

CITY OF PARKSVILLE
ADVISORY PLANNING COMMISSION

AGENDA

DATE: MAY 20, 2010
TIME: 8:00 A.M.
PLACE: THE FORUM, PCTC

1. Adoption of Minutes

Minutes of April 15, 2010

2. OCP & Zoning Amendment Application (272 Island Highway West)

Legal: Lot 1, District Lot 89, Nanoose District, Plan 5722, except parts in plans 10153 and VIP52582 and Lot 1, District Lot 89, Nanoose District, Plan 10153

Civic: 272 Island Highway West

Applicant: Isaac-Renton Architect Inc.

Owner: 658780 B.C. Ltd., Inc. No. 658780

File No: 3360-10-02

3. Application Status Update (Time Permitting)

4. Other Items

5. Adjournment

NEXT REGULARLY SCHEDULED MEETING JUNE 17, 2010
PCTC, THE FORUM

/sh

TO BE ADOPTED

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| CITY OF PARKSVILLE ADVISORY PLANNING COMMISSION |
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MINUTES OF MEETING

Date: April 15, 2010
Time: 8:00 am
Place: PCTC, The Forum
Chair: D. Luke

Members Present:

| | | | |
|----------------|---------------|----------------|-----------|
| <u>X</u> _____ | S. J. Baldwin | <u>X</u> _____ | E. Chabot |
| <u>X</u> _____ | T. Knight | <u>X</u> _____ | D. Luke |
| <u>X</u> _____ | K. Paskin | <u>X</u> _____ | L. Taylor |
| <u>X</u> _____ | R. Thompson | | |

Others:

G. A. Jackson, Director of Community Planning
B. Russell, Manager of Current Planning
S. Harbottle
D. Smith, The Focus Corporation
B. James, Poets Cove Resort & Spa
M. Cloghesy, Landscape Architect
6 members of the public

1. Call to Order:

The meeting was called to order at 8:10 am by the Chair.

2. Adoption of Minutes:

Moved by T. Knight Seconded by L. Taylor

That the minutes of the meeting of January 21, 2010 be approved. CARRIED

3. **Official Community Plan and Zoning Amendment Application (161 Island Highway West)**

Legal: Lot 1, District Lot 89, Nanoose District, Plan VIP78996

Civic: 161 Island Highway West

Applicant: Focus Corporation, Dave Smith

Owner: Parksville Beach Development Inc., Inc. No. 683777

Planning File: 3060-09-02

The Chairman introduced Michele Cloghesy who provided a PowerPoint presentation regarding the Parksville Beach Motel and its most recent application. She advised the owner's history of the site and his previous applications. She presented the three driving factors of the proposal:

1. Enhance view corridor;
2. Provide beach access for pedestrians;
3. Allow road access connecting beach front properties.

The following points were noted:

- proposal is for permanent residential;
- Cape Cod/west coast style of building;
- the project name is the Watermark;
- 8 buildings of 3 storeys with underground parking as well as visitor/guest parking on the surface of the site;
- a small commercial component was presented but is not fixed at this time; perhaps public/private partnership for the commercial component;
- variance for height is required;
- 7m dedication proposed;
- maintaining view corridors;
- comparisons made to Kits Beach and Dunderave in Vancouver;
- there is a 45 m corridor within the green space of the development.

Member Discussion:

- Q. This is a major departure from the Official Community Plan and this is a significant site within the community. How does Parksville benefit from this proposal?
- A. The applicant responded that the current zoning would allow the same structures but only with a tourist commercial use on a temporary use basis; a development permit would be required. The applicant is more interested in having permanent residents on site which would provide a more secure, less transient population in the downtown core and provide year round benefit versus three months. Further the owner is not prepared to continue as a motel and may board it up. They view the view corridor, access road, 7 m setback, as substantial gifts to the community.
- Q. Under the Official Community Plan the vision is for tourist commercial, so the site is more open to the public. If permanent residential is permitted it will become strata and private from the community. Why did the developer not choose a Comprehensive Development Zone and what is stopping them from developing to the full build-out once zoning is in place?
- A. The applicant responded that yes they are correct from the zoning standpoint. Further the applicant advised this is not a firm design; she further advised that covenants can be prepared for the zone to ensure the zoning. The owner would like RS-3 residential only plus the commercial component that was requested by Staff and Council.

Comment from the Director of Community Planning: The commercial component spoken of today is the first that has been seen by Staff. As a result the RS-3 zone is no longer the correct zone to apply for.

- Q. There is currently a setback of 7m proposed; would the developer consider changing the setback to 18 m?
- A. The applicant responded that the building form would have to increase in height if 18 m is required to make it viable.
- Q. Will this be a full time residence? What will the units be comprised of i.e. 1, 2 or 3 bedroom and will there be a social housing component?
- A. The applicant responded that this is proposed for full time residence with a diverse mix of 1, 2 or 3 bedrooms. There will be no social housing on the site. The owner is proposing to relocate the old building if land can be found for affordable housing.
- Q. Will there be housing along the highway and along the neighbouring properties?
- A. The applicant responded that the property along the highway is owned by the City. The neighbouring properties, the Beach Club, already has a component of permanent residential and eventually the RV Park will go to another form of residential. People who live there spend money at home.
- Q. Will the green space shown on the drawings be private? How will the public be stopped from entering the property?
- A. The applicant responded that currently there is access on the other side of the Beach Club for the public. There will not be a permanent barrier placed and there will be signage advising it is private property.
- Q. What happens when the economy improves? Will there be a desire to change the use to tourist commercial?
- A. The applicant responded that currently there is lots of empty commercial space. We feel it will be a very long time before the economy returns, perhaps in 5 years. We are floating the idea of the commercial component today for discussion purposes. The applicant is not prepared to wait that long for the economy to return and wishes to have permanent residential as opposed to tourist commercial.
- Q. What is the width of the pedestrian walkway? What effect will the walkway have on neighbouring trees?
- A. The applicant responded that 1.5 - 2 m will be the width of the sidewalk along the eastern side (RV Park). Further she advised they would provide whatever the City requires. The applicant will not be able to save those trees on site due to the lower level parking lot but they will be providing elaborate landscaping.
- Q. How does the walkway connect to Highway 19A and the parking proposed?
- A. The applicant responded that the owner has offered to assist in providing a stairway to Highway 19A but there is no agreement in place and they are willing to negotiate this.

- Q. How do cars access the development?
- A. The applicant responded that cars will access the site through McMillan. The Alberni Highway access is for emergency access only.
- Q. Question regarding underground parking?
- A. The applicant responded that the elevation of the parkade is partially underground/at ground level.
- Q. Will the sundeck block the view corridor?
- A. The applicant responded no. There is a 45 m open space corridor which will be maintained.
- Q. What about preservation of trees on adjoining properties?
- A. The applicant responded that a sweep with an urban forester will be done using best practices and if it is determined that the trees will not survive they will be replaced. There is an elaborate process for this and it will be looked at seriously with professionals.
- Q. Is there a back up plan if the present zoning is kept in place?
- A. The applicant responded yes. She advised it will be the same proposal with smaller massing but with the temporary use in place. It is not the owners desire to have the current zoning, he wishes full time residents.
- Q. Would it be possible that the proposed clubhouse be used as a California style juice bar available to the public in order to entice people to Parkville
- A. There was no response to this suggestion.

Comment from the Director of Community Planning: Regarding public parking, the technical review at the Staff level has not been completed. The drawings show parking on a City right of way which is a concern. Further the plans don't show visitor parking on the site. If parking is not adequate it is a concern. Additionally, the Parks Master Plan shows a road connection which necessitates further discussion and review with Staff.

- Q. There are 4 major development sites for multifamily residential use in Parkville that are currently vacant now. Why is this application viable?
- Q. The applicant responded that the Official Community Plan was quoted respecting the balance between residential and commercial with one goal being an economic one about job creation. This proposal indicates a major change in direction from that.
- A. The applicant responded that the owner would be happy to do commercial waterfront in a better economic climate. Further she advised that the Beach Club restaurant is empty and the owner does not want so much commercial that it won't lease. He is listening to the public and has proposed the coffee bar but not a restaurant. She advised he does not want to create competition. He would like to hear ideas if the public has more.

- Q. Although the primary purpose is for a zoning amendment this is a major Official Community Plan amendment. There is current community discussion about an Official Community Plan change. The waterfront section of the current Official Community Plan preamble quotes: owners have the opportunity to define the future of the City. This is a major change. The member has some reservations and understands that strata owners don't like people walking on their property. The member is concerned about the timing of the proposal relative to the Official Community Plan review, and in that context, this application may be premature.
- A. The applicant responded that this application came in August and was held up due to road access issues. The Official Community Plan review could be a 1 - 2 year process, too long to ask the owner to wait. She advised that more tourist commercial is not economically viable.
- Q. Once residential zoning is in, what is to say it will never change?
- A. The applicant responded that the owner has the right to do something. He would go to Plan B and would develop under the existing zoning.
- Q. The application has insufficient information to come up with a recommendation and the member would like to walk the site to get the physical feel prior to making a recommendation.
- Q. Parksville was once a village; the view was to keep the feel of the village; the member thinks people need to be living downtown and thinks City residents should agree with the benefit that people will walk.

Comment from the Director of Community Planning: The application needs to be amended to show the commercial component.

- Q. What is the status of the Official Community Plan review?

Comment from the Director of Community Planning: The topic is being presented to the April 19, 2010 Committee of the Whole meeting. The members may make a motion to postpone to the next meeting, a recommendation in order to clarify the changes that are being made at which time the Official Community Plan matter will be clearer.

Recommendation: Moved by T. Knight Seconded by S. J. Baldwin

THAT a recommendation regarding the Official Community Plan and Zoning Amendment Application for 161 Island Highway West be postponed to the next Advisory Planning Commission meeting. **CARRIED**

General discussion and comments ensued and the following comments were made:

- a member requested if a site visit could be arranged;
- a member expressed concern that his primary issue is about the commercial component coming in after the application was filed;

Questions/comments from the general public:

- Q. A member of the public questioned where the location of the proposed bistro is?

- A. The applicant responded that the bistro is proposed to be along Highway 19A which is the Clubhouse building. The bistro is not firmly planned.
- Q. A member of the public asked if that is the extent of their answer regarding tourist commercial and asked what is it worth in dollars? Further he questioned, is the bistro the answer to the Official Community Plan?
- A. The member of the public was advised of the procedures with regard to Robert's Rules and the public's involvement in this meeting and he stormed out of the meeting.
- Q. A former member of the Advisory Planning Commission expressed concern about complete residential on the site while the parks resolution requests tourist commercial and except for the explanation of the rationalization of there being no market for tourist commercial, she questioned the presenter, why doesn't the owner go through with the development with the current zoning?
- A. The applicant responded that there is nothing wrong with proceeding with the development with the current zoning but the owner believes it is better for people to live on the waterfront rather than have a transient population.
- Q. A member of the public heard the only reason to change it is coming from the developer and asked if there were any other demands to change the zoning on the waterfront. Told no, he spoke of his preference to go with the existing zoning due to height.
- Q. A member of the Commission asked why is the audience against permanent residential development.
- A. A member of the public responded and questioned why should developers change the Official Community Plan? He would like to see the residents change the Official Community Plan and not developers.

At 9:50 am there was a 10 minute recess in the meeting.

The meeting resumed at 10:00 a.m.

Due to technical difficulties the remainder of the meeting was postponed until the next meeting.

4. Adjournment:

Moved by S. J. Baldwin Seconded by L. Taylor

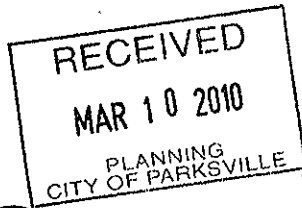
There being no further business, the meeting adjourned at 10:04 am

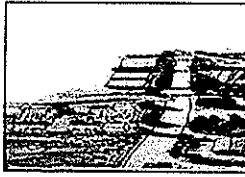
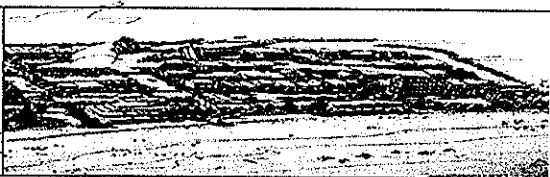
Chair

BR/sh

**CHECK LIST
EVALUATION OF ZONING AMENDMENT APPLICATIONS**

| | | |
|--|---|--|
| | <p>Does the proposal comply with the OCP?</p> <p>If not, is it because the OCP policy is weak/in need of revision?</p> | |
| | <p>Does the proposal offer an attribute (from a planning perspective) that warrants an OCP change (to facilitate the application)?</p> | |
| | <p>What would the impact of this proposal be:</p> <ol style="list-style-type: none"> 1. On the community? 2. On the neighbourhood? 3. On the abutting properties? <p>* From a planning perspective</p> | |
| | <p>Does the proposal offer a use that:</p> <ol style="list-style-type: none"> 1. Is in short supply? 2. Needed? | |
| | <p>Would a modification of the proposal offer more benefit?</p> | |
| | <p>What is the quality of the specific proposal?</p> <p>Does it consider sustainability?</p> | |
| | <p>If approved, would variances (from the proposed zone) be required?</p> | |
| | <p>Are there other uses in the zone that should be limited?</p> | |
| | <p>Should another agency's view regarding the application be known? (i.e. RDN, MOH)</p> | |
| | <p>Can you be assured that, the proposal, if approved will be constructed as represented?</p> | |
| | <p>Are the features of the development that cause you to support it guaranteed?</p> | |
| | <p>Has the quality of the presentation influenced your opinion?</p> | |
| | <p>Have things other than land use influenced you?</p> | |



| | | | |
|---|--|--------------|--|
|  | <ul style="list-style-type: none"> • Residential • Commercial • Institutional | • Industrial |  |
|---|--|--------------|--|

Environmental Protection and Enhancement

Please explain how the development protects and/or enhances the natural environment.

