

ABOVE GROUND PLANTERS SPECIFICATIONS (or Approved Equal)

Approved Products:

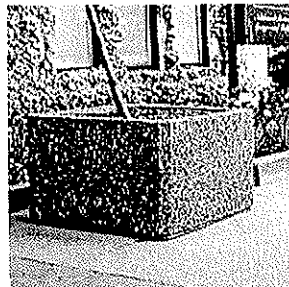
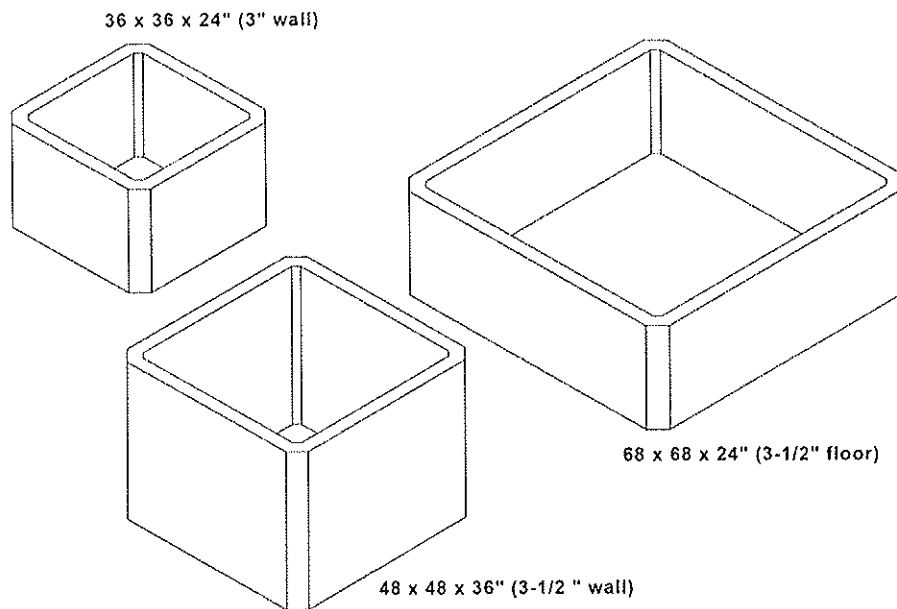
Manufacturer: Mackay Precast Products Inc.
Model Description: PCI-0019 Series: Square Planters (Reinforced with 10mm rebar)
- Exposed Aggregate Concrete

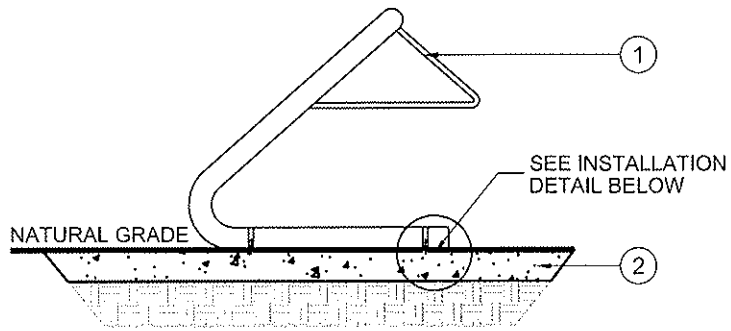
Model Numbers: PCI-0019 – 48 x 48 x 36" (3-1/2" wall)
PCI-0019 – 68 x 68 x 24" (3-1/2" floor)
PCI-0019 – 36 x 36 x 24" (3" wall)

Required options: Exposed Aggregate, Beveled Corners.

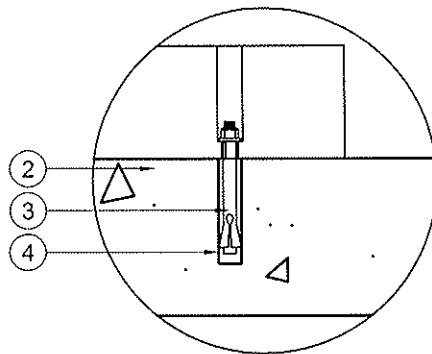
****All Installation shall be by City Staff only****

Required Clearances: Centre on street tree line with minimum 450mm separation from the adjacent curb line.





BASIC INSTALLATION



INSTALLATION DETAIL

- ① DOWNTOWN BICYCLE RACK STANDARD, EXPO W2704, AS MANUFACTURED BY CORA BIKE RACK INC. (360)658-7103, OR APPROVED EQUAL. REFER TO SPECIFICATIONS.
- ② CONCRETE SIDEWALK
- ③ SECURE BENCH WITH STAINLESS STEEL SLEEVED MECHANICAL EXPANSION ANCHOR BOLT W/ LOCK NUT
- ④ DRILLED HOLE

BIKE RACK STANDARD DETAIL

TEXT AND DIMENSION PLOT SCALE - 1:25 METRIC

BICYCLE RACK SPECIFICATIONS (or Approved Equal)

Approved Products:

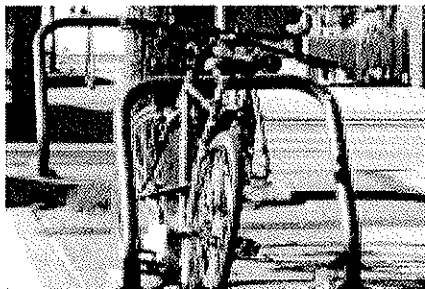
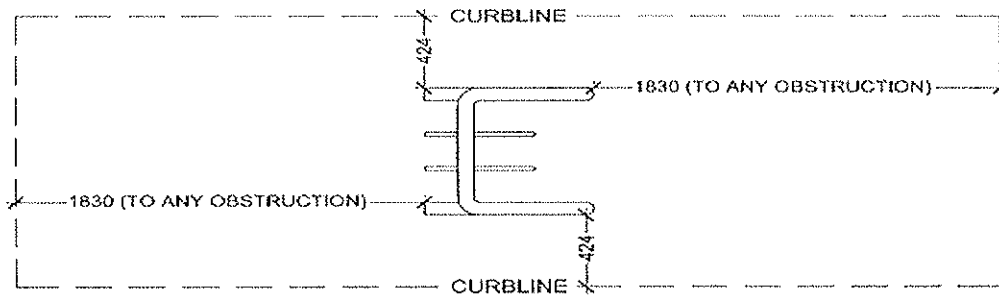
Manufacturer: Cora Bike Rack Lt.
Model Description: 4 Bike Capacity Bike Rack
Model Number: EXPO® W2704

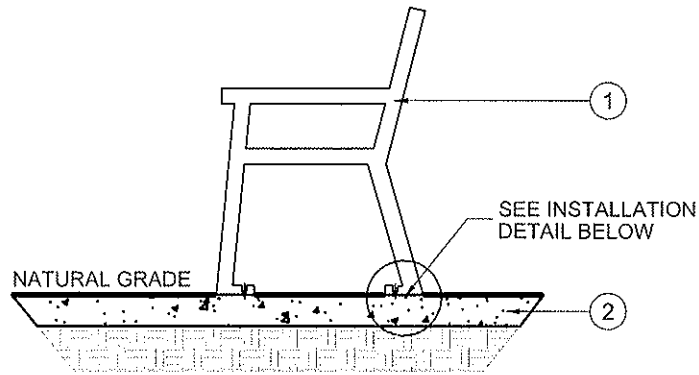
Dimensions: Height: 34 in.
Depth: 30 in.
Length: 29 3/8 in.
Weight: 45 lbs

Required options: Coated carbon steel
Plastic Colour Black Only

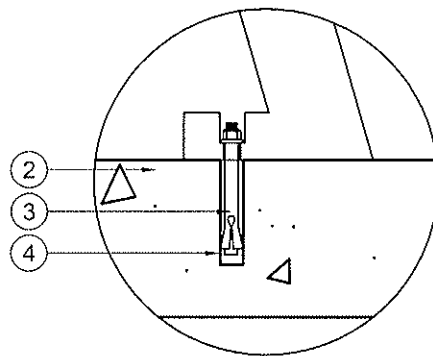
****All Installation shall be by City Staff only****

