



AGENDA
REGULAR COUNCIL MEETING

Monday, May 3, 2021

4:00 p.m. to Proceed In Camera, Reconvene Regular Council Meeting at 7:00 p.m.
Virtual Meeting

SCHEDULED RECESS 9:00 P.M.

Pages

1. CALL THE MEETING TO ORDER:

2. PROCEDURAL MOTION:

That the meeting be closed to the public in order to deal with agenda items under the *Community Charter*:

Section 90(1) A part of the Council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

(c) labour relations or other employee relations;

(e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interests of the municipality;

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public;

(n) the consideration of whether a Council meeting should be closed under a provision of this subsection or subsection (2); and,

Community Charter Section 90(2):

(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

3. INTRODUCTION OF LATE ITEMS:

4. APPROVAL OF THE AGENDA:

5. ADOPTION OF THE MINUTES:

| | | |
|------------|---|---------|
| a. | <u>Minutes</u> | 8 - 11 |
| | Minutes of the Special Council Meeting (Public Hearing) held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Thursday, 2021-MAR-18, at 7:00 p.m. | |
| b. | <u>Minutes</u> | 12 - 15 |
| | Minutes of the Special Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Thursday, 2021-APR-15, at 7:00 p.m. | |
| c. | <u>Minutes</u> | 16 - 27 |
| | Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2021-APR-19, at 4:01 p.m. | |
| | | |
| 6. | MAYOR'S REPORT: | |
| 7. | RISE AND REPORT | |
| 8. | PRESENTATIONS: | |
| a. | <u>Emergency Preparedness Week</u> | |
| | Shelley Legin, General Manager, Corporate Services, to provide Council with a verbal presentation regarding Emergency Preparedness Week. | |
| | | |
| 9. | COMMITTEE MINUTES: | |
| a. | <u>Minutes</u> | 28 - 30 |
| | Minutes of the Board of Variance Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2021-MAR-04, at 4:00 p.m. | |
| b. | <u>Minutes</u> | 31 - 40 |
| | Minutes of the Special Governance and Priorities Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on 2021-APR-12, at 1:00 p.m. | |
| | | |
| 10. | CONSENT ITEMS: | |
| a. | <u>Governance and Priorities Committee 2021-APR-26</u> | 41 |
| | [Note: A link to the 2021-APR-26 Governance and Priorities Committee Agenda is provided for information.] | |

1. Governance and Priorities Committee Agenda Planning

That Council add as a future Governance and Priorities Committee topic a staff update on issues related to Westwood Lake as a recreational facility specific to trail usages and parking issues.

2. Neighbourhood Association Organizational Capacity Review, Support and Engagement

That Council refer the Neighbourhood Association Organizational Capacity Review, Support and Engagement topic to Staff to provide the minutes and a summary report to share with neighbourhood associations, asking them to provide further comment, and return to a GPC meeting at least two months following the April 26, 2021 meeting, potentially in September.

3. Neighbourhood Association Organizational Capacity Review, Support and Engagement

That Council direct Staff to develop a detailed Partners in Community program and annual budget for consideration.

4. Zoning Bylaw 'Schedule D' - Affordable Housing Amendments

The Governance and Priorities Committee recommend that future amendments to Schedule D of the Zoning Bylaw be brought forward to a Governance and Priorities Committee meeting at a later date.

5. Councillor Maartman re: Recreational Vehicle Permanent Accommodation

That the Governance and Priorities Committee defer consideration of the topic "Councillor Maartman re: Recreational Vehicle Permanent Accommodation" to a future date and Staff will return with options for when to have this discussion.

11. DELEGATIONS:

12. REPORTS:

a. 2021 - 2025 Financial Plan Amendment Bylaw

42 - 47

To be introduced by Shelley Legin, General Manager, Corporate Services.

Purpose: To introduce "Financial Plan Amendment Bylaw 2021 No. 7320.01" for first, second and third readings.

Recommendation:

1. That "Financial Plan Amendment Bylaw 2021 No. 7320.01" (To amend

the 2021 – 2025 Financial Plan), pass first reading;

2. That “Financial Plan Amendment Bylaw 2021 No. 7320.01” pass second reading; and
3. That “Financial Plan Amendment Bylaw 2021 No. 7320.01” pass third reading.

b. 2021 Property Tax Rates Bylaw

48 - 55

To be introduced by Shelley Legin, General Manager, Corporate Services.

Purpose: To introduce “Property Tax Rates Bylaw 2021 No. 7321” for first, second and third readings.

Recommendation: That:

1. “Property Tax Rates Bylaw 2021 No. 7321” (To set the property tax rates for 2021) pass first reading;
2. “Property Tax Rates Bylaw 2021 No. 7321” pass second reading; and,
3. “Property Tax Rates Bylaw 2021 No. 7321” pass third reading.

c. 2021 911 Reserve Fund Amendment Bylaw

56 - 59

To be introduced by Shelley Legin, General Manager, Corporate Services.

Purpose: To introduce “911 Reserve Fund Amendment Bylaw 2021 No. 7295.01” for first, second and third readings, for changes related to the provision of Fire Dispatch services.

Recommendation:

1. That “911 Reserve Fund Amendment Bylaw 2021 No. 7295.01” (To amend the 911 Reserve Fund Bylaw), pass first reading;
2. That “911 Reserve Fund Amendment Bylaw 2021 No. 7295.01” pass second reading; and,
3. That “911 Reserve Fund Amendment Bylaw 2021 No. 7295.01” pass third reading.

d. Automated Garbage Truck - Equipment Financing

60 - 61

To be introduced by Shelley Legin, General Manager, Corporate Services.

Purpose: To introduce a resolution for Council’s approval, which is required for staff to undertake equipment financing through the Municipal Finance Authority (MFA) for an additional automated garbage truck.

Recommendation: That Council approve the borrowing of up to \$459,600, with a maximum five (5) year term, through the Municipal Finance Authority’s (MFA) Equipment Financing Program to purchase one (1) additional automated garbage

truck.

- e. Extension Road Traffic Calming 62 - 65
- To be introduced by Bill Sims, General Manager, Engineering and Public Works.
- Purpose: To provide background on public requests for traffic calming and receive Council's direction on next steps for traffic calming on Extension Road.*
- Recommendation: That Council approve advancement of Extension Road traffic calming to the public consultation stage which will be used to inform the traffic calming design.
- f. Opal Road Traffic Calming 66 - 68
- To be introduced by Bills Sims, General Manager, Engineering and Public Works.
- Purpose: To advise Council of the current operations on Opal Road and seek Council's consideration regarding additional measures to further control illegal and unsafe traffic movements at the intersection of Opal Road and Rock City Road.*
- Recommendation: That Council direct Staff to continue to monitor operations and modify the intersection if necessary.
- g. Departure Bay Road Seasonal Traffic Calming 69 - 72
- To be introduced by Bill Sims, General Manager, Engineering and Public Works.
- Purpose: To provide Council with an update on the outcomes of the seasonal traffic calming used in 2020, and to receive direction on the next steps for summer 2021.*
- Recommendation: That Council direct Staff to implement 2021 seasonal traffic calming measures using the same layout as used in 2020.
- h. Development Permit Application No. DP1184 - 558 Medea Way 73 - 88
- To be introduced by Dale Lindsay, General Manager, Development Services.
- Purpose: To present for Council's consideration a development permit application for a multi-family residential development at 558 Medea Way.*
- Delegations:
1. Ken Riddell
 2. Douglas Riddell
- Recommendation: That Council issue Development Permit No. DP1184 at 558 Medea Way with the following variances to:
- reduce the minimum front yard setback from 6.00m to 1.09m;

- reduce the minimum front yard landscape buffer from 1.80m to 1.09m
- increase the maximum lot coverage from 40.0% to 43.4%;
- reduce the minimum required parking from 9 parking spaces to 8 parking spaces; and,
- increase the maximum percentage of small car parking from 40% to 50%.

i. Development Permit Application No. DP1207 - 5594 Linley Valley Drive 89 - 108

To be introduced by Dale Lindsay, General Manager, Development Services.

Purpose: To present for Council's consideration, a development permit application for a 16-unit multi-family residential development at 5594 Linley Valley Drive.

Recommendation: That Council issue Development Permit No. DP1207 at 5594 Linley Valley Drive with the following variances:

- increase the maximum permitted building height from 7m to 8.62m;
- increase the maximum allowable perimeter wall height from 7.32m to 8.77m; and,
- reduce the minimum required rear yard setback from 7.5m to 5.9m.

j. Development Variance Permit No. DVP418 - 421 Franklyn Street and 420/430 Selby Street 109 - 117

To be introduced by Dale Lindsay, General Manager, Development Services.

Purpose: To present for Council's consideration, a development variance permit application to allow an over height fence on the School District lands at 421 Franklyn Street and 420/430 Selby Street.

Recommendation: That Council issue Development Variance Permit No. DVP418 at 421 Franklyn Street and 420/430 Selby Street with variances to:

- increase the maximum permitted height of a fence within the front yard setback from 1.20m to 1.83m; and,
- increase the maximum permitted height of a fence within the side and flanking side yard setback from 1.80m to 1.83m.

k. Zoning Bylaw "Schedule D" - Affordable Housing Amendments 118 - 133

To be introduced by Dale Lindsay, General Manager, Development Services.

Purpose: To amend Schedule D of the "City of Nanaimo Zoning Bylaw 2011 No. 4500" to provide density bonusing points for rental and affordable housing developments.

Recommendation: That:

1. "Zoning Amendment Bylaw 2021 No. 4500.180" (To amend Schedule D of "City of Nanaimo Zoning Bylaw 2011 No. 4500" to provide density bonusing points for rental and affordable housing developments) pass first reading; and,
2. "Zoning Amendment Bylaw 2021 No. 4500.180" pass second reading.

13. **BYLAWS:**

14. **NOTICE OF MOTION:**

15. **OTHER BUSINESS:**

16. **ADJOURNMENT:**

MINUTES
SPECIAL COUNCIL MEETING (PUBLIC HEARING)
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE
80 COMMERCIAL STREET, NANAIMO, BC
THURSDAY, 2021-MAR-18, AT 7:00 P.M.

Present: Mayor L. Krog, Chair
Councillor S. D. Armstrong
Councillor D. Bonner (joined electronically)
Councillor B. Geselbracht (arrived 7:02 p.m.)
Councillor Z. Maartman
Councillor I. W. Thorpe
Councillor J. Turley

Absent: Councillor T. Brown
Councillor E. Hemmens

Staff: J. Holm, Director, Development Approvals
L. Rowett, Manager, Current Planning
L. Brinkman, Planner
D. Stevens, Supervisor, Applications Support
S. Snelgrove, Deputy Corporate Officer
K. Lundgren, Steno, Legislative Services
J. Vanderhoef, Recording Secretary

1. CALL THE SPECIAL COUNCIL MEETING TO ORDER:

The Special Meeting was called to order at 7:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Remove Agenda Item 6(b) – Bylaw Contravention Notice - Construction Not Completed as Per Conditions of Building Permit - 2883 Glen Eagle Crescent.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

Mayor Krog spoke regarding the purpose of a Public Hearing, advised that Council was meeting on the traditional territory of the Snuneymuxw First Nation and advised of the standard protocols for a Public Hearing.

Mayor Krog outlined the process to accommodate members of the public who wanted to call in to participate by phone.

Councillor Geselbracht entered the Shaw Auditorium at 7:02 p.m.

4. PUBLIC HEARING PROCEDURES:

Lainya Rowett, Manager, Current Planning, explained the required procedures in conducting a Public Hearing and the regulations contained within Part 14 of the *Local Government Act*.

5. PUBLIC HEARING FOR REZONING APPLICATION NO. RA459 – 2345 and 2355 Kenworth Road

(a) Rezoning Application No. RA459 – 2345 and 2355 Kenworth Road

Mayor Krog called the Public Hearing to order at 7:03 p.m.

Introduced by Lisa Brinkman, Planner.

One (1) written submission was received prior to the start of the Special Council Meeting (Public Hearing), 2021-MAR-18.

Mayor Krog called for submissions from the Applicant and the Public:

No one wished to speak regarding Rezoning Application No. RA459 – 2345 and 2355 Kenworth Road.

Mayor Krog called for submissions from the Public for a second time:

No one wished to speak regarding Rezoning Application No. RA459 – 2345 and 2355 Kenworth Road.

Mayor Krog called for submissions from the Public for a third and final time:

No one wished to speak regarding Rezoning Application No. RA459 – 2345 and 2355 Kenworth Road.

No written submissions were received during the meeting.

Mayor Krog announced that following the close of a Public Hearing, no further submissions or comments from the public or interested persons could be accepted by members of City Council.

Hearing no further comments from the public the Mayor declared the Public Hearing for RA459 – 2345 and 2355 Kenworth Road be closed at 7:08 p.m.

It was moved and seconded that “Zoning Amendment Bylaw 2021 No. 4500.183” (To amend the Corridor Three [COR3] zone to allow ‘automobile sales, service and rental’ as a site-specific use within 2355 Kenworth Road and a portion of 2345 Kenworth Road) pass third reading. The motion carried unanimously.

6. REPORTS:

- (a) Bylaw Contravention Notice - Construction Not Completed As Per Conditions of Building Permit - 5862 Broadway Road

Introduced by Jeremy Holm, Director, Development Approvals.

It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the *Community Charter* for the property located at 5862 Broadway Road for construction not completed as per the conditions of the building permit. The motion carried unanimously.

- (b) Bylaw Contravention Notice - Construction Not Completed As Per Conditions of Building Permit - 617 Sunderland Avenue

Introduced by Jeremy Holm, Director, Development Approvals.

It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the *Community Charter* for the property located at 617 Sunderland Avenue for construction not completed as per the conditions of the building permit. The motion carried unanimously.

- (c) Bylaw Contravention Notice - Construction Started Without a Building Permit – 5 Durham Street

Introduced by Jeremy Holm, Director, Development Approvals.

It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the *Community Charter* for the property located at 5 Durham Street for construction started without a building permit in contravention of “Building Bylaw 2016 No. 7224”. The motion carried unanimously.

- (d) Bylaw Contravention Notice - Construction Started Without a Building Permit – 520 Nova Street

Introduced by Jeremy Holm, Director, Development Approvals.

It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the *Community Charter* for the property located at 520 Nova Street for construction started without a building permit in contravention of “Building Bylaw 2016 No. 7224”. The motion carried unanimously.

7. ADJOURNMENT:

It was moved and seconded at 7:19 p.m. that the Special Council meeting be adjourned. The motion carried unanimously.

C H A I R

CERTIFIED CORRECT:

C O R P O R A T E O F F I C E R

MINUTES
SPECIAL COUNCIL MEETING
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE
80 COMMERCIAL STREET, NANAIMO, BC
THURSDAY, 2021-APR-15, AT 7:00 P.M.

Present: Mayor L. Krog, Chair
Councillor S. D. Armstrong (joined electronically)
Councillor D. Bonner (joined electronically)
Councillor T. Brown (joined electronically)
Councillor B. Geselbracht
Councillor E. Hemmens
Councillor Z. Maartman
Councillor I. W. Thorpe
Councillor J. Turley

Staff: J. Holm, Director, Development Approvals
D. Fox, Manager, Building Inspections
D. LaBerge, Manager, Bylaw Services
S. Snelgrove, Deputy Corporate Officer
J. Vanderhoef, Recording Secretary

1. CALL THE SPECIAL COUNCIL MEETING TO ORDER:

The Special Meeting was called to order at 7:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Remove Agenda Item 4(b) - Unsafe Structure - 45/47 Haliburton Street.
- (b) Remove Agenda Item 4(f) – Bylaw Contravention Notice – Construction Started Without a Building Permit – 1058 Shelby Ann Avenue.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. REPORTS:

(a) Illegal Construction – 3042 McCauley Drive

Introduced by Dave LaBerge, Manager, Bylaw Services.

Delegation:

- 1. Dacia Douhaibi spoke regarding communication between the Bylaw and Building Departments and a previous conversation regarding a notice on title.

She stated that the purpose of enclosing the deck was for safety reasons to prevent children from climbing the railing to pick cherries, and that the construction was stopped when the stop work order was received. She noted that the owner began removing the construction; however, stopped due to confusion regarding the notice on title and the requirement to remove. The owner would like to retain the smaller shelter on the ground level near the base of the stairs, but is prepared to remove the deck.

Council discussion took place regarding the process for removing the notice on title.

Darcy Fox, Manager, Building Inspections, explained that if the work was removed and brought into compliance the owner would need to request an inspection and submit an application to the Building Inspections Department to remove the notice on title.

It was moved and seconded that Council:

1. issue a Remedial Action Order at 3042 McCauley Drive pursuant to Sections 72, 73 and 74 of the *Community Charter*;
2. direct Staff or its authorized agents to take action in accordance with Section 17 of the *Community Charter* without further notice and at the owner's expense if the said remedial action is not undertaken within 30 days of Council's resolution; and
3. direct that the remedial action consist of removing the illegal structures and reinstating the guardrails.

The motion carried unanimously.

(b) Remedial Action Order - 4470 Burma Road

Introduced by Dave LaBerge, Manager, Bylaw Services.

It was moved and seconded that Council:

1. issue a Remedial Action Order at 4470 Burma Road pursuant to Sections 72 and 73 of the *Community Charter*;
2. direct Staff to advise the owner they may request that Council reconsider the Remedial Action Order by providing written notice within 14 days of the date on which notice of the remedial action requirement was sent;
3. direct Staff or its authorized agents to take action in accordance with Section 17 of the *Community Charter* without further notice and at the owner's expense if the said remedial action is not undertaken within 30 days of Council's resolution; and
4. direct the remedial action consist of removal or demolition of the shed structure.

The motion carried unanimously.

(c) Bylaw Contravention Notice – Construction Not Completed As Per Conditions of Building Permit – 341 Chesterlea Avenue

Introduced by Darcy Fox, Manager, Building Inspections.

Delegation:

1. Jiemin Hong provided a PowerPoint presentation and spoke regarding the original permit application in 2019 and a misunderstanding regarding the timeframe to complete the first inspection within six months. She noted there had been many delays and hurdles that arose due to the pandemic. She spoke regarding the theft of the building materials stored in the garage, increasing costs, and no workers being available during the pandemic. She is trying to apply for another building permit.

Council discussion took place. Highlights included:

- Potentially deferring this topic for 60 days
- Implications of a notice on title when applying for funding
- Potentially deferring this topic for one month
- Issue has been ongoing for two years
- Type/scope of renovations

It was moved and seconded that Council defer consideration of “Bylaw Contravention Notice – Construction Not Completed as per Conditions of Building Permit – 341 Chesterlea Avenue” to the 2021-MAY-20 Special Council Meeting (Public Hearing). The motion carried.

Opposed: Mayor Krog

(d) Bylaw Contravention Notice – Construction Started Without a Building Permit – 179 Capt Morgans Boulevard

Introduced by Darcy Fox, Manager, Building Inspections.

It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the *Community Charter* for the property located at 179 Capt Morgans Boulevard for construction started without a building permit in contravention of “Building Bylaw 2016 No. 7224”. The motion carried unanimously.

(e) Bylaw Contravention Notice – Construction Started Without a Building Permit – 3538 Departure Bay Road

Introduced by Darcy Fox, Manager, Building Inspections.

It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the *Community Charter* for the property located at 3538 Departure Bay Road for construction started without a building permit in contravention of “Building Bylaw 2016 No. 7224”. The motion carried unanimously.

- (f) Bylaw Contravention Notice – Construction Not Completed As Per Conditions of Building Permit – 4376 Boban Drive

Introduced by Darcy Fox, Manager, Building Inspections.

It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the *Community Charter* for the property located at 4376 Boban Drive for construction not completed as per the conditions of the building permit. The motion carried unanimously.

5. ADJOURNMENT:

It was moved and seconded at 7:52 p.m. that the Special Council meeting be adjourned. The motion carried unanimously.

C H A I R

CERTIFIED CORRECT:

CORPORATE OFFICER

MINUTES
REGULAR COUNCIL MEETING
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,
80 COMMERCIAL STREET, NANAIMO, BC
MONDAY, 2021-APR-19, AT 4:00 P.M.

Present: Mayor L. Krog, Chair
Councillor S. D. Armstrong
Councillor D. Bonner
Councillor T. Brown (arrived 4:28 p.m.)
Councillor B. Geselbracht
Councillor E. Hemmens
Councillor Z. Maartman
Councillor I. W. Thorpe
Councillor J. Turley (arrived 4:07 p.m.)

Staff: J. Rudolph, Chief Administrative Officer
R. Harding, General Manager, Parks, Recreation and Culture
S. Legin, General Manager, Corporate Services
D. Lindsay, General Manager, Development Services
B. Sims, General Manager, Engineering and Public Works
Supt. L. Fletcher, A/OIC, Nanaimo Detachment RCMP
B. Corsan, Director, Community Development
J. Holm, Director, Development Approvals
L. Mercer, Director, Finance
L. Bhopalsingh, Manager, Community Planning
F. Farrokhi, Manager, Communications
T. Loewen, Communications and Marketing Specialist
M. Desrochers, Client Support Specialist
S. Gurrie, Director, Legislative Services
K. Gerard, Recording Secretary

1. CALL THE REGULAR MEETING TO ORDER:

The Regular Council Meeting was called to order at 4:00 p.m.

2. PROCEDURAL MOTION TO PROCEED IN CAMERA:

It was moved and seconded that the meeting be closed to the public in order to deal with agenda items under the *Community Charter*:

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (c) labour relations or other employee relations;
- (e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interests of the municipality;

- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public; and,

Community Charter Section 90(2):

- (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

The motion carried unanimously.

Council moved In Camera at 4:00 p.m.

Council moved out of In Camera at 6:39 p.m.

Council recessed the Open Meeting 6:39 p.m.

Council reconvened the Open Meeting at 7:00 p.m.

3. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 10 – Consent Items - Add Special Finance and Audit Committee Meeting 2021-APR-14 Recommendations.
- (b) Agenda Item 12(a) – Transitional Emergency Housing – Cowichan Model – Add report titled “Transitional Emergency Housing – Cowichan Model”.
- (c) Remove Agenda Item 11(a) – Holden Southward re: Heat Pumps.
- (d) Councillor Maartman advised that she would be bringing forward an item under Other Business regarding recreational vehicle accommodations.

It was moved and seconded that Council add Agenda Item 15(b) – Councillor Maartman re: Permanent Recreational Vehicle Accommodation. The motion carried.

Opposed: Mayor Krog, Councillors Armstrong, Thorpe and Turley

4. APPROVAL OF THE AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

5. ADOPTION OF THE MINUTES:

It was moved and seconded that the Minutes of the Regular Council meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2021-MAR-29, at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

6. MAYOR'S REPORT:

Mayor Krog spoke regarding:

- The annual catch basin cleaning program began today, 2021-APR-19. City of Nanaimo (the City) Public Works Staff and contractors clean out all storm water catch basins. The program will be complete by August of 2021
- The City is seeking feedback from residents and property owners regarding the proposed bylaw changes for use of homes as short-term rentals. As well, the City is providing opportunities for renters and landlords to share their experience finding and maintaining homes for rent. Surveys are available online through the City's public engagement website, Get Involved Nanaimo until May 10th, 2021
- On March 29, 2021, City Council passed a new Energy Step Code Rezoning Policy. The policy, which will come into effect on June 29, 2021, supports greenhouse gas emissions reduction in alignment with Council's Climate Change Emergency declaration
- The City is calling for applications for a City representative on the Nanaimo Port Authority board. The term is 3 years with the option to extend twice for a total of nine years. The deadline to submit an application is 4:00 p.m. on Friday, April 30, 2021. Applications can be submitted in person at the Legislative Services Office, 455 Wallace Street or via email at legislative.servicesoffice@nanaimo.ca
- The City is seeking members for the Art in Public Spaces Working Group. The working group will consist of five members to serve a two-year term helping to advance the City's public art program. The deadline for applications is 2021-MAY-10 and for more information go to www.nanaimo.ca/goto/artworkinggroup
- The CleanBC Better Homes New Construction Program is providing rebates of up to \$10,000 for construction of the high performance electric homes. Builders interested in connecting with a BC Hydro representative can attend the April 20th "ask an expert" breakfast series beginning at 7:30 a.m. To register contact the Canadian Homebuilders Association at www.chbavi.com. All City building permits issued on or after April 1, 2020 are eligible
- The passing of His Royal Highness Prince Phillip
- Vimy Ridge Day on April 9th to honour and remember the battle of 1917 and the struggles of the generations that lived through WW1 and WW2
- COVID-19 restrictions and to please be kind and patient

7. PRESENTATIONS:

- (a) Vancouver Island University Memorandum of Understanding

Introduced by Jake Rudolph, Chief Administrative Officer.

Mayor Krog advised that this is a very important agreement to ensure cooperation between the City and Vancouver Island University (VIU).

Dr. Deborah Saucier, President and Vice-Chancellor, Vancouver Island University, spoke regarding the Memorandum of Understanding and provided Council with an update of the new strategic plan titled “People, Place and Potential”, COVID-19 effects and implications, work VIU does in the community, and the importance of community partnerships.

(b) Jenn Houtby-Ferguson, Interim Executive Manager, Tourism Nanaimo - Tourism Sector Update

Jenn Houtby-Ferguson, Interim Executive Manager, Tourism Nanaimo, provided Council with an update regarding the tourism sector and Tourism Nanaimo initiatives. Highlights included:

- Review of the current tourism situation and the enhanced COVID-19 travel restrictions announced today
- Once travel restrictions are lifted Tourism Nanaimo will encourage people to travel within BC or within Canada which will assist in the recovery of the hospitality and tourism industry
- Currently Tourism Nanaimo is encouraging local travel using marketing plans for initiatives such as best places to hike, local restaurants and outdoor activities within our area
- Post pandemic recovery marketing plans are underway

8. COMMITTEE MINUTES:

The following Committee Minutes were received:

- Minutes of the Governance and Priorities Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2021-MAR-08, at 1:00 p.m.
- Minutes of the Governance and Priorities Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2021-MAR-22, at 1:00 p.m.

9. CONSENT ITEMS:

Councillor Brown requested that Agenda Item 10(a)(6) be removed to be voted on under Separately Address Consent Items.

It was moved and seconded that the following items be adopted by consent:

- (a) Special Finance and Audit Committee Meeting Recommendations
2021-APR-14

1. Records and Information Specialist Position

That Council add a Records and Information Specialist position to the 2021-2025 Financial Plan effective July 1, 2021 funded from general revenue.

2. Development Service Recommendations - Staffing

That Council add a Building Supervisor position and a Building Official position to the 2021-2025 Financial Plan effective July 1, 2021 funded from general revenue.

3. Development Service Recommendations - Software

That Council add \$375,000 to 2021 of the 2021 – 2025 Financial Plan for online application system improvements funded from the Special Initiatives Reserve and \$150,000 for annual operating costs effective 2022 funded from the general revenues.

4. Development Service Recommendations – Implementation

That Council add \$25,000 to 2021 of the 2021 – 2025 Financial Plan to support implementation of the recommendations in the Building Permit Function Review funded from the Special Initiatives Reserve.

5. South End Recreation Centre Feasibility Study

That Council add \$200,000 to 2021 in the 2021 – 2025 Financial Plan for a South End Recreation Centre Feasibility Study funded from the Special Initiatives Reserve.

6. Haliburton Street Sidewalk

That Council amend the funding source of the acceleration of the Haliburton Street Sidewalk project to 2021/2022 from the Special Initiatives Reserve to the Community Works Reserve Fund.

7. Health and Housing Task Force

That Council not reserve \$400,000 in funding from the Special Initiatives Reserve for recommendations coming from the Health and Housing Task Force as a budget line item has been added to 2021 to 2025 of the 2021-2025 Financial Plan.

8. 2020 Annual Financial Statements

That Council accept the 2020 Annual Financial Statements for the City of Nanaimo.

9. Property Tax Due Date

That Council:

- Keep the property tax due date at 2021-JUL-02;
- Change the first property tax penalty due to 1% on 2021-JUL-02; and,
- Extend the second property tax penalty due date to 2021-SEP-10 and change to 9%

10. Serauxmen Stadium Outfield Fencing Project Update

That Council provide additional funding to the 2021 Serauxmen Stadium Outfield Fence Project as follows:

1. \$175,000 for project contingency and possible soil removal and disposal, funded from the Asset Management Reserve; and,
2. \$153,000 for left and right foul line fencing, funded from the Asset Management Reserve.