| | | | | EXPLANATION |
|----|---|--|----|-----------------|
| 1. | Conserve, restore, or improve native habitat? | | no | NOT APPLICABLE. |
| 2. | Remove invasive species? | | no | |
| 3. | Involve innovative ways to reduce waste, and protect the air quality? | | no | |
| 4. | Include an ecological inventory? | | no | |

Please explain how the development contributes to the more efficient use of energy.

| | | | | EXPLANATION |
|----|---|--|----|-------------|
| 5. | Use climate sensitive design features (passive solar, minimize the impact of wind, and rain, etc.)? | | no | N/A. |
| 6. | Provide on-site renewable energy generation such as solar energy or geothermal heating? | | no | |
| 7. | Propose buildings constructed in accordance with LEED, and the accepted green building standards? | | no | |

Please explain how the development facilitates good environmentally friendly practices.

| | | | | EXPLANATION |
|-----|---|--|----|-------------|
| 8. | Provide on-site composting facilities? | | no | N/A. |
| 9. | Provide an area for a community garden? | | no | |
| 10. | Include a car free zone? | | no | |
| 11. | Include a car share program? | | no | |

Please explain how the development contributes to the more efficient use of water.

| | | | | EXPLANATION |
|-----|---|--|----|-------------|
| 12. | Use drought tolerant plants? | | no | N/A. |
| 13. | Use rocks and other materials in the landscaping design that are not water dependant? | | no | |

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|-----|--|--|----|
| 14. | Recycle water and wastewater? | | no |
| 15. | Provide for zero stormwater run-off? | | no |
| 16. | Utilize natural systems for sewage disposal and storm water? | | no |
| 17. | Use low flush toilets? | | no |

Please explain how the development protects, enhances or minimizes its impact on the local natural environment.

| | | | | |
|-----|---|--|----|---------------------|
| 18. | Provide conservation measures for sensitive lands beyond those mandated by legislation? | | no | EXPLANATION N/A. |
| 19. | Cluster the housing to save remaining land from development and disturbance? | | no | |
| 20. | Protect groundwater from contamination? | | no | |

Please explain how the development protects a 'dark sky' aesthetic by limiting light pollution and light trespass from outdoor lighting.

| | | | | |
|-----|--|--|----|---------------------|
| 21. | Include <u>only</u> "Shielded" light fixtures, where 100% of the lumens emitted from the light fixture are projected below an imaginary horizontal plane passing through the highest point on the fixture from which light is emitted? | | no | EXPLANATION N/A. |
|-----|--|--|----|---------------------|

Please explain how the project will be constructed sustainably.

| | | | | |
|-----|--|--|----|---------------------|
| 22. | Reduce construction waste? | | no | EXPLANATION N/A. |
| 23. | Utilize recycled materials? | | no | |
| 24. | Utilize on-site materials / reduce trucking? | | no | |
| 25. | Avoid contamination? | | no | |

Environmental Score
 Total Number of "Yes"

0 / 25 22 / 22

% = N/A.

Community Character and Design

| | | | | |
|--|---|--|----|-------------|
| Does the development proposal provide for a more "complete community" within designated nodal centres? | | | | |
| 1. | Improve the mix of compatible uses within an area? | | no | EXPLANATION |
| 2. | Provide services, or an amenity in close proximity to a residential area? | | no | N/A. |
| 3. | Provide a variety of housing in close proximity to a public amenity, transit, or commercial area? | | no | |

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Please explain how the development increased the mix of housing types and options in the community.

| | | | |
|----|--|-----|------------------------------------|
| 4. | Provide a housing type other than single family dwellings? | YES | EXPLANATION LOW-INCOME HOUSING. |
| 5. | Include rental housing? | YES | |
| 6. | Include seniors housing? | NO | |
| 7. | Include cooperative housing? | NO | |

Please explain how the development addresses the need for attainable housing in Parksville.

| | | | |
|----|---|-----|--|
| 8. | Include the provisioning of Affordable Housing units? | YES | EXPLANATION 100% ATTAINABLE HOUSING |
|----|---|-----|--|

Please explain how the development makes for a safe place to live.

| | | | | |
|-----|---|-----|--|------|
| 9. | Have fire protection, or include fire prevention measures such as removal of dead fall, on-site pumps, etc? | YES | EXPLANATION NEW SPRINKLERS + FIRE ALARM SYSTEM. | |
| 10. | Help prevent crime through the site design? | NO | | N/A. |
| 11. | Slow traffic through the design of the road? | NO | | N/A. |

Please explain how the development facilitates and promotes pedestrian movement.

| | | | |
|-----|--|----|------------------------|
| 12. | Create green spaces or strong connections to adjacent natural features, parks and open spaces? | NO | EXPLANATION NO N/A. |
| 13. | Promote, or improve trails and pedestrian amenities? | NO | |
| 14. | Link to amenities such as school, beach & trails, grocery store, public transit, etc.? (provide distance & type) | NO | |

Please explain how the development facilitates community social interaction and promotes community values.

| | | | |
|-----|---|-----|--|
| 15. | Incorporate community social gathering places? (village square, halls, youth and senior facilities, bulletin board, wharf, or pier) | NO | EXPLANATION NO CHANGES TO SITE OR BUILDING. |
| 16. | Use colour and public art to add vibrancy and promote community values? | NO | |
| 17. | Preserve heritage features? | YES | |

Community Character Score

Total Number of "Yes"

5 / 17 5 / 17



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Economic Development

Does the development proposal infill an existing developed area, as opposed to opening up a new area to development?

| | | | | |
|----|--|-----|----|---------------------|
| 1. | Fill in pre-existing vacant parcels of land? | | NO | EXPLANATION N/A. |
| 2. | Utilize pre-existing roads and services? | YES | | |
| 3. | Revitalize a previously contaminated area? | | NO | |

Please explain how the development strengthens the local economy.

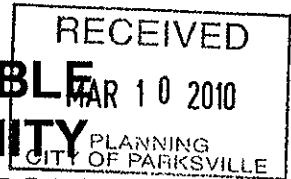
| | | | | |
|----|---|-----|----|---|
| 4. | Create permanent employment opportunities? | YES | | EXPLANATION ON SITE MANAGER. LOW-INCOME SERVICE WORKERS HOUSING |
| 5. | Promote diversification of the local economy via business type and size appropriate for the area? | | NO | |
| 6. | Increase community opportunities for training, education, entertainment, or recreation? | | NO | |
| 7. | Use local materials? | YES | | |
| 8. | Use local labour? | YES | | |
| 9. | Improve opportunities for new and existing businesses? | YES | | |

| | | | |
|-----------------------------------|--|-----------------|-----------------|
| Economic Development Score | | | |
| Total Number of "Yes" | | 5 ₁₉ | 4 ₁₉ |

% =

| | | | |
|----------------|-----------|-----------|--|
| TOTAL | 10 151 | 31 138 | Disclaimer: Please note that Staff is relying on the information provided by the applicant to complete the sustainability checklist analysis. The City of Parksville does not guarantee that development will occur in this matter. |
| % TOTAL | 19.6 | 31.6 | |

Other sustainable features?

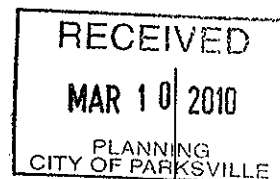


| | | | |
|--|---|---|--|
| | <ul style="list-style-type: none"> • Multifamily Residential | <ul style="list-style-type: none"> • Commercial • Industrial • Institutional | |
| | | | |

NOTE: The City of Parksville has adopted this checklist as an informal guide to assist developers in considering the needs of persons with disabilities. These guidelines do not absolve one from meeting the minimum standards of the BC Building Code but rather provide guidance on steps that may be taken beyond code in order to better accommodate persons with disabilities.

| Parking | | | | |
|---|--|---------|-------------|-----|
| 1. | Will there be parking that is designated for persons with disabilities? | YES | EXPLANATION | |
| 2. | Will 2% (or more) of parking spaces be designated as handicap parking? | YES | | |
| 3. | Will designated handicap space be located within 50 metres of an accessible entrance? | YES | | |
| 4. | Will handicap parking spaces be located on level surfaces? | YES | | |
| 5. | Will handicap parking spaces be located on hard paved surface? | YES | | |
| 6. | Will near by sidewalks be easy to access? For example, is there a curb-cut ramp adjacent the designated parking space? | YES | | |
| 7. | Will handicap parking spaces have a minimum width of 3.9 metres? | YES | | |
| 8. | Will the designated space maintain a vertical clearance of at least 2.4 metres? | YES | | |
| Parking Score Total Number of "Yes" | | 9 18 | 0 18 | % = |

| Access (paths to entrance) | | | |
|----------------------------|---|-----|-------------|
| 1. | Will the path from parking or street be a minimum of 920 mm wide? | YES | EXPLANATION |
| 2. | Will the path consist of a hard travel surface? | YES | |



| | | | |
|--|---|-----|------------|
| 3. | Will the path be slip resistant? | YES | |
| 4. | Will the path be barrier free (no steps, stairs or obstructions over 13 mm high)? | YES | |
| 5. | Will the path have a slope of less than 1 unit rise for every 12 units of length? | YES | |
| 6. | Will adequate maneuvering space be provided? (i.e.: 1.5 X 1.5 m turning space) | YES | |
| 7. | Will protection from hazards (both on the ground and above) be provided? | YES | |
| 8. | Will the accessible entrance be obvious and easy to find? | YES | |
| 9. | Will there be more than one entrance that is easily accessible for persons with disabilities? | | NO |
| Access Score Total Number of "Yes" | | 8/9 | 1/9 % = 89 |

| Entrance (main entrance or accessible entrance) | | | | |
|--|---|-----|---|----|
| 1. | Will the door be a minimum of 812 mm wide? | YES | EXPLANATION MAIN ENTRANCE IS ACCESSIBLE. | |
| 2. | Will the door have large, easy to grasp handle? | YES | | |
| 3. | Will the door be easy to open manually? | YES | | |
| 4. | Will the door feature an automated opening device? | | | NO |
| 5. | If the main entrance will not be accessible, is there an alternative accessible entrance? | YES | | |
| 6. | Will the accessible entrance be easy to locate? | YES | | |
| Entrance Score Total Number of "Yes" | | 5/6 | 1/6 % = 83 | |

| General Building Interior | | | | |
|----------------------------------|---|-----|-------------|----|
| 1. | Will doors be at least 812 mm wide? | YES | EXPLANATION | |
| 2. | Will the threshold at doors be less than 13 mm high? | YES | | |
| 3. | Will the door be equipped with accessible handles not more than 1219 mm high? (accessible handle should be operable with a closed fist) | YES | | |
| 4. | Will the door be easy to open? i.e.: requires less than 21.6 newtons (5 pounds) of force. | YES | | |
| 5. | Will the pull side of the door have a clear area of at least 457 mm? | | | NO |
| 6. | Will hallways and interior travel routes be at least 914 mm wide? | | | |
| 7. | If carpet is to be used will it be low-pile, tightly woven and secured? | | | |
| 8. | If drinking fountains will be present are they accessible and will there be a clear floor space of at least 762 X 1219 mm? | | | |

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| 9. | If public phones are to be available will they be mounted to be at an accessible height (top of phone no higher than 1219 mm)? | | |
| 10. | Will the public phone be hearing-aid compatible? Will it have a volume control? | | |
| 11. | If there will be four or more public phones in a given location will one of them be text capable? | | |
| 12. | If glass doors are to be present, will they include an eye level high contrast visual clue, such as a colour? | YES | |
| 13. | Will all alarm systems include both audio and visual signals (bells and flashing lights)? | | NO |
| General Building Interior Score Total Number of "Yes" | | 5 17 | 2 113 |
| | | % = 71 | |

| | | | |
|---|--|---|-------------|
| Stairs / Escalators | | yes <input checked="" type="checkbox"/> no <input type="checkbox"/> | |
| 1. | Will stairs feature non-slip surfaces? | YES | EXPLANATION |
| 2. | Will steps feature tactile edges? | YES | |
| 3. | Will steps feature high visibility, high contrast edges? | YES | |
| 4. | Will stairs have continuous railings on both sides, with extensions beyond the top and bottom? | YES | |
| Stairs / Escalators Score Total Number of "Yes" | | 4 14 | 0 14 |
| | | % = 100 | |

RESTAURANT ONLY:

| | | | | |
|--|--|---|--|---------|
| Ramps | | yes <input checked="" type="checkbox"/> no <input type="checkbox"/> | | |
| 1. | Will the ramp have a slope of 1:12 or less? (for every 12 cm along the base the height of the ramp increases 1 cm) | | NO | |
| 2. | Will the ramp have a non-slip surface? | YES | EXPLANATION NO CHANGES CONTEMPLATED TO THE RESTAURANT | |
| 3. | Will the ramp rise no more than 762 mm between landings? | | | NO |
| 4. | Will the unobstructed ramp width be at least 914 mm? | YES | | |
| 5. | Will the ramp have a railing? [May also be required by building code] | YES | | |
| Ramp Score Total Number of "Yes" | | 3 15 | | 2 15 |
| | | % = 60 | | |

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| Elevators | | yes <input type="checkbox"/> | no <input checked="" type="checkbox"/> | EXPLANATION |
|--|--|------------------------------|--|-------------|
| 1. | Will the elevator feature a minimum unobstructed floor space of 750 mm X 1200 mm? | | | |
| 2. | Will access to elevator control buttons be unobstructed? | | | |
| 3. | Will all elevator control buttons be located at a height between 381 mm to 1219 mm from the floor? | | | |
| 4. | Will the control buttons feature a tactile indication of floors, such as brail or raised letters? | | | |
| 5. | Will the elevator feature both visual and audible indication of doors opening and closing? | | | |
| 6. | Will an emergency intercom be present that is identified by brail and raised letters? | | | |
| Elevator Score Total Number of "Yes" | | 16 | 16 | % = |