Required Clearances





BASIC INSTALLATION



INSTALLATION DETAIL

- ① DOWNTOWN BENCH STANDARD, FULL FRAME BENCH - MODEL NUMBER PBFFAL-6, AS MANUFACTURED BY WISHBONE INDUSTRIES LTD. (604)626-0476, OR APPROVED EQUAL. REFER TO SPECIFICATIONS.
- ② CONCRETE SIDEWALK
- ③ SECURE BENCH WITH STAINLESS STEEL SLEEVED MECHANICAL EXPANSION ANCHOR BOLT W/ LOCK NUT
- ④ DRILLED HOLE

DOWNTOWN BENCH STANDARD DETAIL

TEXT AND DIMENSION PLOT SCALE - 1:25 METRIC

DOWNTOWN BENCH SPECIFICATIONS (or Approved Equal)

Approved Products:

Manufacturer: Wishbone Industries
Model Description: Full Frame Bench
Model Number: PBFFAL-6: 6' Backed Bench - Angled Leg

Dimensions:

Height:	34.5 in.
Depth:	27.5 in.
Seat Height:	16.5 in.
Seat Depth:	17 in.
Lumber Size:	2 x 6 in.
Weight:	150 lbs

Required options: Aluminum frame
Frame Colour: Powder Painted – Black Only
Cascades® recycled plastic lumber Seat Slats
Seat Slat Colour Shall be – Sand Only

Alternate Options (only if pre-approved by the Public Works Department):

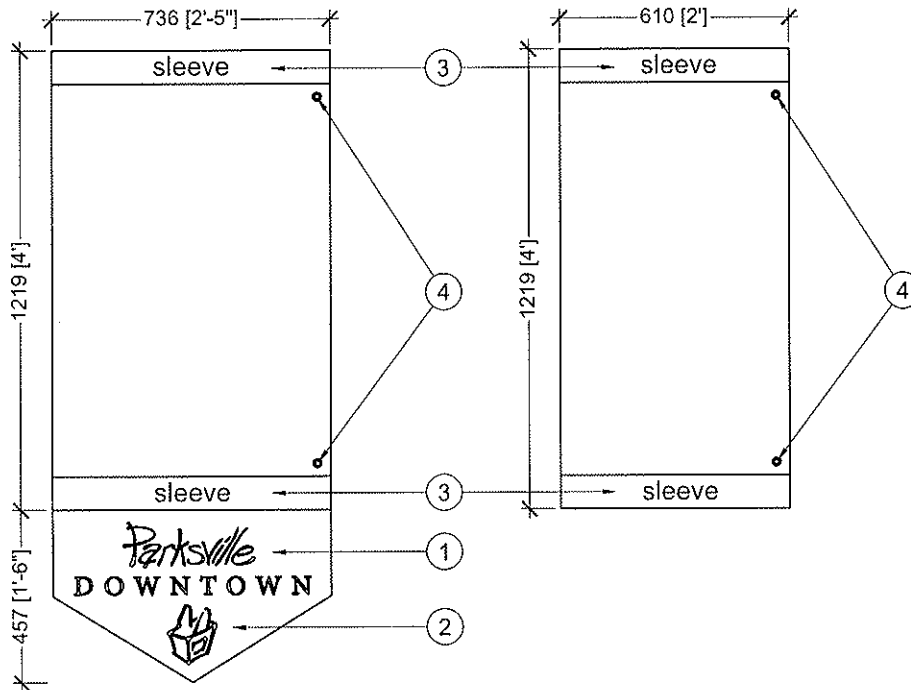
Centre Arm
Gifting Program (Custom Inset Bronze Plaques)

****All Installation shall be by City Staff only****



**BANNER DETAIL -
ALTERNATE SIZE**

**BANNER DETAIL -
STANDARD SIZE**



- ① LOGO ICONS. CONTACT THE PLANNING DEPARTMENT FOR PRINT READY ARTWORK.
- ② DOWNTOWN PARKSVILLE LOGO TEXT. CONTACT THE PLANNING DEPARTMENT FOR PRINT READY ARTWORK.
- ③ BANNER ARM SLEEVE. OUTSIDE EDGE TO BE SEWN SHUT.
- ④ GROMMET TO INSIDE EDGE C/W BLACK PLASTIC ZIP TIE TO POLE.

NOTES:

THE DOWNTOWN LOGO AND BRAND ARE IN PLACE AND SHOULD BE CONSISTENT FOR ALL BANNER APPLICATIONS. PRINT READY ARTWORK IS AVAILABLE FOR THE LOGO ITSELF. THE CITY CAN PROVIDE THIS TO YOUR GRAPHIC DESIGNER UPON REQUEST.

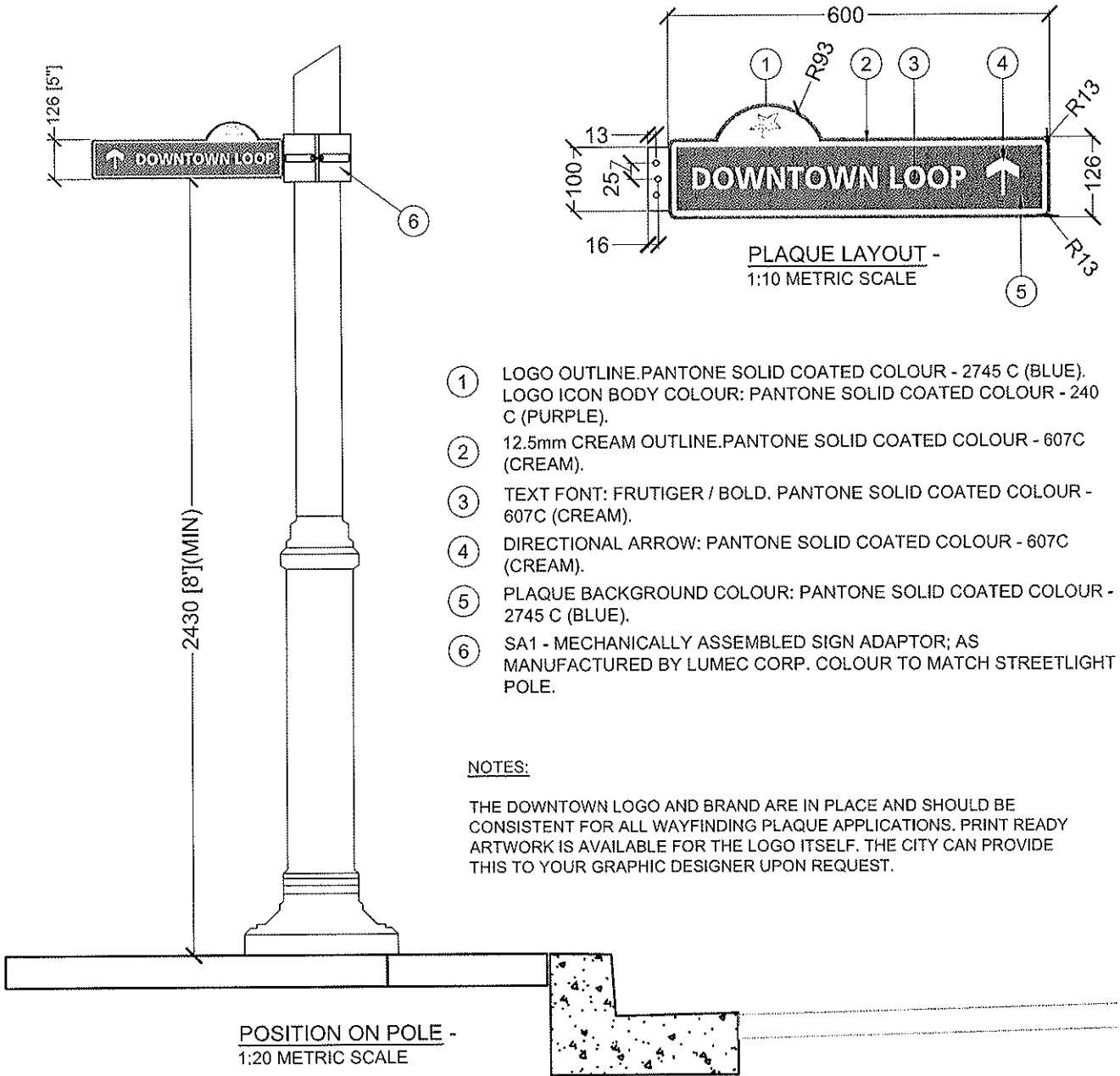
LOGO TEXT AND ICONS SHOULD TYPICALLY BE 'CREAM' WHITE ON A DARK BACKGROUND. STARK WHITE LETTERING IS NOT PREFERRED AS LINE WORK OFTEN APPEARS HARSH.