11. Asset Management Planning Program

That Council direct Staff to submit an application to the 2021 Asset Management Planning Program for the Sanitary Lift Station Condition Assessment Project, and provide overall grant management.

12. Local Government Development Approvals Program

That Council direct Staff to submit an application to the Local Government Development Approvals Program for the Development Approval Improvement project, and provide overall grant management.

13. Canada Healthy Communities Initiative - Second Intake

That Council direct Staff to submit an application to the Canada Healthy Communities Initiative for the Maffeo Sutton Playground Phase 2.

14. Vancouver Island Economic Alliance - 2021 Conference Sponsorship

That Council sponsor the 2021 Vancouver Island Economic Alliance Summit as a platinum sponsor with a \$10,000 financial contribution.

The motion carried unanimously.

(b) Separately Addressed Consent Items

1. Downtown Security

It was moved and seconded:

That Council add \$400,000 to 2021 in the 2021-2025 Financial Plan for expanded downtown security to the downtown area funded from the Special Initiatives Reserve.

That Council direct Staff to allocate \$50,000 from the Special Initiatives Reserve to complete a comprehensive Public Safety Action Plan.

It was moved and seconded that Council defer the following motion to a future Regular Council Meeting subject to further discussions regarding temporary housing alternatives:

“That Council add \$400,000 to 2021 in the 2021-2025 Financial Plan for expanded downtown security to the downtown area funded from the Special Initiatives Reserve; and,

That Council direct Staff to allocate \$50,000 from the Special Initiatives Reserve to complete a comprehensive Public Safety Action Plan.”

The motion was defeated.

Opposed: Mayor Krog, Councillors Armstrong, Bonner, Brown, Hemmens, Maartman, Thorpe and Turley

The vote was taken on the main motion as follows:

It was moved and seconded:

That Council add \$400,000 to 2021 in the 2021-2025 Financial Plan for expanded downtown security to the downtown area funded from the Special Initiatives Reserve; and,

That Council direct Staff to allocate \$50,000 from the Special Initiatives Reserve to complete a comprehensive Public Safety Action Plan.

The motion carried.

Opposed: Councillors Bonner, Brown and Geselbracht

10. REPORTS:

(a) Transitional Emergency Housing – Cowichan Model

Introduced by Dale Lindsay, General Manager, Development Services.

It was moved and seconded that a Request for Proposal be developed for the management and operation of two temporary emergency shelter sites, provided by the City based on the Cowichan shelter Model, to shelter up to 24 people who are awaiting placement in BC Housing dwelling units, that a report be prepared for Council that identifies City properties available to accommodate the two emergency shelter sites on a temporary basis and that the initiative and associated costs be funded for one year from the Housing Legacy Reserve.

It was moved and seconded that the motion be amended to change the wording from Request for Proposals to Request for an Expression of Interest.

The motion carried.

Opposed: *Mayor Krog, Councillors Armstrong, Thorpe, Turley*

The vote was taken on the main motion as amended, as follows:

It was moved and seconded that a Request for Expression of Interest be developed for the management and operation of two temporary emergency shelter sites, provided by the City based on the Cowichan shelter Model, to shelter up to 24 people who are awaiting placement in BC Housing dwelling units, that a report be prepared for Council that identifies City properties available to accommodate the two emergency shelter sites on a temporary basis and that the initiative and associated costs be funded for one year from the Housing Legacy Reserve. The motion carried.

Opposed: *Mayor Krog, Councillors Armstrong, Thorpe, Turley*

(b) Parks and Trails Parcel Tax Bylaws

Introduced by Shelley Legin, General Manager, Corporate Services.

It was moved and seconded that “Regional Parks and Trails Parcel Tax Bylaw 2021 No. 7324” (To provide authorization to collect a parcel tax) pass first reading. The motion carried unanimously.

It was moved and seconded that “Regional Parks and Trails Parcel Tax Bylaw 2021 No. 7324” pass second reading. The motion carried unanimously.

It was moved and seconded that “Regional Parks and Trails Parcel Tax Bylaw 2021 No. 7324” pass third reading. The motion carried unanimously.

It was moved and seconded that “Parcel Tax Roll Preparation Bylaw 2021 No. 7323” (To allow preparation of the Parcel Tax Roll related to the Regional District of Nanaimo Parcel Tax for Regional Parks and Trails) pass first reading. The motion carried unanimously.

It was moved and seconded that “Parcel Tax Roll Preparation Bylaw 2021 No. 7323” pass second reading. The motion carried unanimously.

It was moved and seconded that “Parcel Tax Roll Preparation Bylaw 2021 No. 7323” pass third reading. The motion carried unanimously.

(c) Mayor’s Leaders’ Table – Terms of Reference

Introduced by Shelley Legin, General Manager, Corporate Services.

It was moved and seconded that Council approve the Mayor’s Leaders’ Table Terms of Reference. The motion carried unanimously.

The Regular Council meeting recessed at 9:02 p.m.
The Regular Council Meeting reconvened at 9:12 p.m.

(d) Municipal Security Issuing Resolution - Fire Station No. 1

Introduced by Shelley Legin, General Manager, Corporate Services.

It was moved and seconded that Council:

1. Approve borrowing eleven million one hundred and sixty thousand (\$11,160,000) from the Municipal Finance Authority of British Columbia, as part of the 2021 fall Borrowing Session and as authorized through “Fire Station #1 Borrowing Bylaw 2018 No. 7257”; and,
2. That the Regional District of Nanaimo be requested to consent to the City of Nanaimo borrowing the eleven million one hundred and sixty thousand (\$11,160,000) over a 20-year term and include the borrowing in a Security Issuing Bylaw.

The motion carried unanimously.

(e) Circular Cities and Regions Initiative

Introduced by Bill Sims, General Manager, Engineering and Public Works.

It was moved and seconded that Council endorse a joint application with the Regional District of Nanaimo to join the Circular Cities and Regions Initiative’s Peer to Peer Network. The motion carried unanimously.

(f) Lease to RCMP - 575 Fitzwilliam Street

Introduced by Bill Corsan, Director, Community Development.

It was moved and seconded that Council:

1. Grant a new five-year lease at 575 Fitzwilliam Street to the federal members of the Royal Canadian Mounted Police; and,
2. Authorize the Mayor and Corporate Officer to execute the lease agreement.

The motion carried unanimously.

(g) Rezoning Application No. RA456 - 5915 Metral Drive

Introduced by Jeremy Holm, Director, Development Approvals.

Delegation:

1. Mark Johnston did not participate as a delegation.

It was moved and seconded that “Zoning Amendment Bylaw 2021 No. 4500.184” (To rezone the 5915 Metral Drive from Single Dwelling Residential [R1] to Residential Corridor [COR1] to allow for a multi-family residential development) pass first reading. The motion carried unanimously.

It was moved and seconded that “Zoning Amendment Bylaw 2021 No. 4500.184” pass second reading. The motion carried unanimously.

It was moved and seconded that Council direct Staff to secure the community amenity contribution and sanitary sewer right-of-way should Council support the bylaw at third reading. The motion carried unanimously.

(h) Rezoning Application No. RA458 - 1621 Northfield Road

Introduced by Jeremy Holm, Director, Development Approvals.

It was moved and seconded that Zoning Amendment Bylaw 2021 No. 4500.185” (To rezone 1621 Northfield Road from Single Dwelling Residential [R1] to Residential Corridor [COR1]) pass first reading. The motion carried unanimously.

It was moved and seconded that “Zoning Amendment Bylaw 2021 No. 4500.185” pass second reading. The motion carried unanimously.

It was moved and seconded that Council direct Staff to secure the road dedication, statutory right-of-way, and community contribution prior to the adoption of the bylaw, should Council support the bylaw at third reading. The motion carried unanimously.

(i) Development Variance Permit Application No. DVP412 - 5100 Hammond Bay Road

Introduced by Jeremy Holm, Director, Development Approvals.

Delegation:

1. Tyler Hanson, BCLS, Williamson and Associates Professional Surveyors, was available to answer questions via Zoom.

It was moved and seconded that Council issue Development Variance Permit No. DVP412 at 5100 Hammond Bay Road with a variance to reduce the minimum lot frontage requirement as follows:

- from 15m to 13.5m for proposed Lot B;
- from 15m to 12.06m for proposed Lot C; and
- from 15m to 12.04m for proposed Lot D.

The motion carried unanimously.

(j) Appointment of Bylaw Enforcement Officer

Introduced by Dale Lindsay, General Manager, Development Services.

It was moved and seconded that Council appoint Walter Ernst as a Bylaw Enforcement Officer for the City of Nanaimo for the purposes of enforcing City of Nanaimo bylaws in accordance with the *Community Charter* and the *Local Government Bylaw Notice Enforcement Act*. The motion carried unanimously.

Councillor Brown vacated the Shaw Auditorium at 9:38 p.m.

(k) Appointment of Bylaw Enforcement Officer

Introduced by Dale Lindsay, General Manager, Development Services.

It was moved and seconded that Council appoint Michael Leiding as a Bylaw Enforcement Officer for the City of Nanaimo for the purposes of enforcing City of Nanaimo bylaws in accordance with the *Community Charter* and *Local Government Bylaw Notice Enforcement Act*. The motion carried unanimously.

Councillor Brown returned to the Shaw Auditorium at 9:41 p.m.

(l) Business Improvement Area Bylaw 2021 No. 7317

Introduced by Sheila Gurrie, Director, Legislative Services.

11. BYLAWS:

(a) "Downtown Nanaimo Business Association Business Improvement Area Bylaw 2021 No. 7317"

It was moved and seconded that "Downtown Nanaimo Business Association Business Improvement Area Bylaw 2021 No. 7317" (To establish a Business Improvement Area in the downtown Nanaimo area) be adopted. The motion carried unanimously.

12. OTHER BUSINESS:

(a) Councillor Armstrong Motion re: Support for Call for Public Inquiry: Stronger Sentencing for Prolific Offenders

It was moved and seconded that Council support the Mayor of Williams Lake by sending a letter to the Solicitor General, Attorney General, and the Premier of British Columbia requesting a public inquiry into the justice system in BC, to determine why so many prolific offenders with serious charges are constantly released back into communities with ineffective deterrents to reoffend and to call for action to protect communities. The motion carried unanimously.

(b) Councillor Maartman re: Permanent Recreational Vehicle Accommodation

Councillor Maartman introduced the following motion for consideration:

"That Council direct Staff to prepare a report on the options available to support permanent recreation vehicle accommodation."

Dale Lindsay, General Manager, Development Services, advised Council that there are areas of Nanaimo where permanent residency of a recreation vehicle is allowed. Mr. Lindsay stated that Staff could prepare more information for the 2021-APR-26 Governance and Priorities Committee Meeting.

It was moved and seconded that Council defer consideration of the following motion to the 2021-APR-26 Governance and Priorities Committee Meeting for further discussion:

“That Council direct Staff to prepare a report on the options available to support permanent recreation vehicle accommodation.”

The motion carried unanimously.

13. ADJOURNMENT:

It was moved and seconded at 10:00 p.m. that the meeting adjourn. The motion carried unanimously.

C H A I R

CERTIFIED CORRECT:

CORPORATE OFFICER

MINUTES
BOARD OF VARIANCE MEETING
BOARDROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
THURSDAY, 2021-MAR-04 AT 4:00 P.M.

PRESENT: Members: Jessica Kaman, Chair, At Large Member
 Nelson Allen, At Large Member
 Allan Dick, At Large Member (joined electronically)
 Daryoush Firouzli, At Large Member (joined electronically)
 Kenneth Hample, At Large Member (joined electronically)

 Staff: C. Horn, Planner
 M. Rempel, Planning Assistant (joined electronically)
 S. Robinson, Planning Assistant (joined electronically)
 K. Berke, Recording Secretary

1. CALL THE BOARD OF VARIANCE COMMITTEE MEETING TO ORDER:

The Open Board of Variance Meeting was called to order at 4:03 p.m.

2. ADOPTION OF AGENDA:

 It was moved and seconded that the Agenda be adopted as amended. The motion carried unanimously.

3. ADOPTION OF MINUTES:

 It was moved and seconded that the Minutes of the Board of Variance Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC on Thursday, 2021-JAN-07, at 4:00 p.m., be adopted as circulated. The motion carried unanimously.

4. PRESENTATIONS:

(a) Board of Variance No. BOV747 – 21 Robarts Street

 The Chair read the application requesting to reduce the front yard setback from 3m to 2.5m in order to reconstruct a previously existing, non-conforming front porch. This represents a variance of 0.5m. Zoning Bylaw No. 4500 requires a minimum front yard setback of 3m in the DT8 zone. A porch is permitted to project up to 2m into the front yard setback on a single residential dwelling.

 Brittany Martin, First General Services, spoke on behalf of the owner in regards to the application. She stated that a vehicle struck the homeowner's house and front

porch. The front porch has been in its current location since 1905 and hasn't been an issue to the neighbourhood or neighbouring properties. The homeowner plans to rebuild the porch in the same location and to the size it was previously.

Discussion took place regarding:

- The previously existing porch being non-conforming
- Whether or not the house is occupiable
- Reconstruction of the porch in the same location
- The front and side yard setbacks
- The building permit application process
- The possibility of rebuilding the porch with concrete posts for protection

It was moved and seconded that application BOV747 for 21 Roberts Street to vary Section 11.5.1 of Zoning Bylaw No. 4500, to reduce the front yard setback from 3m to 2.5m in order to reconstruct a previously existing, non-conforming front porch be approved. The motion carried unanimously.

(b) Board of Variance Application No. BOV748 – 1382 Rose Ann Drive

The Chair read the application in regards to reducing the required setback for a garage door from 6m to 4.36m in order to permit a proposed addition to an existing single residential dwelling. This represents a variance of 1.64m. Zoning Bylaw No. 4500 requires a minimum setback of 6m for all garage doors and carport entrance ways facing a street on a single residential dwelling.

Valerie Fulford, one of the owners, spoke to the hardship for the application. She stated that over the years many modifications have been made to the existing garage in order to add more living space because the living space is limited within the main dwelling. Due to the location and configuration of the existing house and the slope and size of the back yard, the location of the proposed new garage and addition is limited. They would like to keep the house as a single storey house to keep the architecture the way it is and believe the overall proposed addition will be more appealing for neighbours.

Josh Knight, Shining Knight Construction, spoke to the rationale and re-iterated that they spent a lot of time trying to make the proposed space conform to the property as best they could.

Murray Walters, neighbour at 3015 King Richard Drive, spoke in support of the application as he believes it is a fair request. He believes the proposed addition will enhance the character of the neighbourhood because it has a nice design balance, it fits in well with the Garry Oak trees, and the property has a wide driveway (which should not pose a problem for sightlines). He also stated that building the addition any further back would be difficult due to the steepness and the solid rock.

Discussion took place regarding:

- Whether the garage door setback issue is sightline or esthetic related
- Whether much mature lush landscaping will be removed
- Whether there is a suite on the property
- The property having lots of frontage and parking, as well as the quiet nature of the neighbourhood

It was moved and seconded that application BOV748 for 1382 Rose Ann Drive to vary Section 7.5.3 of Zoning Bylaw No. 4500, to reduce the required setback for a garage door from 6m to 4.36m in order to permit a proposed addition to an existing single residential dwelling be approved. The motion carried unanimously.

5. OTHER BUSINESS:

(a) New Staff Liaison

Sadie Robinson, Planning Assistant, was introduced as the new staff liaison for the Board of Variance.

6. ADJOURNMENT:

It was moved and seconded at 4:46 p.m. that the meeting adjourn. The motion carried unanimously.



CHAIR

CERTIFIED CORRECT:



RECORDING SECRETARY

MINUTES

SPECIAL GOVERNANCE AND PRIORITIES COMMITTEE MEETING
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,
80 COMMERCIAL STREET, NANAIMO, BC
MONDAY, 2021-APR-12, AT 1:00 P.M.

Present: Mayor L. Krog, Chair
Councillor S. D. Armstrong (joined electronically)
Councillor D. Bonner
Councillor T. Brown
Councillor B. Geselbracht
Councillor E. Hemmens
Councillor Z. Maartman
Councillor I. W. Thorpe
Councillor J. Turley

Staff: J. Rudolph, Chief Administrative Officer (joined electronically)
R. Harding, General Manager, Parks, Recreation and Culture
S. Legin, General Manager, Corporate Services
D. Lindsay, General Manager, Development Services
B. Sims, General Manager, Engineering and Public Works
T Doyle, Fire Chief (joined electronically)
Supt. L. Fletcher, A/OIC, RCMP, Nanaimo Detachment
B. Corsan, Director, Community Development
D. LaBerge, Manager Bylaw Services
J. Rose, Manager, Transportation
A. Bandurka, Real Estate Clerk
S. Gurrie, Director, Legislative Services
K. Gerard, Recording Secretary

1. CALL THE SPECIAL GOVERNANCE AND PRIORITIES COMMITTEE MEETING TO ORDER:

The Special Governance and Priorities Committee Meeting was called to order at 1:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 7(a)(1)(2) – Downtown Active Transportation – Add PowerPoint presentation titled “Downtown Mobility Hub”.
- (b) Agenda Item 7(a)(1)(3) – Safety and Security – Add PowerPoint presentation titled “Social Issues (Safety and Security)”.
- (c) Agenda Item 8 – Procedural Motion – Add *Community Charter* Sections 90(1):
 - (d) the security of property of the municipality; and,
 - (f) law enforcement, if the Council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment.

3. APPROVAL OF THE AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF THE MINUTES:

It was moved and seconded that the Minutes of the Governance and Priorities Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2021-MAR-22, at 1:00 p.m. be adopted as circulated. The motion carried unanimously.

5. REIMAGINE NANAIMO:

a. REIMAGINE Nanaimo Update

Introduced by Dale Lindsay, General Manager, Development Services.

Presentation:

1. Lisa Bhopalsingh, Manager, Community Planning, provided Council with an update regarding REIMAGINE Nanaimo. Highlights included:
 - Five draft goals have been identified through public engagement
 1. Healthy – support well-being for all
 2. Connected – build a more sustainable community
 3. Enabled – promote a thriving economy
 4. Empowered – encourage social enrichment
 5. Ecological – protect and enhance our environment
 - 22 draft indicators were chosen under the five draft goals
 - Reviewed the top indicators for each of the five draft goals including:
 - Healthy – chronic/episodic homelessness, housing affordability, vacancy rates and mix of housing types in neighbourhoods
 - Connected – transportation by mode, access to daily needs, land use mix in nodes/corridors and public waterfront access
 - Empowered – traffic injury rate, inclusion and diversity, investment in arts, culture and heritage and participation in Parks and Recreation programs and services
 - Enabled – working age population, non-residential building permits and business growth
 - Ecological – greenhouse gas emissions, surface water quality, collected waste and water consumption
 - Each indicator will fall within an aspect of the doughnut model and will help us move toward a primary goal
 - The draft indicator set will help develop scenarios and options to meet the objectives and primary goals
 - Upcoming workshop, proposed for 2021-MAY-20, with the Committee, consultants and Staff to review the options developed and receive feedback before Phase 2 public engagement

- Anticipating challenges with population growth, economic development and climate change

Committee discussion took place. Highlights included:

- Where and how crime rate statistics fit in the doughnut model and REIMAGINE Nanaimo process
- Land use mix in nodes and corridors and how zoning limitations can be used to allow or disallow certain development in certain nodes
- Committee and Task Force input on the draft indicators and goals
- Business growth and traffic injury rates

Lisa Bhopalsingh, Manager, Community Planning, advised the Committee that Committees and Task Forces' would be consulted after the 2021-MAY-20 workshop. Business growth measures the total number of businesses and the number of people employed.

Dale Lindsay, General Manager, Development Services, advised the Committee that Official Community Plan (OCP) and the Zoning Bylaw could be used to restrict certain types of developments in areas.

Supt. Lisa Fletcher, A/OIC, RCMP, Nanaimo Detachment, advised the Committee that measuring traffic injury rates can assist in the growth strategies and show where improvements need to be made.

Committee discussion continued. Highlights included:

- Measurements in inclusion and diversity
- Increase in employment may not reflect an increase in well-being of the community
- Revising the business licence application to acquire more specific information for data collection
- Using the City of Vancouver system to measure food security
- Interconnecting the goals and indicators of the doughnut model to show where plans can succeed in all aspects of the model

Lisa Bhopalsingh, Manager, Community Planning, continued her presentation. Highlights included:

- Inclusion and diversity are hard to measure as they do not contain hard facts or statistics and Staff are working on ideas to be able to measure these more accurately
- Consultants are currently reviewing the indicators and looking at ones that require less or more resources and will come back to the Committee with their findings

Committee discussion continued. Highlights included:

- Ensuring that we are listening to and making decisions based on community feedback

6. AGENDA PLANNING:

1. Governance and Priorities Committee Agenda Planning Matrix

Sheila Gurrie, Director, Legislative Services, advised that the 2021-APR-26 Agenda Planning document should include the Affordable Housing Strategy - Annual Implementation Update and Schedule D – Affordable Housing.

Committee discussion took place. Highlights included:

- Communication regarding the 2021-APR-26 Meeting on Neighbourhood Associations sent to the various neighbourhood associations in Nanaimo and options for how they can participate
- Add Westwood Lake as a recreational facility regarding land use, multi-use trails, parking issues and others to the list of upcoming agenda items for a future Governance and Priorities Committee (GPC) meeting

Dale Lindsay, General Manager, Development Services, advised the Committee that regular contact with the neighbourhood associations is occurring and communication regarding the 2021-APR-26 GPC Meeting will take place with options for associations to form delegation groups and speak to the Committee.

7. REPORTS:

a. COMMUNITY WELLNESS/LIVABILITY:

(a) Downtown

Introduced by Dale Lindsay, General Manager, Development Services.

Bill Corsan, Director, Community Development, provided the Committee with an introduction to the Downtown presentations. Highlights included:

- Discussion topics include five key areas:
 1. Public Realm Improvements
 2. Downtown Mobility
 3. Social Issues (Safety and Security)
 4. Key Site Redevelopment
 5. 1 Port Drive
- Reviewed past, current and future public investments in the downtown area including additional mobility improvements, bike lanes, Telus rental project, Front Street improvements and the Gordon Street hotel
- Goals for today's meeting are to provide the Committee with an update on work completed and seek clarification on next steps
- Staff to return to the Committee in the summer of 2021 to showcase work underway and future investments

1. Public Realm Improvements and Beautification

Presentation:

1. Bill Corsan, Director, Community Development, provided the Committee with a PowerPoint presentation. Highlights included:
 - In October of 2019 a list of downtown projects was brought forward to Council with some projects being accelerated for completion in 2020
 - Completed quick wins include clean up of Robson Street, refresh of crosswalks, temporary art locations, Phase 1 of Maffeo Sutton Park and the patio program
 - Projects underway include improving the wayfinding signage, 3D Nanaimo Sign, Tideline Park clean up and Diana Krall Plaza redevelopment plan
 - Staff have proposed a list of short term improvements and request the Committee's feedback on which projects are a priority
 - Once feedback is tallied Staff will come back with a business case to bring the top picks forward in the next budget cycle
 - The Committee can also bring forward ideas and Staff will research these as well

Committee discussion took place. Highlights included:

- Colour of the 3D Nanaimo sign
- Consistent branding of Nanaimo and it's signage
- Additional rainbow crosswalks
- Cost of additional washrooms
- Addition of basketball courts or a skate park in the downtown area such as 1 Port Drive
- Hosting more public events downtown post-pandemic
- Closure of Commercial Street and lifting the street to meet the sidewalk so it is level
- Outdoor art shows, more colour using banners, flower boxes and artistic crosswalks
- Ensuring that all businesses in the downtown core are consulted if closure of Commercial Street is officially proposed
- Increasing the budget for public art

Bill Corsan, Director, Community Development, advised the Committee that a study could be conducted on the closure of Commercial Street and potential for installation of recreational facilities and events at 1 Port Drive.

Richard Harding, General Manager, Parks, Recreation and Culture, advised the Committee that the budget for public art is \$50,000/year and Staff will come back to the Committee in June of 2021 to discuss events post-pandemic.

The Governance and Priorities Committee Meeting recessed at 2:38 p.m.
The Governance and Priorities Committee Meeting reconvened at 2:52 p.m.

2. Downtown Active Transportation

Presentation:

1. Jamie Rose, Manager, Transportation, provided the Committee with a PowerPoint presentation. Highlights included:
 - In 2019 Staff conducted a downtown mobility update which showed areas in need of improvements and accessibility options
 - Staff reached out to the community and received feedback on items of priority including the intersection at Wallace/Commercial and Albert Street
 - COVID-19 has affected the priorities and changed some projects to be accelerated or held back
 - Cycling upgrades to Front Street, Albert Street, Pearson Bridge (planned for 2025) and Wallace Street (planned for 2028)
 - Reviewed intersection upgrades under construction or in design including Front Street and Church Street and Terminal Avenue and Commercial Street
 - Front Street improvements have enhanced pedestrian mobility as well which allowed for a co-funding agreement with the Insurance Corporation of BC (ICBC)
 - The intersection of Bastion Street and Commercial Street improvements include a raised crosswalk and repurpose of road space to increase the sidewalk space

Committee discussion took place. Highlights included:

- Increasing parking in the area south of Esplanade
- Cycling connections from Townsite Road, Vancouver Island University and downtown waterfront
- Lighting improvements at Stewart Avenue

Jamie Rose, Manager, Transportation, continued his presentation. Highlight included:

- Staff have discussed parking along and after Esplanade Street with the Province and the Province will not allow parking in that area
- Improvement to Comox Road and the Pearson Bridge are scheduled for 2025
- Three locations were considered for the new transit exchange with priorities noted as central location, safety, accessibility and connectivity

- The proposed transit location is the Terminal Avenue and Commercial Street location
- Further engagement is required for parking downtown and Staff would like to have a fulsome discussion regarding parking with the Committee or Council
- Public feedback gathered shows that parking is not expensive and there is sufficient supply
- Staff will look into better communication methods to show where the public parking is located in the downtown area

Committee discussion continued. Highlights included:

- Security lockers and bike locks to enhance safety and storage downtown for cyclists and pedestrians
- Ability to connect to an app through the parking meters to show where available parking is located
- Lack of parking especially during major downtown events and the data collected that shows there is sufficient parking downtown

3. Safety and Security

Presentation:

1. Dave LaBerge, Manager, Bylaw Services, provided Council with a PowerPoint presentation. Highlights included:
 - Review of situations, resources and gaps in safety and security with recommendations coming from the Safety and Security Working Group to a future GPC Meeting
 - There are more homeless in the downtown area which is creating challenges in cleanliness and public use of the area
 - RCMP bike patrol and Bylaw Enforcement Officers (BEO's) operate during daytime hours so there is little security at nighttime to deter crime and improve safety
 - Health based responses are needed for disorder calls which creates a gap in services as RCMP are not supposed to deal with calls not crime related
 - There are 6 full-time BEO's designated to the downtown area and they spend most of their time dealing with cleanliness issues
 - Community Connect Program has three security officers and the Victoria Neighbourhood Association has self funded security
 - City funded security areas include the Old City Quarter, Pauline Haarer Elementary School, City Hall and the downtown parkades
 - Service providers can make a huge impact on safety and security in downtown by providing day spaces

- Gaps in service include parking facilities, Diana Krall Plaza, park wardens/caretakers and coordinated response to homelessness, addiction and mental health
- People coming downtown to events, to dine and socialize can naturally mitigate some safety and security concerns
- Preliminary recommendations include:
 - Permanent full-time sanitation staff
 - Volunteer warden or park ambassadors to encourage use of downtown parks and plazas
 - Investment in security and access control features such as parkade gates and updated security cameras
 - Implement a Graffiti Response Team
 - Strategy or checklist to mitigate outdoor fires and educate on alternative heat sources
 - Support and adequately fund RCMP and create opportunity for new positions
 - Shopping cart policies including abandonment storage and recovery costs; City Staff collected 527 carts in public spaces in 2020
 - Implement a community connect program for all resources to work together and mitigate issues before they arise
 - Join the Community Municipal Network in Crime Prevention program

Bill Corsan, Director, Community Development, advised the Committee regarding budget implications. Highlights included:

- Recommendations will be coming forward to Council with budget implications at a future meeting
- Additional security to entire downtown area with three permanent night patrollers
- Business cases for the preliminary recommendations will come to Council or the Committee for the 2022 budget discussions
- Staff will return to a future GPC for a more in-depth discussion regarding safety and security

Committee discussion took place. Highlights included:

- Dealing with the symptoms of homelessness and addressing petty crime and vandalism
- Best use of \$1.5 million over the next three years for private security or a better use of these funds
- Impacts on the business community and residents
- Lack of resources for linking homeless people to get help and housing
- Amount of funding and security costs 10 years ago compared to present day

Dave LaBerge, Manager, Bylaw Services, advised the Committee that 10 years ago there were two full-time, daytime security patrols and more than two on the streets overnight.