RESTAURANT ONLY

| Public Washroom | | yes <input checked="" type="checkbox"/> | no <input type="checkbox"/> | EXPLANATION |
|------------------------|---|---|-----------------------------|-------------|
| Main Washroom | | | | |
| 1. | Will there be signs at non-accessible washrooms directing disabled persons to accessible facilities? | | | |
| 2. | Will the signage identifying the washroom use large icons? | | | |
| 3. | Will the signage identifying the washroom be readable via touch, such as Braille? | | | |
| 4. | Will the main door to the washroom be at least 812 mm wide? | | | |
| 5. | Will the threshold to enter the washroom be less than 13 mm high? | | | |
| 6. | Will the door be equipped with accessible handles not more than 1219 mm high? (accessible handle should be operable with a closed fist) | | | |
| 7. | Will the door be easy to open? i.e.: requires less than 21.6 newtons (5 pounds) of force | | | |
| 8. | Will there be a clear path to all fixtures that is at least 914 mm wide? | | | |
| 9. | Will sinks be a minimum of 680 mm high, 750 mm wide and 1200 mm deep? | | | |
| 10. | Will faucets be capable of being operated with a closed fist? | | | |
| 11. | Will vanity mirrors be mounted with the bottom reflective surface at a height of 1016 mm or less? | | | |
| 12. | Will there be at least one grab bar or railing on the side wall? | | | |
| Washroom Stall | | | | |

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| | | |
|---|--|-----|
| 13. | Will there be at least one accessible stall (or if washroom is single occupant) that is accessible? | |
| 14. | Will there be an unobstructed maneuvering space in front of the accessible washroom or stall of 1524 mm X 1524 mm? | |
| 15. | Will the door to the stall be a minimum of 760 mm wide? | |
| 16. | Will the stall door be operable with a closed fist? | |
| 17. | Will the stall door use a locking mechanism of a lever type that is easy to latch and un-latch? Such that is could be operated by a closed fist? | |
| 18. | Will the stall door be easy to open? i.e.: requires less than 21.6 newtons (5 pounds) of force. | |
| 19. | Will there be at least one grab bar on the side wall nearest to the toilette? | |
| 20. | Will the space inside the stall be at least 1.6 m X 1.5 m? | |
| 21. | Will the toilette have a seat height of between 432 mm – 482 mm? | |
| 22. | Will there be 900 mm of clear space beside the toilette and 760 mm of clear space in front? | |
| Public Washroom Score Total Number of "Yes" | | % = |
| | | /22 |

| | | | |
|---------------|----------------------------------|--------|---|
| TOTALS | Parking | % 100 | If category is not applicable enter: N / A |
| | Access | % 89 | |
| | Entrance | % 83. | |
| | General Building Interior | % 71 | |
| | Stairs / Escalators | % 100 | |
| | Ramps | % 60 | |
| | Elevator | % N/A. | |
| | Public Washroom | % N/A. | Disclaimer: Please note that Staff is relying on the information provided by the applicant to complete the accessibility checklist analysis. The City of Parksville does not guarantee that development will occur in this matter. |

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Other things to consider....

| General Retail | | |
|----------------|---|----|
| 1. | Will aisles be a minimum of 1100 mm wide? | |
| 2. | Will benches be provided for patrons to rest on as needed? | |
| 3. | Will the lighting be adequate? For example, persons with reduced vision rely on bright and high contrast lighting. | |
| 4. | Will product be displayed at a height that is appropriate for persons using wheelchair or scooters? | |
| 5. | Will product displays be clear from the aisle and entrances so that the passage of persons in wheelchairs or scooters is not impeded? | |
| Total | | 15 |

| Auditorium & theater | | |
|----------------------|---|----|
| 1. | Will there be designated seating areas? | |
| 2. | Will there be seating for a companion beside? | |
| 3. | Will there be clear sight lines / viewing corridors? | |
| 4. | Will headphones be available for the hard of hearing? | |
| Total | | 14 |

| Clothing Store Fitting Rooms | | |
|------------------------------|--|----|
| 1. | Will the fitting room (or rooms) have a minimum space of at least 1.5 m X 1.5 m | |
| 2. | Will the fitting room (or rooms) provide grab bars for persons to hold on to? | |
| 3. | Will the door to the fitting room (or rooms) have a minimum width of 750 mm? | |
| 4. | Will the fitting room door operate with a closed fist? | |
| 5. | Will the fitting room door use a locking mechanism of a lever type that is easy to latch and un-latch? | |
| 6. | Will the fitting room be easy to open? i.e.: requires less than 21.6 newtons (5 pounds) of force. | |
| Total | | 16 |

| Restaurant, Café or Dining Room | | |
|---------------------------------|---|-----|
| 1. | Will some of the tables be accessible for persons in wheelchairs? (730 mm high, 680 mm knee clearance, 480 mm deep) | YES |
| 2. | Will menus be offered in a large font (14 point or larger) or will they be available in Braille? | NO |
| Total | | 12 |

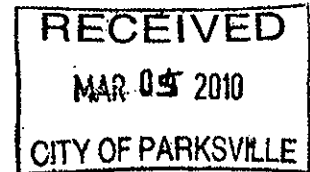
Other accessible features?

I S A A C - R E N T O N A R C H I T E C T I N C .
206-2780 Granville St., Vancouver, BC Canada V6H 3J3 604 682-1344 604 688-7136 fax rir@telus.net

Robert H. Isaac-Renton MAIBC Member of the Architectural Institute of British Columbia

3 March 2010

Director of Planning,
City of Parksville,
100 Jensen Avenue East,
Parksville, BC V9P 2H3



Attn: Gayle Jackson

Re: Development Application Resubmission
Proposed Low Income Housing upgrade to the Post and Lantern Motel,
272 West Island Highway, Parksville, BC V9P 1K8

Dear Ms. Jackson,

This Development Application Resubmission will supersede the original Development Application that was submitted February 1, with respect to the above-referenced property.

Proposal Outline

Our proposal is to amend the existing CS-2 Zone to permit the existing five one-bedroom and twenty studio units to be rented long-term, at modest rates, to low-income wage earners in the Oceanside community. This initiative is intended to address the severe shortage of such accommodation.

The present facility is a well-known landmark on the Old Island Highway. Cabernets Restaurant is a popular destination and operates under a long-term lease to 2018; the Post and Lantern Motel is presently closed, pending completion of the proposed interior upgrades.

The common areas of the motel, and the 25 units, will be restored to "brand-new condition" with upgrading of finishes, doors, windows, electrical, plumbing, sprinklers, cabinetry, security systems, new fixtures, and new kitchenettes and appliances. It is not contemplated that any structural changes will be required. It is not contemplated that any changes will be made to the exterior of the building, nor to the site, except for normal repairs and maintenance. A separate Building Permit Application, for the upgrades, will be made pursuant to the Parksville Building Bylaw.

Application has been made to CMHC for financial assistance, under the Residential Rehabilitation Assistance Program—Conversion, to complete the proposed upgrades to provide affordable, self-contained rental units. This Application has been approved, subject to meeting the various RRAP program requirements in a timely way. The approved budget is sufficient for the contemplated interior and Code upgrades only.

Development Application

Since our proposal meets a demonstrated need, and time is of the essence for the CMHC program (June 1), we are optimistic that a creative way can be found to fast-track approvals of our Development Application. Since our proposal contemplates no changes to the site, no material changes to the exterior of the buildings, no changes to the restaurant, and only non-structural upgrades to the interior of the motel building, perhaps a way can be found to expedite the approvals process. One suggestion, to expedite our approvals process, would be to add a new Permitted Land Use to our present CS-2 Tourist Commercial Zone, which would allow low-income wage earners, as defined by Federal and Provincial Income Guidelines, to live in our building indefinitely. This could be site-specific to our property and be designated, say, CS-2A. Another idea is to do a text amendment to achieve the same end. This would surely be supported by all potential nearby employers. This small change to the Bylaw would dramatically expand low-cost rental accommodation, and would demonstrate Council's commitment to supporting this low-income group.

We understand that our Application will likely involve a Rezoning, but our hope is that this can be achieved without an OCP Amendment, at least not at this time. We understand that an OCP review process is presently underway, and therefore we hope that any change to the OCP, which would ultimately be required by our Application, could be incorporated later, as part of the comprehensive OCP amendment process.

Our expectation is that our Development Application will achieve our goal of allowing long-term rentals for low-income wage-earners, while harmonizing all other Zoning Bylaw issues such as setbacks and parking requirements.

Items to be Submitted

1. The application form has been submitted, with the expectation that Planning will fill in the Changes Requested section, once you determined what our process will be;
2. The State of Title Certificate is attached;
3. The legal (survey) plan is attached;
4. This cover letter to our Development Application provides the overview of our proposal;
5. The Location Sketch is the Google map that is attached, and the neighbourhood context is provided by the ground level Google views;

- 6.-9. The attached Site Plan includes the grading, and existing landscaping and tree information;
- 10.-11. Not required;
12. Traffic Assessment and Parking Analysis are included in the attached Engineer's Report;
13. Not required;
14. The Sustainable Community Builder Checklist really does not appear to be applicable to our change-of-use application, where there are no changes contemplated to the site and practically no new construction; accordingly, it didn't seem appropriate to submit it;
15. Robert Isaac-Renton, Isaac-Renton Architect Inc., 604 682-1344b / 604 688-7136f
rir@telus.net
16. No phasing is contemplated.

Site Plan

17-31. All of this information is shown on the attached Site. There is no specific reference in the Parking Bylaw to the parking requirement for low-income rental units. The Parking and Traffic study, which forms part of the attached Timberlake-Jones Engineering report, contemplates that car ownership will be less than 0.5 per unit for our target demographic, because of nearby public transit, and because many of our low-income residents will not own cars, their places of employment in most cases will be nearby in the Downtown Core, and because many of them will be car-pooling. Typically, parking ratios in other jurisdictions will be as low as 0.25/unit for social housing. We are confident that our proposed parking rate of 0.72/unit will be more than adequate.

Engineering

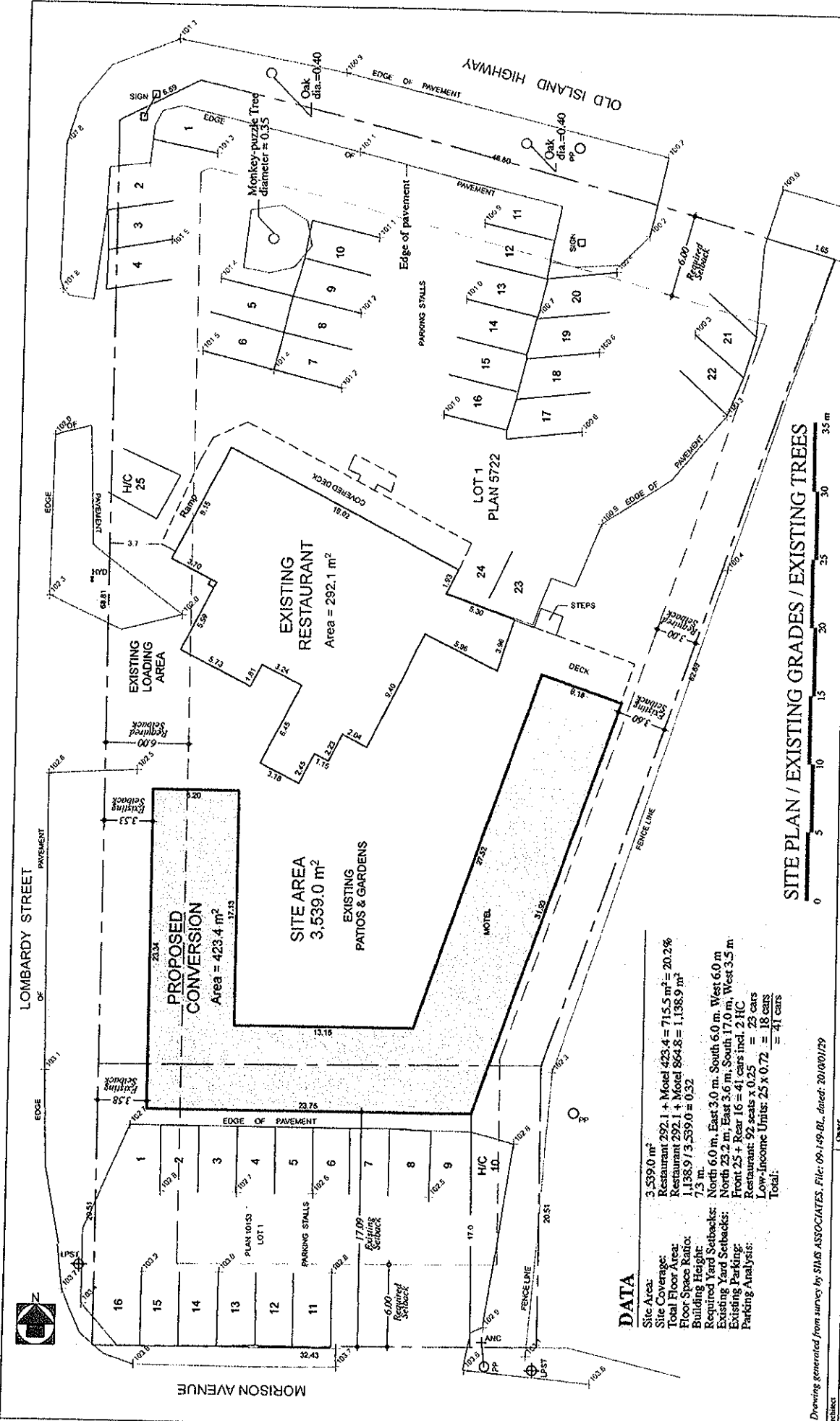
32.-34. All of this information is addressed by the attached engineering report prepared by Timberlake-Jones Engineering;
35. Not required.

Please review this Resubmission and let us know if there is anything else that you need, and what the appropriate Development Application Fees will be, so that we can pay them.

Yours truly,
ISAAC-RENTON ARCHITECT INC.


Robert Isaac-Renton

Encl.