LOGO ICONS ARE TO BE USED INDIVIDUALLY FOR ALL PURPOSES OTHER THAN THE LETTERHEAD VERSION WHICH CONTAINS ALL FOUR SYMBOLS. ICONS SHOULD BE SELECTED BASED ON THE PROPOSED SUBJECT MATTER. LOGOS MAY BE OMITTED WHEN THERE IS MORE COMPLEX CONTENT OR ARTWORK.

BANNER BACKGROUND COLOURS SHOULD REFLECT THE NATURAL COLOUR PALETTE OF THE COMMUNITY. RICH DARK COLOURS ARE IDEAL IN CONVEYING AN UPSCALE BRANDING IMAGE. BLACK IS ACCEPTABLE, DEPENDING ON THE SUBJECT MATTER. FOREST GREEN, DARK BURGUNDY (MANZANITA), NAVY BLUES ETC. WOULD ALSO BE SUITABLE.

DOWNTOWN STANDARD BANNER DETAILS

TEXT AND DIMENSION PLOT SCALE - 1:20 METRIC

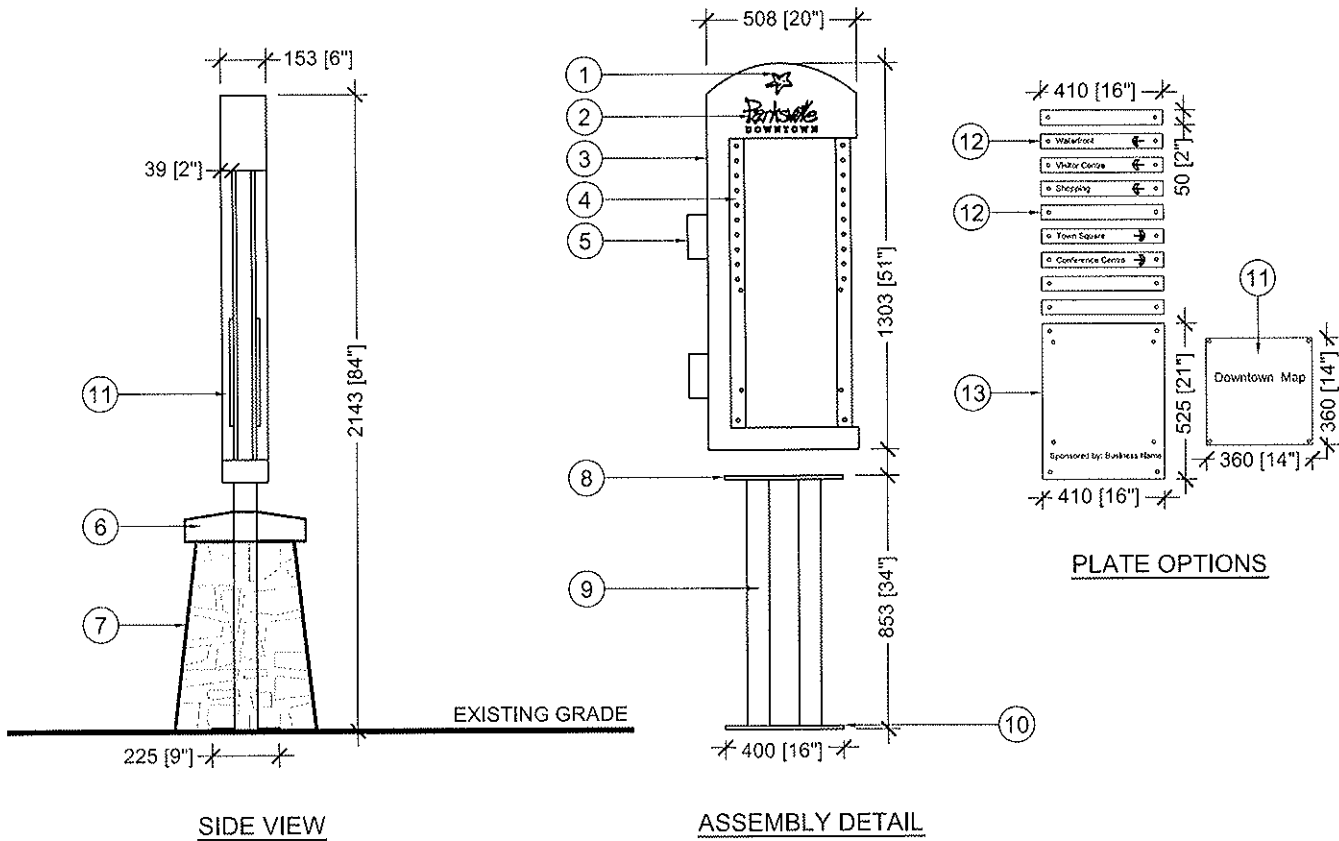


- ① LOGO OUTLINE. PANTONE SOLID COATED COLOUR - 2745 C (BLUE). LOGO ICON BODY COLOUR: PANTONE SOLID COATED COLOUR - 240 C (PURPLE).
- ② 12.5mm CREAM OUTLINE. PANTONE SOLID COATED COLOUR - 607C (CREAM).
- ③ TEXT FONT: FRUTIGER / BOLD. PANTONE SOLID COATED COLOUR - 607C (CREAM).
- ④ DIRECTIONAL ARROW: PANTONE SOLID COATED COLOUR - 607C (CREAM).
- ⑤ PLAQUE BACKGROUND COLOUR: PANTONE SOLID COATED COLOUR - 2745 C (BLUE).
- ⑥ SA1 - MECHANICALLY ASSEMBLED SIGN ADAPTOR; AS MANUFACTURED BY LUMEC CORP. COLOUR TO MATCH STREETLIGHT POLE.

NOTES:

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WAYFINDING PLAQUES STANDARD DETAIL
TEXT AND DIMENSION PLOT SCALE - 1:20 METRIC



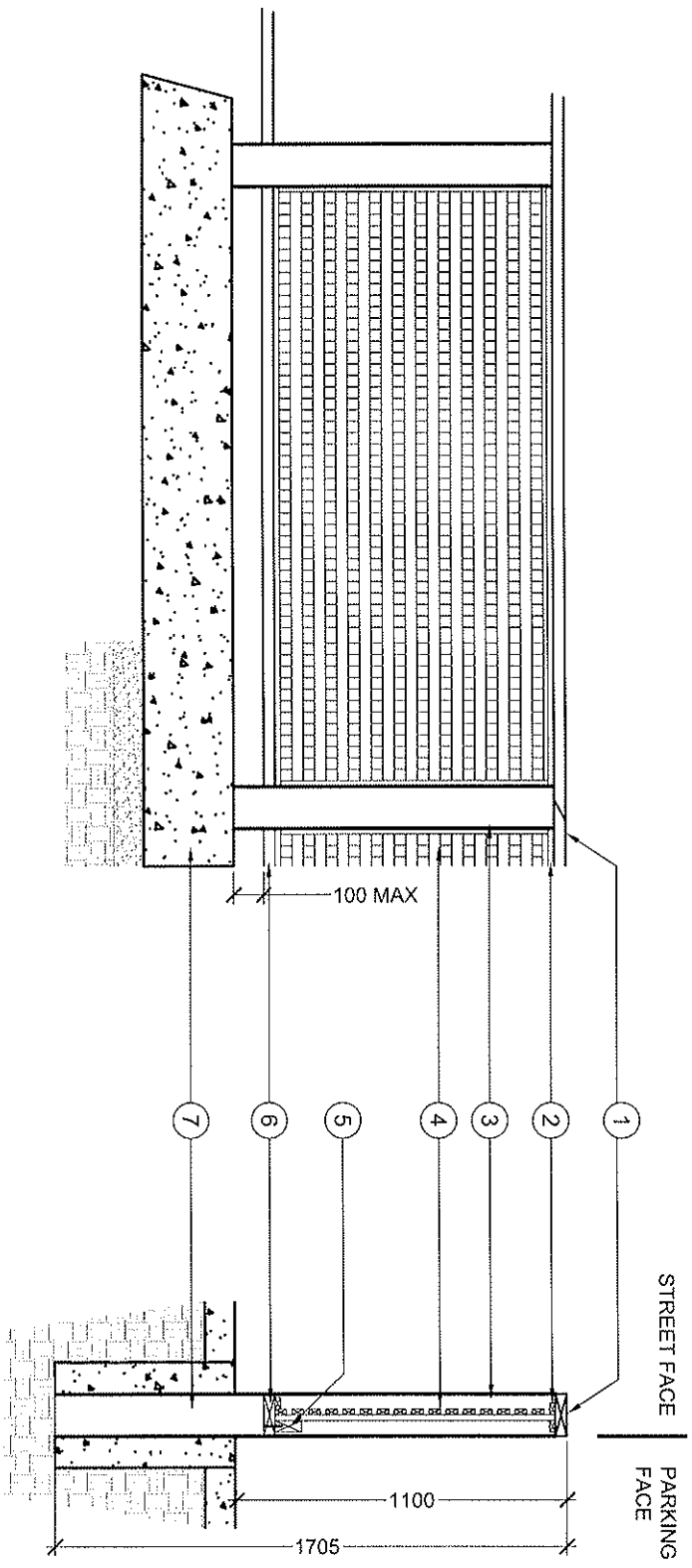
PLASMA CUT ICON GRAPHIC. 13MM STAINLESS STEEL PLATE (2K MECHANICAL FINISH).