Lisa Fletcher, A/OIC, RCMP, Nanaimo Detachment, advised the Committee that RCMP are responding to an average of 400 mental health calls per month, lack of resources make it very challenging to find people the help they need and there are significant public safety concerns.

Committee discussion continued. Highlights included:

- BEO's handling mental health type situations and cleanliness
- Resources to help lessen the workload on the RCMP and BEO's
- Use funding for security to hire more BEO's
- Creating a task force for six months to assist in safety and security issues and make recommendations to Council
- Stronger advocating to the province for resources for mental health and addiction support
- Immediate solutions to help businesses and the community feel safe as less and less people are going downtown
- Short term and long-term care solutions as some may need permanent, complex care housing

8. PROCEDURAL MOTION TO PROCEED IN CAMERA:

It was moved and seconded that the meeting be closed to the public in order to deal with agenda items under the *Community Charter*:

- (e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (d) the security of property of the municipality;
- (f) law enforcement, if the Council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment.
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public;

Community Charter Section 90(2):

- (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

The motion carried unanimously.

The Governance and Priorities Committee Meeting moved “In Camera” at 4:13 p.m.
The Governance and Priorities Committee Meeting moved out of “In Camera” at 5:26 p.m.

9. ADJOURNMENT:

It was moved and seconded at 5:26 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

Please click on the link below to access the Agenda from the 2021-APR-26 Governance and Priorities Committee Meeting.

<https://pub-nanaimo.escribemeetings.com/FileStream.ashx?DocumentId=34868>

DATE OF MEETING MAY 3, 2021

AUTHORED BY WENDY FULLA, MANAGER, BUSINESS, ASSET AND FINANCIAL PLANNING

SUBJECT **2021 – 2025 FINANCIAL PLAN AMENDMENT BYLAW**

OVERVIEW

Purpose of Report

To introduce “Financial Plan Amendment Bylaw 2021 No. 7320.01” for first, second and third readings.

Recommendation

1. That “Financial Plan Amendment Bylaw 2021 No. 7320.01” (To amend the 2021 – 2025 Financial Plan), pass first reading;
2. That “Financial Plan Amendment Bylaw 2021 No. 7320.01” pass second reading; and
3. That “Financial Plan Amendment Bylaw 2021 No. 7320.01” pass third reading.

BACKGROUND

Council at the 2021-JAN-18 Council Meeting adopted the Provisional 2021 – 2025 Financial Plan Bylaw “Financial Plan Bylaw 2020 No. 7320”. The Financial Plan reflected decisions made by Council during the budget review process in 2020. A Final 2021 – 2025 Financial Plan Bylaw and a Property Tax Rates Bylaw must be adopted by 2021-MAY-15 to enable the calculation and collection of 2021 property taxes.

At the 2021-APR-14, Special Finance and Audit Committee meeting Council received an update on the proposed Final 2021 – 2025 Financial Plan and staff sought direction from Council for any additional changes to the budget. The update highlighted changes since the provisional budget was adopted including updates to estimates and directives from Council.

Council engaged in deliberations, which resulted in the following changes:

- Inclusion of recommendations from the Building Permit Function Review including:
 - To support the creation of two building permit fast track streams, adding an additional Building Supervisor and Building Official;
 - Investment in technology to support improvements to the online application system including the ability for a cost recovery option for credit card fees; and
 - \$25,000 in 2021 for consulting services to assist with implementation of recommendations from the Building Permit Function Review
- Addition of a Records and Information Specialist to Legislative Services to ensure capacity to successfully implement the records management project and provide on-going support.

- Funding in 2021 for a South End Recreation Centre Feasibility Study.
- Allocation of an additional \$400,000 in 2021 to support implementation of expanded security to the entire downtown area.
- Funding in 2021 for a Public Safety Action Plan. |

DISCUSSION

The Final 2021 – 2025 Financial Plan is informed by policies and plans endorsed by Council including the *2019 – 2022 Strategic Plan*, the *Official Community Plan (OCP)* and the *20 Year Investment Plan* and supports 2021 Departmental Business Plans.

The Final 2021 – 2025 Financial Plan includes a number of initiatives to support Council priorities and enhance service levels:

- Governance Excellence, Livability and Economic Health
 - Enhancements to Public Safety:
 - 15 new RCMP members, three per year over a five-year period, 2020 – 2024.
 - Additional \$400,000 in 2021 to support expanded security to the entire downtown area.
 - \$50,000 to develop a Public Safety Action Plan.
 - Two new support positions in Police Services.
 - Extension of Community Connect Pilot to June 30, 2021.
 - Extension of the Community Clean Team to December 31, 2021 to support a collaborative approach to effectively and efficiently maintaining the orderliness and cleanliness of the City's public spaces.
 - Allocation of \$480,000/year for 2021 – 2025 to support recommendations and initiatives in the Health and Housing Action Plan.
- Governance Excellence and Economic Health
 - Implementation of recommendations from Building Permit Function Review to ensure effective service delivery.
- Livability
 - Continuation of the multi-year project to replace Fire Station #1.
 - Investment of over \$14 million in the next 5 years in cycling and pedestrian amenities.
- Environmental Responsibility
 - Addition of a Manager of Sustainability to provide greater focus on climate action and energy efficiency initiatives.
 - New Annual Watercourse Restoration Grant program to support environmental stewardship volunteers.

The projected property taxes increases in the Final 2021 – 2025 Financial Plan are:

| | Pandemic 2021 | Recovery - New Normal 2022 | 2023 | 2024 | 2025 |
|----------------------------------|------------------|----------------------------------|-------------|-------------|-------------|
| General Asset Management Reserve | 1.0% | 1.0% | 1.0% | 1.0% | 1.0% |
| General Property Tax Increase | 2.0% | 2.6% | 2.5% | 2.2% | 1.6% |
| Total Municipal Taxes | 3.0% | 3.6% | 3.5% | 3.2% | 2.6% |

The projected impact to the typical home is \$68 for municipal taxes and \$134 including user fee increases or approximately \$11/month.

| | 2020 | 2021 | \$ Change | % Change |
|--|------------------|------------------|-----------------|-------------|
| Assessment - Average Home | \$532,355 | \$544,227 | \$11,872 | 2.2% |
| Property Taxes | \$2,226 | \$2,294 | \$68 | 3.0% |
| Municipal User Fees | | | | |
| Water Fees | 594 | 638 | 44 | 7.5% |
| Sewer Fees | 141 | 146 | 5 | 4.0% |
| Sanitation Fees | 171 | 189 | 18 | 10.5% |
| Total Municipal Taxes & User Fees | \$3,132 | \$3,267 | \$135 | 4.3% |

Rounded to nearest dollar

Assumes a typical single family house with average assessment change

OPTIONS

- That “Financial Plan Bylaw 2021 No. 7320.01” (To amend the 2021 – 2025 Financial Plan) pass first reading;

That “Financial Plan Bylaw 2021 No. 7320.01” pass second reading; and,

That “Financial Plan Bylaw 2021 No. 7320.01” pass third reading.
 - The advantages of this option: Adopting the 2021 – 2025 Financial Plan Amendment Bylaw authorizes the expenditures in the 2021 budget and calculation of the 2021 property taxes.
 - Financial Implications: Enables the calculation and collection of 2021 property taxes. Annual property taxes help fund City services and capital programs.
- That Council table the report and request more information from Staff.

- The disadvantages of this option: Additional meeting(s) will be required to complete adoption of bylaws by 2021-MAY-15.
- Financial Implications: The Property Tax Bylaw for the calculation and collection of 2021 Property Taxes cannot be adopted until the 2021 – 2025 Financial Plan Amendment Bylaw is adopted. |

SUMMARY POINTS

- The 2021 property tax increase will be 3.0%.
- The “Financial Plan Amendment Bylaw 2021 No. 7320.01” must be adopted by 2021-MAY-15.
- This bylaw will allow Staff to calculate and collect 2021 property taxes. Annual property taxes help fund City services and capital programs.

ATTACHMENTS:

“Financial Plan Amendment Bylaw 2021 No. 7320.01” |

Submitted by:

Wendy Fulla
Manager, Business, Asset and Financial
Planning |

Concurrence by:

Laura Mercer
Director, Finance

Shelley Legin
General Manager, Corporate Services

CITY OF NANAIMO
BYLAW NO. 7320.01
A BYLAW TO AMEND THE FINANCIAL PLAN

The Municipal Council of the City of Nanaimo in open meeting assembled, ENACTS
AS FOLLOWS:

1. Title

This Bylaw may be cited as the "Financial Plan Amendment Bylaw 2021 No. 7320.01".

2. Amendments

"Financial Plan Bylaw 2020 No 7320" is hereby amended as follows:

(1) Delete Schedule "A" in its entirety and replace with the attached Schedule "A".

PASSED FIRST READING _____
PASSED SECOND READING _____
PASSED THIRD READING _____
ADOPTED _____

MAYOR

CORPORATE OFFICER

Schedule A
City of Nanaimo
2021 - 2025 Financial Plan

| | 2021 | 2022 | 2023 | 2024 | 2025 |
|---|--------------|--------------|-------------|-------------|-------------|
| Revenues: | | | | | |
| Revenue from Property Value Taxes | 122,268,799 | 127,950,069 | 133,635,339 | 139,172,637 | 144,133,598 |
| Revenue from Parcel Taxes | 192,430 | 151,500 | 153,015 | 154,545 | 156,091 |
| Revenue from Fees & Charges | 49,418,203 | 55,922,785 | 59,076,490 | 60,726,511 | 62,445,085 |
| Revenue from Other Sources | 23,987,515 | 30,429,663 | 27,798,260 | 23,836,791 | 24,138,780 |
| | 195,866,947 | 214,454,017 | 220,663,104 | 223,890,484 | 230,873,554 |
| Expenses: | | | | | |
| General Operating Expenditures | 146,417,151 | 142,504,106 | 145,758,849 | 150,231,306 | 152,920,517 |
| Sanitary Sewer Operating Expenditure: | 5,238,592 | 5,011,583 | 5,223,181 | 5,265,165 | 5,309,320 |
| Waterworks Operating Expenditures | 10,709,057 | 10,382,606 | 10,581,182 | 10,715,378 | 11,101,005 |
| Interest Payment on Municipal Debt | 1,670,593 | 1,938,141 | 2,149,178 | 2,309,045 | 2,332,114 |
| Amortization | 27,384,507 | 29,433,847 | 30,751,798 | 31,602,146 | 32,610,002 |
| Annual Surplus/Deficit | 4,447,047 | 25,183,734 | 26,198,916 | 23,767,444 | 26,600,596 |
| Add back: | | | | | |
| Amortization | 27,384,507 | 29,433,847 | 30,751,798 | 31,602,146 | 32,610,002 |
| Capital Expenditures | | | | | |
| General Capital Expenditures | 62,721,549 | 45,414,814 | 34,626,060 | 30,441,004 | 31,751,425 |
| Sanitary Sewer Capital Expenditures | 11,597,610 | 5,624,500 | 6,652,950 | 6,140,607 | 5,383,550 |
| Waterworks Capital Expenditures | 20,286,483 | 16,102,250 | 13,975,766 | 15,315,800 | 8,704,155 |
| Proceeds from Municipal Borrowing | (13,308,450) | (12,630,269) | (9,628,700) | (500,000) | (7,805,648) |
| Principal Payment on Municipal Debt | 4,373,983 | 4,997,244 | 5,172,523 | 5,120,156 | 5,278,353 |
| Transfers between Funds: | | | | | |
| Transfers to/(from) Accumulated Surplus | (53,839,621) | (4,890,958) | 6,152,115 | (1,147,977) | 15,898,763 |
| Financial Plan Balance | - | - | - | - | - |

DATE OF MEETING MAY 3, 2021

AUTHORED BY BARBARA D. WARDILL, MANAGER, REVENUE SERVICES

SUBJECT 2021 PROPERTY TAX RATES BYLAW

OVERVIEW

Purpose of Report

To introduce “Property Tax Rates Bylaw 2021 No. 7321” for first, second and third readings. |

Recommendation

That:

1. “Property Tax Rates Bylaw 2021 No. 7321” (To set the property tax rates for 2021) pass first reading;
2. “Property Tax Rates Bylaw 2021 No. 7321” pass second reading; and,
3. “Property Tax Rates Bylaw 2021 No. 7321” pass third reading.

BACKGROUND

Once the dollar amount for 2021 property tax revenue has been finalized in the Financial Plan, that amount is translated into tax rates per \$1,000 of assessed value for the various classes of property in the City of Nanaimo. The assessment values are determined by the BC Assessment Authority, who provide this information to the City on an annual basis.

The 2021 Financial Plan provides for a 3.0% increase to the tax dollars to be collected after accounting for new construction.

For 2021, the market value of residential property increased by 2.23%. The larger assessment base results in an overall increase to the tax rates charged in the prior year for the City to collect the total tax dollars approved in the Financial Plan for 2021. The table below illustrates the estimated charge for an average residential property whose assessment value increased by the average 2.23%.

| 2020 Average Home Value | Municipal Tax Rate* | 2020 Municipal Taxes Paid |
|--|---------------------|---------------------------|
| \$532,355 | 4.1819 | \$2,226.26 |
| Home Value Adjusted For 2021 Market Change** | 2021 Tax Rate* | 2021 Municipal Taxes |
| \$544,227 | 4.2145 | \$2,293.64 |
| * General Municipal & Debt residential tax rate (excludes Library) | | |
| ** Market change % provided by BC Assessment Authority | | |

If a residential property's value increases by more than this percentage, the tax increase will be higher than 3.0%. If the property's assessed value changes by less than the 2.23% increase, that property's tax increase will be less than 3.0%.

The tax rate schedule attached to Bylaw 7321 also includes tax rates applicable to the amounts requisitioned by the Vancouver Island Regional Library, the Regional District of Nanaimo, and the Nanaimo Regional Hospital District. The City of Nanaimo collects these taxes and remits the amounts to those agencies. Each year the property tax rates bylaw must be adopted before May 15th.

As noted in the Bylaw, the tax due date this year is 2021-JUL-02. A penalty of 1% will be charged on any amounts outstanding after 2021-JUL-02. A second 9% penalty will be applied on amounts outstanding after 2021-SEP-10. The application of a 10% penalty on unpaid taxes is legislated under the *Community Charter*.

OPTIONS

1. That "Property Tax Rates Bylaw 2021 No. 7321" (To set the property tax rates for 2021) pass first reading;

That "Property Tax Rates Bylaw 2021 No. 7321" pass second reading; and,

That "Property Tax Rates Bylaw 2021 No. 7321" pass third reading.

 - Financial Implications: The City of Nanaimo will collect the property tax amount required to fund 2021.

2. Defer consideration of the report and request more information from Staff.
 - Financial Implications: The City of Nanaimo will not collect the property tax amount required to fund 2021 operations. The bylaw must be adopted before 2021-MAY-15. Delaying will require additional Council meetings to complete adoption of the bylaw by the deadline. |

SUMMARY POINTS

- The 2021 property tax increase is 3.0%.
- The “Property Tax Rates Bylaw 2021 No. 7321” must be adopted before 2021-MAY-15.
- Annual property taxes fund City services, programs and capital programs, as approved in the Financial Plan.

ATTACHMENTS:

“Property Tax Rates Bylaw 2021 No. 7321”

Submitted by:

Barbara D. Wardill
Manager, Revenue Services

Concurrence by:

Laura Mercer
Director, Finance

Shelley Legin
General Manager, Corporate Services

CITY OF NANAIMO

BYLAW NO. 7321

A BYLAW TO FIX THE TAX RATES UPON REAL PROPERTY IN THE CITY OF NANAIMO
AND TO PROVIDE FOR THE PAYMENT OF TAXES FOR THE YEAR 2021

WHEREAS the Council shall, pursuant to Section 197 of the *Community Charter*, in each year, adopt a bylaw to impose rates on all taxable land and improvements according to their assessed value to provide the money required for purposes specified in the *Charter*;

WHEREAS the Council may, pursuant to Section 235 of the *Community Charter*, establish an Alternative Municipal Tax Collection Scheme, including penalties to be applied in relation to payments made after a tax due date established by such bylaw;

THEREFORE the Council of the City of Nanaimo, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Title

This Bylaw may be cited as the "Property Tax Rates Bylaw 2021 No. 7321".

2. Definition

"COLLECTOR" means the person duly appointed as such from time to time by Council, and includes all persons appointed or designated by the Collector to act on her behalf.

"ALTERNATIVE MUNICIPAL TAX SCHEME" means the Scheme for the payment of taxes established under sections 10, 12, and 13.2 of this bylaw.

3. Tax Rates for General Municipal Purposes

Tax rates for all lawful general purposes, as shown in column 'A' of Schedule 'A' attached hereto and forming a part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes for the City of Nanaimo for 2021.

4. Tax Rates for General Debt

Tax rates for the payment of interest and principal on debts incurred by the City for municipal purposes as shown in column 'B' of Schedule 'A' attached hereto and forming a part of this Bylaw, are hereby imposed and levied on all taxable land and improvements according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes for the City of Nanaimo for 2021.

5. Tax Rates for Library

Tax rates for the payment of the Vancouver Island Regional Library requisition for the Library function as shown in column 'C' of Schedule 'A' attached hereto and forming a part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes for the City of Nanaimo for 2021.

6. Specified Area Tax Rates

(1) Tax rates for sewer/wastewater utility purposes including all debts incurred for such function, as shown in column 'D' of Schedule 'A' attached hereto and forming part of this Bylaw, are hereby imposed and levied on taxable land and improvements liable to be specially charged by virtue of being located within the specified area as defined by the Regional District of Nanaimo pursuant to Bylaw No. 1216 and amendments thereto, according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes for the City of Nanaimo for 2021.

(2) Tax rates for the purposes outlined in Regional District of Nanaimo bylaw, known as "DUKE POINT SEWER LOCAL SERVICE AREA ESTABLISHMENT BYLAW NO. 1004, 1996" and amendments thereto, are hereby imposed and levied on taxable land and improvements liable to be specially charged pursuant to that bylaw as shown in column 'H' of Schedule 'A' attached hereto and forming a part of this Bylaw, according to their assessed value on the basis provided under Section 26 of the *Hospital District Act* and as shown upon the Real Property Tax Roll for the City of Nanaimo for 2021.

7. Tax Rates for Regional Parks Function

Tax rates for the payment of the Regional District of Nanaimo requisition for the Regional Parks Function as shown in column 'E' of Schedule 'A' attached hereto and forming a part of this Bylaw are hereby imposed and levied on taxable land and improvements according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes for the City of Nanaimo for 2021.

8. Tax Rates for Regional District of Nanaimo

Tax rates for the payment of the Regional District of Nanaimo requisition, excluding tax rates for the Regional Parks Function under Section 6, as shown in column 'F' of Schedule 'A' attached hereto and forming part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value on the basis provided under Section 26 of the *Hospital District Act* and as shown upon the Real Property Tax Roll for the City of Nanaimo for 2021.

9. Tax Rates for Nanaimo Regional Hospital District

Tax rates for the payment of the Nanaimo Regional Hospital District requisition, as shown in column 'G' of Schedule 'A' attached hereto and forming part of this Bylaw are hereby imposed and levied on taxable land and improvements according to their assessed value on the basis provided by Section 26 of the *Hospital District Act* and as shown upon the Real Property Tax Roll for the City of Nanaimo for 2021.

10. Alternative Municipal Tax Scheme

- (1) Unless section 10.3 applies, the rates and taxes named under this Bylaw are due and shall be paid in accordance with sections 10, 11, and 12 of this Bylaw on or before July 2, 2021.
- (2) An owner may elect to pay the rates and taxes named under this Bylaw in accordance with the Alternative Municipal Tax Collections Scheme by providing written notice of that election to the Collector at her office at the Service and Resource Centre, Nanaimo BC, on or before June 14, 2021.
- (3) An owner may elect to pay the rates and taxes named under this Bylaw in accordance with the General Municipal Tax Collection Scheme established under Division 10 of Part 7 of the *Community Charter* by giving written notice of that election to the Collector at her office at the Service and Resource Centre, Nanaimo BC, on or before June 14, 2021.
- (4) If an Owner does not make an election under Section 10.2 or 10.3, the Alternative Municipal Collection Scheme applies to the rates and taxes payable to that owner.

11. Rates and Taxes Payable to Collector

The rates and taxes named under this Bylaw shall be levied, raised and collected for the purposes stated, and shall be payable in Canadian funds to the Collector at the Service and Resource Centre, Nanaimo, BC.

12. Penalties

- (1) Upon the 3rd day of July, 2021, or as soon thereafter as is practicable, the Collector shall add to the unpaid balance of the current year's taxes, in respect of each parcel of land and the improvements as shown upon the Real Property Tax Roll of the City for 2021, one (1) percent of the amount unpaid as of the end of the 2nd day of July, 2021.
- (2) Upon the 11th day of September, 2021, or as soon thereafter as is practicable, the Collector shall add to the then unpaid balance of the current year's taxes, in respect of each parcel of land and the improvements as shown upon the Real Property Tax Roll of the City for 2021, an additional nine (9) percent of the amount unpaid as of the end of the 10th day of September, 2021.

13. Supplementary Tax Rolls

- (1) Upon receipt of a Supplementary Tax Roll from B.C. Assessment, the Collector shall levy taxes in accordance with the rates specified in Schedule 'A' of this Bylaw according to the taxable values as shown on the Supplementary Tax Rolls.
- (2) For each Supplementary Tax Roll, the Collector shall add penalties to the unpaid amounts as follows:
 - (a) where Supplementary Tax Notices are sent before the 1st day of June, 2021, penalties shall be added as set out in Section 12 of this Bylaw.
 - (b) where Supplementary Tax Notices are sent after the 1st day of June, 2021 and before the 12th day of July, 2021; one (1) percent shall be added on any amount unpaid after thirty (30) days. An additional nine (9) percent shall be added on the amount unpaid as of the 11th day of September, 2021.
 - (c) where Supplementary Tax Notices are sent on or after the 12th day of July, 2021, ten (10) percent shall be added on any amount unpaid after sixty (60) days.

PASSED FIRST READING: _____
PASSED SECOND READING: _____
PASSED THIRD READING: _____
ADOPTED: _____

MAYOR

CORPORATE OFFICER

SCHEDULE 'A'

2021 TAX CALCULATIONS – RATES AND TAXABLE VALUES

| O.I.C. CLASS | DESCRIPTION | GENERAL MUNICIPAL (A) | GENERAL MUNICIPAL DEBT (B) | GENERAL MUNICIPAL LIBRARY (C) | REGIONAL SEWER (B AREA) (D) | REGIONAL DISTRICT PARKS (E) | REGIONAL DISTRICT (F) | REGIONAL DISTRICT HOSPITAL (G) | DUKE POINT SEWER L.S.A. (H) |
|---------------------------|-------------|--------------------------|-------------------------------|----------------------------------|--------------------------------|--------------------------------|--------------------------|-----------------------------------|--------------------------------|
| 1 Residential | Rate | 4.1494 | 0.0651 | 0.1765 | 0.3624 | 0.0382 | 0.5264 | 0.2120 | 0.9233 |
| 2 Utilities | Rate | 36.5925 | 0.5738 | 1.5563 | 3.1957 | 0.3365 | 1.8427 | 0.7420 | 3.2316 |
| 3 Supportive Housing | Rate | 4.1494 | 0.0651 | 0.1765 | 0.3624 | 0.0382 | 0.5264 | 0.2120 | 0.9233 |
| 4 Major Industry | Rate | 13.1126 | 0.2056 | 0.5577 | 1.1451 | 0.1206 | 1.7900 | 0.7208 | 3.1393 |
| 5 Light Industry | Rate | 13.1126 | 0.2056 | 0.5577 | 1.1451 | 0.1206 | 1.7900 | 0.7208 | 3.1393 |
| 6 Business / Other | Rate | 13.1126 | 0.2056 | 0.5577 | 1.1451 | 0.1206 | 1.2899 | 0.5194 | 2.2621 |
| 7 Managed Forest Land | Rate | 18.1195 | 0.2841 | 0.7706 | 1.5824 | 0.1666 | 1.5794 | 0.6360 | 2.7700 |
| 8 Recreation / Non-Profit | Rate | 8.8476 | 0.1387 | 0.3763 | 0.7727 | 0.0814 | 0.5264 | 0.2120 | 0.9233 |
| 9 Farm | Rate | 0.4725 | 0.0074 | 0.0201 | 0.0413 | 0.0043 | 0.5264 | 0.2120 | 0.9233 |

DATE OF MEETING MAY 3, 2021
AUTHORED BY WENDY FULLA, MANAGER BUSINESS, ASSET AND FINANCIAL PLANNING
SUBJECT **2021 911 RESERVE FUND AMENDMENT BYLAW**

OVERVIEW

Purpose of Report

To introduce “911 Reserve Fund Amendment Bylaw 2021 No. 7295.01” for first, second and third readings, for changes related to the provision of Fire Dispatch services.

Recommendation

1. That “911 Reserve Fund Amendment Bylaw 2021 No. 7295.01” (To amend the 911 Reserve Fund Bylaw), pass first reading;
2. That “911 Reserve Fund Amendment Bylaw 2021 No. 7295.01” pass second reading; and,
3. That “911 Reserve Fund Amendment Bylaw 2021 No. 7295.01” pass third reading.

BACKGROUND

The 911 Reserve was established as part of the Central Island 911 Dispatch Service Partnership (Cowichan Valley Regional District, Regional District of Nanaimo and City of Nanaimo) contract. The partnership works cooperatively to provide Central Island emergency communication services in each of their jurisdictions.

Under the current Central Island 911 Dispatch Service Partnership, any annual surplus generated from the collection of a Call Answer Levy related to the provision of Enhanced 911 Service was placed into the 911 Reserve. As well, a contribution to the reserve from the partnership was budgeted annually. The funds in the reserve were used for the purpose of acquiring, developing, expanding, upgrading, refurbishing or replacing the technology and capital assets related to the Central Island 911 Partnership’s Public Safety Answering Point (PSAP) and 911 FireComm functions as well as any refunds deemed appropriate by the Partners.

A 911 Call Answer Levy Bylaw 2010 No. 7114 was established to recover the City’s costs in connection with the provision of services in relation to the Call Answer Centre (911 call answering and emergency response dispatch function).

At the 2019-JUL-22 meeting, Council endorsed Reserves Policy No 5-1840-01 as well as a number of recommendations regarding City of Nanaimo reserve funds for the purposes of implementing financial stability reserves and to ensure a systematic approach for the setting aside of funds to maintain, replace and renew City infrastructure.

At the 2019-NOV-18 meeting, Council adopted the 911 Reserve Fund Bylaw No .7295 to establish one of the new statutory reserves as described in the policy. Previously the 911 Reserve was classified as an operating reserve.

DISCUSSION

On 2021-JUL-01, the City will be transitioning to a new service delivery model for the provision of fire dispatch services. In February 2021 based on the cost sharing formula of the partnership each of the partners received a refund from the reserve based on the balance of the reserve at 2020-DEC-31. Going forward any surplus generated from the collection of the Call Answer Levy related to the provision of Enhanced 911 Service will be paid to the partners annually based on the cost sharing agreement under the new proposed Central Island 911 Service Partnership.

The bylaw has been updated to reflect that the reserve no longer falls under the Central Island 911 Dispatch Service Partnership; the funds are solely for use within the City of Nanaimo. The City will use its portion of the funds in the 911 Reserve Fund to offset the costs of the new service delivery model for fire dispatch services.

Going forward the City's share on any surplus generated from the collection of the Call Answer Levy, will be allocated to the reserve and used to offset future costs of both the 911 PSAP and fire dispatch services.

OPTIONS

1. That "911 Reserve Fund Amendment Bylaw 2021 No. 7295.01" (To amend the 911 Reserve Fund Bylaw), pass first reading;

That "911 Reserve Fund Amendment Bylaw 2021 No. 7295.01" pass second reading; and,

That "911 Reserve Fund Amendment Bylaw 2021 No. 7295.01" pass third reading.
2. That Council table the report and request more information from Staff.