DATA

Site Area: 3,539.0 m²
 Site Coverage: Restaurant 292.1 + Motel 423.4 = 715.5 m² = 20.2%
 Total Floor Area: Restaurant 292.1 + Motel 864.8 = 1,138.9 m²
 Floor Space Ratio: 1,138.9 / 3,539.0 = 0.32
 Building Height: 7.5 m.
 Required Yard Setbacks: North 6.0 m, East 3.0 m, South 6.0 m, West 6.0 m
 Existing Yard Setbacks: North 23.2 m, East 3.6 m, South 17.0 m, West 3.5 m
 Existing Parking: Front 25 + Rear 16 = 41 cars incl. 2 H.C.
 Restaurant: 92 seats x 0.25 = 23 cars
 Low-Income Units: 25 x 0.72 = 18 cars
 Total: = 41 cars

SITE PLAN / EXISTING GRADES / EXISTING TREES



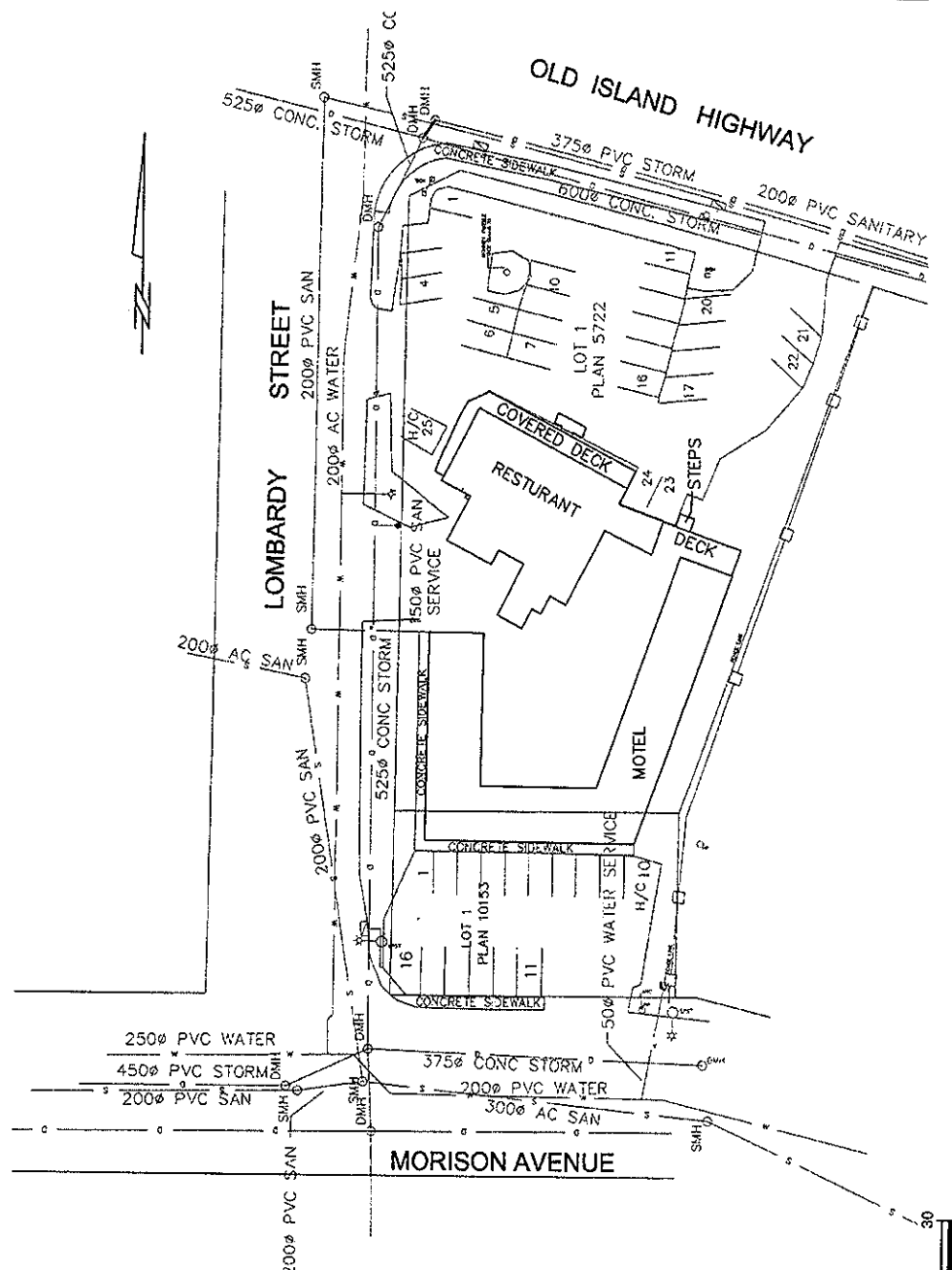
Drawing generated from survey by SIMS ASSOCIATES. File: 09-149-01.dwg, dated: 20/09/12/9

| | | | | | | | | | | | | | | | |
|-----------|---|-----------------------------|----------------|---------|---|-------------|--|---|------|--------------|------------|--|---------|--------|--------------|
| Architect | Isaac-Renton Architect Inc. 206 - 2780 Granville St., Vancouver, B.C. V6H 3J3 Tel. (604) 682-1111 Fax (604) 682-1111 RECEIVED | Owner | 658780 BC LTD. | Project | Proposed Conversion of 25 Motel Units to 25 Units Low-income Housing 272 West Island Highway, Parksville, BC | Sheet Title | SITE PLAN EXISTING GRADES EXISTING TREES | | Date | 02 MAR. 2010 | Scale | 1:250 m. | Job No. | 10-500 | |
| | Architect | Isaac-Renton Architect Inc. | Owner | | 658780 BC LTD. | | Project | Proposed Conversion of 25 Motel Units to 25 Units Low-income Housing 272 West Island Highway, Parksville, BC | | Sheet Title | | SITE PLAN EXISTING GRADES EXISTING TREES | | Date | 02 MAR. 2010 |
| | | | | | | | | | | Drawn by | Checked by | Issued by | | | |
| | | | | | | | | | | js | RJR | | | | |

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 CITY OF PARSIPVILLE



PROJECT: POST & LANTERN RENOVATION FOR LOW INCOME HOUSING

CLIENT: 658780 BC LTD.

Drawn by: MTJ Date: FEB 2010 Drawing No: 0209-01

Rev. No: A

Site 328 - 198 E. Island Highway
 Seaway Centre
 PO Box 89
 Parsipville, BC V9P 2G3
 Phone: 250-248-2001
 Fax: 250-248-2553
 email: info@bjmg.ca

Timberlake-Jones
 CONSULTANTS



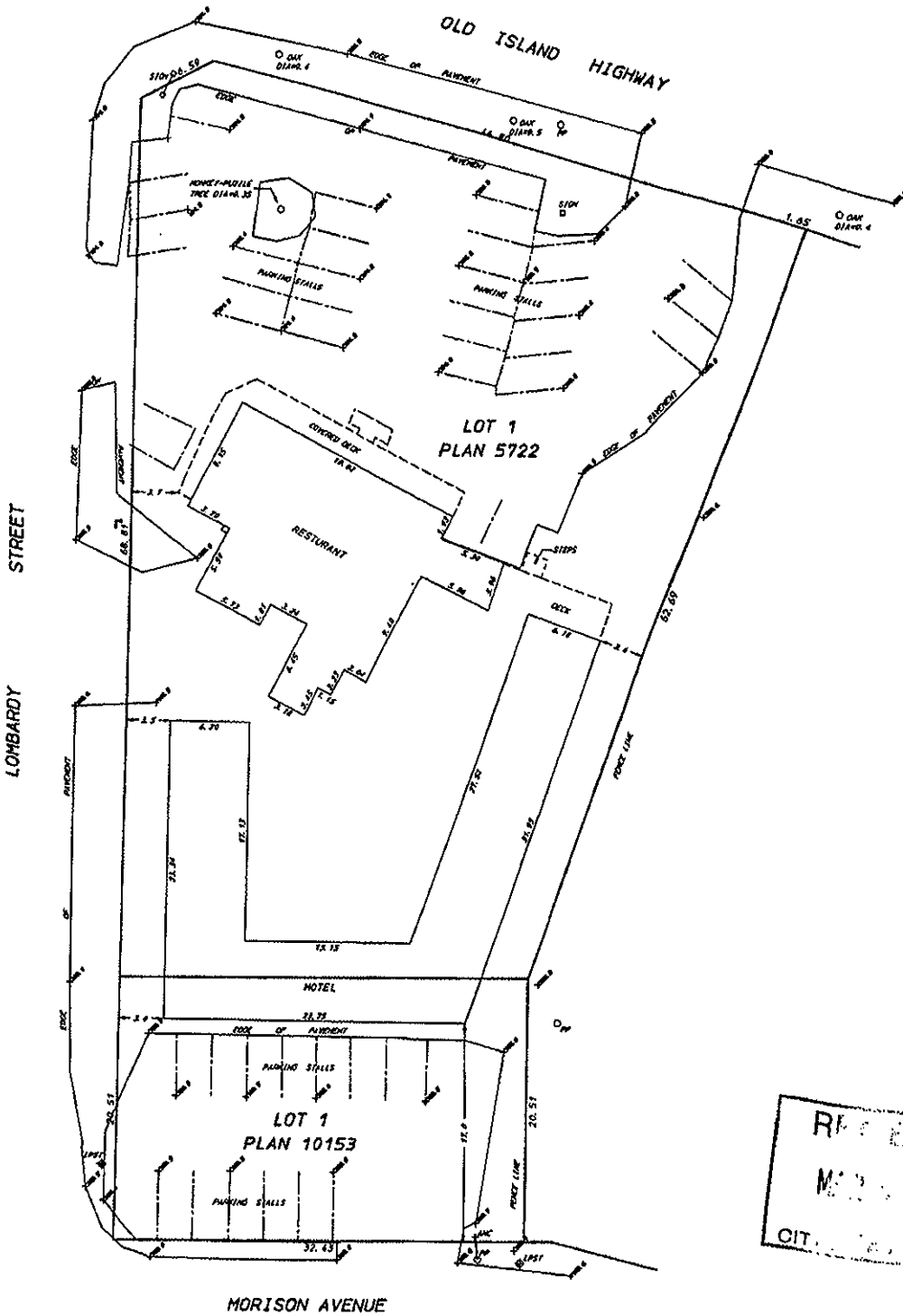
**PLAN OF LOT 1, PLAN 5722, AND LOT 1
PLAN 10153, BOTH OF D. L. 89, NANOOSE DISTRICT.
SHOWING EXISTING BUILDINGS AND FEATURES THEREON.
SCALE 1:250**



ALL DISTANCES ARE IN METRES
FOR BUILDING INSPECTION ONLY

LEGEND

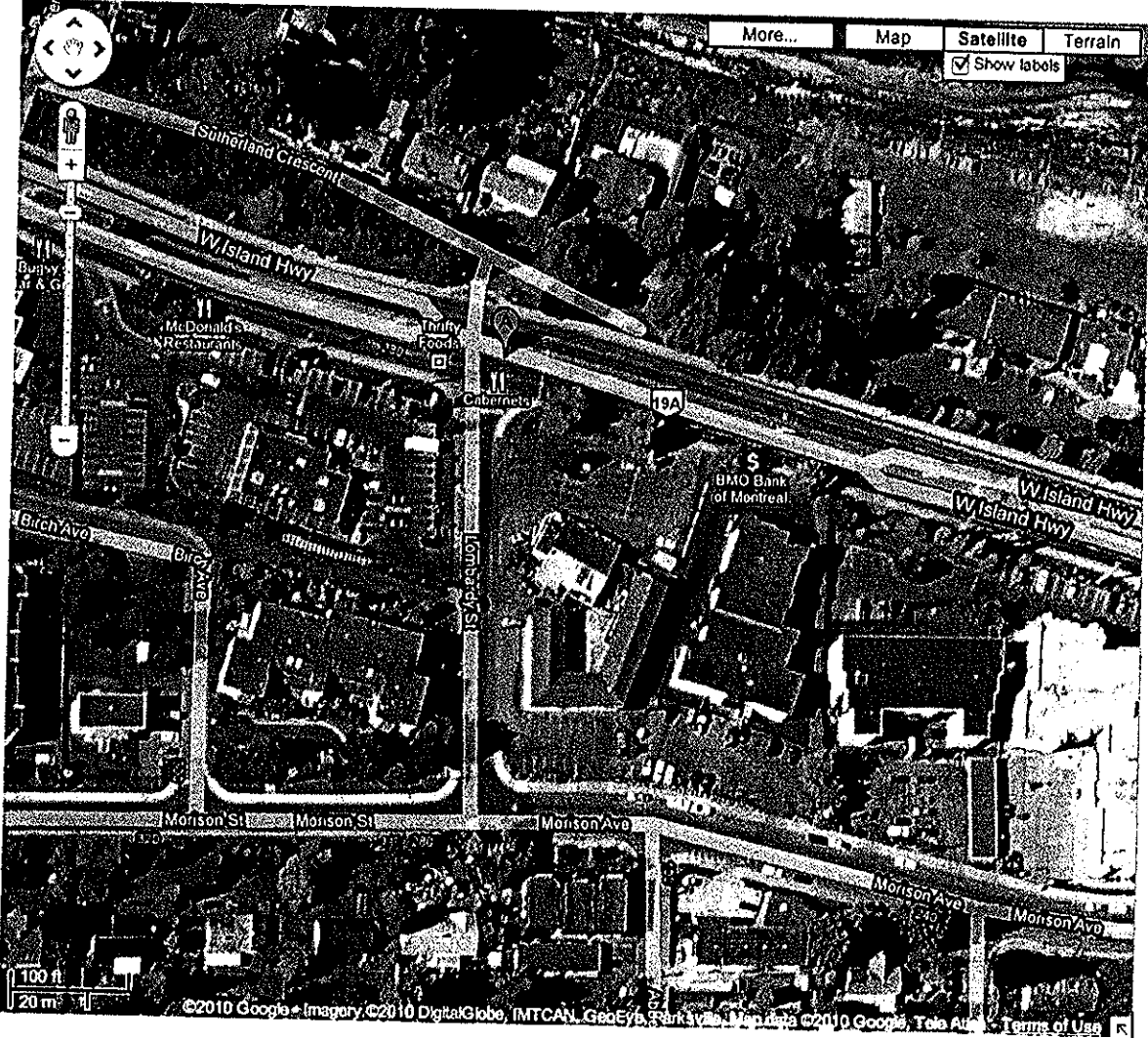
- DENOTES FOUNDATION LINE.
 - - - - DENOTES PARKING STALL
 - + 101.1 DENOTES SPOT ELEVATION
 - ⊥ KID DENOTES FIRE HYDRANT
 - ⊥ LAMP DENOTES LAMP STANDARD
 - HW DENOTES HYDRO POLE
- ELEVATIONS ARE ON AN ASSUMED SYSTEM