- ② RAISED LOGO. 13MM PLATE ALUMINUM. WELDED IN PLACE. POWDERCOAT BLACK.
- ③ SIGN BRACKET FRAME. 13MM PLATE ALUMINUM. WELDED TO FASTENING BAR. POWDERCOAT BLACK.
- ④ FASTENING BAR. 50MM SQUARE TUBULAR ALUMINUM (HOLLOW-CORE). WELDED IN PLACE. PRE-DRILL ALL BOLTING POINTS. POWDERCOAT BLACK.
- ⑤ OPTIONAL STREETLIGHT POLE MOUNTING BRACKETS. ALUMINUM ASSEMBLY. WELDED TO SIGN BRACKET. POWDERCOAT BLACK.
- ⑥ NATURAL STONE CAP. LOCALLY QUARRIED STONE TO BE 'VANCOUVER ISLAND GREENSTONE' OR APPROVED EQUAL. GROUT COLOUR SHALL BE COORDINATING GREY.
- ⑦ NATURAL LEDGESTONE CLADDING. 2" OR GREATER EDGE FACE WIDTH. LOCALLY QUARRIED STONE TO BE 'VANCOUVER ISLAND GREENSTONE' OR APPROVED EQUAL. GROUT COLOUR SHALL BE COORDINATING GREY.

- ⑧ 38MM ALUMINUM PLATE. WELDED TO 75MM POSTS. PRE-DRILL ALL BOLTING POINTS. POWDERCOAT BLACK. CONNECT TO SIGN BRACKET WITH (4)FOUR 38MM BOLTS.
- ⑨ 75MM SQUARE TUBULAR ALUMINUM POSTS (HOLLOW-CORE). WELDED TO ANCHOR PLATE. PRE-DRILL ALL BOLTING POINTS. POWDERCOAT BLACK.
- ⑩ 38MM ALUMINUM PLATE. WELDED TO 75MM POSTS. PRE-DRILL ALL BOLTING POINTS. POWDERCOAT BLACK. CONNECT TO STABLE CONCRETE SURFACE WITH (4)FOUR 38MM EXPANSION BOLTS.
- ⑪ MAP MOUNT. 13MM STAINLESS STEEL PLATE (2K MECHANICAL FINISH). PRE-DRILL ALL BOLTING POINTS.
- ⑫ DIRECTIONAL POINT-OF-INTEREST PLAQUE. 13MM STAINLESS STEEL PLATE (2K MECHANICAL FINISH). APPLIED TYPEFACE SHALL BE BLACK. PRE-DRILL ALL BOLTING POINTS. BLANK EXPANSION PLAQUES SHALL BE INSTALLED TO FILL VOIDS.
- ⑬ DONOR PLAQUE. 13MM ALUMINUM PLATE. POWDERCOAT BLACK, APPLIED TYPEFACE SHALL BE CONTRASTING GREY. PRE-DRILL ALL BOLTING POINTS.

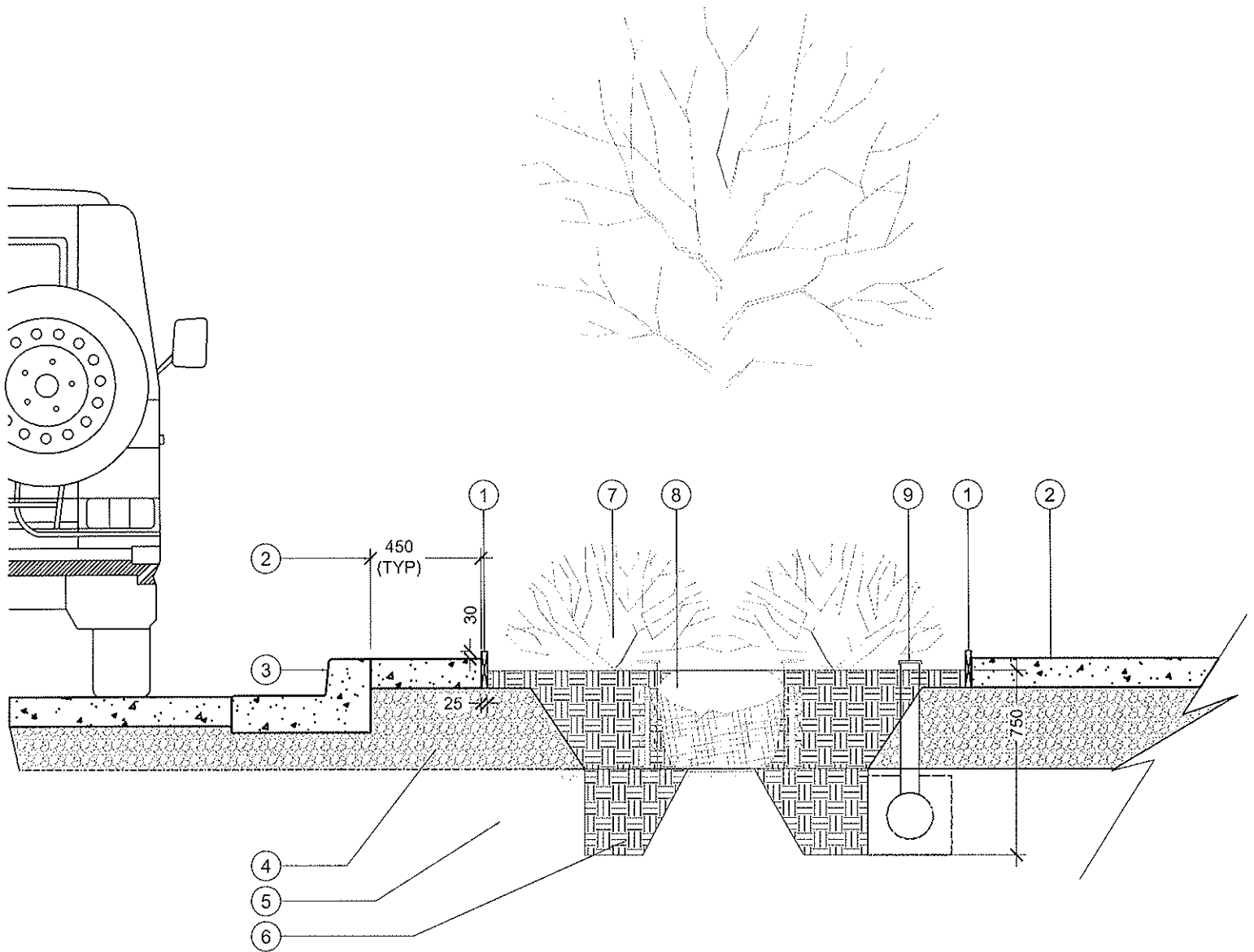
DOWNTOWN KIOSK STANDARD DETAIL

TEXT AND DIMENSION PLOT SCALE - 1:25 METRIC



- ① 2X6 CEDAR RAIL, CONTINUOUS.
- ② 1X2 CEDAR RETAINER ON FLAT ALL SIDES.
- ③ X-POTENTIAL RECYCLED 6X6" POST 2.43m (8') O.C.
- ④ 1X2 CEDAR LATTICE.
- ⑤ 2X4 CEDAR RETAINER BACK SIDE ONLY.
- ⑥ 2X6 CEDAR STRINGER.
- ⑦ 300X300mm MIN CONC. STRIP FOOTING OR 600mm DEPTH POST FOOTINGS.
- ④ 1X2 CEDAR LATTICE.