SUMMARY POINTS

- The bylaw is being updated to reflect the change to the provision of fire dispatch services.
- The bylaw permits the City to use the funds for the provision of 911 PSAP and fire dispatch services.
- The City will use the reserve to assist in funding the transition costs to the new service delivery model.

ATTACHMENTS:

“911 Reserve Amendment Bylaw 2021 No. 7295.01” |

Submitted by:

Wendy Fulla
Manager, Business, Asset and Financial
Planning |

Concurrence by:

Laura Mercer
Director, Finance

Shelley Legin
General Manager, Corporate Services |

CITY OF NANAIMO

BYLAW NO. 7295.01

A BYLAW TO AMEND THE PROVISIONS OF THE 911 RESERVE FUND BYLAW NO. 7295

WHEREAS the Council of the City of Nanaimo approved the “911 Reserve Fund Establishing Bylaw 2019 No. 7295”;

AND WHEREAS the City of Nanaimo deems it appropriate to amend the purposes for the use of the 911 Reserve.

THEREFORE BE IT RESOLVED that the Council of the City of Nanaimo in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Title

This Bylaw may be cited as "911 Reserve Fund Amendment Bylaw 2021 No. 7295.01".

2. Amendments

“911 Reserve Fund Establishing Bylaw 2019 No. 7295” is hereby amended as follows:

(1) By deleting Section 3 in its entirety and replacing with the following:

The accumulated funds in the 911 Reserve Fund will be used for the purpose of providing Provincial Enhanced 911 Services (E-911) and fire dispatch services within the City of Nanaimo including funding of annual operating costs and acquiring, developing, expanding, upgrading, refurbishing or replacing the technology and capital assets required to provide the services.

4. Effective Date

This Bylaw shall take effect on 2021-JUL-01.

PASSED FIRST READING: _____
PASSED SECOND READING: _____
PASSED THIRD READING: _____
ADOPTED: _____

MAYOR

CORPORATE OFFICER

DATE OF MEETING MAY 3, 2021

AUTHORED BY WENDY FULLA, MANAGER, BUSINESS, ASSET AND FINANCIAL PLANNING

SUBJECT AUTOMATED GARBAGE TRUCK – EQUIPMENT FINANCING

OVERVIEW

Purpose of Report

To introduce a resolution for Council's approval, which is required for staff to undertake equipment financing through the Municipal Finance Authority (MFA) for an additional automated garbage truck.

Recommendation

That Council approve the borrowing of up to \$459,600, with a maximum five (5) year term, through the Municipal Finance Authority's (MFA) Equipment Financing Program to purchase one (1) additional automated garbage truck.

BACKGROUND

In the summer of 2018, the City completed the final phase of the automation of solid waste collection. This service level change required a significant investment in new automated garbage trucks and collection carts.

In the fall of 2018, a business case for the future expansion, due to growth, of the solid waste collection system was developed. The business case included the phasing in of two new refuse collectors and automated garbage trucks and was added to the 2019 – 2023 Financial Plan and included in subsequent Financial Plans.

In 2020, the first of the two new routes was added and a new automated garbage truck went into service September 2020.

DISCUSSION

The 2021 – 2025 Financial Plan includes implementation of the second of the two new routes. Under the Ten-Zone Waste Collection Optimization Plan that the Governance and Priorities Committee recommend that Council endorse at the 2020-NOV-19 Governance and Priorities Committee meeting the implementation of the second route was accelerated from July 2022 to January 2021 with the new refuse collector operating one of the existing spare units until a new automated unit arrives.

The new unit is anticipated to be ordered shortly and will arrive in 9 – 12 months. As the purchase is an addition to the fleet, funding is not available in the Equipment Replacement Reserve for the purchase. Short-term borrowing through the MFA's Equipment Financing Program will be used to fund the unit with repayment from sanitation user fees. The MFA Equipment Financing Program provides short term borrowing (one to five years) under section 175 of the *Community Charter* and requires a Council resolution for each borrowing. This program offers low interest rates and no fees. The debt-servicing costs for the purchase are included in the 2021 – 2025 Financial Plan.

OPTIONS

1. That Council approve the borrowing of up to \$459,600, with a maximum five (5) year term, through the Municipal Finance Authority's (MFA) Equipment Financing Program to purchase one (1) additional automated garbage truck.
 - The advantages of this option: Allows the City to proceed with borrowing when the new garbage truck is delivered.
 - Financial Implications: Funding for the new garbage truck is included in the 2021 - 2025 Financial Plan.
2. That Council request additional information.

SUMMARY POINTS

- The 2021 – 2025 Financial Plan includes \$459,600 in borrowing for the addition of an automated garbage truck in 2021.
- Borrowing through MFA's Equipment Financing Program allows for short-term borrowing (1-5 years) with low interest rates and no fees.
- The MFA requires a certified Council resolution prior to fulfilling the borrowing.

Submitted by:

Wendy Fulla
Manager, Business, Asset and Financial
Planning

Concurrence by:

Laura Mercer
Director, Finance

Bill Sims
General Manager, Engineering and Public
Works

Shelley Legin
General Manager, Corporate Services

DATE OF MEETING MAY 3, 2021

AUTHORED BY BARBARA THOMAS, ASSISTANT MANAGER, TRANSPORTATION

SUBJECT EXTENSION ROAD TRAFFIC CALMING

OVERVIEW

Purpose of Report

To provide background on public requests for traffic calming and receive Council's direction on next steps for traffic calming on Extension Road.

Recommendation

That Council approve advancement of Extension Road traffic calming to the public consultation stage which will be used to inform the traffic calming design.

BACKGROUND

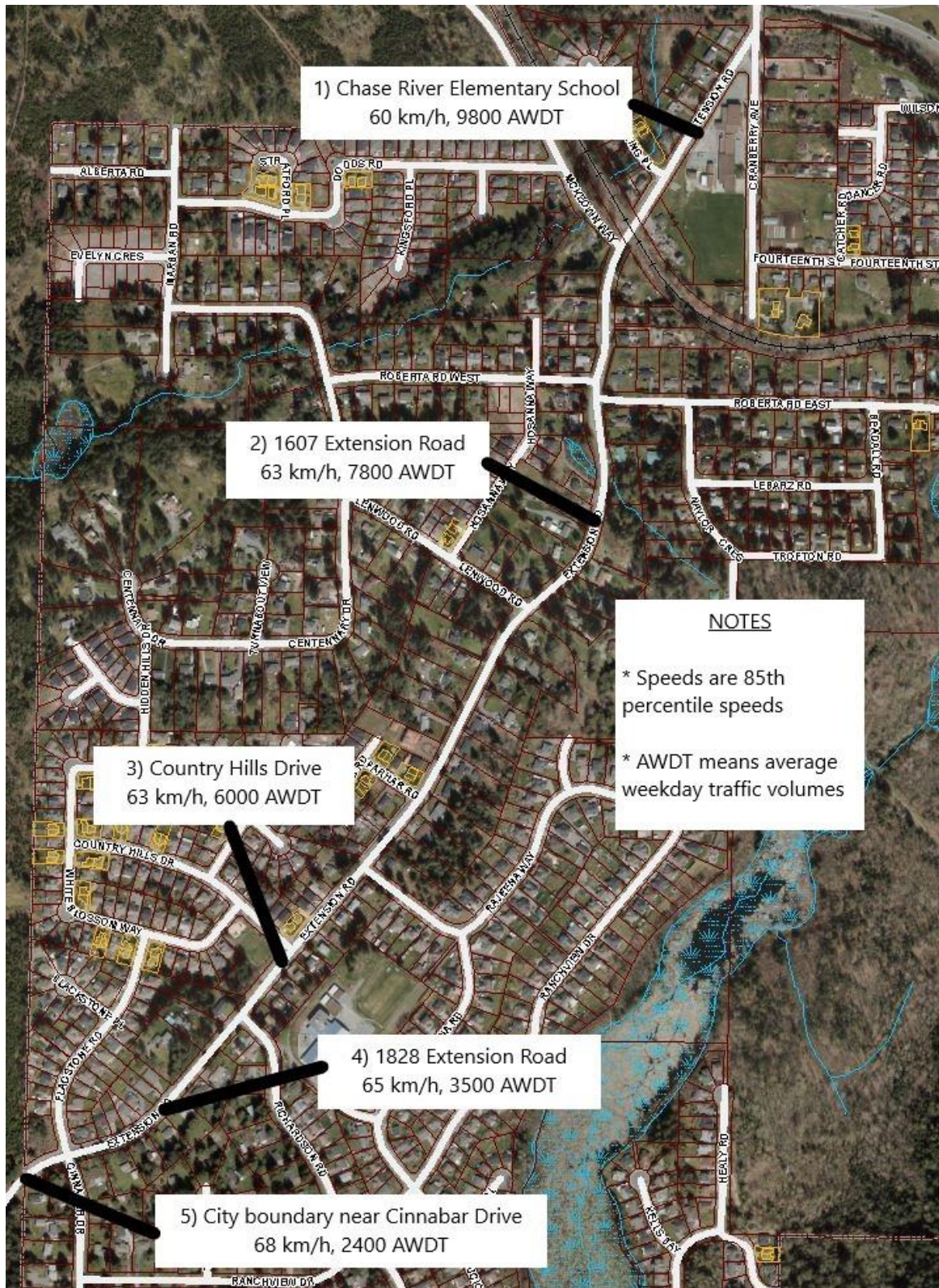
Extension Road runs north-south connecting the Trans-Canada Highway to areas south and outside the City limits. The road forms a spine from which side streets extend into residential areas. The long reach of the road, its rural character, and its adjacent land use give drivers the sense that speeding is acceptable. The area is densifying, and with the increase in homes, the traffic volumes are increasing but speeds are not diminishing. As a result, in 2020, Staff received several complaints about speeding and requests for traffic calming on Extension Road.

DISCUSSION

Currently, Extension Road is classified as a Major Road, and in the future, is proposed to be an Urban Collector. It is a meandering route, and on one stretch, it dips out of the City into Regional District of Nanaimo territory and then back into the City. The section of interest extends from Chase River Elementary School to Cinnabar Drive. This section is 1.7 kilometers long, one travel lane in each direction, with a posted speed limit of 50 km/h.

Staff collected data in July 2020 at a number of locations on Extension Road, shown below in Figure 1. This was done in order to quantify the problem and determine whether traffic calming is warranted.

FIGURE 1 - Locations of 2020 Data Collection



The location details, speed, and volume data summary are presented in tabular format below.

TABLE 1 - Speed and Volume Data Summary

| Location | 85 th Percentile Speed | Average Weekday Traffic (vehicles per day) |
|--------------------------------------|-----------------------------------|--|
| 1) Chase River Elementary School | 60 km/h | 9800 |
| 2) 1607 Extension Road | 63 km/h | 7800 |
| 3) Country Hills Drive | 63 km/h | 6000 |
| 4) 1828 Extension Road | 65 km/h | 3500 |
| 5) City boundary near Cinnabar Drive | 68 km/h | 2400 |

The data show that speeding is prevalent throughout the study area. At the north end of the study area, traffic volumes were heaviest and speeds were lower than at the south end. At the south end of the study area, traffic volumes were lower by 75% and speeds were higher. Based on the data collected, traffic calming is warranted along this section of Extension Road.

The City of Nanaimo Traffic Calming Guidelines (the Guidelines) focus mainly on managing speed and/or volume concerns within neighbourhoods; however, the process can be adapted to the growing and changing needs of the community. The Guidelines are reluctant to apply traffic calming on major roads, due to risk of introducing excessive delay to vehicles which are critically important including transit, emergency services, and goods movement.

In a conventional sense, traffic calming includes signage, horizontal deflections, and/or vertical deflections. If traffic calming is to be considered on a major road, the preferred options are those that shrink the travel lane or give the appearance of shrinking the travel lane. This is the least intrusive approach with the greatest impact. Vertical deflections, such as speed bumps or speed humps are typically not applied on major roads as they tend to cause concerns regarding delay, rideability, and noise. Emergency Services and Transit will have significant input and influence on these type of interventions.

There are alternative approaches to managing speeds other than engineering modifications to the road environment. Education and awareness can be useful tools in combatting poor driver behaviour. Education could include a partnership with ICBC's road safety department to create educational ad campaigns about the risks of speeding. This may be especially needed near Chase River School. Additional SpeedWatch campaigns may improve driver awareness of their chosen speed which results in better compliance. Speed awareness features, like permanent speed reader boards, additional and/or enlarged speed signs could be installed to reinforce awareness of the posted speed limit. These efforts could be arranged at low cost to the City in partnership with member agencies on the Nanaimo Traffic Safety Committee.

If the decision is made to proceed with traffic calming along Extension Road, Staff propose to carry out fulsome consultation with the Chase River Neighbourhood Association (CRNA), as well as City Public Works and emergency services. Consultation would include garnering specific feedback on the use of speed humps, similar to the process that was used for Lost Lake Road. Feedback gathered on acceptable traffic calming measures and a cost estimate would be presented to Council for review and approval prior to installation.

Staff anticipate the following schedule is achievable:

- Consultation with CRNA and City services – summer 2021.

- Preparation of conceptual options and cost estimate – winter 2021.
- Presentation to Council for review and approval – spring 2022.
- Installation – summer 2022.

Should traffic calming ultimately be installed along this portion of Extension Road, it will reduce excessive speeds, eliminate unwanted driver behaviour, and improve safety and livability for the neighbourhood. |

OPTIONS

1. That Council approve advancement of Extension Road traffic calming to the public consultation stage which will be used to inform the traffic calming design.
 - The advantages of this option: Advancement of the traffic calming process will address citizen concerns about road safety in their neighbourhood and will show commitment to neighbourhood livability.
 - The disadvantages of this option: Exploration of traffic calming on major roads may be perceived as a disregard for the economic movement of goods, the provision of swift emergency service, and smooth transit operations.
 - Financial Implications: To be determined based on interventions.
2. That Council approve pursuit of educational and awareness campaigns to support driver compliance with the posted speed limit.
 - The advantages of this option: This option is low cost and does not require engineering modifications to the road. It can be enacted more quickly than road modifications, and it allows free flow for critical vehicular traffic.
 - The disadvantages of this option: It may have less impact on driver compliance with the speed limit, compared to engineered road modifications. Concerned citizens may feel it is not addressing the problem strongly enough.
 - Financial Implications: None.
3. That Council provide alternate direction to Staff. |

SUMMARY POINTS

- Speeding on Extension Road appears to be prolific and has generated requests for traffic calming.
- The City is considering options for traffic calming and is committed to improving safety and livability for citizens.

Submitted by:

Barbara Thomas
Assistant Manager, Transportation |

Concurrence by:

Poul Rosen
Director, Engineering |

DATE OF MEETING MAY 3, 2021

AUTHORED BY BARBARA THOMAS, ASSISTANT MANAGER, TRANSPORTATION

SUBJECT OPAL ROAD TRAFFIC CALMING

OVERVIEW

Purpose of Report

To advise Council of the current operations on Opal Road and seek Council's consideration regarding additional measures to further control illegal and unsafe traffic movements at the intersection of Opal Road and Rock City Road.

Recommendation

That Council direct Staff to continue to monitor operations and modify the intersection if necessary.

BACKGROUND

Opal Road is a local road located in the Rock City Neighbourhood, which provides a short connection between Rock City Road and Uplands Drive. In 2006, Opal Road residents expressed concerns about safety stemming from the speeds and volumes of traffic using Opal Road as a shortcut. That year, speed humps were chosen as the most appropriate form of traffic calming. In 2018, residents raised fresh concerns, and in response, another traffic calming review showed the average daily volume on Opal Road was above the capacity for a local road. A partial closure of the intersection with Rock City Road was chosen to reduce non-resident traffic.

The intersection of Opal Road and Rock City Road was modified in September 2019 to restrict vehicles from making turns from Rock City Road onto Opal Road. The restrictions succeeded in reducing traffic on Opal Road but the change also generated significant public concern. Council requested a follow-up report at their regular meeting of May 4, 2020, which was presented to Council on November 16, 2020. At that meeting, Council requested Staff monitor the situation and bring forward findings in May 2021.

DISCUSSION

Traffic volumes and speed data have been collected regularly since 2018 to evaluate intersection operations. Data was collected before and after the September 2019 intersection modification. In the "after" data collection, it was found traffic volumes were reduced to levels commensurate with a local road's capacity. Speeds were also reduced. However, there continued to be illegal and unsafe movements at Rock City/Opal. Additional measures were installed at the intersection in October 2020 to control illegal movements. Data collected in October showed a continued decline in volumes.

Data collection was carried out again the week of April 12, 2021. This time, the data showed an increase in the number of illegal movements. In the afternoon peak hour, illegal movements increased from 9 (October 2020) to 38, of which 35 are illegal left turns from Opal Road to Rock City Road.

The situation with the illegal movements is less than ideal; however, taking more measures to further restrict movements would have a negative impact on adjacent residents. The original goal, set in 2018, was to reduce volumes and speeds on Opal Road to acceptable levels. This goal has been achieved.

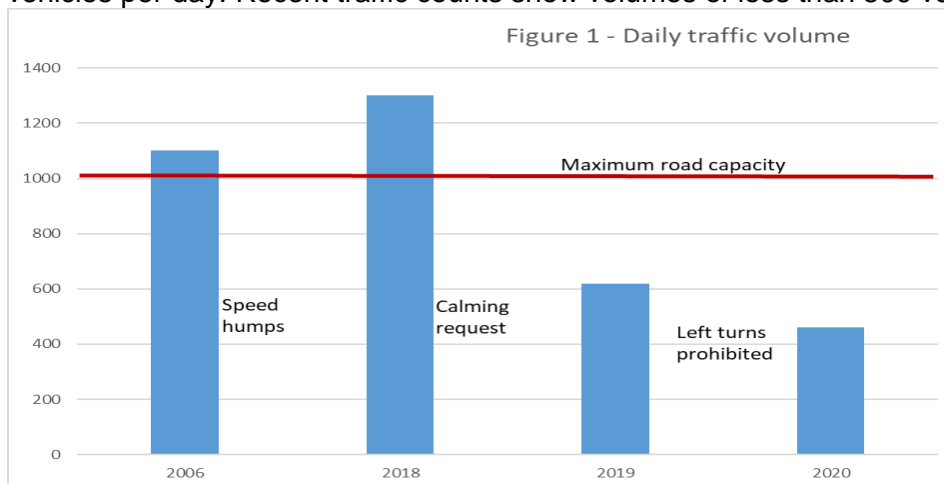
The level of risk surrounding illegal movements is likely low. Traffic volumes on Opal Road and Rock City Road are low, and, the number of illegal movements are also low. Drivers have time to consider their illegal movement and clear visibility to judge gaps in traffic before carrying it out. This suggests the likelihood of a collision is low.

If restricting the movements further is desirable, then turn control options could include:

- Rebuild the concrete island to enlarge it;
- Add more median barrier, either concrete or delineators; and/or,
- Add more obstruction on the shoulders.

These changes have not been budgeted and funds would be reallocated to accommodate the project costs. Legal movements would still be permitted which would leave openings which could theoretically be used for illegal movements. It would take complete closure of the road connection to eliminate all illegal movements.

If removal of traffic calming is contemplated, the predictable outcome would see a return to 2018 operation with volumes in excess of thresholds desirable for a local road. The 2018 volumes were 1300 vehicles per day, 30% higher than the maximum local road capacity of 1000 vehicles per day. Recent traffic counts show volumes of less than 500 vehicles per day.



Changes to the intersection affects traffic at the intersections of Rock City Road at Departure Bay Road, and Rock City Road at Uplands Drive. These two intersections are monitored regularly and analyzed for traffic signal needs. Both intersections are slated for data collection this year. Traffic signals for Departure Bay Road at Uplands Drive are in the Financial Plan for 2027. When the volumes reach signal warrant thresholds at either intersection, the Financial Plan can be adjusted to accommodate traffic signal installation.

OPTIONS

1. That Council direct Staff to continue to monitor the operations and modify the intersection if necessary.
 - Advantages are that speeds and volumes on Opal Road remain controlled without additional expenditure.
 - The disadvantage of this option is that it allows a few drivers to flout the law and disrupt the neighbourhood.
 - Financial Implications: None.
2. That Council direct Staff to increase turn control measures at the intersection.
 - The advantage is that illegal movements would likely be further reduced.
 - The disadvantage of this option is that some drivers may still find routes around the new modifications.
 - Financial Implications: Unplanned expenditure which would require adjustment to the Financial Plan.
3. That Council direct Staff to remove the existing turn control measures.
 - The advantage of this option is that shortcutting through Opal Road could reduce travel time for drivers traveling between Rock City Road and Uplands Drive.
 - The disadvantage of this option is that volumes and speeds on Opal Road would revert back to pre-2018 numbers, undoing and disrupting the local neighbourhood.
 - Financial Implications: \$20,000 unplanned expenditure which would require project budgets to be reallocated.
4. That Council give Staff alternate direction.

SUMMARY POINTS

- Opal Road was not planned and constructed to be a thoroughfare between Rock City Road and Uplands Drive.
- Turning restrictions have been installed at Rock City Road and Opal Road to calm traffic and have achieved this effect.
- Drivers are continuing to make illegal and unsafe movements at the intersection.

Submitted by:

Barbara Thomas
Assistant Manager, Transportation

Concurrence by:

Poul Rosen
Director, Engineering

DATE OF MEETING MAY 3, 2021
AUTHORED BY BARBARA THOMAS, ASSISTANT MANAGER, TRANSPORTATION
SUBJECT DEPARTURE BAY ROAD SEASONAL TRAFFIC CALMING

OVERVIEW

Purpose of Report

To provide Council with an update on the outcomes of the seasonal traffic calming used in 2020, and to receive direction on the next steps for summer 2021.

Recommendation

That Council direct Staff to implement 2021 seasonal traffic calming measures using the same layout as used in 2020.

BACKGROUND

In 2019, members of the Departure Bay Neighbourhood Association (DBNA) approached the City with a request to seek out a solution to their concerns with traffic patterns on Departure Bay Road. They felt that the speeds were excessive and of particular risk during the busy summer months when pedestrian and cyclist activity increases. In response to this, Staff proceeded with a trial speed reduction to 40 km/h in the beach area during the summer of 2019. The reduced speed limit proved ineffective with only a 1 km/h reduction in travel speeds. This information was presented to Council in December 2019 along with a plan to add traffic calming curbs for the summer 2020 seasonal traffic calming. With summer 2021 just ahead, Staff are now seeking direction on next steps.

DISCUSSION

In recent months, the Transportation section has received numerous requests for speed management on many roads, from local residential roads to arterials. The City's Traffic Calming Guidelines have limited support to apply traffic calming on major roads such as Departure Bay Road. The primary concern with applying traffic calming on major roads is the introduction of excessive delay to those vehicles which are strictly necessary including transit, emergency services, and goods movement. However, it sometimes happens that land use generates local busy-ness which is at odds with the function of major roads. This is the case at the beachfront on Departure Bay Road. The use of seasonal traffic calming is a compromise which addresses neighbourhood concerns and still permits road function.

The seasonal traffic calming for last year, summer 2020, included the reduced speed limit (40 km/h), and traffic calming curbs at the pedestrian crossings. This installation was approved by Council at their regular meeting on June 22, 2020. These measures were left in place until

October 2020. Before and during the installation, traffic data were collected, including speeds and volumes. This information, summarized below in Table 1, showed a small change in speeds.

TABLE 1 Comparison of Speeds and Volumes by Year

| Year | Details | Volumes (Average Vehicles per Weekday) | | Speeds (85 th percentile, km/h) | | Impact |
|----------------|--|---|------------|---|------------|--|
| | | Northbound | Southbound | Northbound | Southbound | |
| 2015 | 50 km/h speed limit | 5242 | 6005 | 59 | 56 | 6 to 9 km/h over the posted speed limit |
| 2019 | 40 km/h speed limit | 6457 | 7950 | 56 | 55 | 1 – 3 km/h reduction; 15 – 16 km/h over the posted speed limit |
| August 2020 | 50 km/h speed limit | 6346 | 7251 | 57 | 55 | 5 – 7 km/h over the posted speed limit |
| September 2020 | 40 km/h speed limit; traffic calming curbs at pedestrian crossings | 6039 | 6255 | 54 | 54 | 1 to 3 km/h reduction; 14 km/h over the posted speed limit |

The data indicate that drivers are not responding effectively to reduced speed limits and horizontal deflections. Generally, in this situation, the next step in traffic calming is vertical deflection, such as speed humps, bumps, and tables, which has been proven effective both locally and through transportation safety research. However, because Departure Bay Road is currently classified as a Major road, it would be inconsistent with the City’s traffic calming guidelines and industry best practices.

Further enhanced, non-vertical, measures could be undertaken, including:

- Additional traffic calming curbs, beyond that used in 2020;
- Additional speed limit signing; and,
- Temporary speed reader boards.

Vertical deflections are viewed as highly disruptive to the driving experience and the adjacent neighbourhood. Impacts cited include delay, noise, and issues with rideability. However, vertical deflections would likely have the greatest effect on reducing speeds. They would also be least favoured by stakeholders such as transit operators and riders, and emergency vehicles. They are typically applied on major roads only when warranted by specific circumstances. If vertical deflection were to be considered for Departure Bay Road, substantial consultation with the DBNA, City Public Works, and Emergency Services would be needed.

The effects of the 2020 seasonal traffic calming were small: 1 to 3 km/h reduction in 85th percentile speeds over non-traffic calmed travel speeds, and low compliance with the reduced speed limit. While this is only a marginal improvement, given the Major road status of Departure Bay Road, horizontal deflections are the preferred form of traffic calming.

Staff are prepared to repeat the 2020 seasonal traffic calming in early summer, leave in place until October, and to monitor the outcomes again. If the results are weak, then through fall and winter, a revised plan can be developed and more stakeholder consultation undertaken before bringing the information forward to Council for review, prior to summer 2022.

OPTIONS

1. That Council direct Staff to implement the same seasonal traffic calming measures as used in 2020.
 - The advantages of this option: The installation is already planned out and can be completed with minimal Staff time and cost. It will also allow time for the Staff to research a fresh approach, carry out stakeholder consultation, and present to Council before summer 2022.
 - The disadvantages of this option: It is unlikely to be satisfactory in managing speeds.
 - Financial Implications: None.

2. That Council direct Staff to apply additional seasonal traffic calming measures for summer 2021.
 - The advantages of this option: It may be more likely to reduce travel speeds.
 - The disadvantages of this option: Installation will be delayed as additional engineering design and sourcing materials will take an appreciable amount of time.
 - Financial Implications: There would be an additional, but at this stage, unknown cost for this additional material. Funding would need to be found for the additional costs.

3. That Council direct Staff to take no action for summer 2021 and initiate stakeholder consultation regarding vertical deflections in time for summer 2022.
 - The advantages of this option: It will allow time for the Staff to research a fresh approach, carry out stakeholder consultation related to vertical deflections, and present to Council before summer 2022.
 - The disadvantages of this option: The DBNA and other concerned citizens may perceive this as a backslide for road safety in this neighbourhood.
 - Financial implications: None.

4. That Council direct Staff to take no action for summer 2021 and beyond.
 - The advantages of this option: It acknowledges the limited effectiveness of the seasonal traffic calming. It allows Staff to focus on other Council strategic priorities.
 - The disadvantages of this option: The DBNA and other concerned citizens may perceive this as a backslide for road safety in this neighbourhood.
 - Financial implications: None.

SUMMARY POINTS

- Traffic calming is an important tool for managing travel speeds on public roadways.
- Careful consideration is needed when deciding where and how traffic calming should be applied.
- The City is committed to improving livability for citizens of Nanaimo.

Submitted by:

Barbara Thomas
Assistant Manager, Transportation |

Concurrence by:

Poul Rosen
Director, Engineering |

DATE OF MEETING | May 3, 2021 |

AUTHORED BY | CALEB HORN, PLANNER, CURRENT PLANNING |

SUBJECT | **DEVELOPMENT PERMIT APPLICATION NO. DP1184
– 558 MEDEA WAY** |

OVERVIEW

Purpose of Report

To present for Council's consideration a development permit application for a multi-family residential development at 558 Medea Way.

Recommendation

That Council issue Development Permit No. DP1184 at 558 Medea Way with the following variances to:

- reduce the minimum front yard setback from 6.00m to 1.09m;
- reduce the minimum front yard landscape buffer from 1.80m to 1.09m
- increase the maximum lot coverage from 40.0% to 43.4%;
- reduce the minimum required parking from 9 parking spaces to 8 parking spaces; and
- increase the maximum percentage of small car parking from 40% to 50%.