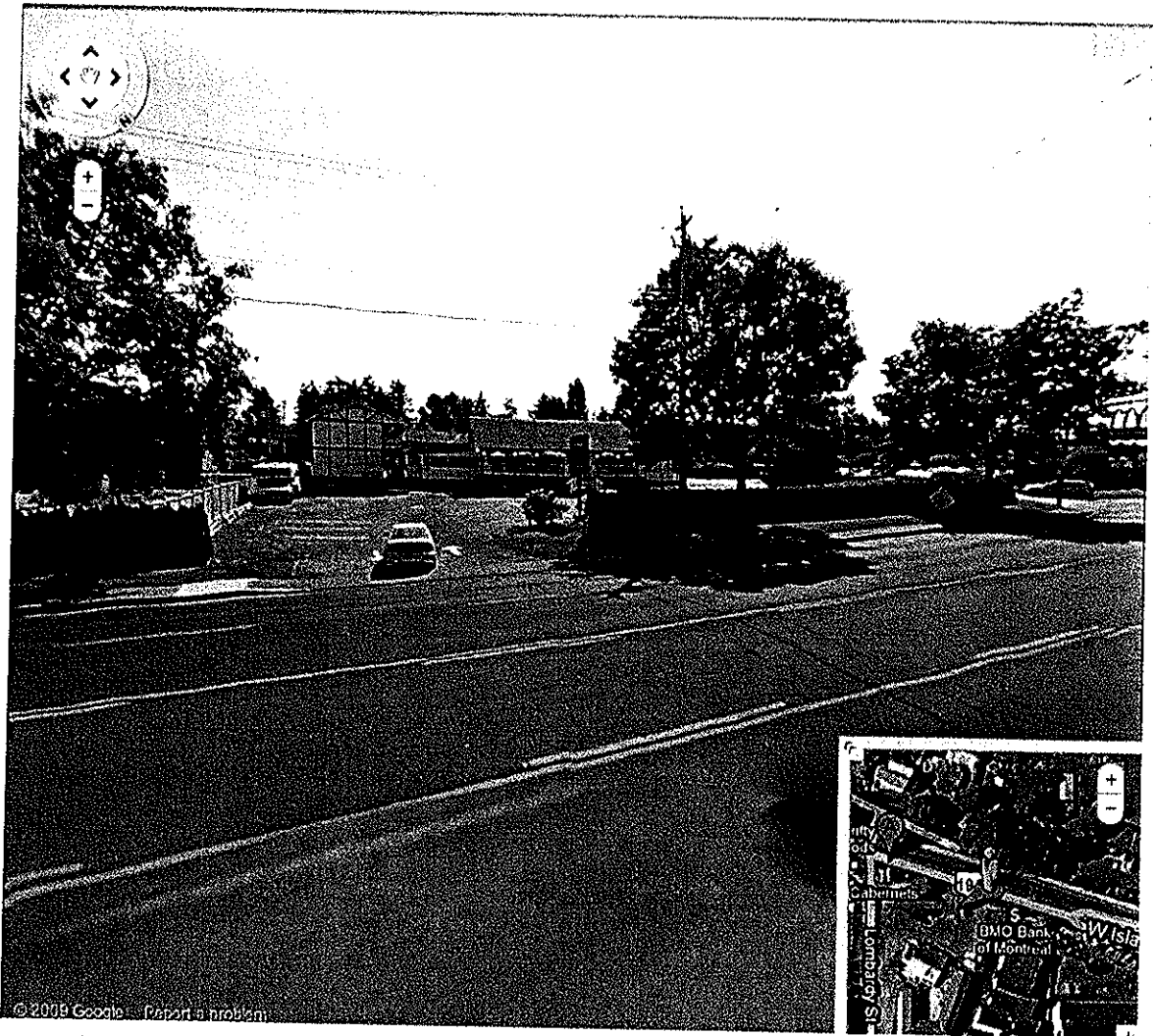
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SIMS ASSOCIATES
LAND SURVEYING
1222 COLLEGE AVE. S.W.
DALLAS, TEXAS 75201-1511
PHONE: (214) 343-1111
FAX: (214) 343-1111
WWW.SIMS-ASSOCIATES.COM

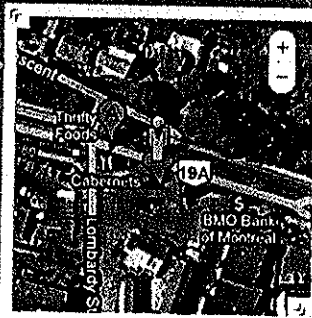
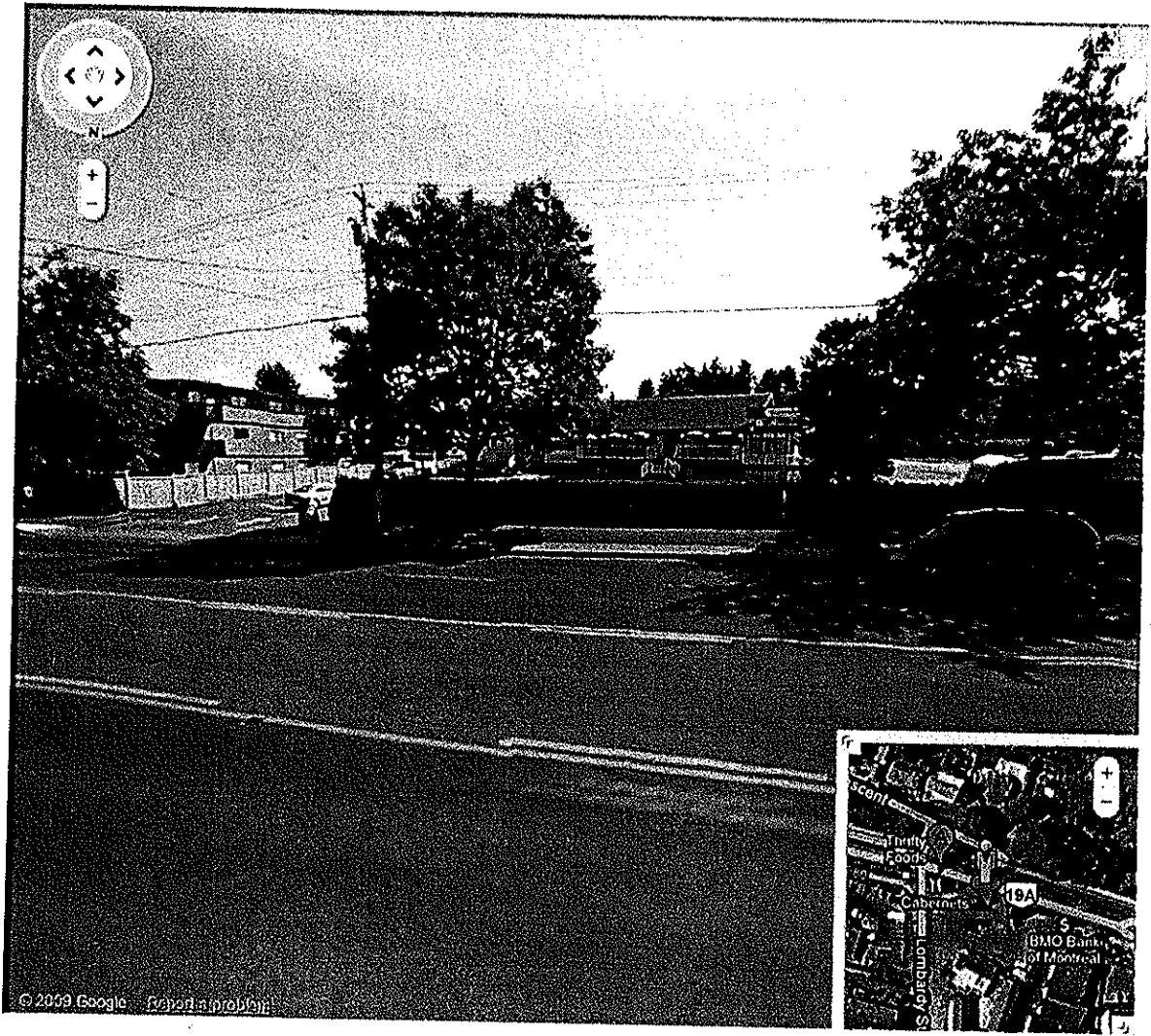
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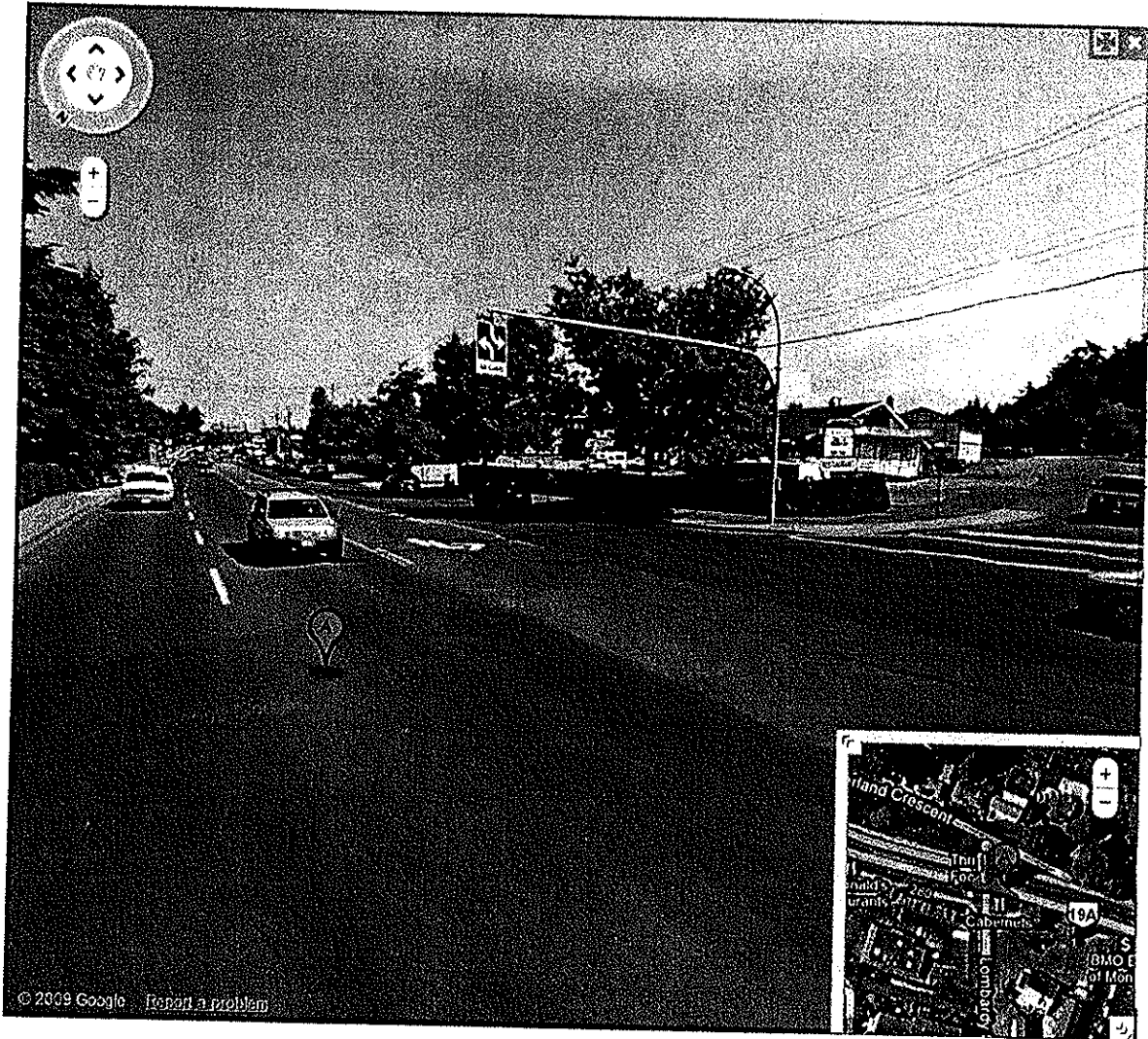