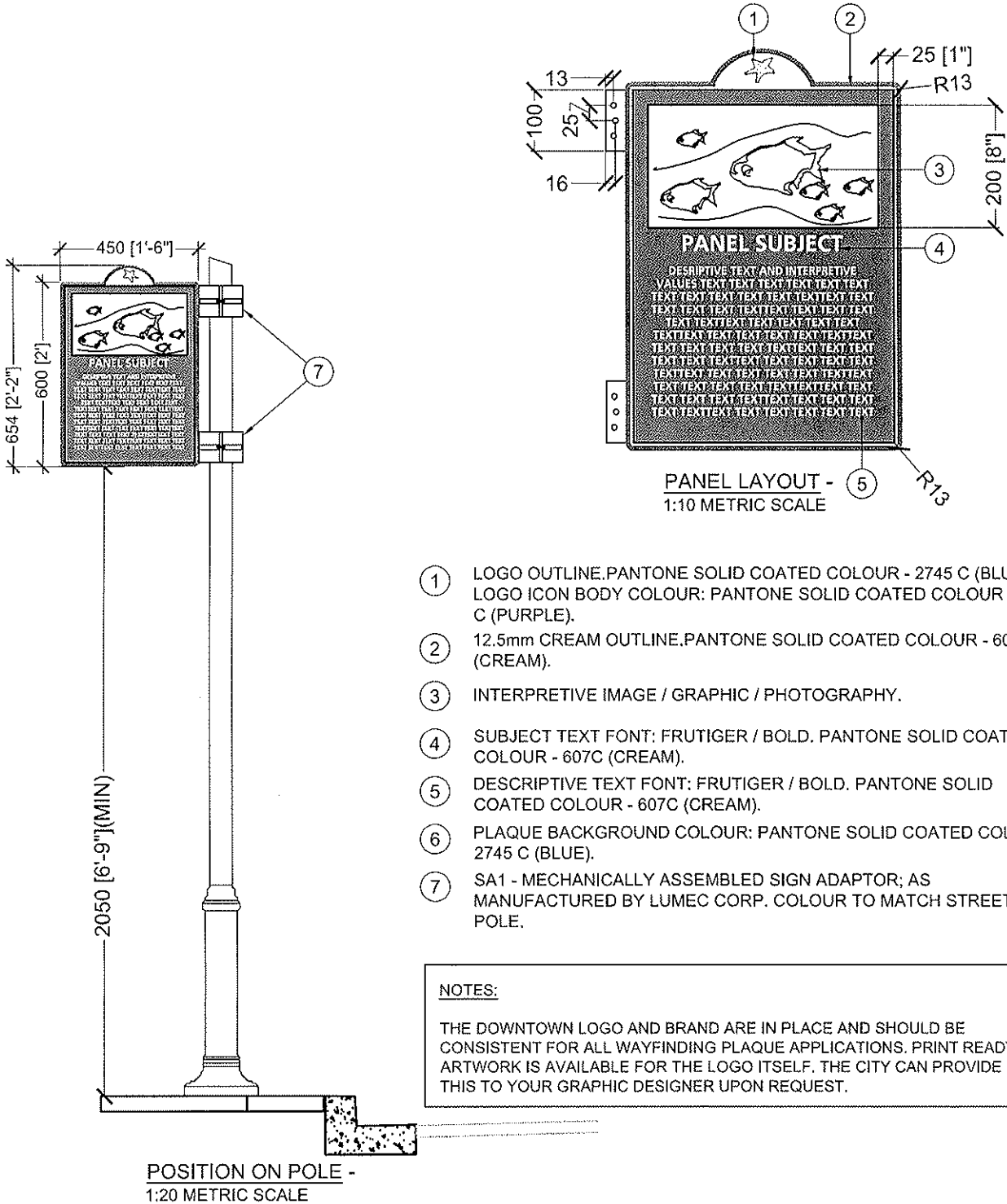
COMMERCIAL FENCE STANDARD DETAIL (CEDAR) / PRIVATE LOTS ONLY
TEXT AND DIMENSION PLOT SCALE - 1:25 METRIC



- ① 25 X 150mm (1X6") RECYCLED HEADERBOARD. TREX OR APPROVED EQUAL.
- ② EXISTING 450mm(TYP) AGGREGATE SIDEWALK SHOULDER TO BE RETAINED.
- ③ EXISTING CITY STANDARD CURB AND GUTTER.
- ④ COMPACTED SUBGRADE (ROAD BASE).
- ⑤ EXISTING SUBGRADE (NATIVE SOILS).
- ⑥ GROWING MEDIUM. MINIMUM DEPTH 450. MINIMUM DEPTH FOR TREE PITS SHALL BE 750mm.
- ⑦ SHRUB PLANTING, REFER TO DETAIL THIS SHEET.
- ⑧ TREE PLANTING, REFER TO ENGINEERING STANDARDS AND SPECIFICATIONS. STANDARD DETAIL L1.
- ⑨ (ADD ALTERNATE). PLANTER DRAIN AND AIR RELIEF UPSTAND. 150mm DIA PERFORATED PVC DRAIN PIPE TO RUN THE LENGTH OF PLANTER (ONE SIDE). 100mm UPSTAND c/w SLOTTED CAP. CONNECT TO EXISTING DRAIN PIPE (IF AVAILABLE).
- ⑨ EXISTING CITY STANDARD SIDEWALK.

IN GROUND PLANTER DETAIL

TEXT AND DIMENSION PLOT SCALE - 1:25 METRIC

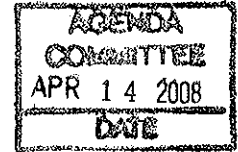


- ① LOGO OUTLINE. PANTONE SOLID COATED COLOUR - 2745 C (BLUE). LOGO ICON BODY COLOUR: PANTONE SOLID COATED COLOUR - 240 C (PURPLE).
- ② 12.5mm CREAM OUTLINE. PANTONE SOLID COATED COLOUR - 607C (CREAM).
- ③ INTERPRETIVE IMAGE / GRAPHIC / PHOTOGRAPHY.
- ④ SUBJECT TEXT FONT: FRUTIGER / BOLD. PANTONE SOLID COATED COLOUR - 607C (CREAM).
- ⑤ DESCRIPTIVE TEXT FONT: FRUTIGER / BOLD. PANTONE SOLID COATED COLOUR - 607C (CREAM).
- ⑥ PLAQUE BACKGROUND COLOUR: PANTONE SOLID COATED COLOUR - 2745 C (BLUE).
- ⑦ SA1 - MECHANICALLY ASSEMBLED SIGN ADAPTOR; AS MANUFACTURED BY LUMEC CORP. COLOUR TO MATCH STREETLIGHT POLE.

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INTERPRETIVE PANEL STANDARD DETAIL
TEXT AND DIMENSION PLOT SCALE - 1:20 METRIC

PLANNING COMMITTEE REPORT



July 25, 2007

REPORT TO: F. C. MANSON, C.G.A., CHIEF ADMINISTRATIVE OFFICER

FROM: G. A. JACKSON, DIRECTOR OF COMMUNITY PLANNING

SUBJECT: CONSIDERATION OF OPTIONS TO REDUCE OR ELIMINATE NEW SINGLE FAMILY SUBDIVISIONS

Issue:

Consideration of options to reduce or eliminate new single family subdivisions.