BACKGROUND

A development permit application, DP1184, was received from Kenco Enterprises (1982) Ltd., to permit a multi-family residential townhouse project at 558 Medea Way.

Subject Property and Site Context

| | |
|--------------------------------------|--|
| <i>Zoning</i> | R15 – Old City Medium Density Residential |
| <i>Location</i> | The subject property is located on the north side of Medea Way, west of Hecate Street. |
| <i>Total Area</i> | 873m ² |
| <i>Official Community Plan (OCP)</i> | Map 1 – Future Land Use Plan – Neighbourhood Map 3 – Development Permit Area DPA No. 8 – Old City Neighborhood; and Development Permit Area DPA No. 9 – Commercial, Industrial, Institutional, Multiple Family and Mixed Commercial / Residential Development |
| <i>Old City Neighbourhood Plan</i> | Sub Area 4 – Multi-Family Medium Density Residential |
| <i>Relevant Design Guidelines</i> | General Development Permit Area Design Guidelines; and Old City Multiple Family Residential Design Guidelines |

The subject property is located on Medea Way, a short no-through street in the Nob Hill neighbourhood, connected to Hecate Street. The property also abuts a lane to the north and Asteria Place, a private road to the west. The site slopes slightly downhill from north to south.

Surrounding properties include a three-unit multi-family development to the southeast, the Chinese Freemasons Centre on Hecate Street to the east, single residential dwellings across the lane to the north, a 15-unit townhouse development along Asteria Place to the west, and undeveloped City-owned lands surrounding the Cat Stream across Medea Way to the south.

DISCUSSION

Proposed Development

The applicant is proposing a six-unit townhouse development with two 2-storey buildings and three units in each building. Building 1 will face an at-grade parking area to the north and Building 2 will face Medea Way to the south, with a courtyard separating the two buildings. Each building will contain two 2-bedroom units and one 1-bedroom unit with den.

The total proposed gross floor area of 565m² equals a Floor Area Ratio (FAR) of 0.65, which is less than the maximum permitted FAR of 0.85 in the R15 zone.

Site Design

Vehicle access to the proposed parking area will be from the lane in the rear. Covered carports are proposed for six of the eight parking stalls. The three units in Building 2 will have front doors with access directly to Medea Way. The three units in Building 1 will have front doors facing the parking area and will be connected by a 1.5m-wide concrete walkway to Medea Way along the east side of the property. Each unit is designed to include an outdoor patio facing the central courtyard to promote social interaction between residents. Utility rooms, bicycle parking, storage, and garbage/recycling rooms will be provided along the east side of each building, facing the walkway. Bollard lighting is also proposed along the walkway.

Building Design

The proposed building design reflects the City of Nanaimo's Old City Multiple Family Residential Design Guidelines (the "Old City Design Guidelines") with heritage design elements to reflect the building's residential nature, including gabled rooflines, projecting second-floor windows, and covered front entryways.

An alternating material composition and colour scheme will create unique exteriors for each unit with a mix of vinyl shingles and siding.

Landscape Design

A mix of vine maple trees and smaller shrubs are proposed along the Medea Way frontage. Rows of Oregon grape, holly, and snowberry will be provided along the east and west property lines. A new solid-wood fence is proposed to screen the east property line, and an existing wood fence will be retained on the west property line.

Small individualized front and rear gardens are proposed for each unit. The central courtyard will be primarily lawn with landscape buffers between common lawn and private patios. A dogwood tree is proposed at each end of the courtyard. The carports will feature green roofs with a mix of small groundcover species. |

Design Advisory Panel

The Design Advisory Panel (DAP), at its meeting held on 2020-JUN-11, accepted DP1184 as presented and provided the following recommendation:

- Consider providing further detailing on gable ends and/or window trims, as recommended by the Old City Design Guidelines.

The applicant subsequently revised the proposed building elevations to include references to heritage elements on the gable ends.

Proposed Variances

Minimum Front Yard Setback and Landscape Buffer

The minimum front yard setback is 6m in the R15 zone and the minimum front yard landscape buffer is 1.8m. The proposed front yard setback and landscape buffer is 1.09m; requested variances of 4.91m and 0.71m respectively.

The applicant is proposing to site Building 2 closer to the street in order to maximize the area of the courtyard between the two proposed buildings. While no front yards are proposed, sufficient outdoor amenity space is provided to the rear of each unit. The proposed siting of the building is consistent with the siting of existing residences along the street, and a modified boulevard will act as a buffer between the street edge and the front property line. No negative impacts are anticipated.

Maximum Lot Coverage

The maximum lot coverage is 40% in the R15 zone. The proposed lot coverage is 43.4%; a requested variance of 3.4%.

The additional lot coverage is requested for the covered carports that will feature green roofs and will increase the area of permeable surface on site. Excluding the carport structures, the proposed lot coverage would be 34.4%. The proposed variance will reduce the amount of hardscape surface on the site, and no negative impacts are anticipated.

Off-Street Parking

The minimum required off-street parking for the proposed development is nine parking spaces. The proposed development includes eight parking spaces; a requested variance of one parking space.

The maximum allowable amount of small parking spaces is 40% of the required parking (three spaces). The applicant is proposing 50% small car parking (four spaces); a requested variance of 10% (one space).

The City of Nanaimo “Off-Street Parking Regulations Bylaw 2018 No. 7266” requires 1.44 spaces per 1-bedroom unit and 1.62 spaces per 2-bedroom unit at this location. The proposed parking would equal a rate of 1.33 spaces per bed. In accordance with the City’s Policy for Consideration of a Parking Variance, the following rationale has been provided:

- The constrained nature of the lot would not allow for an additional parking space on site, and the width of the lot hinders the ability to provide full-length stalls on both sides of a drive aisle.
- The proposed development is consistent with the City’s Old City Design Guidelines.
- The subject property is within the 600m buffer of the Downtown Mobility Hub as identified by the Nanaimo Transportation Master Plan, where more alternative transportation trips are anticipated. Walking and cycling routes to services exist nearby, and the property is approximately 250m away from public transit bus stops on Albert Street to the west and Victoria Road to the east.

There will be additional opportunity for short-term parking off-site as frontage works at the time of building construction will formalize on-street parking in front of the property on Medea Way.

Staff have reviewed and support the proposed variances.

SUMMARY POINTS

- Development Permit Application No. DP1184 is for two 2-storey multi-family residential buildings with a combined total of six residential units in townhouse form.
- Variances are requested to reduce the minimum front yard setback and landscape buffer, to increase the maximum lot coverage, to reduce the minimum required parking, and to increase the maximum allowable percentage of small car parking.
- Staff have reviewed and support the proposed variances.

ATTACHMENTS

ATTACHMENT A: Permit Terms and Conditions
ATTACHMENT B: Context Map
ATTACHMENT C: Location Plan
ATTACHMENT D: Site Plan
ATTACHMENT E: Building Elevations
ATTACHMENT F: Landscape Plan and Details
ATTACHMENT G: Aerial Photo

Submitted by:

Lainya Rowett
Manager, Current Planning Section

Concurrence by:

Jeremy Holm
Director, Development Approvals

Dale Lindsay
General Manager, Development Services

ATTACHMENT A

PERMIT TERMS AND CONDITIONS

TERMS OF PERMIT

The “City of Nanaimo Zoning Bylaw 2011 No. 4500”, is varied as follows:

1. *Section 7.5.1 Siting of Buildings* – to reduce the minimum required front yard setback from 6.00m to 1.09m.
2. *Section 7.6.1 Size of Buildings* – to increase the maximum lot coverage from 40.0% to 43.4%.
3. *Section 17.2.1 Required Landscaping* – to reduce the minimum required front yard landscape buffer width from 1.80m to 1.09m.

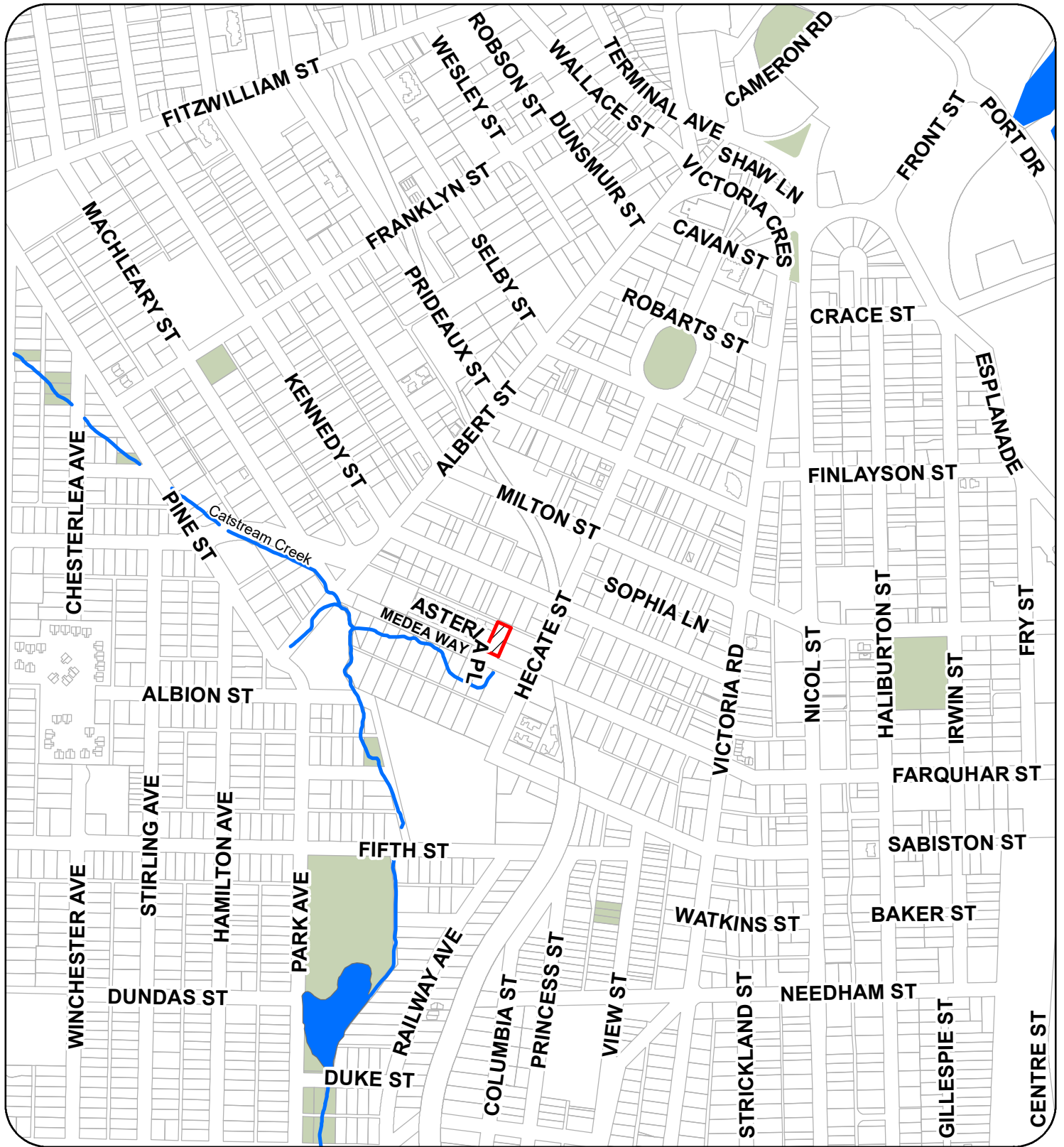
The City of Nanaimo “Off-Street Parking Regulations Bylaw 2018 No. 7266” is varied as follows:

1. *Section 4.3 Small Car Spaces* – to increase the maximum permitted percentage of small car parking spaces from 40% to 50%.
2. *Section 7.1 Multiple-Family Dwelling Parking Table* – to reduce the minimum required number of off-street parking spaces from 9 spaces to 8 spaces.

CONDITIONS OF PERMIT

1. The subject property shall be developed in accordance with the proposed Site Plan prepared by Ellins Architect Inc., dated 2021-MAR-16, as shown on Attachment D.
2. The development is in substantial compliance with the proposed Building Elevations prepared by Ellins Architect Inc., received 2021-APR-13, as shown on Attachment E.
3. The development is in substantial compliance with the proposed Landscape Plan and Details prepared by Mystic Woods Landscape Design, dated 2020-JUN-24, as shown on Attachment F.

ATTACHMENT B CONTEXT MAP

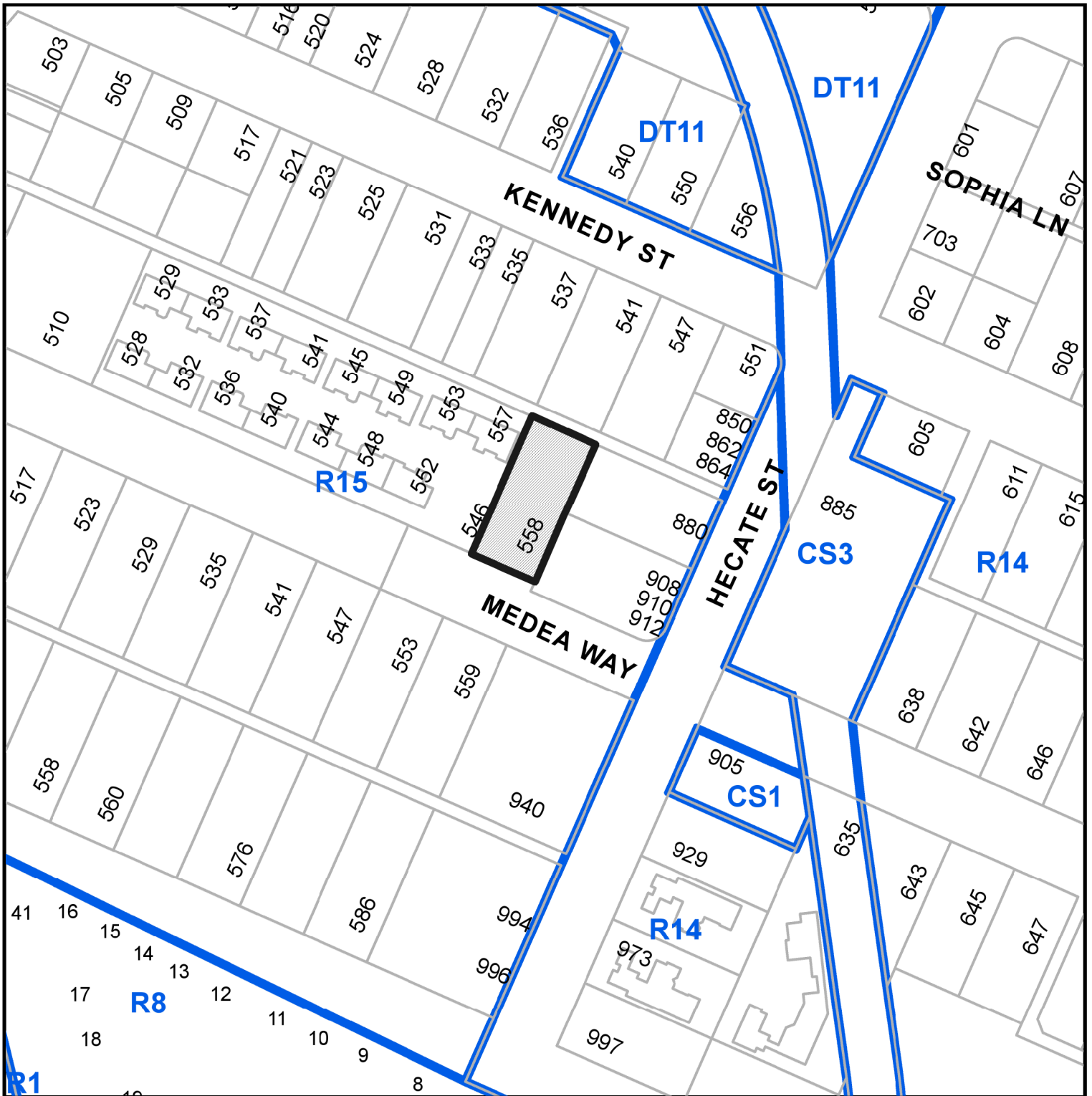


DEVELOPMENT PERMIT APPLICATION NO. DP001184



558 MEDEA WAY

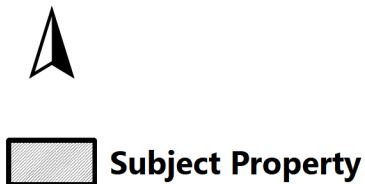
ATTACHMENT C LOCATION PLAN



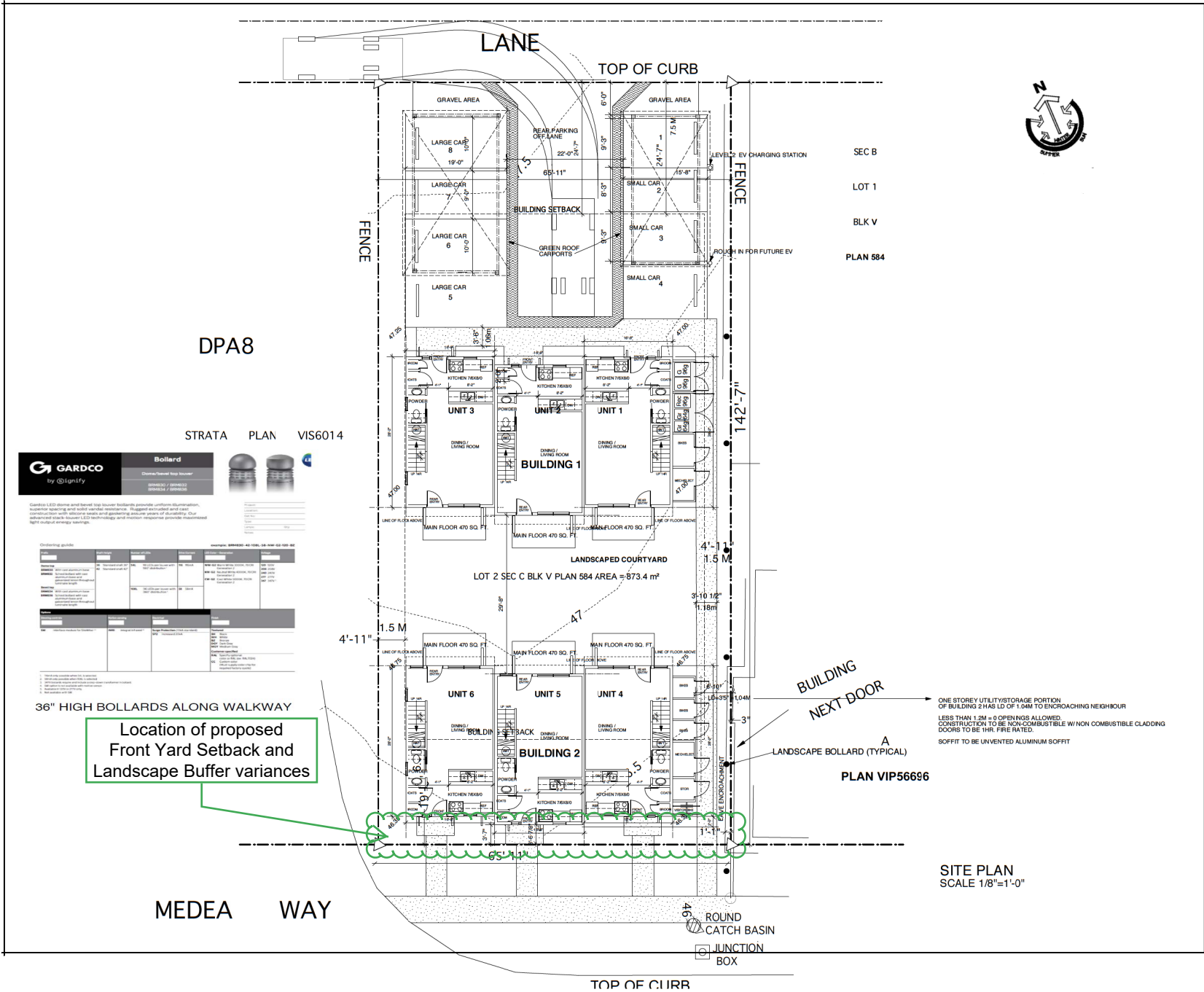
DEVELOPMENT PERMIT NO. DP001184

CIVIC: 558 MEDEA WAY

LEGAL: SECTION C, LOT 2, BLOCK V, SECTION 1, NANAIMO DISTRICT, PLAN 584



ATTACHMENT D SITE PLAN



| | |
|-----------|--|
| NO. | DATE: |
| REVISION: | |
| | FEB 6 2019, |
| | JULY 29, 2019 REVISE SITE/PLAN/ ELEV. |
| | AUG 6, 2019 REVISE SITE |
| | AUGUST 2019 REVISE CLADDING / COLOUR |
| | NOV 12, 2019 REVISE PARKING |
| | SEPT 6, 2018 REVISE SITE/COVERED PARKING |
| | DEC 02, 2019 CARPORTS/ SHFT BLDG.1 6" |
| | JAN 7, 2020 FOR MEETING W. CITY |
| | JAN 28, 2020 PRELIMINARY DP APPLICATION |
| | SEPT 22, 2020 DP APPLICATION RESPONSE |
| | MARCH 16, 2021 LIMITING DISTANCE NOTES |



DPA8
STRATA PLAN VIS6014

GARDCO Bollard
by @lightify

Dimmable Step Indicator
Battery / LED / Remote / Wireless / Wireless

Gardco LED dome and barrel top bollards provide uniform illumination, reduce glare and offer remote operation. Trigger activated and auto-recharge with silicone seals and gaskets ensure years of durability. Our advanced park remote LED technology and motion response provide exceptional light output energy savings.

| Ordering guide | Part number | Part description | Part number | Part description |
|----------------|-------------|------------------|-------------|------------------|
| Color | 001 | White | 002 | Black |
| Finish | 001 | Matte | 002 | Gloss |
| Material | 001 | Aluminum | 002 | Stainless Steel |
| Size | 001 | 36" High | 002 | 48" High |
| Quantity | 001 | 10 | 002 | 20 |

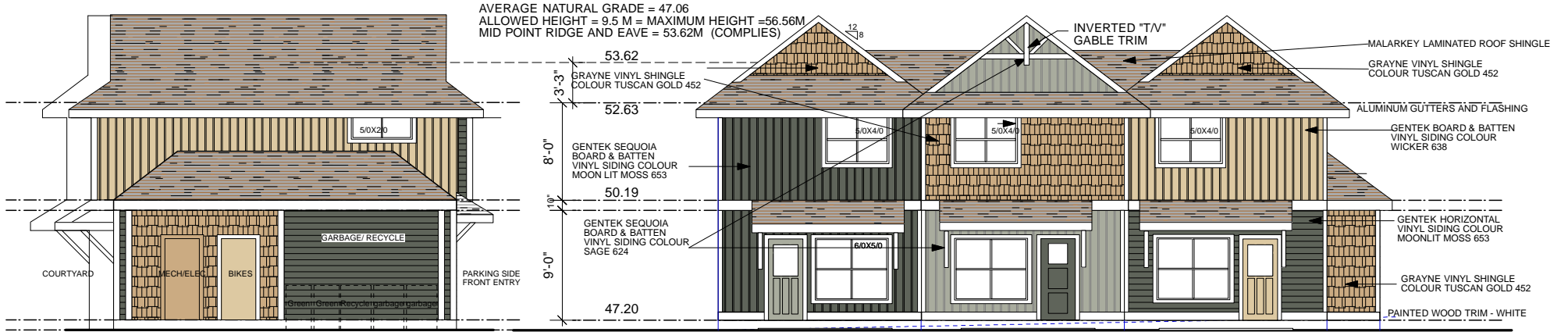
36" HIGH BOLLARDS ALONG WALKWAY
Location of proposed Front Yard Setback and Landscape Buffer variances

SITE PLAN
SCALE 1/8"=1'-0"

RESIDENTIAL DEVELOPMENT
MEDEA WAY
NANAIMO, B. C.

| | |
|---|---------------------|
| DRAWING: SITE PLAN | |
| RECEIVED DP1184 2021-APR-13 <small>Current Planning</small> | |
| DRAWN BY: DATE: NOVEMBER 2018 SCALE: NOTED | |
| PROJECT NO. 2018-08 | DRAWING NO. A1.0 |

ATTACHMENT E BUILDING ELEVATIONS

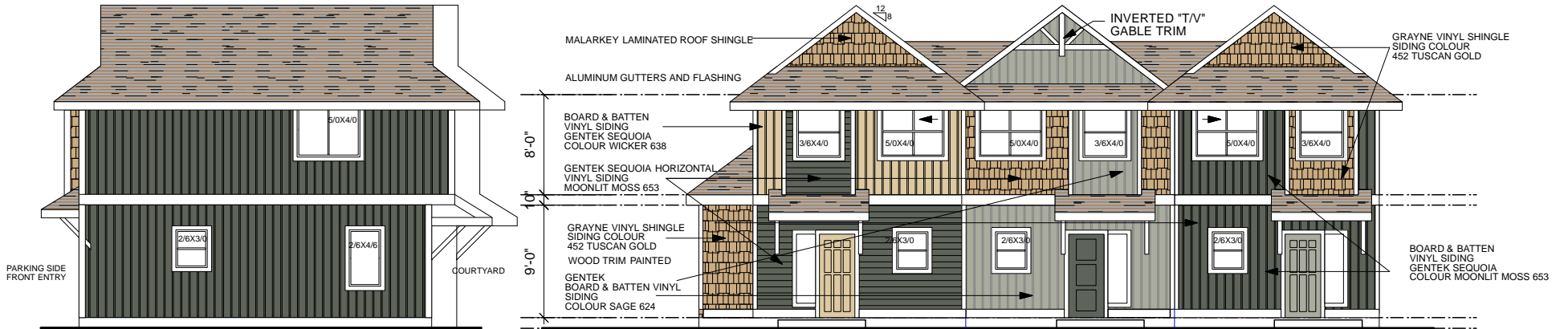


ELEVATION - BUILDING 1 - LEFT SIDE

EAST ELEVATION

ELEVATION - REAR ENTRY FROM COURTYARD

SOUTH ELEVATION



ELEVATION - BUILDING 1 - RIGHT SIDE

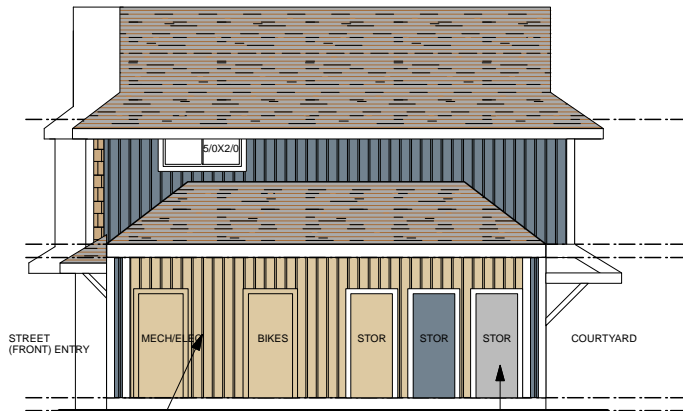
WEST ELEVATION

ELEVATION - FRONT ENTRY FROM LANE PARKING

NORTH ELEVATION

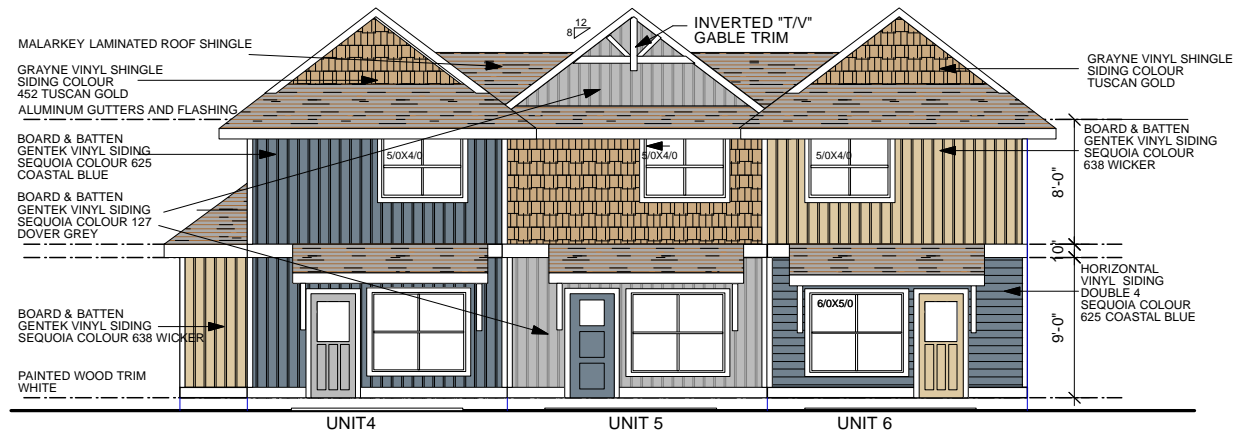
**MEDEA WAY BUILDING 1 - UNITS 1, 2 & 3
COLOUR SCHEME GREEN**

RECEIVED
DP1184
 2021-APR-13
 Current Planning



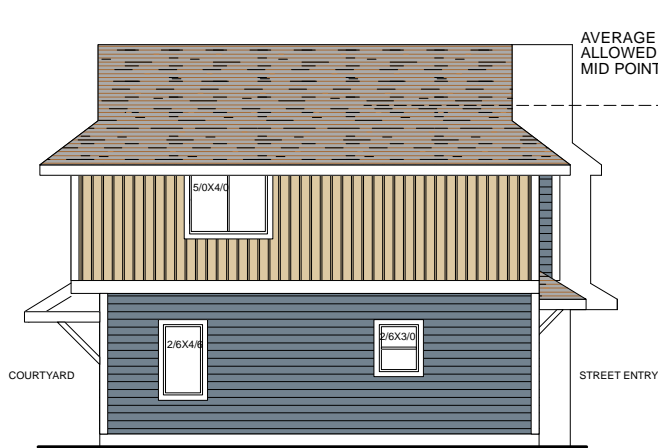
ELEVATION - BUILDING 2 - RIGHT SIDE
FRAMING OF EXPOSING FACE WALL OF STORAGE ROOM TO BE FRAMED WITH METAL STUD AND FACED W/ HARDIE SIDING TO MATCH VINYL ELSEWHERE, DOORS TO BE 1HR. RATED DOORS