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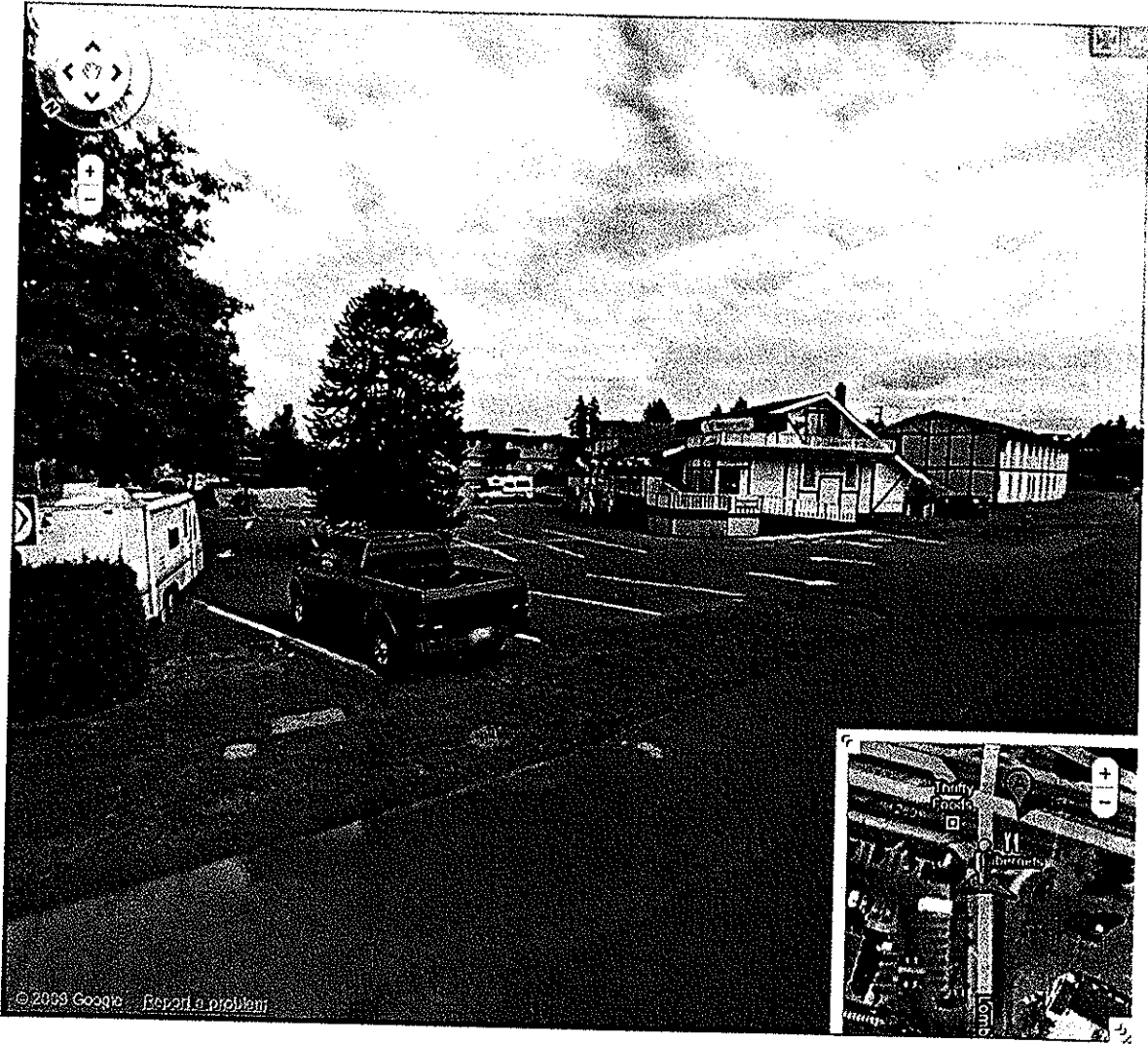


© 2009 Google Report a problem

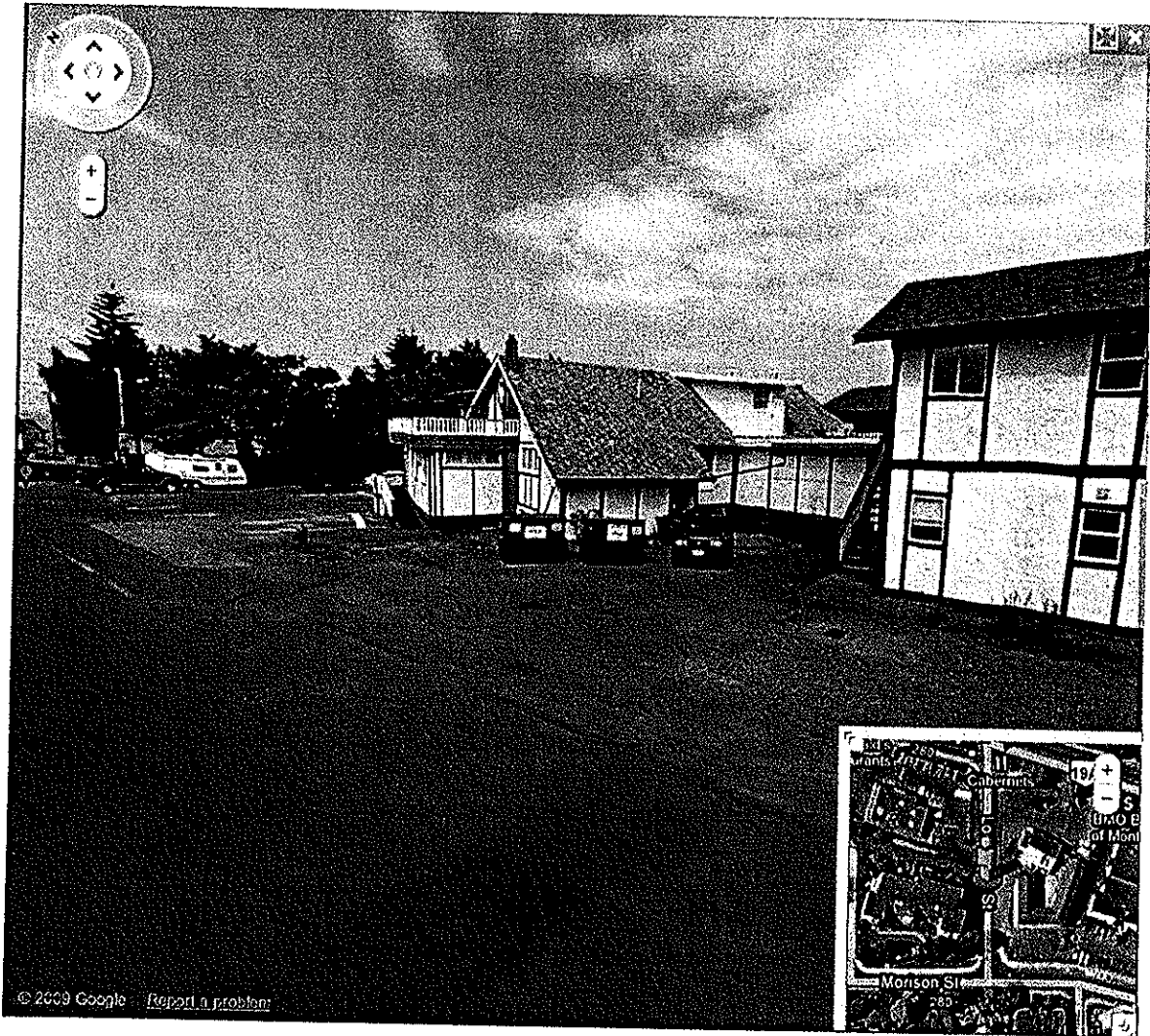
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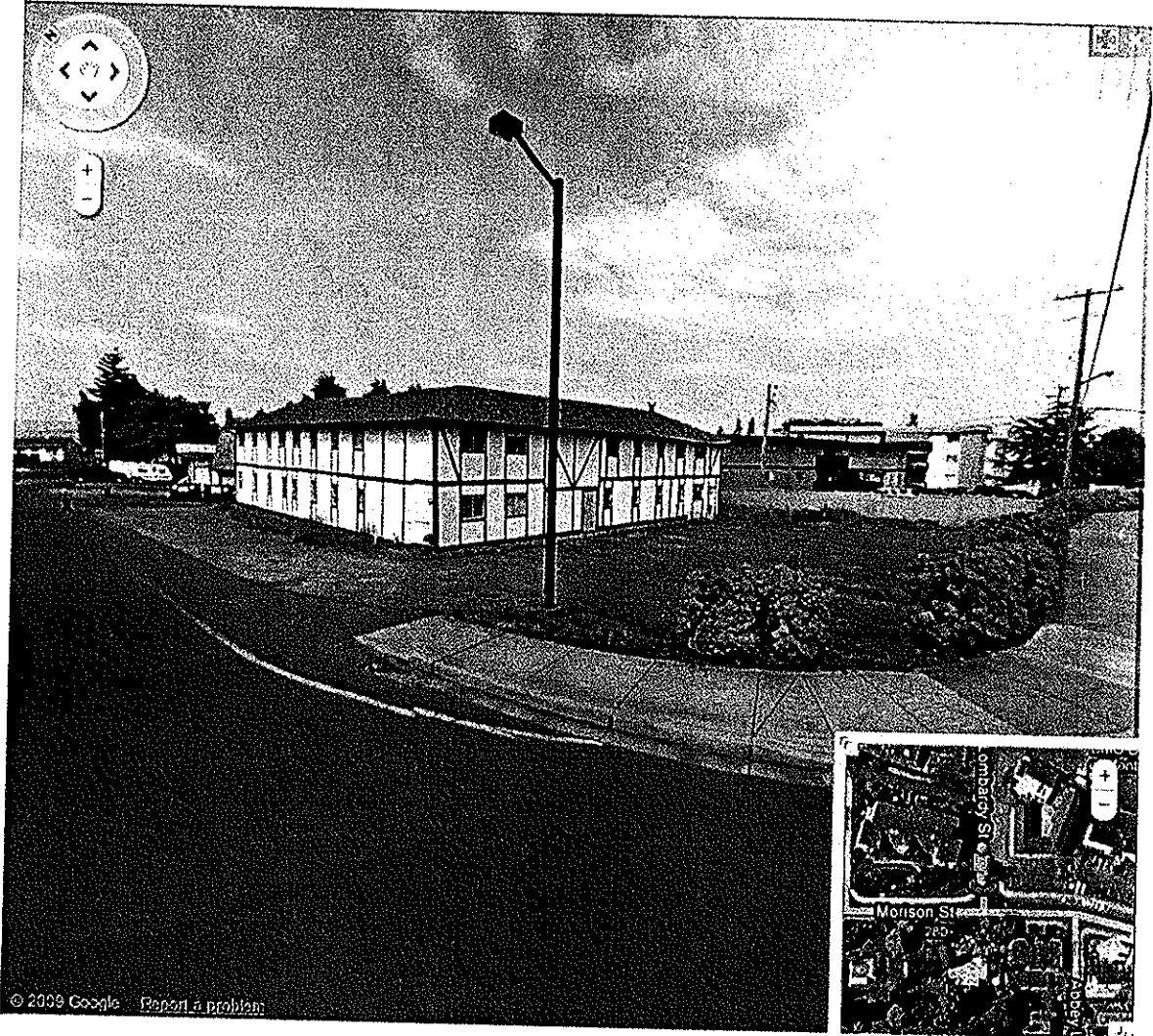
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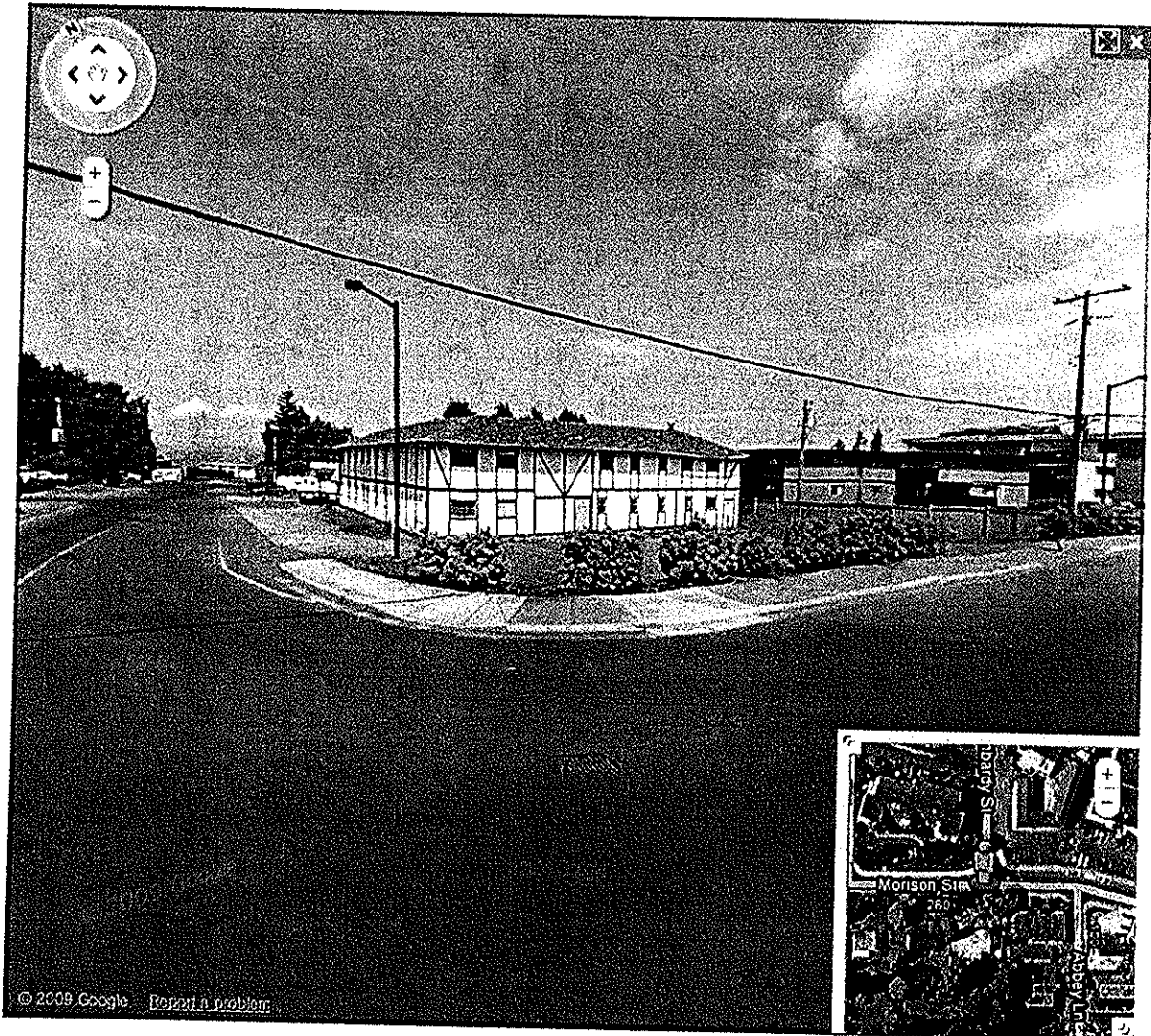
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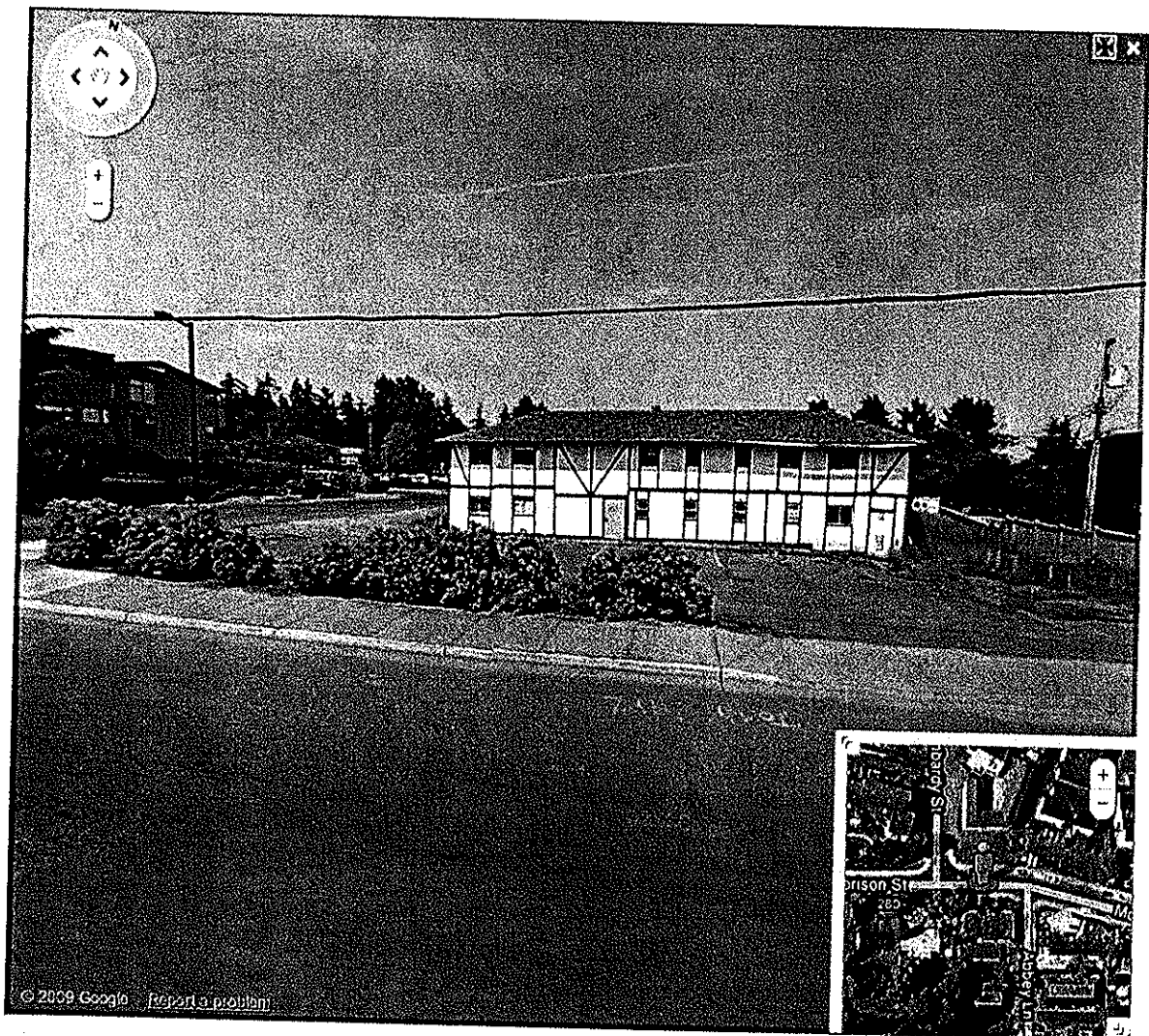
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Timberlake-Jones e n g i n e e r i n g