Background:

On July 16th Council passed a motion which directed Staff to bring forward options for the elimination or reduction of new single family subdivisions. There are essentially two primary options, should Council opt to eliminate or reduce new single family subdivisions:

- Rezone the remaining vacant [single family zoned] land (and land with low value improvements) to a zone which permits a higher density; or,
- amend the existing minimum lot size in the single family zones to a larger size so as to preclude conventional single family sized lots, and, as a related action;
- Remove the option of subdividing to a single family lot size in all other types of zones.

Rezoning generally and down-zoning in particular, are bona fide and lawful planning tools provided that they are used in a procedurally correct manner, are used in good faith, and provided that some development rights remain. It is most commonly used during or following an OCP review process or the adoption of a new zoning bylaw.

It should be noted that the effects of such a zoning amendment initiated by the City would not necessarily be immediate. Section 943 of the *Local Government Act* protects "in stream" applications for a period of one year from the adoption date of a bylaw change. The Section reads as follows:

"943. If, after

- (a) an application for a subdivision of land located outside a municipality has been submitted to a district highway manager in a form satisfactory to that official, or
- (b) an application for a subdivision of land within a municipality has been submitted to an approving officer and the applicable subdivision fee has been paid,

a local government adopts a bylaw under this Part that would otherwise be applicable to that subdivision, the bylaw has no effect with respect to that subdivision for a period of 12 months after it was adopted unless the applicant agrees in writing that it should have effect."

This means that the act of down zoning [or 'up zoning'] does not immediately or even necessarily prevent the specified use from occurring. An "in stream" applicant would typically work with haste to complete their development within the prescribed year when they are protected from the bylaw change. If they are agreeable to the change they can voluntarily comply with the new regulation/zoning immediately.

Staff understands that Council's motion was advanced as a result of 'sustainability concerns'. In this context "single family land use", based on the current state of knowledge is generally considered "unsustainable" because of its low density and large eco footprint. However, in the absence of specific and broadly accepted criteria, it is possible for some to argue that appropriately designated single family subdivisions can incorporate elements of sustainability.

The City of Parksville has approximately 300 parcels which are sufficiently large and have sufficiently low improvement values [so as not to be a disincentive to redevelopment] that some single family subdivision is possible. The zoning and OCP circumstances may vary. A generalized description of the general categories into which the 300 parcels can be classified follows:

1. There are approximately 61 parcels which are zoned residential (RS-1), but have a different, predominantly multiple family, OCP designation. It is possible [but certainly not guaranteed] that the owners may perceive the development value to be in a higher density land use and never pursue a single family subdivision application. However, if market conditions are 'right' for single family development this option may be chosen. The fact that a rezoning is necessary to achieve the 'multiple family use' may also be a factor which tips the balance towards single family. (In the past few years there have been a number of developments done at a lower density than originally envisioned, i.e. part of Maple Glen, Bridgewater, and, Corfield Glades.)
2. There are approximately 15 parcels which are zoned A-1, which permits the possibility of single family subdivision. At this time virtually all of these properties are either in the ALR or have servicing constraints. Should this situation change, conventional subdivision could occur without the need for a zoning amendment process.
3. There are approximately 15 parcels zoned for a higher density (RS-2 or RS-3), but which have the option to develop as single family given the way the zone category is written.
4. There are several properties which were amalgamated into the City from the RDN, and which brought with them their RDN zoning, which facilitates single family subdivision, albeit under slightly different regulations than the City's RS-1 zone.

5. There are approximately 236 parcels which are zoned for single family development (RS-1) and which could be subject of a subdivision application at any time. Most of these parcels are imbedded in residential areas and are smaller in size. Approximately 13 of the parcels are notably larger than the others. At least 2 in this 'large' category are 'in stream' at this time.

Options:

Council may:

1. Direct Staff to prepare a Bylaw and commence the statutory process to initiate the down zoning process [i.e. increasing minimum lot size] for all lands which could be subdivided to create one or more single family lots.
2. Direct Staff to prepare a Bylaw and commence the statutory process to initiate the down zoning process [i.e. increasing minimum lot size] for all lands which could be subdivided to create ten or more single family lots.
- 2.(a.) Direct Staff to create a policy which would encourage potential sites for single family lots to consolidate to create sites for "higher" sustainable appropriate density.
3. Await the OCP review and advance the topic of down zoning potential single family subdivision lands as an OCP consideration.
4. Direct Staff to prepare a Bylaw and commence the statutory process to change all higher density zones that permit single family as an option by removing the option of developing single family lots.
5. Rezone ["up zone"] lands which have RS-1 zoning and a different OCP designation, to a zone that would enact the OCP designation.
6. Maintain the status quo at this time, and consider "sustainability" as part of an OCP review.
7. Select one of the above options and request a more detailed analysis.

Analysis:

The 'objective' of reducing or eliminating future single family subdivisions has not been sufficiently established. It is anticipated that there are 5 possible objectives:

- A. Status-quo single family [subdivision] may be considered to be unsustainable because it sets up a housing form which has a larger eco-footprint than other housing forms, such as multiple family. It utilizes more land, tends to embody fewer sustainability practices in building and servicing design than does multi family or mixed use developments.
 - i. From a sustainability perspective it may be considered best to leave the land in a large holding at this time.

- ii. From a sustainability perspective it may be considered best to increase the permissible density to make it eco-friendly and more capable of meeting higher sustainability standards.
- B. There is a desire to prevent new, land intensive development generally out of a concern for the City's capacity to provide servicing upgrades.
- C. There is a desire to slow the pace of new development so as to have time to revise development standards generally and/or deal with development on a one-off basis so as to be able to evaluate and apply sustainability standards.
- D. There is a desire to set a population limit.
- E. It is known that taxes received do not offset on-going costs to the municipality.

If #A is the primary objective, then Options 1, 2, 3, 4, and 5 are possible options.

If #B is the primary objective, then Options 1 and/or 3 are the logical options.

If #C is the primary objective, then Options 1 and/or 3 are the logical options.

If #D is the objective, then Options 1 and 3 are the logical options.

If #E is the objective, then Options 1 and 4 are the logical options.

1. Down zoning always prompts a reaction. This type of initiative requires strong and cohesive support as it tends to attract opposition and controversy.

It is perceived by land owners as an affront on their investment. Depending on the messaging context, it may also receive a reaction by neighbouring property owners. It is likely that neighbouring property owners would approve of the concept of down zoning as a means to slow or stop development, but, would not support the eventual rezoning to a higher density, if that is the goal. It is also probable that the development community would have a reaction. Conversely, down zoning would demonstrate leadership and "cutting edge" innovation to a public who is informed about and committed to sustainability principals.

Down zoning will not necessarily stop "in stream" subdivisions. Therefore the impact of the initiative may be limited. Down zoning is one half of the sustainability equation; ensuring higher density may be the other. Development property owners would expect approval of a more sustainable higher density model of development. This could lessen the ability to negotiate on a development specific basis in the future.

Different life stages require different housing needs. Young families are attached to smaller urban cities like Parksville because of the ability to occupy detached freehold houses with their own lots, the proximity of services, and a private garden or play space. The removal of single family development may create a socially unsustainable demographic, potentially leading to a reduction of those services catering to young families.

The exclusion of this housing form precludes the application of future secondary suites or accessory dwelling units on single family lots. Small lot single family subdivisions which generate higher densities and respect families desire to reside in a detached dwelling, would also be lost as an infill option. These infill techniques have been in practice for some time and are considered part of a **logical and incremental pattern of growth**. Contained suites and or ADU's could be used as "granny flats" for caregivers. These infill options allow children to care for their parents or relatives in the family home.

Down zoning of all parcels with potential subdivision would take away "infill" opportunities within existing single family neighbours and, if up zoning is ultimately contemplated, would require those same neighbourhoods to be accepting of higher density developments.

Rezoning by the City [up zoning] to a use that is considered appropriate will take away the ability to negotiate for amenities including servicing upgrades. This is because the legislation restricts what the City can require once a property is zoned. It would mean that off-site servicing deficiencies would be paid for by the City rather than the developer. (An amendment and rethinking of the approach to DCC's could address this to some degree.) It would also garner public reaction particularly where the neighbouring property owners believe that the compatibility of uses in single family neighbourhoods is more important than sustainability principals. The 'up-zoned' land would sell at an 'up-zoned' price; making it difficult to provide any requirements after the fact. Purchasers of 'zoned' land expect it to be readily developable for the uses indicated under the zoning.

