25, 2010, Re: Vancouver Island Rail Corridor Pg. 254
  - (7) Letter from the Capital Regional District, dated November 25, 2010, Re: CRD Board and Hospital Board Inaugural Meetings Pg. 255
  - (8) Letter from the Union of British Columbia Municipalities, dated November 30, 2010, Re: Gas Tax Agreement Community Works Fund Payment Pg. 256
  - (9) Letter from the Esquimalt Residents Association, dated December 2, 2010, Re: Invitation to Join Esquimalt Residents Association Pg. 257
14. **NOTICE OF MOTION**
- (1) Review of Infill Housing Policies in OCP Pg. 258
15. **PUBLIC QUESTION AND COMMENT PERIOD**  
*Excluding items which are or have been the subject of a Public Hearing.  
Limit of two minutes per speaker.*
16. **ADJOURNMENT**