February 24, 2010
File: 0209

658780 BC Ltd.
c/o Isaac-Renton Architect Inc.
206-2780 Granville St.
Vancouver, BC
V6H 3J3

Attention: Robert Isaac Renton

Re: Zoning Amendment for
Lot 1, District Lot 13, Nanoose District, Plan VIP10153
272 W. Island Highway

Proposed Renovation – Post & Lantern Motel

SERVICING REPORT

Please accept this letter as our Servicing Report to confirm the adequacy of existing utilities to service the proposed renovation of the existing Post & Lantern Motel to accommodate 25 units (5-1 bedroom and 20 studio units) to be rented as Low Income Workforce Housing at the above noted location. We have reviewed the existing services in the area and looked at the potential demands on these services from the perspective of the existing land use (motel) and the proposed land use (residential).

Project Description

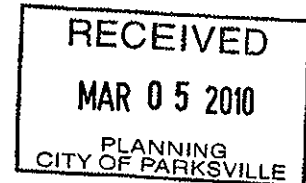
The current proposal for this property is to repair, upgrade, restore and paint the exterior of the existing motel building, signage, site works and the parking and landscaped areas. The existing motel units will be restored to "brand new condition" with upgrading of finishes, doors, windows, electrical, plumbing, sprinklers, cabinetry, fixtures and new kitchenettes and appliances.

Offsite Works

The proposed development will not add additional floor area to the present building. Therefore, as per the clause 4(c) of City of Parksville Works and Services Bylaw 1995, No. 1235, the development would be exempted from the provision of Works and Services and Development Cost Charges.

Ph: 250 248 2001
Fax: 250 248 2553
E-mail: info@tjeng.ca

*328 - 198 E. Island Hwy.
P.O. Box 89
Parksville, BC V9P 2G3



Water

The existing building is serviced from the existing 200mm diameter PVC water main on Morison Avenue with a 50mm diameter located near the southeast property corner. The domestic demand for the proposed renovation will not change with the proposed change in use. Average water consumption for a motel is estimated to be between 400-600 litres per patron per day. This is similar to the City's engineering standards which are an Average Day Demand of 570 litres per capita per day. Realistically speaking a motel would generally have 2 or more patrons per room on most occasions while the units would likely have fewer full time residents due to the limited size.

The potential population for the converted motel is estimated at 30 people, which includes 2 people per 1 bedroom suite and 1 person per studio suite. While the patron calculation for the motel would range from a low of 25 patrons to a high of 50 or more.

It is our opinion that there will not be an increase in the domestic water demand for the proposed conversion.

The owner is currently anticipating the inclusion of an automatic fire sprinkler system with the upgrading for residential use. With this upgrade the fire demand on the City's water system will be lowered by a factor of 40% due to the installation of a fire protection system. The City's water network is well looped in the area of the City with 250mm mains on the Island Highway and Morison Avenue (west of Lombardy) and 200mm lanes on Lombardy Street and Morison Avenue (east of Lombardy). There are existing fire hydrants adjacent to the property on Morison Avenue, Lombardy Street and the Island Highway and the City's Water Study Update (2005) indicates that the water system can provide 250 lps or greater fire flows.

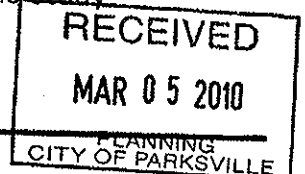
It is our opinion that there will be a decrease in the fire demand for the proposed conversion with the installation of an automatic fire sprinkler system in the building.

Sanitary

The existing building is serviced with a 150mm connection to an existing 200mm diameter sanitary sewer installed by the City of Parksville in 2007 in Lombardy Street as part of the Morison Avenue Diversion recommended in the City's Sanitary Sewer Study. The existing building was included within the City's Sanitary Sewer Model and there is no increase in flows anticipated with this redevelopment for similar reasons as described in the domestic water section.

Storm Drainage

The existing building is serviced to the existing 525mm diameter concrete storm sewer in Lombardy Street and by a 150mm diameter connection to the existing 600mm diameter concrete storm sewer along the Island Highway. There is no change to the drainage scheme anticipated with this conversion, with no increase in impervious surfaces. This property is within the McMillan Basin of City's Storm Drainage study 1998. The study



identified several areas within this basin with pipe that could not handle the 100 year storm event. However most of these projects have been (Morison Avenue, Island Highway) or are in the process (McMillan, Hirst) of being completed. The existing piping is capable of handling the 10 year storm event in accordance with City of Parksville Specifications.

It is our opinion that with no change to the drainage patterns anticipated and no increase in the amount of imperious surfaces occurring with this redevelopment, that the City Drainage system with recent and planned upgrades will remain adequate for this project.

Roads

Morison Avenue and the Island Highway have been upgraded to the current City Standards. While Lombardy Street has yet to be fully upgraded to City Standards (would require curb and gutter and sidewalk to meet the standards), it is our opinion that traffic from the redevelopment will be less than under the current use and all parking for the residential portion will be accessed from Morison Avenue at the rear of the development therefore no upgrades should be required.

Traffic & Parking

The change in use from tourist commercial (motel) to residential will show a decrease in the number of trips generated to and from the site. This in addition to the anticipated income range of the occupants will have a positive effect on the traffic in and around the development. ITE (Institute of Transportation Engineers) trip generation rates for pm peak hour are the same for a motel and a low-rise apartment at 0.58 trips per unit. These numbers however do not take into account that the development will be restricted to low income rentals.

ITE trip generation and parking rates are based upon average requirements (i.e. middle income, able bodied households). Various groups tend to own fewer than average automobiles including low-income households, young adults, single parents, first time home buyers, older people and people with disabilities. Vehicle ownership and use tends to increase with income as shown in the following Figure 2 (*Parking Requirement Impacts on Housing Affordability*, Victoria Transport Policy Institute, 2009)

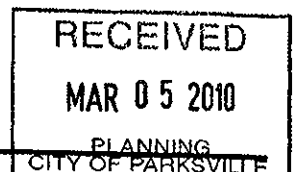
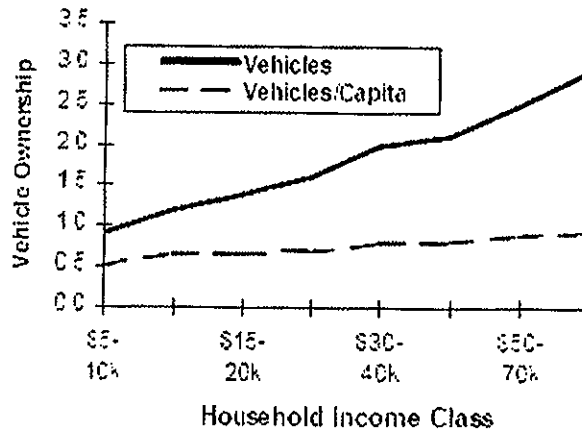


Figure 2 Vehicle Ownership by Household Income (BLS, 2003)



Lower income households own fewer automobiles than wealthier households.

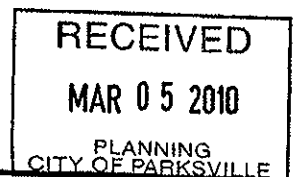
There are a total of 41 existing parking spaces marked on the site (25 in the front and 16 in the rear). A review of the Section 400 of the zoning bylaw would indicate that the restaurant with 92 seats would require a total of 23 spaces (1/4 seats). For the existing motel a further 25 spaces (1/room) would be required for a total of 48 spaces. Under the bylaw multi-family residential development would require 1.5 spaces per unit or an apartment use would require 1 space per unit. These ratios do not take into consideration how many bedrooms are contained in the units. With the minimal size of these units (300 sq. ft.) and the location within one block from the downtown core and on the transit route a reduced parking requirement would be appropriate. As shown in Figure 2 above for low income households vehicle ownership is approximately 0.5 vehicles per capita. Therefore the parking ratio currently provided on site of 0.72 spaces per unit (18 spaces) would meet the demands of this development. There is also on street parking available near the site on Morison Avenue and Lombardy Street that could accommodate excess visitor parking.

Utilities

The existing building is currently serviced by underground Hydro/Telephone and Cable TV and will likely not need to be upgraded with the redevelopment. There is an existing gas service to the development from the main on Lombardy Avenue which will not require upgrading.

Summary

This Application for renovating the existing Post & Lantern Motel to a 25 unit low income housing development does not pose any new demands on City Infrastructure and would be exempt from the City's Works and Services Bylaw as well as the Development Cost Charge Bylaw as there will be no additional floor space created. This proposal meets a demonstrated need within the community and the priorities established by City of Parksville Council and should be supported by the community.



We trust that the above report adequately supports our conclusion that no works and services nor infrastructure upgrades are required for this renovation. If you have any questions or comments please contact our office at 250-248-2001.

Yours truly:

Timberlake-Jones Engineering

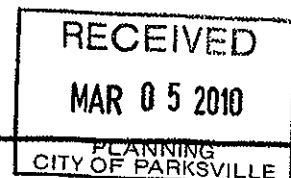


Michelle T. Jones, P.Eng.



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cc: 658780 BC Ltd., Attn: V. Jandrich



I S A A C - R E N T O N A R C H I T E C T I N C .
206-2780 Granville St., Vancouver, BC Canada V6H 3J3 604 682-1344 604 688-7136 fax rir@telus.net

Robert H. Isaac-Renton MAIBC Member of the Architectural Institute of British Columbia

13 April 2010

Director of Planning,
City of Parksville,
100 Jensen Avenue East,
Parksville, BC V9P 2H3

Attn: Gayle Jackson

Re: Your File No. 3360-10-02

Dear Ms. Jackson,

We have received your April 9 letter and respectfully address your comments, as follows:

Our project will provide low-cost housing for wage earners, help rejuvenate the Downtown Core, and bring new economic activity to Parksville. It is a project that has a value far beyond its size and cost. By all accounts this is a project that is supported by everyone; you yourself have said "...your proposal would interest all". However, as you know, the funding agency has provided us with a limited budget and a short time constraint.

In our view, our rezoning is a simple change-of-use application, intended only to allow a longer stay for our residents. We continue to hope that the approval process can be simplified and expedited. The following responses to your comments are respectfully offered, *for the purpose of simplifying and expediting the approvals process*. This would alleviate your high volume situation, and at the same time helping us meet our budget and deadline, in order to avoid losing our funding:

1. When you approved the lot consolidation process for us on March 15, there was no hint that this might not be done concurrently, as part of the overall approvals process. There doesn't appear to be anything controversial about such a consolidation, and so we would have expected that it would have been simply handled as a condition of the Rezoning. If it is not technically possible to do this concurrently, then my client will just pay the extra fee to rezone two lots, in order not hold up the process.