2. 'Down zoning' of only larger parcels of development land, would permit development in established neighbourhoods to continue in accordance with the status quo. It may mean that larger land owners or developers perceive themselves or their plans to be discriminated against.
3. As an OCP topic, a more solid policy basis may emerge for substantiating down zoning and selecting one candidate from another. There are many peripheral considerations which could also be considered, such as:

- What would the impact be to affordability of housing?
- Servicing capacity?
- The ability to negotiate for amenities in cases of "up zoning"?
- How are Regional Growth Management principals impacted?

However, leaving such an impactful topic on the tables, without quick resolution could create some uncertainty in both the development and the overall community. It is also possible that such a controversial topic could become the paramount focus of an OCP review making it challenging to address other issues.

4. Removal of the option in higher density zones of having a choice to construct single family development is possible and appropriate. There may be some negative reaction from some impacted property owners who wish to have the range of choice.

5. Rezoning [up-zoning] of sites which are zoned RS-1 yet have a different [higher] OCP designation is possible and would likely not receive significant property owner opposition. It may receive neighbourhood opposition. This approach however takes away the ability to compel the applicant to address and supply servicing at the time of rezoning. This means that when the property is to be developed the City would be required to provide servicing to the sites, as subsequent processes do not offer this option. The 'up-zoned' land would sell at an 'up-zoned' price; making it difficult to provide any requirements after the fact. Purchasers of 'zoned' land expect it to be readily developable for the uses indicated under the zoning.
6. Maintaining the status quo will mean the continuation of an "unsustainable" development model and loss of land which could be put to a more sustainable use.

It is a very bold initiative to attempt to force and 'jump start' a new way of thinking ahead of it receiving widespread acceptance by the population. If initiatives too drastically precede common acceptance, a backlash can be expected. The result of this may be to go backwards from a policy perspective. It is arguable that this has happened previously with some of the City's 'cutting edge' planning initiatives, such as the imposition of Comprehensive Development designations and zones throughout. It may be more effective to work gradually towards sustainability goals.
7. These topics are complicated. This report is general in nature. If a commitment to a particular objective (see A to D above) can be established and a preferred Option selected (#1 to 6) a more specific analysis could be provided.

Financial Implications:

This topic is too complex for a detailed analysis in this context. Each of the above options will have some financial implications in the following general categories; impact on assessments/tax base, impact on housing cost, impact on cost of servicing and ability to pay for servicing.

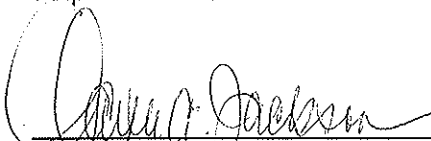
A more meaningful assessment could and should be provided once the range of goals and options are narrowed.

Sustainability/Environmental Analysis:

As with financial implications, a meaningful assessment could be provided once the goal and options are narrowed. Each of the above choices offers some element of sustainability.

Recommendation:

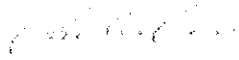
That Council maintain the status quo at this time, and consider the general topic "sustainability" as part of an OCP review.



GAYLE A. JACKSON

GAJ/sh

ECONOMIC DEVELOPMENT OFFICER'S COMMENTS:



C. GROVER

CORPORATE ADMINISTRATOR'S COMMENTS:



L. TAYLOR

DIRECTOR OF FINANCE COMMENTS:

L. BUTTERWORTH

DIRECTOR OF ENGINEERING AND OPERATIONS COMMENTS:


From a technical perspective single family (lower density) development generally costs more to service per unit, including on-going operating and maintenance costs, as compared to a higher density zone. Creating higher densities would lower these basic servicing costs, however it would increase 'demands' (i.e. the need for more water, sewer capacity, etc.), and may result in the need for increased costs in the shorter term, to expand required infrastructure.

The financial (and other) impacts of any change to current zoning, on the City's ability to require servicing as a condition of such process, should be assessed as part of any detailed review of options. These changes may affect DCC rates and the City's Long Term Capital Plan.

Increasing demands on the local water supply and other resources could be perceived by some as creating a less sustainable situation from an environmental perspective (there are three generally accepted aspects to sustainability i.e.; economic, social and environmental).

G. O'ROURKE, P. ENG.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:



F. MANSON, C.G.A.



March 6, 2008

REPORT TO: HER MORSHIP THE MAYOR AND MEMBERS OF COUNCIL

FROM: FRED MANSON, CHIEF ADMINISTRATIVE OFFICER

**SUBJECT: CONSIDERATION OF DEVELOPMENT COST CHARGE (DCC) WAIVER FOR
NON PROFIT RENTAL AND SUPPORTIVE LIVING HOUSING**

Issue:

Consideration of DCC waiver for non profit rental and supportive living housing.

Executive Summary:

It is possible under the *Local Government Act* to exempt non profit rental housing from all or some of the applicable DCC's. Implementing a bylaw to do this on a general basis would provide certainty to the development community regarding Council's position regarding support for affordable housing. An appropriate percentage amount for a waiver would need to be established.

References:

Excerpt from the *Local Government Act*, Section 933 [12]

Background:

The *Local Government Act* (Section 933[12]) permits local governments to provide assistance to non profit rental and supportive living projects by waiving or reducing DCC's. Given recent initiatives regarding affordable housing and, in anticipation of some increases in DCC's, it is appropriate to raise this topic.

It is important to note that the Act only provides a waiver or reduction for "not for profit rental housing" (including supportive living) but not for other forms of affordable housing. Council is free to select the percentage reduction that it wishes for either "not for profit rental housing" and/or "supportive living". It should be noted that "supportive living" facilities, run by VIHA does not pay property taxes under legislation.

DCC charges are established by dividing the estimated total cost of development related capital projects by the total number of development units (this would include not for profit rental and supportive living units) expected to be created over the life of the DCC program that will benefit from the capital projects. As development units are created, DCC revenues are collected and accumulated and then used to fund the DCC capital projects as they become due. If Council chooses to waive or reduce the DCC charges for not for profit rental and supportive living projects, the expected revenues from this type of development would not be received which would very likely result in insufficient funds accumulated in the respective DCC reserves to sufficiently fund individual DCC capital projects as they come due for construction. Any shortfall between the accumulated DCC reserves and the actual cost of the project would have to be funded from general sources including taxation, water and or sanitary sewer user fees.

There is no accurate way to estimate the total impact on DCC revenues if a Council were to approve a DCC reduction for not for profit rental or supportive living units. However the following are a few examples of the level of magnitude that could be expected if DCC were completely waived under both the proposed new rates. VIHA Phase I is finalized with the old DCC rates collected, it is only included to provide perspective. The other three examples are legitimate projects for possible DCC reduction under section 933(12).

	New
VIHA Phase I (supportive living)	1,073,045.42
VIHA Phase II (supportive living)	298,041.12
Lions (supportive living)	<u>319,206.57</u>
Total	<u>1,690,293.11</u>
Allocated as follows:	
Road	713,015.00
Storm	53,791.65
Water	719,435.70
Sanitary	58,176.85
Open Space	<u>148,873.91</u>
Total	<u>1,690,293.11</u>

As mentioned earlier, there is no practical way to accurately estimate the number of developments that will come forward under this section if Council were to approve a reduction. The amounts given above are only provided to give Council a sense of the magnitude of reductions that could apply. The total reduction of the three projects outlined above equate to a one time tax increase of approximately 11%, a one time water rates increase of 33% and a sanitary sewer rate increase of 6.5%.

Allowances for the estimated number of not for profit units could be made in the calculation so that not for profit units are excluded from the calculation. However there is no accurate and/or acceptable method of estimating what the number of not for profit units would be over the term of a DCC program and even if there were, to exclude the estimated units would shift the entire cost of the waived or reduced fees directly onto the remaining units (in other words directly onto the remaining developments).

To be eligible developments would be required to be owned in whole or in part by a non profit organization (including non profit cooperatives). The rent to be charged must not exceed the City's definition of "affordable" as expressed in the Zoning and Development Bylaw. A covenant or housing agreement (adopted by bylaw) restricting the use of such housing to the above would also be registered on title.