EAST ELEVATION



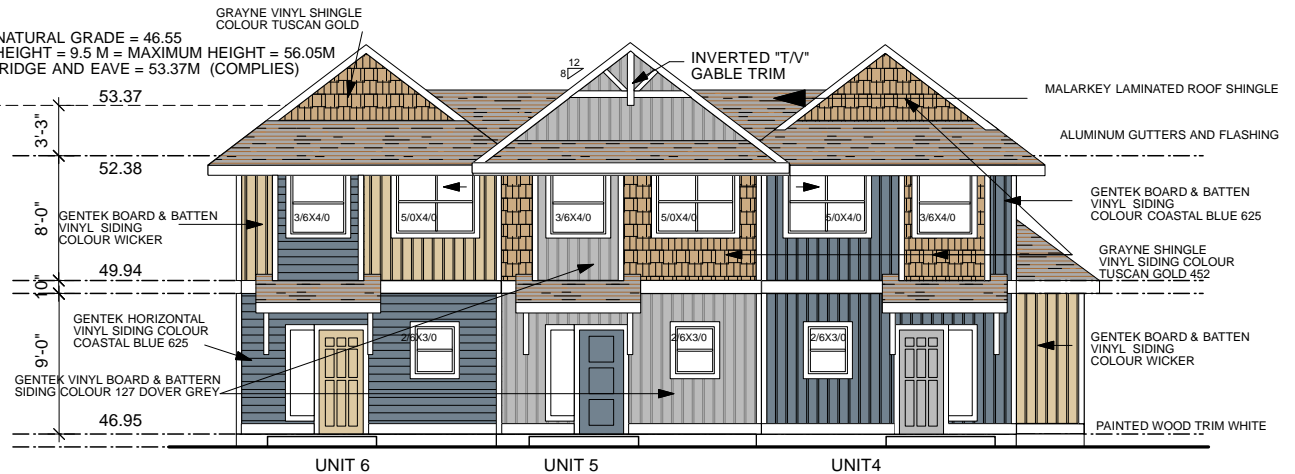
ELEVATION - REAR ENTRY FROM COURTYARD

NORTH ELEVATION



ELEVATION - BUILDING 2 - LEFT SIDE

WEST ELEVATION



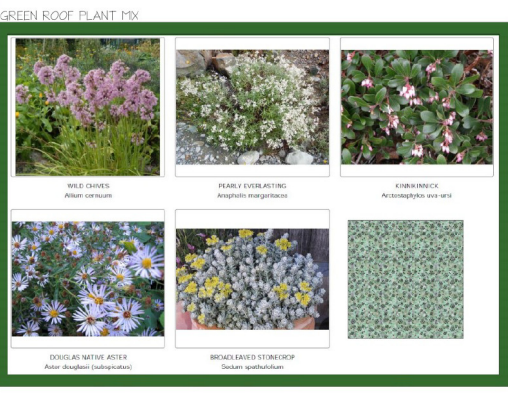
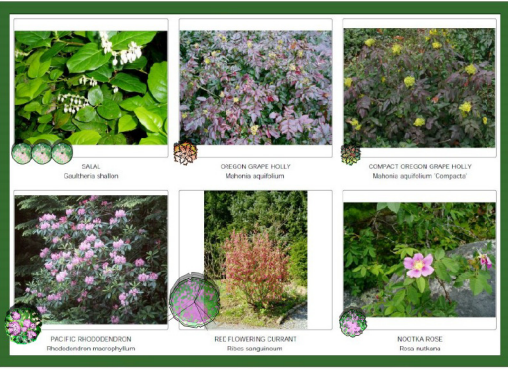
ELEVATION - FRONT ENTRY FACING MEDEA WAY

SOUTH ELEVATION

**MEDEA WAY BUILDING 2 - UNITS 4, 5 & 6
COLOUR SCHEME BLUE**

RECEIVED
DP1184
2021-APR-13
Current Planning

ATTACHMENT F LANDSCAPE PLAN AND DETAILS



BC LANDSCAPE STANDARDS
All construction to meet the requirements as set out in the BC Landscape Standards, 2012 edition, prepared by the B.C. Society of Landscape Architects and the B.C. Landscape and Nursery Association jointly.
Copies of the BC Landscape Standards are available through the BC LNA office at 1-604-516-7772
Contractor to consult with designer regarding any discrepancies.
Contractor is responsible for obtaining written confirmation of utility locations prior to commencing digging.
Contractor is responsible for providing one year of maintenance and site work, primarily on all materials and workmanship, from acceptance of landscape.
Refer to landscape specifications supplied with this plan.
If you did not receive the specifications, please contact the designer.

TOP SOIL REQUIREMENTS:
Minimum depth for shrub beds 450mm (18")
Minimum depth for groundcover: 150mm (6")
Minimum depth for grasses: 100mm (4")
Minimum depth for lawn areas 150mm (6")
Minimum depth for mulch 45-150mm (25-3")
Trees as per detail on these drawings.

| | | |
|------------------------|----------------|------------------|
| LANDSCAPE AREA | 814 sqm | 1593 sqft |
| TREE/SHRUB AREA | 70 sqm | 100 sqft |
| GREEN ROOF AREA | 184 sqm | 1977 sqft |
| LANE AREA | 500 sqm | 538 sqft |
| ORNAMENTAL ROCK | 500 sqm | 538 sqft |
| TOTAL LANDSCAPE | 493 sqm | 4769 sqft |

PROJECT: RESIDENTIAL DEVELOPMENT
558 MEDEA STREET
NANAYO, B.C.

CLIENT:
Kenko Enterprises
Attn: Ken Riddell
kenriddell@gmail.com

ARCHITECT:
Elina Architect
Jerry Elina
250-247-4995
elinaarchitect@klu.ca

LANDSCAPE DESIGNER:
MITSUIC WOODS
LANDSCAPE DESIGN
4737 Gordon Rd
Campbell River, B.C. V9H 1T3
phone: 250-266-3271
cell phone: 250-287-0160
design@mysticwoods.ca

DRAWN BY:
Corinne Matheson CLD, HT
Certified Landscape Designer
Horticultural Technician
Member of the BC LNA / CLNA

SCALE: 1:100 SCALE IN METERS
0 1 2 3 4 5

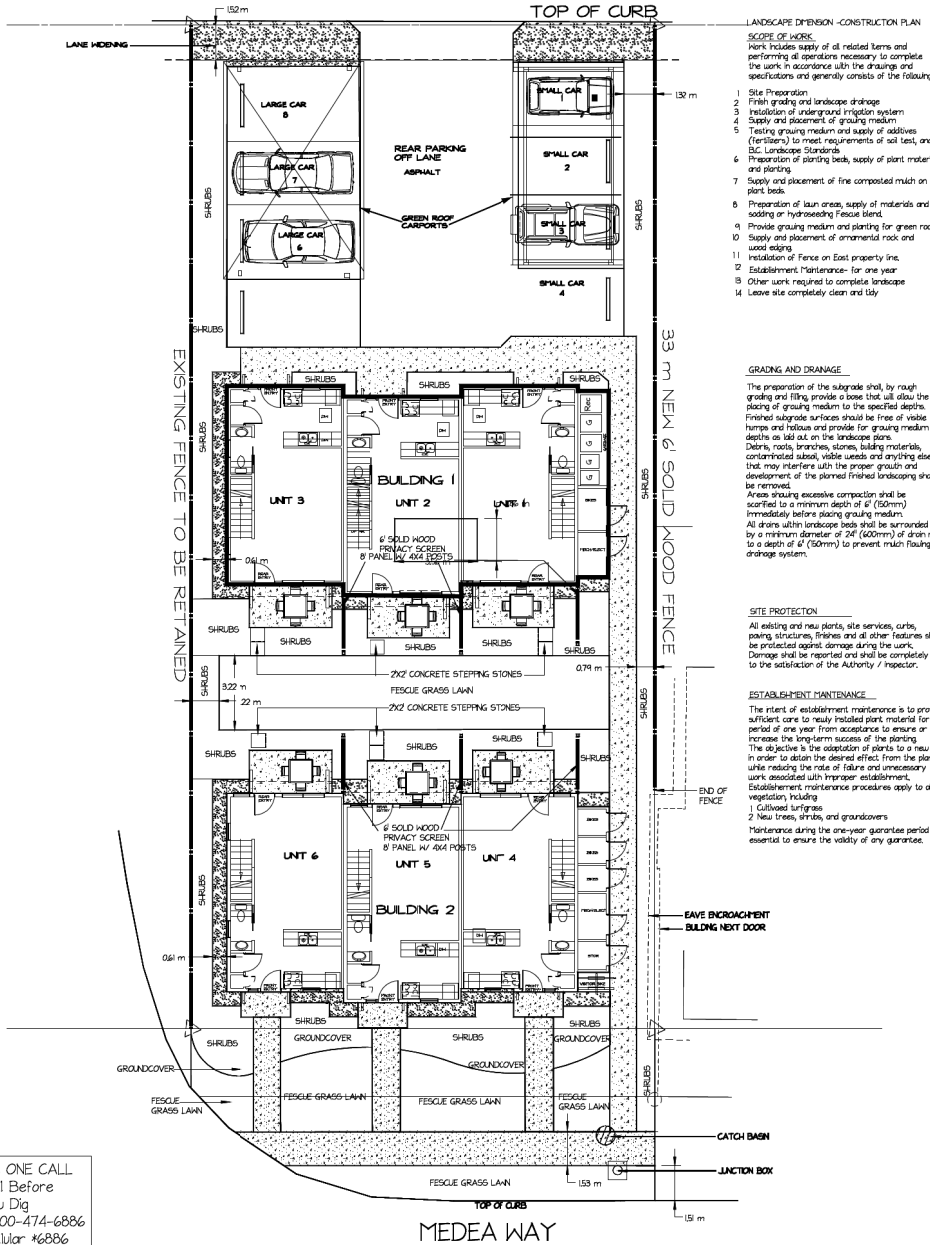
DATE: November 8, 2019
Issued for: November 12, 2019 For review
Issued for: Nov 20, 2019 For Development Permit
Issued for: March 2, 2020 For Development Permit
Issued for: June 24, 2020 For Development Permit

DRAWING: LANDSCAPE MASTER PLAN

DRAWING #: LI of 3

RECEIVED
DP 1184
2020-JUN-24
Current Planning

LANE



GUARANTEE

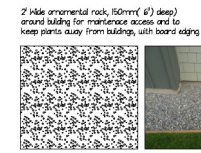
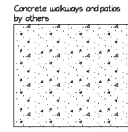
The customary one year guarantee period for the construction industry is accepted as the standard for landscape work.
The contractor shall guarantee all materials and workmanship for a period of one (1) year from the date of Substantial Performance (Acceptance). Inspections must be called for in order to achieve Substantial Performance.

INSPECTIONS TO BE CALLED FOR:

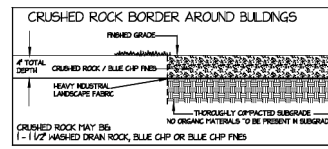
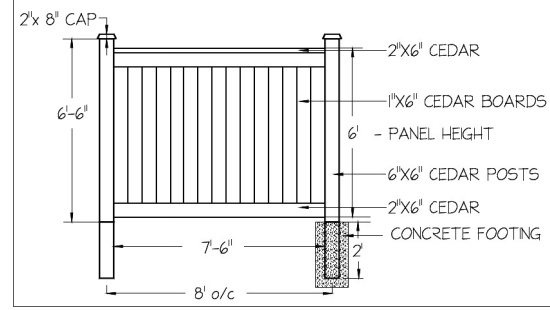
- FIRST INSPECTION: to be called for after subgrade preparation and soil has been placed.
 - SECOND INSPECTION: after plants have been laid out, but prior to planting.
 - FINAL INSPECTION: to be called for, once completed.
- Once the plan has been approved by the City, no changes may be made to the plan without written approval of both the designer and the City.

IRRIGATION

Irrigation to be done by hand hoses, and soaker hoses. Hose bibs will be at each patio and front entrance, to supply water as needed during periods of drought.



33m 6' SOLID WOOD FENCE ALONG EAST PROPERTY LINE ONLY PLUS 6 - 2.64m PATIO PRIVACY SCREENS = 15.84m



SOIL COMPOSITION FOR GROUND LEVEL PLANTING AREAS
TABLE 6-35.3 "GOOD" AND "MODERATE" SOIL COMPOSITION

Percent of Dry Weight of Total Graining Medium

| | |
|---|-------------|
| Coarse Gravel larger than 19mm, smaller than 40mm | 0 - 1% |
| All Gravel larger than 2mm, smaller than 40mm | 0 - 5% |
| Sand larger than 0.075mm, smaller than 2mm | 0 - 30% |
| Silt larger than 0.002mm, smaller than 0.075mm | 0 - 25% |
| Clay smaller than 0.002mm | Maximum 35% |
| Clay and silt combined | 0 - 20% |
| Organic content | 1-10% |
| Acidity (pH) | 4.5 - 6.5 |

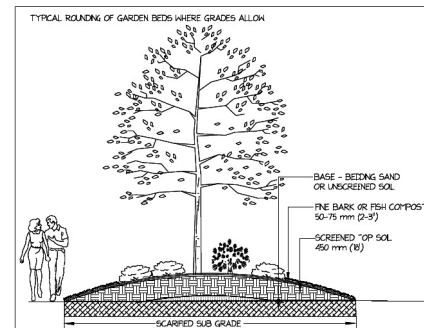
Drainage: Percolation shall be such that no standing water is visible 60 minutes after at least 10 minutes of moderate to heavy rain or irrigation.

SOIL COMPOSITION FOR LOW TRAFFIC LAWN AREAS
TABLE 6-35.3 "GOOD" AND "MODERATE" SOIL COMPOSITION

Percent of Dry Weight of Total Graining Medium

| | |
|---|-------------|
| Coarse Gravel larger than 19mm, smaller than 40mm | 0 - 1% |
| All Gravel larger than 2mm, smaller than 40mm | 0 - 5% |
| Sand larger than 0.075mm, smaller than 2mm | 0 - 30% |
| Silt larger than 0.002mm, smaller than 0.075mm | 0 - 25% |
| Clay smaller than 0.002mm | Maximum 35% |
| Clay and silt combined | 0 - 20% |
| Organic content | 1-10% |
| Acidity (pH) | 6.0 - 7.0 |

Drainage: Percolation shall be such that no standing water is visible 60 minutes after at least 10 minutes of moderate to heavy rain or irrigation.



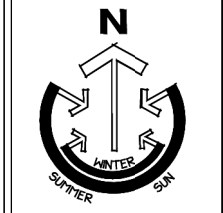
BC LANDSCAPE STANDARDS

All construction to meet the requirements as set out in the BC Landscape Standards, 2012 edition, prepared by the BC Society of Landscape Architects and the BC Landscape and Nursery Association Jointly, Copies of the BC Landscape Standards are available through the BC LNA office at 1-604-574-7772
Contractor to consult with designer regarding any discrepancies.
Contractor to consult with designer if plant substitutions are required due to availability.
Contractor is responsible for obtaining written confirmation of utility locations prior to commencing digging.
Contractor is responsible for providing one year of maintenance and one year warranty on all materials and workmanship, from acceptance of landscape.

Refer to landscape specifications supplied with this plan.
If you do not receive the specifications, please contact the designer.
TOP SOIL REQUIREMENTS:
Minimum depth for shrub beds 450mm (18")
Minimum depth for groundcover 60mm (2")
Minimum depth for lawn areas 100mm (4")
Minimum depth for mulch 45-75mm (2-3")
Trees as per detail on these drawings.

LANDSCAPE AREA

| | | |
|-----------------|---------|-------------|
| TREE/SHRUB AREA | 84 sqm | (953 sqft) |
| GREENROOF AREA | 49 sqm | (527 sqft) |
| LAWN AREA | 184 sqm | (1977 sqft) |
| ORNAMENTAL ROCK | 500 sqm | 538 sqft |
| TOTAL LANDSCAPE | 468 sqm | 5034 sqft |



PROJECT: RESIDENTIAL DEVELOPMENT
558 MEDEA STREET
NANAIMO, B.C.

CLIENT: Kenco Enterprises
Alex Ken Hobb
kenaco@protonmail.com

ARCHITECTS: Ellis Architect
Jerry Ellis
250-241-9255
@jerryellis@shaw.ca

LANDSCAPE DESIGNER:
MYSTIC MOODS
LANDSCAPE DESIGN
4737 Gordon Rd
Campbell River, B.C. V9H 1T3
phone 250-266-5327
cell phone 250-267-0160
design@mysticmoods.ca

DRAWN BY: Corinne Matheson CLD, HT
Certified Landscape Designer
Horticulture Technician
Member of the BC LNA / CLNA

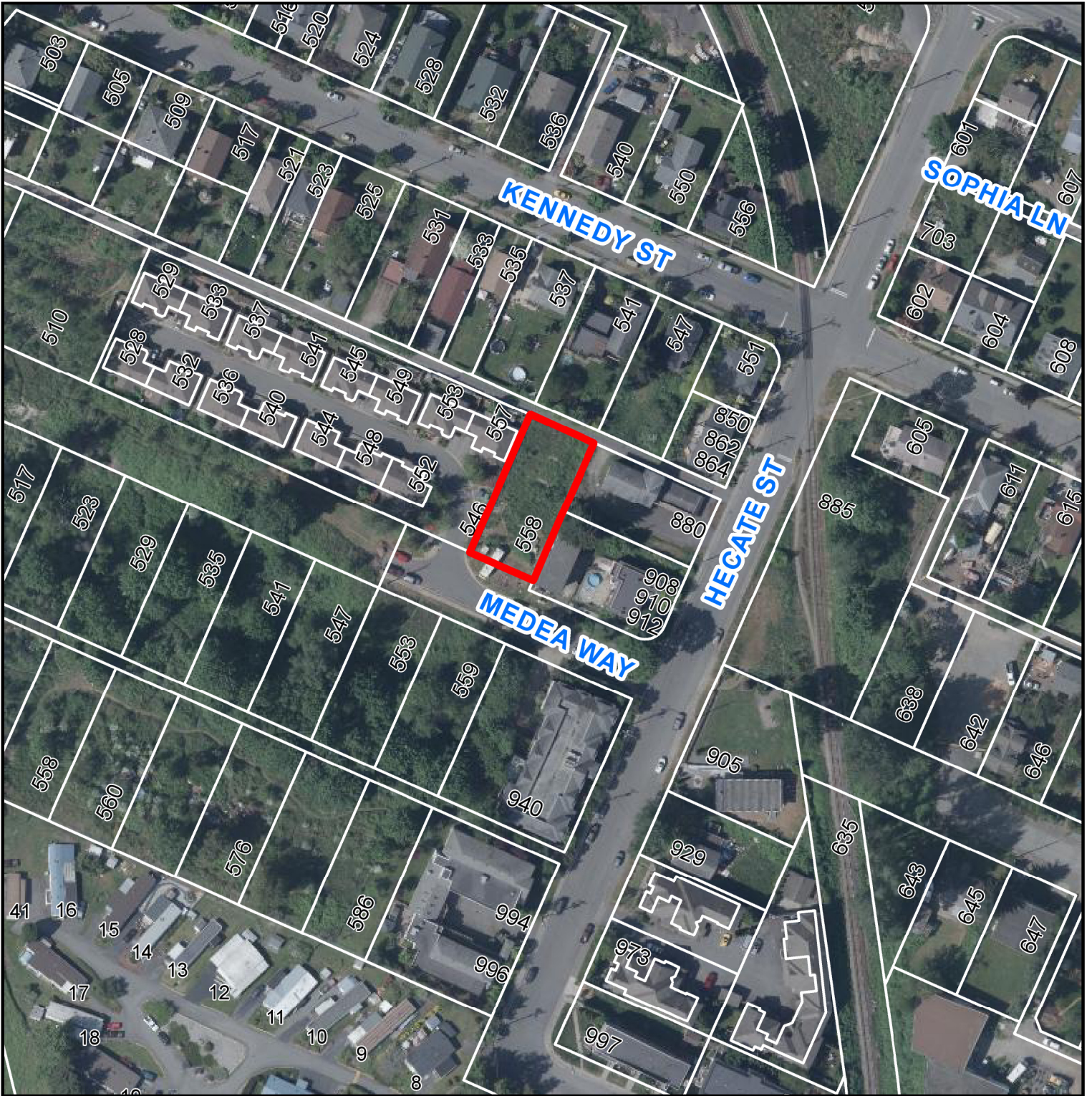
SCALE: 1:100 SCALE METERS
0 1 2 3 4 5

DATE: November 6, 2019
Issued for: November 12, 2019 For review
Issued for: Nov. 20, 2019 For Development Permit
Issued for: March 2, 2020 For Development Permit
Issued for: June 24, 2020 For Development Permit


DRAWING: LANDSCAPE DIMENSION / DETAILS PLAN
DRAWING #: 1.3 of 3

BC ONE CALL
Call Before
You Dig
1-800-474-6886
Cellular #6886

**ATTACHMENT G
AERIAL PHOTO**



DEVELOPMENT PERMIT NO. DP001184

 558 MEDEA WAY

Delegation Request

Delegation's Information:

Ken Riddell has requested an appearance before Council.

City: Nanaimo

Province: BC

Delegation Details:

The requested date is May 3, 2021.

The requested meeting is:
Council

Bringing a presentation: No

Details of the Presentation:

As the owner and developer of 558 Medea - I would like to attend to answer any questions about this project.

Delegation Request

Delegation's Information:

Douglas Riddell has requested an appearance before Council.

City: Nanaimo

Province: BC

Delegation Details:

The requested date is May 3, 2021.

The requested meeting is:
Council

Bringing a presentation: No

Details of the Presentation:

As the owner and developer of 558 Medea - I would like to attend to answer any questions about this project.

DATE OF MEETING | May 3, 2021 |

AUTHORED BY | LISA BRINKMAN, PLANNER, CURRENT PLANNING |

**SUBJECT | DEVELOPMENT PERMIT APPLICATION NO. DP1207
– 5594 LINLEY VALLEY DRIVE |**

OVERVIEW

Purpose of Report

To present for Council’s consideration, a development permit application for a 16-unit multi-family residential development at 5594 Linley Valley Drive. |

Recommendation

That Council issue Development Permit No. DP1207 at 5594 Linley Valley Drive with the following variances:

- increase the maximum permitted building height from 7m to 8.62m;
- increase the maximum allowable perimeter wall height from 7.32m to 8.77m; and
- reduce the minimum required rear yard setback from 7.5m to 5.9m. |

BACKGROUND

A development permit application, DP1207, was received from dHKArchitects Inc., on behalf of Mount Benson Developments Inc., for a 16- unit multi-family residential development at 5594 Linley Valley Drive.

Subject Property and Site Context:

| | |
|--------------------------------------|--|
| <i>Zoning</i> | Steep Slope Zone (R10) |
| <i>Location</i> | The subject property is located in a new neighbourhood at the east end of Linley Valley Drive, and is adjacent to Linley Valley Park. |
| <i>Total Area</i> | 0.5 ha |
| <i>Official Community Plan (OCP)</i> | Map 1 – Future Land Use Plan - Neighbourhood Map 3 – Development Permit Area No. 9 - Commercial, Industrial, Institutional, Multiple Family and Mixed Commercial/Residential development; and Development Permit Area No. 5 – Steep Slope Development (DPA5) |
| <i>Relevant Design Guidelines</i> | General Development Permit Area Design Guidelines Steep Slope Development Permit Area Guidelines |

The subject property is an irregular-shaped lot that has been graded with a gentle slope from Linley Valley Drive down to the east side of the property. The north property line is raised and is retained with a rock retaining wall. The subject property is surrounded by a wetland and vacant R10-zoned land with rocky bluffs to the north, forested parkland to the east and south

(Linley Valley Park), and a single dwelling residential neighbourhood to the west. The irregular property line was created to follow the protected riparian area, adjacent to the wetland.

DISCUSSION

Proposed Development

The applicant is proposing a 16-unit multi-family residential development that includes four buildings and 4 units in each building. Each building will have 2 units on the main floor and 2 units on the second floor. A base floor area ratio (FAR) of 0.45 is permitted and an FAR of 0.37 is proposed. In accordance with the density transfer provisions in Section 7.3.3 of the R10 zone, and DP932 approved in 2015, 16 residential units are permitted on the property (8 units permitted and 8 units transferred to the subject property). The unit composition is as follows:

| <i>Unit Type</i> | <i>Number of Units</i> | <i>Unit Size</i> |
|------------------|------------------------|--------------------------------------|
| Two-bedroom | 12 | 128m ² -149m ² |
| Three-bedroom | 4 | |
| <i>Total</i> | 16 units | |

Site Design

The four buildings are sited to respond to the topography of the property by being stepped both vertically and horizontally along the length of the property. The buildings are sited away from the riparian area, which allows for a wide yard area along the north property line. The building entrances are south facing towards the driveway, which is along the south property line. Resident parking is accommodated within single car garages and between the driveway and buildings. Visitor parking is located in pockets along the south side of the driveway. A pedestrian connection to Linley Valley Park is located at the east end of the property. Also, a public trail is located along portions of the north property line, and this pedestrian path links Linley Valley Park to Cascara Drive.

Building Design

The two-storey buildings are a modern design with shed-style roofs. Building interest is achieved through the incorporation of covered entries, recessed columns along the building face, balcony features, and material changes on the façade. Exterior façade materials include cement plank, cement shingle, cement panel, and wood-tone siding. Exterior metal stairs provide access to the second-storey units. The main floor units have access to a garage. The upper-storey units have access to storage closets at the side of each building for bicycles and garbage/recycling/organics storage.

Landscape Design

A robust landscape buffer is provided along the west property line adjacent to 5598 Linley Valley Drive. A decorative concrete block retaining wall, 1.2m in height, is also proposed in the west side yard area. The north side property line is generously planted with trees, shrubs, and a lawn area, allowing for an attractive environment adjacent to the rear patios and decks. A

public path is located along portions of the north property line, and the trees proposed along the north property line will enhance the public trail experience. An existing metal fence along the north property line will remain. Trees and shrubs are proposed to be planted at the entry area to each unit. A pedestrian walkway is provided between the buildings to allow access to the sides and rear of the buildings. A wood fence 1.2m in height is proposed along the full extent of the south property line adjacent to Linley Valley Park. A stamped concrete pedestrian walkway is proposed along the length of the driveway. Broom-finish concrete is proposed for the resident parking spaces, and grass cell pavers are proposed for the visitor parking spaces.