2. It is for you to propose what document you would require, in order to ensure long-term affordability. This can all be worked out during the approvals process and would also be a condition of the Rezoning. Perhaps you have some templates for us to look at. Following is a more detailed description of the mechanism for ensuring affordability, from the funding agency's side.

The partnership for the low-income housing is between CMHC and 658780 BC Ltd., as

these are the 2 parties that are contributing considerable funds to make this project a reality. We are hoping that the City will become a partner in this project by finding creative solutions for the challenges we are faced with. If the City would like to become a partner in this project, we are certain that a creative way can be found to make this happen, we are open to suggestions. The community is in desperate need of this project, and we need the Cities help to avoid CMHC eliminating our funding.

The mechanism, that ensures that the site remains as "affordable housing" for a fixed time period, comes by the way of a "zero interest forgivable loan" from CMHC. As long as the renovated rooms are rented out to those that qualify as "low income" as defined by CMHC (federal government) guidelines, then no payments are required for this loan. The loan is forgiven after 15 years as long as the rents being charged over this period do not exceed the maximum allowed as per CMHC levels. These maximum levels also coincide with BC Provincial Government maximums, and are published yearly as a guideline for projects such as ours. If our rents exceed these published levels, or if we house someone who does not qualify as "low-income", our loan for that particular unit must be repaid immediately. If you would like any further information please let us know, we would be happy to provide this for you.

3. Parking is a function of the use that it is serving, and not of the size of the property. The traffic/parking study provides a credible, documented rationale, which shows that the parking requirement for our new use will be less than the existing use, and that we have more than enough parking for the proposed new use. Accordingly, we do not wish to increase the existing parking unnecessarily, which would make it more difficult for us to stay on time and under budget.
4. The engineering report by Timberlake-Jones dated February 24, that was submitted with our Application, has addressed your concerns, as follows:
 - a. The present services have been adequate for the present use until now; since the proposed new use has a lower occupant load, it is expected to have a diminished demand on municipal services, *so no upgrades should be required*; this demand is diminished further by the proposed installation of a sprinkler system.
 - b. Since there is no change to the drainage scheme that has been in effect until now, and there is no expected increase in impervious surfaces, there appear to be no issues to address.
 - c. The matter of the frontage works is explained in the report under "Roads" on p. 3 of the report. Since our change of use application does not involve any new site works, and our traffic and parking requirement is diminished, it does not seem appropriate to contemplate any changes to the existing frontage works.
 - d. The Traffic and Parking analysis is provided on pp 3-4 of the report.
 - e. The only encroachments on City property, that I know of, are four existing parking spaces, which have apparently not been a problem up until the present; if it is deemed to be appropriate, we can repaint the parking lines, in such a way as to remove this encroachment (which would incidentally diminish the amount of impervious surfaces),

but this would be part of the normal staff report process, and should not hold up our application in any way.

- f. A truncation at the corner of Lombardy Street and Morison Avenue, if you deemed it to be important, would be a condition of the Rezoning and should not hold up our Application.
5. The change of use from motel to residential use does NOT in fact change the Occupancy Classification; they are both Group C uses, and the Code requirements are identical. The size and configuration of our building does not change, therefore Code issues are irrelevant to the Zoning and our change-of-use Application. We intend to address the Code issues directly with the Building Department at the Building Permit stage.
6. The reason that there is little detail is that there is no material change to the exterior of the building, the landscaping, the site works, and the parking. If you have conflicting information, please identify it to us, so that we can address it, but please do not hold up the approvals process.

Your March 11 letter says, "... it has been confirmed that your application *is complete and ready for processing*". If there is any further information required, we would be pleased to supply it immediately, so that the approvals process is not delayed, particularly since we are all working to such a tight deadline. We appreciate whatever you can do to simplify and expedite our approvals process. Thank you!

Yours truly,
ISAAC-RENTON ARCHITECT INC.

Robert Isaac-Renton



**Parksville Volunteer Fire Department
MEMORANDUM**



160 W. Jensen Avenue, P.O. box 1390, Parksville, B.C. V9P2H3 - Ph: (250) 248-3242 Fax: (250) 248-3925

DATE: April 22, 2010
TO: Gayle Jackson, Director of Community Planning
FROM: Marc Norris, Deputy Fire Chief
SUBJECT: OCP & Zoning Amendment Application - 272 Island Hwy. West
REFERENCE: Legal: Lot 1, District Lot 89, Nanoose District, Plan 5722, except parts in Plans 10153 and VIP52582 and Lot 1, District Lot 89, Nanoose District, Plan 10153
Civic: 272 Island Highway West
Registered Owner: 658780 B.C. Ltd., Inc. No. 658780
Applicant: Vincent Jandrisch
Planning File: 3360-10-02

The Parksville Volunteer Fire Department has reviewed the site and floor plan(s) as provided with the above-noted zoning amendment application.

The following comments are provided in regards to this application.

A. Comments Specific to this OCP & Zoning Amendment Application

1) Code Analysis:

(In the case of an existing building where use and/or occupancy is being changed it is advisable that a Building Code analysis be supplied by the applicant in order to understand any required additions, upgrades and/or changes to fire and life safety provisions.)

The fire department has reviewed the submitted analysis of the BC Building Code requirements. The following items are noted:

- A fire alarm system will be required to be installed.
- A fire sprinkler system will be required to be installed.
- Occupant Egress routes are acceptable per current code.

The fire department notes that the addition of the fire alarm and fire sprinkler systems will significantly improve provisions for occupant safety within the building.

2) Access:

(Access issues include, but are not limited to: On and off site access issues including the widths, lengths and turning radius of roadways in relation to firefighting apparatus; the configuration of access points; emergency access requirements; height restrictive elements; accessibility to entries/exits for ingress and egress evacuation; and the 360 accessibility of the exterior of the building for the manoeuvring of firefighting hand-lines and ground ladders.)

Access comments, issues and recommendations are as follow:

- Existing access is acceptable for both fire fighting vehicle access and 360° access to the exterior of the building for the purposes of deploying fire fighting hoselines and ground ladders.

Any changes to the existing layout would require further review. Access must be designed providing for practical use and must meet the minimum provisions of the BC Building and Fire Codes and any standards referenced therein, City of Parksville bylaw and engineering requirements, as well as good engineering practices.

3) Fire Flow Requirements:

(Fire flow issues may include, but are not limited to: The ability of the municipal water system to convey the required fire flows to the site; fire department pumping capacity (the ability of the fire department to pump the amount of water required; and the design of the fire sprinkler system.)

Fire flow calculation will be required. No fire flow calculations have been reviewed by the fire department at this stage. As is normal, the fire department will review these calculations in conjunction with the Engineering Department when the calculations are submitted. Comment will be provided to the engineering department at that time.

4) Impact on Fire Department:

(Issues impacting the fire department may include, but are not limited to: Increased population; increased building stock; the increase in fire inspections and inspection related staff time; the projected increase in emergency calls related to additional alarms, medical aids, etc.; the response requirements for the specific occupancy, i.e. manpower, apparatus, fire loading, evacuation, etc.; any special operations requirements such as high-angle technical rescue, high-rise operations, hazardous materials exposures, etc.; pre-incident planning & fire safety planning; impacts on training requirements; and the requirement for additional equipment.)

The specific impact on the fire department is estimated to be as follows:

- i. **Fire Safety Inspections:** There will be no additional impact as this property is already subject to annual inspection in its current form.
- ii. **Emergency Incidents:** It is anticipated that there will be a minimum of one (1) additional emergency response per year as a result of the intended use.
- iii. **Pre-Incident Planning:** The redevelopment of the Pre-incident plan for the site including fire safety and protection system information, building construction information and hazards specific to the individual occupancy will be required.

B. Later Stages

The developer should note that there are a number of items significant to fire safety throughout later stages of the development process. The Fire Department requests and expects that the applicant and/or their agent(s) will consult with the fire department on all fire safety related issues.

Specific items may include, but are not necessarily limited to -

- Demolition and construction fire safety plans;
- Locations of municipal and private fire hydrants;
- Inclusion of Sprinkler and Standpipe systems;
- Locations of fire safety system components such as fire department connections (FDC's), fire alarm & annunciator panel, sprinkler system valves, standpipes & hose valves, etc.;
- Layout and terminology used when assigning names for the labelling and/or programming of fire alarm panels, site & floor plans, and other fire safety appliances, systems or provisions;
- Fire safety and firefighting signage, including site and floor plans;
- Fire safety plan for the completed building;
- Stairwell identification and numbering;
- Fire smart landscaping;
- Civic addressing and internal numbering/naming scheme(s): A submission, showing the proposed civic addressing, building identification and unit numbering scheme, is requested.

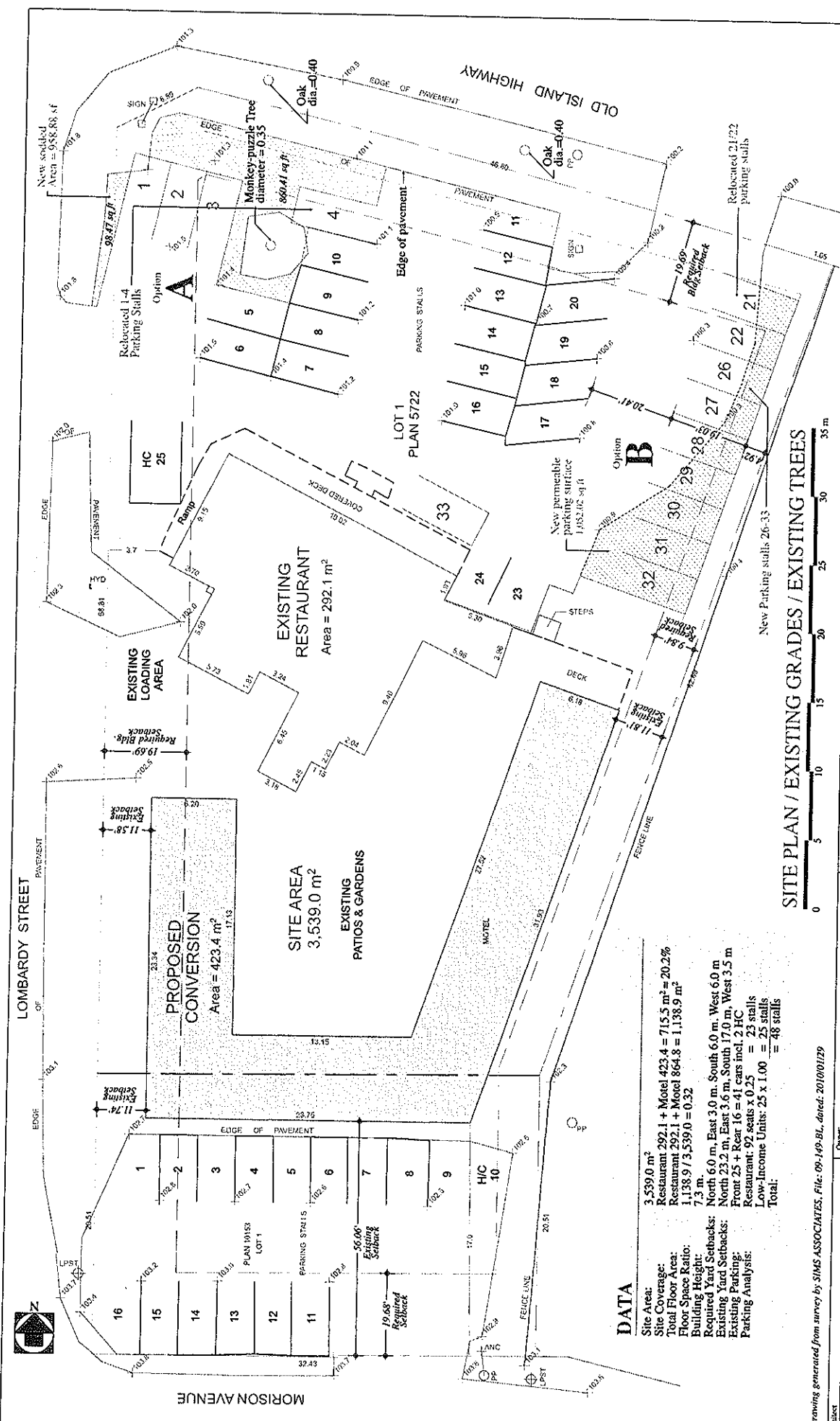
Please contact the undersigned with any questions.



MARC NORRIS
Deputy Fire Chief

MN/

cc Doug Banks, Fire Chief



DATA

Site Area: 3,539.0 m²
 Site Coverage: Restaurant 292.1 + Motel 423.4 = 715.5 m² = 20.2%
 Total Floor Area: Restaurant 292.1 + Motel 864.8 = 1,138.9 m²
 Floor Space Ratio: 1,138.9 / 3,539.0 = 0.32
 Building Height: 7.3 m
 Required Yard Setbacks: North 6.0 m, East 3.0 m, South 6.0 m, West 6.0 m
 Existing Yard Setbacks: North 23.2 m, East 3.6 m, South 17.0 m, West 3.5 m
 Front 25 + Rear 16 = 41 cars incl. 2 HC
 Existing Parking: Restaurant: 92 seats x 0.25 = 23 stalls
 Low-Income Units: 25 x 1.00 = 25 stalls
 Total: = 48 stalls

Drawing generated from survey by SIMS ASSOCIATES, File: 09-149-BL, dated: 2010/01/29

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| Isaac-Renton Architect Inc. 206 - 2780 Granville St., Vancouver, B.C. V6H 3J3 Tel. (604) 682-1344 • Fax - 604-7136 • ir@telus.net | 658780 BC LTD. | Project: Proposed Conversion of 25 Motel Units to 25 Units Low-income Housing 273 West Island Highway, Parksville, BC | Sheet Title: SITE PLAN EXISTING GRADES EXISTING TREES | Date: 22 APRIL 2010 Drawn By: Checked By: Issued for: | Scale: 1:250 m. Job No. 10-500 Draw. No. |
| | | Owner: 658780 BC LTD. | Designer: JS Checker: RIR | Job No. 10-500 Draw. No. | A-1 |