Regardless of the City's initiative the Regional District of Nanaimo's DCC's would be unaffected by the City's waiver.

Options:

Council may:

1. Establish either a waiver of DCC's for "not for profit rental housing" or specify the percentage of reduction applicable and direct Staff to prepare the appropriate bylaw.
2. Maintain the status quo.

Analysis:

Council can waive the DCC's in entirety or specify a reduction amount. The affect of either is subsidization from another City source. The impact of the reduction may be sufficient to facilitate projects which otherwise would not be viable. Indirectly however, it could mean that the taxpayer is subsidizing these types of projects. The City's commitment to affordable housing would also be demonstrated. The purpose of adopting a bylaw is to provide clarity regarding the City's position and also to provide a definition of "not for profit rental housing".

Financial Implications:

When eligible projects come forward, the City may be required to "pay" its portion of the DCC's from another City funding source.

Sustainability/Environmental Analysis:

Providing diverse and appropriate housing is a basic principal of social sustainability.

Recommendation:

That the report dated March 6, 2008 from the Director of Community Planning regarding the Development Cost Charge (DCC) waiver for non profit rental and supportive living housing be received;


And That the Staff be directed to prepare a bylaw, for Council's consideration, which implements a waiver at a rate to be determined by Council for not for profit rental housing including supportive housing projects.



Fred C. Manson, C.G.A.

Attachment

CORPORATE ADMINISTRATOR'S COMMENTS:



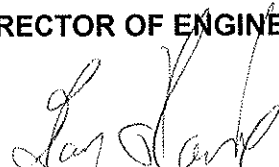
L. TAYLOR

DIRECTOR OF FINANCE COMMENTS:



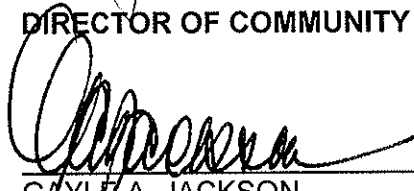
L. BUTTERWORTH, C.G.A.

DIRECTOR OF ENGINEERING AND OPERATIONS COMMENTS:

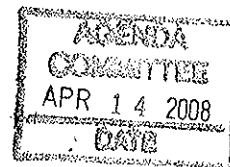


G. O'ROURKE, P. ENG.

DIRECTOR OF COMMUNITY PLANNING COMMENTS:



GAYLE A. JACKSON



Committee of the Whole

April 8, 2008

REPORT TO: HER WORSHIP THE MAYOR AND MEMBERS OF COUNCIL

FROM: FRED C. MANSON, CHIEF ADMINISTRATIVE OFFICER

SUBJECT: CONSIDERATION OF DEVELOPMENT PROCESS REVIEW PROPOSED BY THE OCEANSIDE DEVELOPMENT AND CONSTRUCTION ASSOCIATION (ODCA)

Issue:

Consideration of Development Process Review proposed by the Oceanside Development and Construction Association.

Executive Summary

In a letter dated June 3, 2007 the ODCA requested the opportunity to work with Council and staff to complete and fund an independent Development Process Review. Repeated attempts by staff to progress this issue by obtaining draft terms of reference relating to "development process" verses "operational resources" for such a review have failed. This initiative was originally proposed by the ODCA and they have now apparently withdrawn their offer due to time and funding constraints.

References:

March 4, 2008 letter to the ODCA
December 12, 2007 letter to the ODCA
October 23, 2007 report from Staff

Background:

In a letter dated June 13 2007, the Oceanside Development and Construction and Association made a request to Council for the Oceanside Development and Construction Association "to work with the City of Parksville Council and Staff to complete and fund an independent review of the Development Process in the City of Parksville". This letter was received by Council at the July 4th 2007 regular meeting of Council at which the following resolution was passed:

THAT the correspondence from the Oceanside Development and Construction Association dated June 13, 2007 regarding an independent Development Process Review for the City, be received;
AND THAT the proposal from the Oceanside Development and Construction Association to work with the City to complete and fund an independent review of the Development Process, be referred to staff for review and report back to the Planning and Development Service Committee.

Staff prepared a report which was presented to Council at the August 20, 2007 regular meeting of Council at which the following resolution was passed:

THAT the report from the Chief Administrative Officer dated August 8, 2007 entitled "Consideration of Development Process Review Proposed by the Oceanside Development and Construction Association (ODCA)", be received; AND THAT Council request additional information regarding the ODCA June 13, 2007 Development Process Review Proposal, including but not necessary limited to a Draft Terms of Reference, funding, and consultant selection from the ODCA and that this information be directed to Staff for an additional report to Council.

The ODCA responded to this request with their letter of October 3, 2007. This letter along with the October 23, 2007 covering report from staff was presented to council at the November 19th, 2007 regular meeting of Council at which the following resolution was passed:

THAT the report from the Chief Administrative Officer dated October 23, 2007 entitled "Consideration of Development Process Review Proposed by the Oceanside Development and Construction Association (ODCA)", be received;

AND THAT Council request staff to work with representatives from the ODCA to revise the Terms of Reference attached to their letter dated October 3, 2007 to more properly address process rather that operations and resources and that the revised terms of reference be brought forward to Council for consideration;

AND FURTHER THAT staff be requested to provide staff time and cost estimates required for a process review for Councils consideration".

This directive was conveyed to the ODCA through the above referenced December 12, 2007 letter which outlined Councils November 19, 2007 resolution, provided detailed guidelines for the ODCA to use as a template for development of the content for the preliminary terms of reference to be used as a starting point for discussions with staff, and a request for the information to be provided by January 31, 2008.

On January 24, 2008, at the request of the ODCA, staff met with the Michelle Jones, the ODCA president, to review the content of the December 12, 2007 letter. At this meeting staff was given the indication that the ODCA would be providing the City with a draft terms of reference in accordance with the guidelines contained in the letter by January 31, 2008 as requested.

Having had no further contact with the ODCA since the January 24, 2008 meeting, staff sent the above referenced March 4th 2008 letter which outlined the chronological progress of the file, a final deadline for submission of the requested draft terms of reference for March 31, 2008 and that failure to meet the March 31, 2008 deadline would be interpreted as the ODCA abandoning their request.

On March 19, 2008 Michelle Jones, the ODCA president, e-mailed a request for members of the ODCA to meet with the Mayor, Councilor's Lefebvre and Burger and the CAO. In response to that e-mail, staff contacted Ms. Jones on March 26, 2008 by phone in order to obtain clarification regarding the purpose of the meeting. In the ensuing conversation Ms. Jones outlined that the ODCA was withdrawing their request for the Development Process Review due to cost and the time commitment required from their members to develop the Terms of Reference and had wanted on opportunity to present this directly to Mayor as well as the past and present ODCA Council liaison. Staff indicated that, as all of Council had participated in

approval of the original request it would be more appropriate for their group to meet with all of Council at a Committee of the Whole meeting, as apposed to the requested private meeting with limited Councilors.

No further contact by phone, e-mail or correspondence has been received from the ODCA since the March 26, 2008 phone conversation.

Repeated attempts by staff to progress this issue have failed. This initiative was originally proposed by the ODCA who now apparently are withdrawing their offer "to work with the City of Parksville Council and Staff to complete and fund an independent review of the Development Process in the City of Parksville" as originally requested in their Letter of June 3, 2007.

Options

At this point the options are basically limited to Council directing staff to inform the ODCA that in view of their apparent abandonment of their request for the process review, the City will not be pursuing the issue any further.

Analysis

Although the ODCA indicated in their letter of June 3, 2007 a willingness to work with the City to complete and fund an independent review of the development process, they have not followed through with that commitment.

Recommendation:

That Council direct staff to inform the ODCA that in view of their abandonment of their request for the process review, the City will not be pursuing the issue any further.



F. MANSON, C.G.A.

FCM/ah
Attachments

DIRECTOR OF COMMUNITY PLANNING COMMENTS:

The Planning Department's current process respects the need to follow statutory requirements pertaining to public participation. It is not uncommon for the development community to perceive such a process to be slow and cumbersome. During periods of high growth and change it is especially important to proceed cautiously with respect to development approvals. The City's Planning Department also balances limited resources between 'pre planning' and application processing.


G. A. JACKSON