The proposed landscaping restores the site’s disturbed areas, and complements the adjacent wetland area and public pedestrian paths. The buildings are stepped with the existing topography of the land, and are clustered away from the wetland area. The site, building, and landscape design comply with the General Development Permit Area Design Guidelines and the Steep Slope Development Permit Area Guidelines.

Design Advisory Panel

The Design Advisory Panel, at its meeting held on 2020-NOV-26, accepted DP001207 as presented with support for the proposed variances. The following recommendations were provided:

- Consider adding trees to the east side property line, where possible; and
- Consider creating an outdoor amenity space with benches along the east side property line.

The applicant responded to the DAP recommendations by adding more trees to the east side property line and creating an outdoor amenity area with two benches in the southeast corner of the property.

Proposed Variances

Maximum Building Height

The maximum building height is 7m for a flat roof (< than 4:12 pitch); the proposed building heights are as follows:

| | Maximum Allowable Height | Proposed Height | Proposed Height Variance |
|-------------------|---------------------------------|------------------------|---------------------------------|
| Building A | 7m | 8.62m | 1.62m |
| Building B | 7m | 8.39m | 1.39m |
| Building C | 7m | 8.57m | 1.57m |
| Building D | 7m | 8.03m | 1.03m |

Each building is two storeys in height, and it is primarily the shed roofline that extends beyond the 7m height limit. The shed roof form adds to building character, and gives the appearance of stepping each building into the slope of the property, as is required in the Steep Slope Development Permit Guidelines. The proposed height for each of the four buildings is less than 9m, which is the height that would be permitted if each building had a pitched roof.

Perimeter Wall Height

The maximum allowable perimeter wall height is 7.32m; the proposed perimeter wall height for the north elevation of each building is as follows:

| | Maximum Allowable Perimeter Wall Height | Proposed Perimeter Wall Height | Proposed Variance |
|-------------------|--|---------------------------------------|--------------------------|
| Building A | 7.32m | 8.77m | 1.45m |
| Building B | 7.32m | 8.41m | 1.09m |
| Building C | 7.32m | 8.74m | 1.42m |
| Building D | 7.32m | 8.09m | 0.77m |

The maximum allowable perimeter wall height is 7.32m. The proposed perimeter wall height of the north elevation of each building is between 8.09m to 8.77m, with variances up to 1.77m. The building designs respond to the topography of the site and are well articulated, with stepped building faces, changes in exterior materials, as well as balconies and glazing to reduce the massing.

Rear Yard Setback

The minimum rear yard setback is 7.5m, the proposed rear yard setback for a corner of Building D is 5.9m; a proposed variance of 1.6m.

The irregular shape of the property creates a challenging situation for the siting of buildings. The four buildings have been sited to step both vertically and horizontally along the length of the property; however, one corner of Building D encroaches 1.6m into the curved rear yard setback area.

Staff support the proposed variances.

SUMMARY POINTS

- Development Permit Application No. DP1207 is for a 16-unit multi-family residential development.
- Variances are requested for building height, perimeter wall height, and the rear yard setback for Building D.
- The proposed development addresses the City's design guidelines and Staff support the proposed variances.

ATTACHMENTS

ATTACHMENT A: Permit Terms and Conditions
ATTACHMENT B: Context Map
ATTACHMENT C: Location Plan
ATTACHMENT D: Site Plan
ATTACHMENT E: Building Elevations
ATTACHMENT F: Building Renderings
ATTACHMENT G: Landscape Plan and Details
ATTACHMENT H: Aerial Photo

Submitted by:

Lainya Rowett
Manager, Current Planning

Concurrence by:

Jeremy Holm
Director, Development Approvals

Dale Lindsay
General Manager, Development Services

ATTACHMENT A PERMIT TERMS AND CONDITIONS

TERMS OF PERMIT

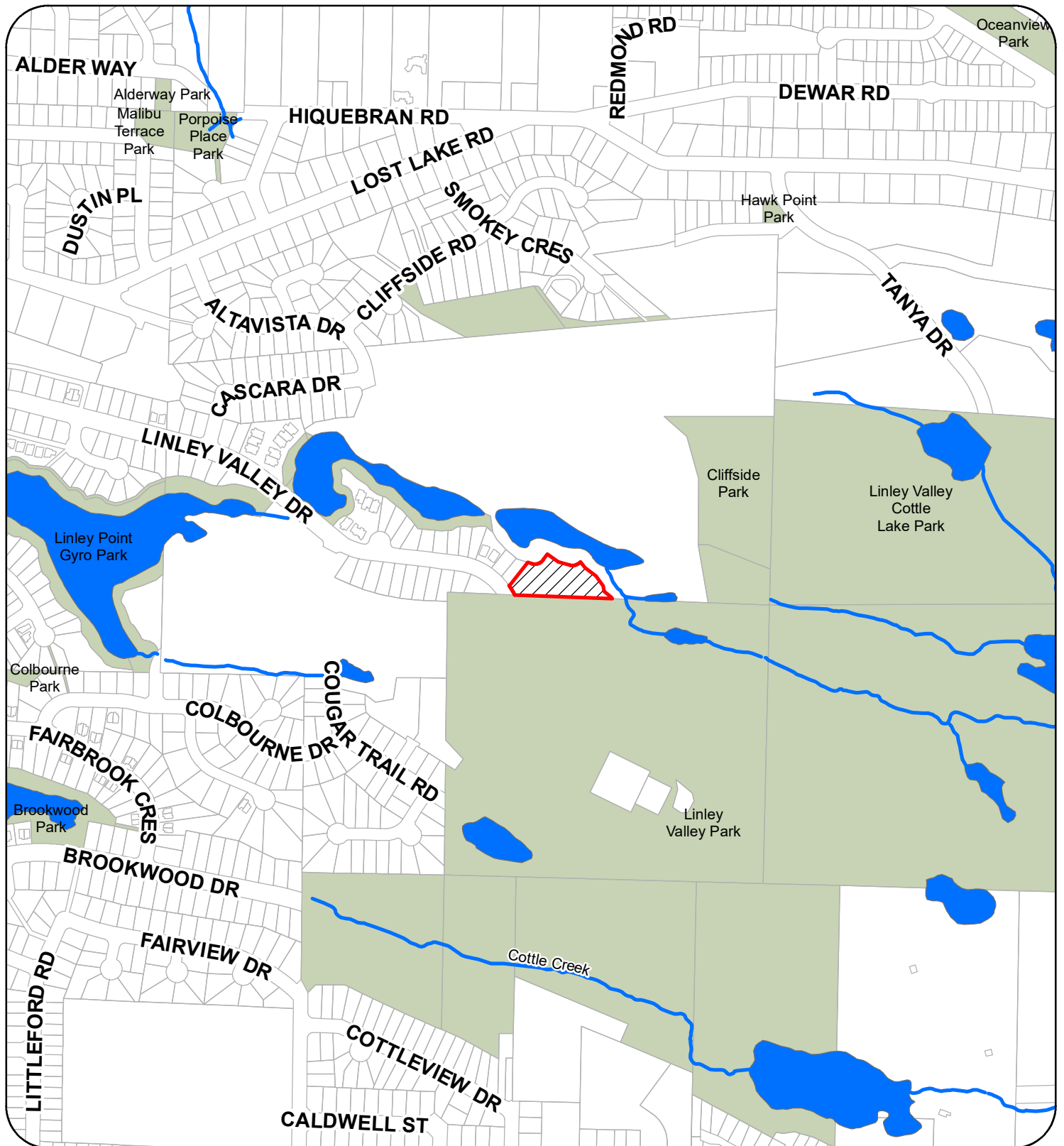
The “City of Nanaimo Zoning Bylaw 2011 No. 4500” is varied as follows:

1. *Section 7.5.1 Siting of Buildings* – to reduce the minimum required rear yard setback from 7.5m to 5.9m for proposed Building D.
2. *Section 7.6.1 Size of Buildings* – to increase the maximum allowable perimeter wall height from 7.32m to 8.77m.
3. *Section 7.6.1 Size of Buildings* – to increase the maximum allowable building height from 7m to 8.62m.

CONDITIONS OF PERMIT

1. The subject property is developed in accordance with the Site Plan prepared by dHKArchitects Inc., received 2021-APR-13, as shown on Attachment D.
2. The development is in substantial compliance with the Building Elevations and Details prepared by dHKArchitects Inc., dated 2020-SEP-15, 2021-APR-07 and 2021-APR-13, as shown on Attachment E.
3. The subject property is developed in substantial compliance with the Landscape Plan and Details prepared by Macdonald Gray Landscape Architect, dated 2021-MAR-15, as shown on Attachment G.
4. Prior to issuance of a building permit, the applicant must register a statutory Right-of-Way on the subject property title identifying the location of the public pedestrian path along sections of the north property line.

ATTACHMENT B
CONTEXT MAP

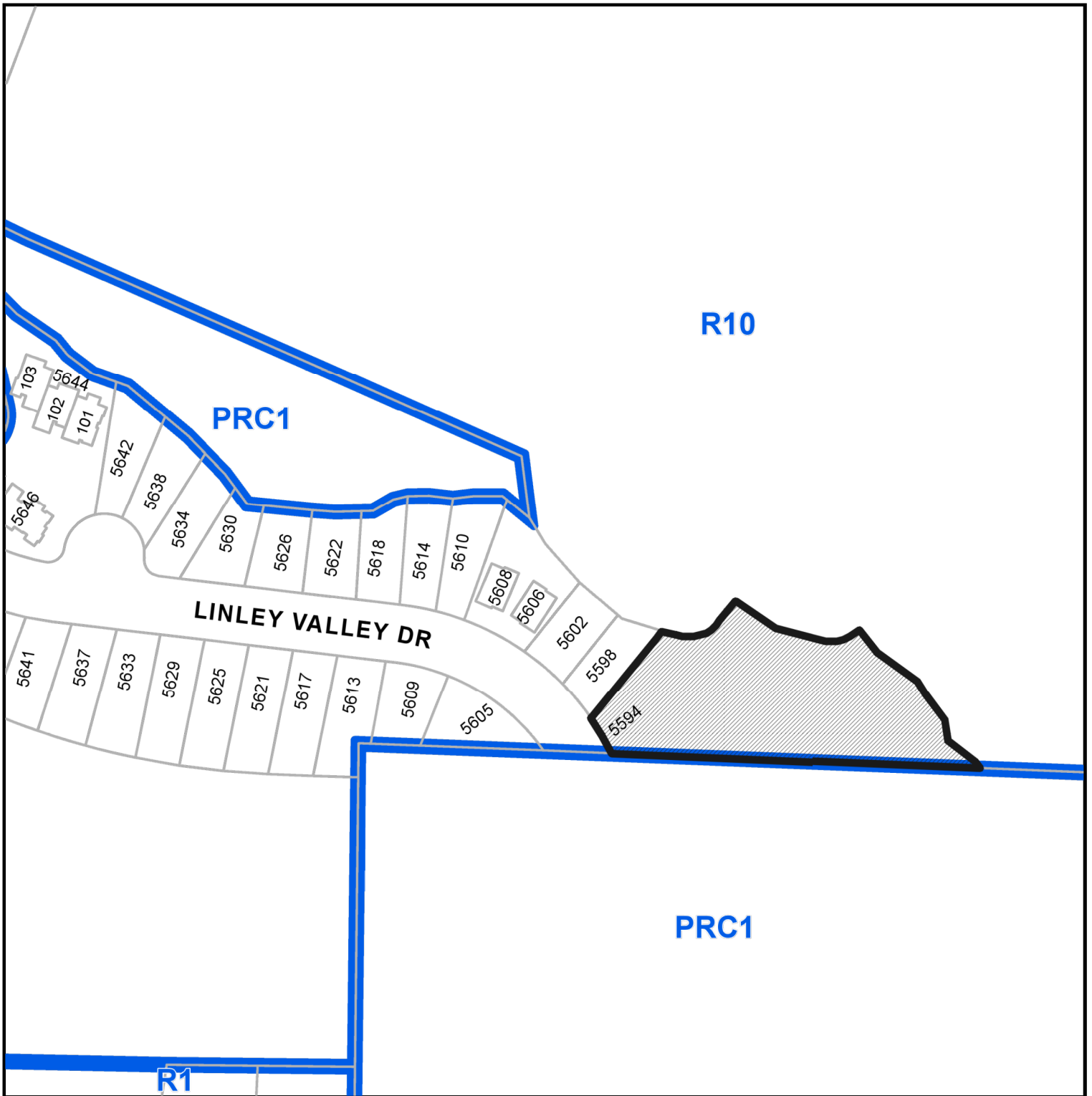


DEVELOPMENT PERMIT APPLICATION NO. DP001207



5594 LINLEY VALLEY DRIVE

ATTACHMENT C
LOCATION PLAN



DEVELOPMENT PERMIT NO. DP001207



Subject Property

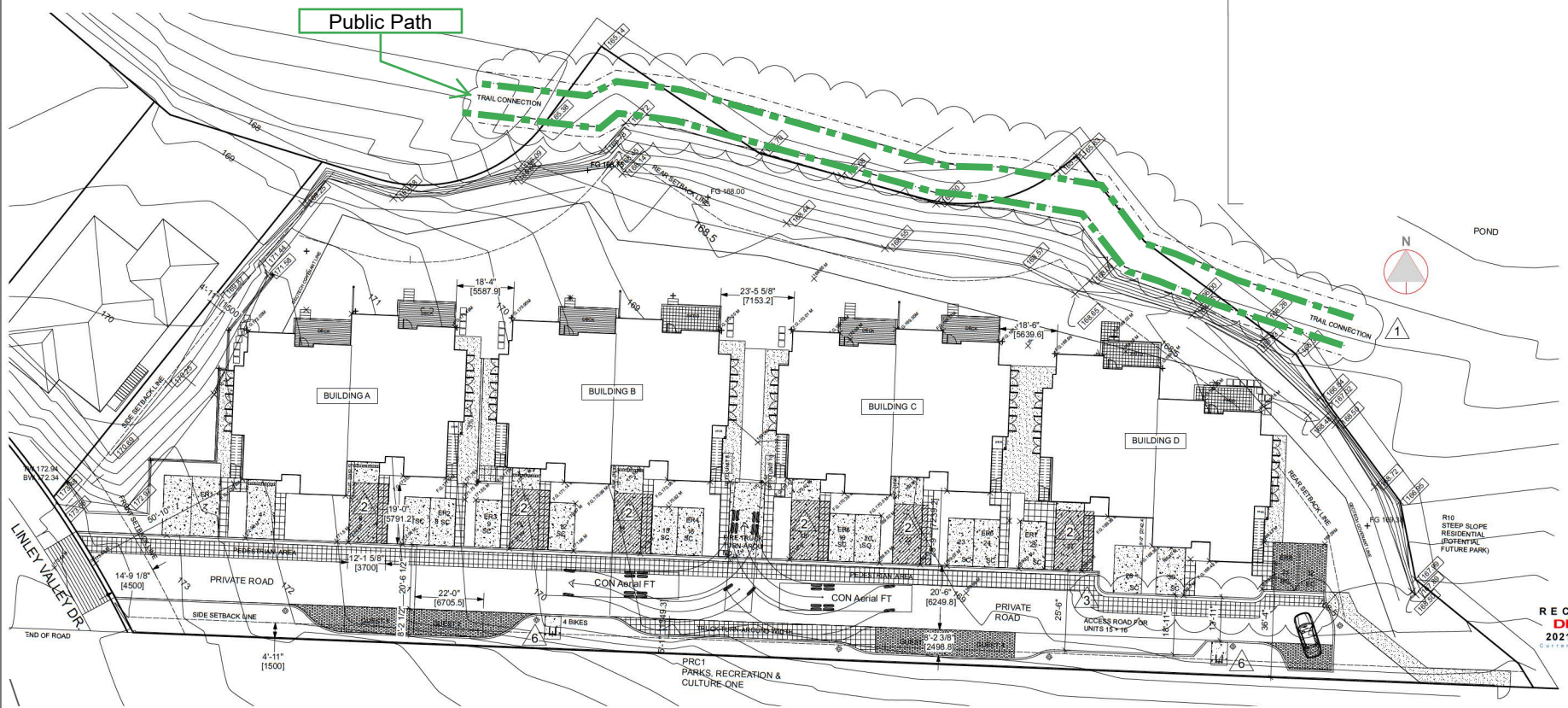
CIVIC: 5594 LINLEY VALLEY DRIVE

LEGAL: LOT 14, DISTRICT LOT 50, WELLINGTON DISTRICT, PLAN EPP62850

ATTACHMENT D SITE PLAN



VIEW OF SITE FROM POND (NORTH)



SITE PLAN

5594 LINLEY VALLEY DRIVE, NANAIMO
ISSUED FOR DP REVISION
APRIL 13, 2021

LINLEY VALLEY DRIVE FOURPLEXES

SITE PLAN + SITE DATA

A-01
1/16" = 1'-0"

dHKarchitects

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2021-APR-13
COURTESY PHOTOGRAPHY

ATTACHMENT E BUILDING ELEVATIONS



BUILDING A: SOUTH ELEVATION (FRONT FACING PRIVATE ROAD)



BUILDING A: WEST ELEVATION (FACING LINLEY VALLEY DRIVE)



BUILDING A: NORTH ELEVATION (REAR FACING POND)



BUILDING A: EAST ELEVATION (SIDE FACING BUILDING B)



BUILDING A + B: VIEW FROM PRIVATE ROAD



BUILDING A + B: VIEW FROM POND

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2020-SEP-18
Current Planning





BUILDING B: SOUTH ELEVATION (FRONT FACING PRIVATE ROAD)



BUILDING B: WEST ELEVATION



BUILDING B: NORTH ELEVATION (REAR FACING POND)



BUILDING B: EAST ELEVATION (SIDE FACING BUILDING B)



1 HARDIE SHINGLE - LIGHT MIST



2 HARDIE PLANK - MOUNTAIN SAGE



3 WOODTONE RUSTIC CEMENTITIOUS SIDING - RIVERROCK COLOUR



4 HARDIE PANEL, PTD - CITYSCAPE SW 7067



5 COMBED FACE WOOD FASCIA + BANDING, PTD - SW 7670

6 COMBED FACE CLAD POSTS AND BEAMS, PTD - SW 7670

7 COMBED FACE WOOD WINDOW TRIM, PTD. - SW 7670

8 VINYL WINDOWS - WHITE



9 PRE-FINISHED METAL GUARD RAIL + STAIRS



10 FIBREGLASS DOOR W/ SIDELITE, PTD. - CITYSCAPE SW 7067



11 SBS 2 PLY ROOFING - MEDIUM GREY



11 FIBREGLASS DOOR W/ FULL LITE, PTD. - TO MATCH ARCTIC WHITE

| FINISHES LEGEND - BUILDINGS B + D | |
|-----------------------------------|---|
| 1 | HARDIE SHINGLE - LIGHT MIST |
| 2 | HARDIE PLANK - MOUNTAIN SAGE |
| 3 | WOODTONE RUSTIC CEMENTITIOUS SIDING - RIVERROCK COLOUR |
| 4 | HARDIE PANEL, PTD - CITYSCAPE SW 7067 |
| 5 | COMBED FACE WOOD FASCIA + BANDING, PTD - SW 7670 |
| 6 | COMBED FACE CLAD POSTS AND BEAMS, PTD - SW 7670 |
| 7 | COMBED FACE WOOD WINDOW TRIM, PTD. - SW 7670 |
| 8 | VINYL WINDOWS - WHITE |
| 9 | PRE-FINISHED METAL GUARD RAIL + STAIRS - GRAY |
| 10 | FIBREGLASS DOOR W/ SIDELITE, PTD. - CITYSCAPE SW 7067 |
| 11 | FIBREGLASS DOOR W/ FULL LITE, PTD. - TO MATCH ARCTIC WHITE |
| 12 | PRE-FINISHED METAL GARAGE DOOR W/ LITES, PTD. - CITYSCAPE SW 7067 |
| 13 | FIBREGLASS DOOR @ EXT. CLOSETS, PTD. - CITYSCAPE SW 7067 |
| 14 | SBS 2 PLY ROOFING - MEDIUM GREY |



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DP 1207
2228-SEP-18
Current Planning



BUILDING C: SOUTH ELEVATION (FRONT FACING PRIVATE ROAD)



BUILDING C: WEST ELEVATION



BUILDING C: NORTH ELEVATION (REAR FACING POND)



BUILDING C: EAST ELEVATION (SIDE FACING BUILDING B)



① HARDIE SHINGLE - ARCTIC WHITE



② HARDIE PLANK - BOOTHBAY BLUE



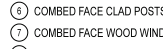
③ WOODTONE RUSTIC CEMENTITIOUS SIDING - SUMMER WHEAT



④ HARDIE PANEL, PTD - CITYSCAPE SW 7067



⑤ COMBED FACE WOOD FASCIA + BANDING, PTD - SW 7670



⑥ COMBED FACE CLAD POSTS AND BEAMS, PTD - SW 7670



⑦ COMBED FACE WOOD WINDOW TRIM, PTD - SW 7670



⑧ VINYL WINDOWS - WHITE



⑨ PRE-FINISHED METAL GUARD RAIL + STAIRS



⑩ FIBREGLASS DOOR W/ SIDELITE, PTD - CITYSCAPE SW 7067



⑪ FIBREGLASS DOOR W/ FULL LITE, PTD - TO MATCH ARCTIC WHITE



⑫ SBS 2 PLY ROOFING - MEDIUM GREY

| FINISHES LEGEND - BUILDINGS A + C | |
|-----------------------------------|--|
| ① | HARDIE SHINGLE - ARCTIC WHITE |
| ② | HARDIE PLANK - BOOTHBAY BLUE |
| ③ | WOODTONE RUSTIC CEMENTITIOUS SIDING - SUMMER WHEAT COLOUR |
| ④ | HARDIE PANEL, PTD - CITYSCAPE SW 7067 |
| ⑤ | COMBED FACE WOOD FASCIA + BANDING, PTD - SW 7670 |
| ⑥ | COMBED FACE CLAD POSTS AND BEAMS, PTD - SW 7670 |
| ⑦ | COMBED FACE WOOD WINDOW TRIM, PTD - SW 7670 |
| ⑧ | VINYL WINDOWS - WHITE |
| ⑨ | PRE-FINISHED METAL GUARD RAIL + STAIRS - GRAY |
| ⑩ | FIBREGLASS DOOR W/ SIDELITE, PTD - CITYSCAPE SW 7067 |
| ⑪ | FIBREGLASS DOOR W/ FULL LITE, PTD - TO MATCH ARCTIC WHITE |
| ⑫ | PRE-FINISHED METAL GARAGE DOOR W/ LITES, PTD - CITYSCAPE SW 7067 |
| ⑬ | FIBREGLASS DOOR (@ EXT. CLOSETS), PTD - CITYSCAPE SW 7067 |
| ⑭ | SBS 2 PLY ROOFING - MEDIUM GREY |



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DPT 207
2020 SEP 14
CLIMATE FINISHING

5594 LINLEY VALLEY DRIVE, NANAIMO
ISSUED FOR DP
SEPTEMBER 15, 2020

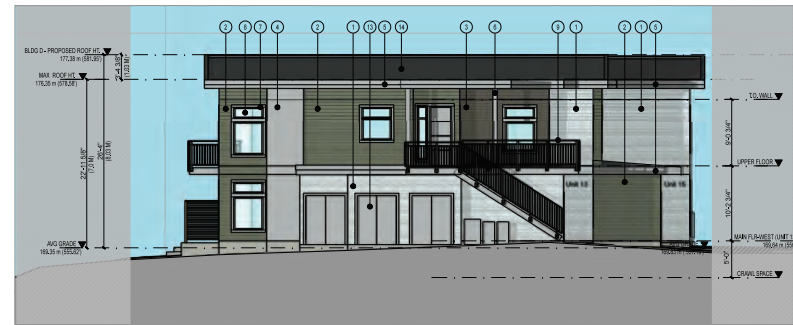
LINLEY VALLEY DRIVE FOURPLEXES
BUILDING C: ELEVATIONS + FINISHES

A-06
1/8" = 1'-0"

dHKarchitects dHKA



BUILDING D: SOUTH ELEVATION (FRONT FACING PRIVATE ROAD)



BUILDING D: WEST ELEVATION (SIDE)



BUILDING D: NORTH ELEVATION (REAR FACING POND)



BUILDING D: EAST ELEVATION (SIDE)



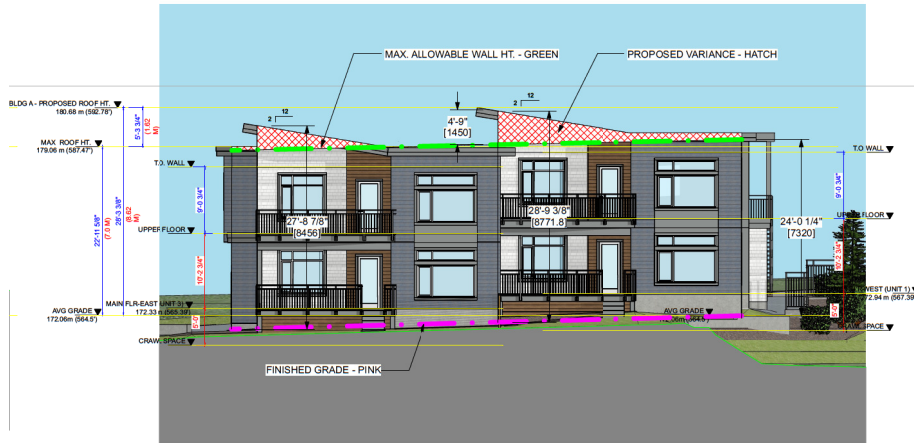
BUILDING C + D: VIEW FROM PRIVATE ROAD



BUILDING C + D: VIEW FROM POND



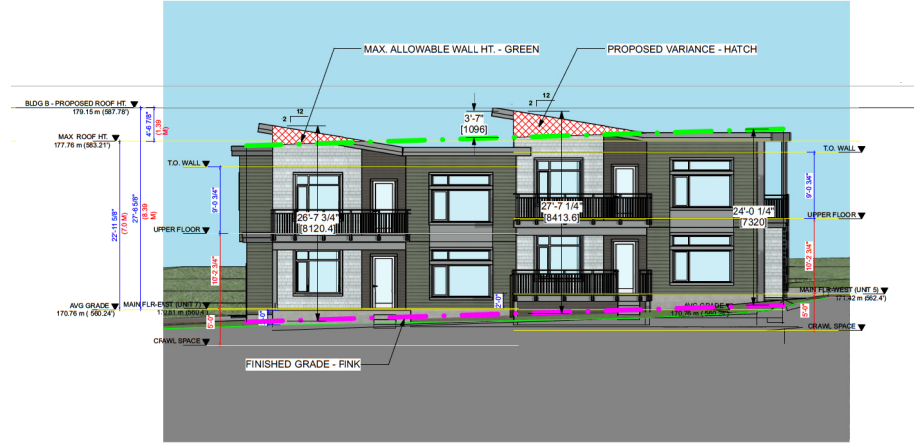
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2020-SEP-18
Current Planning



BUILDING A: NORTH ELEVATION

PROPOSED WALL HT.: 8.77 M; MAX. WALL HEIGHT: 7.32 M

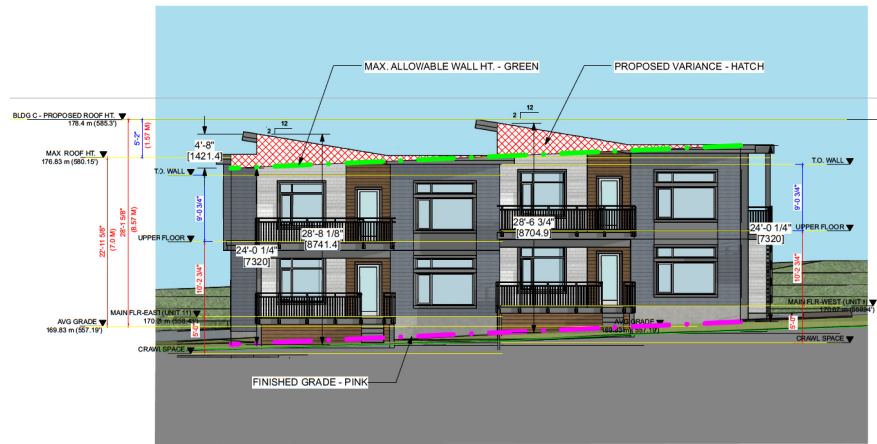
WALL HEIGHT VARIANCE REQUESTED: 1.45 M



BUILDING B: NORTH ELEVATION

PROPOSED WALL HT.: 8.41 M; MAX. WALL HEIGHT: 7.32 M

WALL HEIGHT VARIANCE REQUESTED: 1.09 M



BUILDING C: NORTH ELEVATION

PROPOSED WALL HT.: 8.74 M; MAX. WALL HEIGHT: 7.32 M

WALL HEIGHT VARIANCE REQUESTED: 1.42 M



BUILDING D: NORTH ELEVATION

PROPOSED WALL HT.: 8.09 M; MAX. WALL HEIGHT: 7.32 M

WALL HEIGHT VARIANCE REQUESTED: 0.77 M

5594 LINLEY VALLEY DRIVE, NANAIMO
ISSUED FOR DP REVISION
APRIL 7, 2021

LINLEY VALLEY DRIVE FOURPLEXES

WALL HEIGHT VARIANCE DIAGRAMS

A-09

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2021-APR-07
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BUILDING A: SOUTH ELEVATION
 PROPOSED HT.: 8.62 M; MAX. HEIGHT: 7.00 M
 HEIGHT VARIANCE REQUESTED: 1.62 M ▨ AREA OVER MAX. HEIGHT



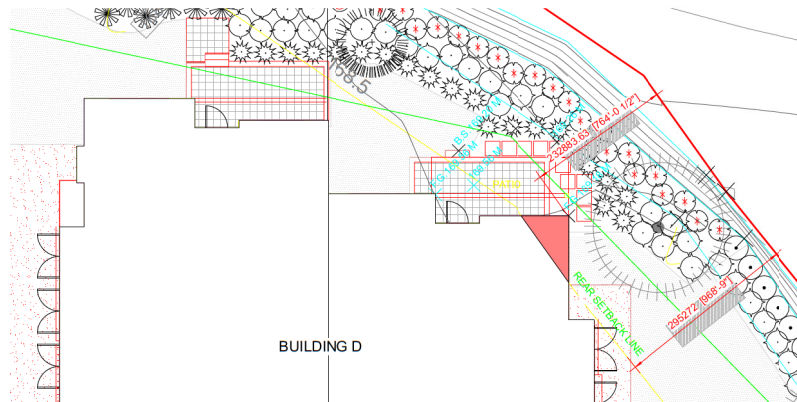
BUILDING B: SOUTH ELEVATION
 PROPOSED HT.: 8.39 M; MAX. HEIGHT: 7.00 M
 HEIGHT VARIANCE REQUESTED: 1.39 M ▨ AREA OVER MAX. HEIGHT



BUILDING C: SOUTH ELEVATION
 PROPOSED HT.: 8.57 M; MAX. HEIGHT: 7.00 M
 HEIGHT VARIANCE REQUESTED: 1.57 M ▨ AREA OVER MAX. HEIGHT



BUILDING D: SOUTH ELEVATION
 PROPOSED HT.: 8.03 M; MAX. HEIGHT: 7.00 M
 HEIGHT VARIANCE REQUESTED: 1.03 M ▨ AREA OVER MAX. HEIGHT



BUILDING D: PARTIAL FLOOR PLAN
 REAR SETBACK AT NORTHEAST CORNER: 5.90 M
 MIN. REAR SETBACK: 7.50 M
 SETBACK VARIANCE REQUESTED: 160 M

▨ AREA PROJECTING INTO REAR YARD SETBACK (27 SF)

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 2021-APR-13
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| VARIANCES REQUESTED | |
|---|---------------------------|
| HEIGHT VARIANCES (MAX 7.0 M IF < 4IN 12) | |
| BUILDING A: | 8.62 M |
| BUILDING B: | 8.39 M |
| BUILDING C: | 8.57 M |
| BUILDING D: | 8.03 M |
| SETBACK VARIANCE (MIN. REAR YARD SETBACK = 7.5 M) | |
| BUILDING D: | 5.90 M @ NORTHEAST CORNER |

ATTACHMENT F BUILDING RENDERINGS



STREETSCAPE: BIRDSEYE VIEW



STREETSCAPE: VIEW FROM LINLEY VALLEY DRIVE



STREETSCAPE: VIEW FROM PRIVATE ROAD

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ATTACHMENT G LANDSCAPE PLAN AND DETAILS

GENERAL NOTES

1. THE LANDSCAPING CHARACTER AREA FOR THIS SITE IS NORTH NANAIMO.
2. REFER TO SITE PLAN PREPARED BY JHR ARCHITECTS FOR SITE PLAN LAYOUT, PROPOSED FINISHED FLOOR ELEVATIONS AND OTHER ARCHITECTURAL INFORMATION.
3. REFER TO CIVIL PLANS AND REPORT PREPARED BY CASCARA CONSULTING ENGINEERS LTD. FOR ALL SITE SERVICES, DRIVEWAY GRADING AND SITE DRAINAGE AND STORMWATER MANAGEMENT INFORMATION.

IRRIGATION NOTES

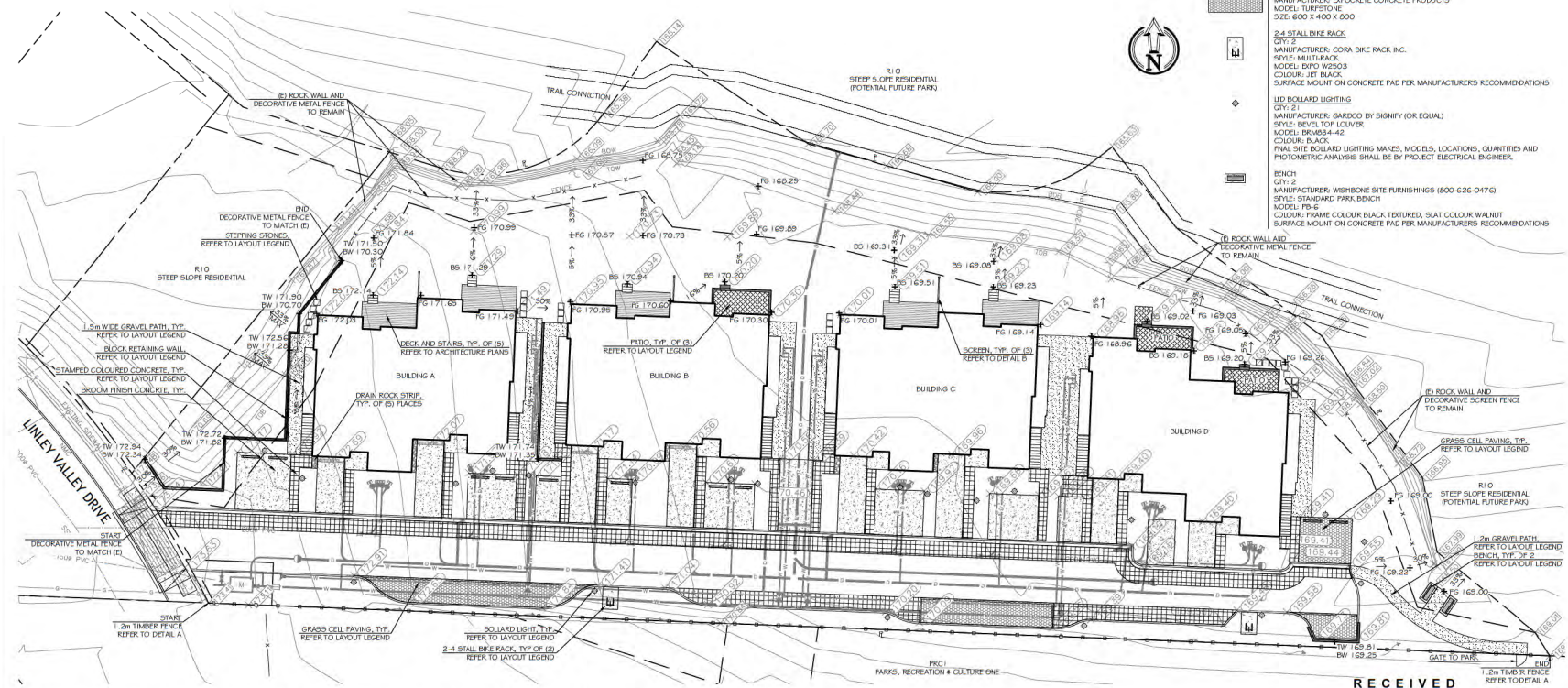
1. IRRIGATION SYSTEM INSTALLATION SHALL MEET OR EXCEED THE REQUIREMENTS SET OUT IN THE MOST CURRENT VERSION OF THE CANADIAN NURSERY AND SCAPES ASSOCIATION (CNA) / CANADIAN SOCIETY OF LANDSCAPE ARCHITECTS (CSLA) CANADIAN LANDSCAPE STANDARD.
2. ALL PROPOSED ON-SITE PLANTING AND LAWN AREAS SHALL BE WATERED VIA AN UNDERGROUND, AUTOMATIC IRRIGATION SYSTEM UTILIZING A SMART (ET) WEATHER-BASED IRRIGATION CONTROLLER.
3. IRRIGATION EMISSION DEVICES SHALL BE LOW VOLUME ROTARY NOZZLES OR MICRO/DRIP EQUIPMENT.
4. THE CONTRACTOR SHALL ADJUST THE PLACEMENT AND RADIUS OF SPRINKLERS AS REQUIRED BY FIELD CONDITIONS TO ACHIEVE FULL COVERAGE OF ALL PLANTED AREAS AND TO MINIMIZE OVER-SPRAY ONTO ADJACENT HARD SURFACES, FENCES AND PROPERTY LINES.
5. ALL PIPING UNDER PAVING SHALL BE INSTALLED IN SEPARATE SCHEDULE 40 SLEEVES AT A MINIMUM DEPTH OF 600mm WITH 150mm OF SAND BACKFILL ABOVE AND BELOW PIPE. ALL WIRING UNDER PAVING SHALL BE INSTALLED IN SEPARATE SCHEDULE 40 PVC CONDUIT. ALL SLEEVES AND CONDUIT SHALL BE INSTALLED PRIOR TO PAVEMENT INSTALLATION AND SHALL EXTEND 150mm BEYOND EDGE OF PAVEMENT OR CURB. BACKFILL FOR SLEEVES SHALL BE COMPACTED TO THE SPECIFIED DENSITY FOR THE SUBGRADE.
6. OPERATE IRRIGATION CONTROLLER WITHIN THE CITY OF NANAIMO WATER RESTRICTION SCHEDULE.

GRADING LEGEND

| SYMBOL | DESCRIPTION |
|--------|--|
| | EXISTING 0.5m CONTOUR PER SURVEY |
| | EXISTING SPOT ELEVATION PER CIVIL |
| | PROPOSED SPOT ELEVATION PER CIVIL & ARCHITECTURE |
| | FINISHED GRADE |
| | TOP OF WALL |
| | BOTTOM OF WALL |
| | BOTTOM OF STAIR |
| | DRAINAGE DIRECTION AND SLOPE |

LAYOUT LEGEND

| ABBREVIATIONS | DESCRIPTION |
|---------------|--|
| ID | EXISTING |
| E | PROPERTY LINE |
| PA | PAVING AREA |
| TP | TYPICAL |
| SYMBOL | DESCRIPTION |
| | PROPERTY LINE |
| | 1.2m TIMBER FENCE, REFER TO DETAIL A |
| | 1.5m DECORATIVE METAL FENCE TO MATCH EXISTING |
| | 2.4m X 2.0m TIMBER SCREEN |
| | CONCRETE BLOCK RETAINING WALL (AND STAIRS) MANUFACTURE: BASALITE (OR EQUAL) STYLE: VALLEY STONE WITH CAP COLOUR: TUSCANY 1.2m HEIGHT MAX. |
| | PRECAST CONCRETE UNIT PAVING MANUFACTURE: BASALITE (OR EQUAL) STYLE: CITYSCAPE SERIES - WHISKEY PATTERN: DOUBLE BASKET WEAVE COLOUR: CHEMICAL |
| | STAMPED COLOURED CONCRETE (MANUFACTURE: PROLINE (OR EQUAL) PATTERN: SIGNALA ROMAN SLATE 1.8' X 1.8' COLOUR: ASHEVILLE SLATE |
| | 600mm X 600mm CONCRETE STEPPING STONE |
| | BROOM FINISH CONCRETE |
| | GRAVEL PATH: 100mm (3/8") MINUS COMPACTED BLUE CHIP AND TIMBEREGG |
| | GRASS CELL PAVING MANUFACTURE: EPICOR CONCRETE PRODUCTS MODEL: TURFSTONE SIZE: 600 X 600 X 600 |
| | 7.5 SEALER PACK QTY: 2 MANUFACTURE: CORA BIKE RACK INC. STYLE: MULTI-RACK MODEL: BPO W2503 COLOUR: JET BLACK SURFACE MOUNT ON CONCRETE PAD PER MANUFACTURER'S RECOMMENDATIONS |
| | LHD BOLLARD LIGHTING QTY: 21 MANUFACTURE: GARDCO BY SIGNIFY (OR EQUAL) STYLE: BEVEL TOP LOUVER MODEL: BRN534-42 COLOUR: BLACK FINAL SIZE BOLLARD LIGHTING MAKES, MODELS, LOCATIONS, QUANTITIES AND PHOTOMETRIC ANALYSIS SHALL BE BY PROJECT ELECTRICAL ENGINEER. |
| | BNCH1 QTY: 2 MANUFACTURE: WISHBONE SITE FURNISHINGS (800-626-0476) STYLE: STANDARD PARK BNCH MODEL: F16-6 COLOUR: FRAME COLOUR BLACK TEXTURED, SLAT COLOUR WALNUT SURFACE MOUNT ON CONCRETE PAD PER MANUFACTURER'S RECOMMENDATIONS |



THIS DRAWING IS NOT FINAL AND SHALL NOT BE USED FOR CONSTRUCTION UNLESS IT HAS BEEN STAMPED AND SIGNED BY THE LANDSCAPE ARCHITECT. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS, QUANTITIES AND LOCATIONS IN THE FIELD AND REPORT ANY DISCREPANCIES TO THE ARCHITECT IMMEDIATELY UPON DISCOVERY.

Linley Valley Drive Fourplexes
Mount Benson Developments Inc.
5594 Linley Valley Drive, Nanaimo, BC

| LANDSCAPE ARCHITECTURE | |
|------------------------|----------------|
| DATE: | March 15, 2021 |
| TOWN: | UK |
| CHUCK: | RG |
| DATE: | 1:30 PM |
| PROJECT NUMBER: | 20-0264 |
| DRAWING NUMBER: | L1 of 6 |

| REV | DATE | NOTES |
|-----|------------|-----------------------|
| 0 | 20/03/2020 | DP Coordination |
| 1 | 22/01/2020 | DP Review |
| 2 | 07/06/2020 | Issued for DP |
| 3 | 05/09/2020 | Revised for DP Review |
| 4 | 10/09/2020 | Issued for DP |
| 5 | 09/06/2020 | Revised for DP |
| 6 | 09/06/2021 | DP Coordination |
| 7 | 15/03/2021 | Revised for DP |

Landscape Architect: 20-0264_REISSUED-FOR-DP_15MAR2021

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2021-MAR-18
GUYSON PLANNING



THIS DRAWING IS NOT FINAL AND SHALL NOT BE USED FOR CONSTRUCTION UNLESS IT HAS BEEN STAMPED AND SIGNED BY THE LANDSCAPE ARCHITECT. THE DRAWING IS THE PROPERTY OF MACDONALD GRAY AND SHALL REMAIN SO. NO PART OF THIS DRAWING IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM.

Linley Valley Drive Fourplexes
Mount Benson Developments Inc.
 5594 Linley Valley Drive, Nanaimo, BC

PLANTING NOTES

1. ALL LANDSCAPE INSTALLATION AND MAINTENANCE SHALL MEET OR EXCEED THE MOST RECENT STANDARDS SET OUT BY THE CANADIAN NURSERY LANDSCAPE ASSOCIATION (CNLA) / CANADIAN SOCIETY OF LANDSCAPE ARCHITECTS (CSLA) CANADIAN LANDSCAPE STANDARD.
2. GROWING MEDIUM SHALL MEET OR EXCEED THE PROPERTIES OUTLINED IN THE CANADIAN LANDSCAPE STANDARD FOR SECTION 6 GROWING MEDIUM, TABLE 4-6.3.5.2. PROPERTIES FOR GROWING MEDIA: LEVEL 2 "SLOOKEE" - ZL
 GROWING MEDIUM DEPTHS: FRANGINGEDENY SWALES - 450mm
 SHRUBS - 450mm
 LAWN - 200mm
 TREES - 600mm BELOW AND AROUND ROOTBALL
3. MULCH SHALL BE COMPOST PFS SECTION 10 MULCHING OF THE CANADIAN LANDSCAPE STANDARD. MULCH DEPTH SHALL BE 75mm MINIMUM OVER ALL TREE, SHRUBS AND GROUND COVER PLANTING AREAS.
4. PLANT MATERIAL QUALITY, TRANSPORT AND HANDLING SHALL COMPLY WITH CNLA STANDARDS FOR NURSERY STOCK.
5. ALL TREE, SHRUB, GROUND COVER AND LAWN AREAS SHALL BE WATERED VIA AN UNDERGROUND AUTOMATIC IRRIGATION SYSTEM UTILIZING "SMART" (ET) WEATHER-BASED IRRIGATION CONTROL. IRRIGATION EMISSION DEVICES SHALL BE HIGH EFFICIENCY LOW VOLUME ROTARY HOZZLES OR DRIP IRRIGATION EQUIPMENT.
6. PLANT QUANTITIES ARE FOR INFORMATION ONLY. IN CASE OF ANY DISCREPANCY THE PLAN SHALL GOVERN.
7. ALL PLANT MATERIAL SHALL MATCH TYPE AND SPECIES AS INDICATED ON THE PLANTING LEGEND. CONTACT THE LANDSCAPE ARCHITECT FOR APPROVAL OF ANY SUBSTITUTIONS. NO SUBSTITUTIONS WILL BE ACCEPTED WITHOUT PRIOR WRITTEN APPROVAL OF THE LANDSCAPE ARCHITECT.
8. CHECK FOR LOCATIONS OF WATER LINES AND OTHER UNDERGROUND SERVICES PRIOR TO DIGGING TREE PITS. EXCAVATED PLANT PITS SH ALL HAVE POSITIVE DRAINAGE. PLANT PITS WHEN FULLY FLOODED WITH WATER SHALL DRAIN WITHIN ONE HOUR AFTER FILLING.
9. NO PLANTS REQUIRING PRUNING OF MAJOR BRANCHES DUE TO DISEASE, DAMAGE OR POOR FORM WILL BE ACCEPTED.
10. ALL CALIPEE STOCK TREES SHALL BE 4 B & 4 IN WIRE BASKETS.

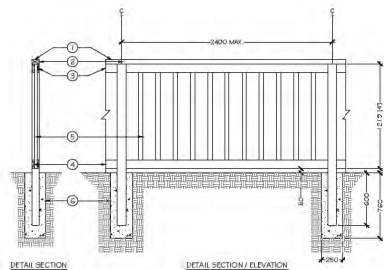
REFER TO SHEET L3 FOR PLANT LEGEND

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DP1207
 2021-MAR-18
 Current Planning

| PLANTING PLAN | |
|-----------------|------------------|
| Date: | March 15, 2021 |
| Drawn: | UK |
| Checked: | UK |
| Scale: | 1:200 (as noted) |
| Project Number: | 20-0264 |
| Drawing Number: | L2 of 6 |

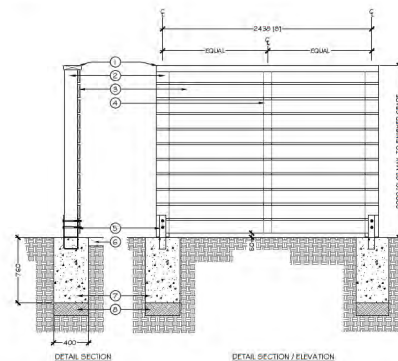
| # | DATE | NOTES |
|---|-------------|------------------------|
| 0 | 20/MAR/2020 | DP Coordination |
| 1 | 22/JAN/2020 | DP Review |
| 2 | 17/JAN/2020 | Issued for DP |
| 3 | 02/SEP/2020 | Reissued for DP Review |
| 4 | 15/SEP/2020 | Issued for DP |
| 5 | 09/DEC/2020 | Reissued for DP |
| 6 | 02/FEB/2021 | DP Coordination |
| 7 | 15/MAR/2021 | Reissued for DP |

Landscape Architect: 20-0264_REISSUED-FOR-DP_15MAR2021



A 1.2m Timber Fence
Section/Elevation
1:25 metric

- 1 50mm x 150mm (2" x 6") CAP RAIL
- 2 100mm x 100mm (4" x 4") POST
- 3 25mm x 100mm (1" x 4") RAIL TYPICAL OF (B)
- 4 50mm x 100mm (2" x 4") FENCE RAIL TYPICAL OF (B) PLACED
- 5 25mm x 150mm (1" x 6") FENCE RAIL TYPICAL OF (B) PLACED
- 6 CONCRETE FOOTING



B 2.0m Timber Screen
Section/Elevation
1:25 metric

- 1 50mm x 200mm (1" x 8") CAP RAIL
- 2 150mm x 150mm (6" x 6") POST
- 3 (1) 25mm x 150mm (1" x 6") FENCE BOARD, INSTALLED HORIZONTALLY WITH 25mm (1") SPACE BETWEEN
- 4 25mm x 100mm (1" x 4") SUPPORT BRACE
- 5 150mm x 150mm GALVANIZED COLUMN BRACE
- 6 FENCE BOARDS FINISH ADJACENT FARD WHITE APPLICABLE. REFER TO SITE PLAN
- 7 CONCRETE FOOTING
- 8 FIRM DEARING UNDER FOOTING

NOTES:
1. ALL TIMBERS SHALL BE CEDAR.
2. ALL FASTENERS SHALL BE GALVANIZED.
3. APPLY EXTERIOR STAIN ON ALL EXPOSED TIMBERS PRIOR TO ADDRESS, COLOUR, WAINUT

PLANT LEGEND

| SYMBOL | BOTANICAL / COMMON NAME | SIZE | SPACING | QTY. | NOTES |
|--|--|----------------------------|---------------------|--------------------|--|
| TREES | | | | | |
| | ACER CIRCINATUM VINE MAPLE | 2.5m | SEE PLAN | 2 | NATIVE SPECIES |
| | ACER GLABRUM VAR. DOUGLASHI DOUGLAS MAPLE | #5 POT | SEE PLAN | 3 | NATIVE SPECIES |
| | ACER RUBRUM RED MAPLE | 6cm CAL. | SEE PLAN | 5 | DROUGHT TOLERANT |
| | CHAMAECYPARIS NOOTKATENSIS PENDULA WEEPING NOOTKA CYPRESS | 2.5m | 3.0m O.C. SEE PLAN | 7 | NATIVE CULTIVAR, CONIFER |
| | CORNUS KOUSA SATOMI RED FLOWERING KOUSA DOGWOOD | 4cm CAL. | SEE PLAN | 10 | DROUGHT TOLERANT |
| | PINUS CONTORTA VAR. CONTORTA SIKKORE PINE | 2.5m #5 POT | SEE PLAN | 7 | NATIVE SPECIES, CONIFER ON NORTH SLOPE |
| | PICEA OMORIKA 'BRINUS' BRINUS SERBIAN SPRUCE | 2.5m | SEE PLAN | 4 | DROUGHT TOLERANT, CONIFER |
| | SORBUS SITCHENSIS PACIFIC MOUNTAIN ASH | #5 POT | SEE PLAN | 3 | NATIVE SPECIES |
| SHRUBS | | | | | |
| | AMELANCHIER ALNIFOLIA SASKATOON | #2 POT 0.5m D.C. 1.0m MIN. | 0.5m O.C. 1.0m O.C. | 22 23 | NATIVE SPECIES |
| | CEANOTHUS THYRSIFLORUS VICTORIA VICTORIA CALIFORNIA LILAC | #2 POT 1.0m MIN. | 0.5m O.C. 1.0m O.C. | 40 29 | DROUGHT TOLERANT |
| | HOLODISCUS DISCOLOR OCCANSPRAY | #2 POT 1.0m MIN. | 0.5m O.C. 1.0m O.C. | 57 20 | NATIVE SPECIES |
| | LONICERA NITIDA LEMON SPREAKER LEMON SPREADER DOG HONESUCKLE | #2 POT 0.5m O.C. | 0.5m O.C. | 46 | DROUGHT TOLERANT |
| | MAHONIA AQUIFOLIUM OREGON GRAPE | #2 POT 1.0m O.C. | 1.0m O.C. | 69 | NATIVE SPECIES |
| | PHYSOCARPUS OPULIFOLIUS DIABLO DIABLO HIBERNIA | #5 POT | SEE PLAN | 15 | NATIVE CULTIVAR |
| | PINUS MUGO 'PUMILIO' DWARF MOUNTAIN PINE | #2 POT 1.0m O.C. | 1.0m O.C. | 36 | DROUGHT TOLERANT |
| | POLYSTICHUM MONTANUM SWORD FERN | #1 POT 1.0m O.C. | 1.0m O.C. | 51 | NATIVE SPECIES |
| | PRUNUS LAUROCERASUS 'OTTO LUYKEN' DWARF ENGLISH LAUREL | #3 POT 1.0m O.C. | 1.0m O.C. | 59 | DROUGHT TOLERANT |
| | RHOODENDRON SSP. MIX RED & WHITE | #5 POT | SEE PLAN | 3 | DROUGHT TOLERANT |
| | ROSA MOSCHATA 'ICE WHITE SHIRUB ROSE | #1 POT 0.5m O.C. | 0.5m O.C. | 43 | DROUGHT TOLERANT |
| | ROSA NUTKANA NOOTKA ROSE | #2 POT 1.0m O.C. | 1.0m O.C. | 108 | NATIVE SPECIES |
| | SPIRAEA JAPONICA GOLD MOUND' GOLD MOUND SPIREA | #2 POT 1.0m O.C. | 1.0m O.C. | 32 | DROUGHT TOLERANT |
| GROUNDCOVER, VINES & PERENNIALS | | | | | |
| | ARCTOSTAPHYLOS UVA-URSI KINNIKINNICK | #1 POT 0.45m O.C. | 0.45m O.C. | 95 | NATIVE SPECIES |
| | CALAMAGROSTIS ACUTIFLORA VAR. FOENICULIFERA FEATHER REED GRASS | #3 POT 1.2m O.C. | 1.2m O.C. | 18 | DROUGHT TOLERANT |
| | HELICTOTRICHON SEMPERVIRENS BLUE OAT GRASS | #2 POT 1.0m O.C. | 1.0m O.C. | 40 | DROUGHT TOLERANT |
| | HELIOSCOPIA 'PINK FROST' (PINK) & 'WINTER BLISS' (WHITE) LENTEN ROSE | #1 POT 0.6m O.C. | 0.6m O.C. | 4 5 | DROUGHT TOLERANT |
| | JUNIPERUS SQUAMATA 'BLUE CARPET' SINGLESEEDED JUNIPER | #1 POT 1.0m O.C. | 1.0m O.C. | 64 | DROUGHT TOLERANT |
| | LONICERA PILEATA MAY GREEN' MAY GREEN PRIVET HONEYSUCKLE | #1 POT 1.0m O.C. | 1.0m O.C. | 100 | DROUGHT TOLERANT |
| | LAWN | SOO | | 880 m ² | |
| | GRASS CELL SEED | | | 1.40m ² | |
| | VANCOUVER ISLAND MIX HYDROSEED | | | 257m ² | NORTH SLOPE |

NOTE: DROUGHT TOLERANCE IS BASED ON SPECIES ONCE ESTABLISHED



THIS DRAWING IS NOT FINAL AND SHALL NOT BE USED FOR CONSTRUCTION WORK UNTIL IT HAS BEEN STAMPED AND SIGNED BY THE LANDSCAPE ARCHITECT

Linley Valley Drive Fourplexes
Mount Benson Developments Inc.
5594 Linley Valley Drive, Nanaimo, BC

PLANT LEGEND & DETAILS

Date: March 15, 2021

Drawn: [Signature]

Checked: [Signature]

Scale: AS NOTED

Project Number: 20-0264

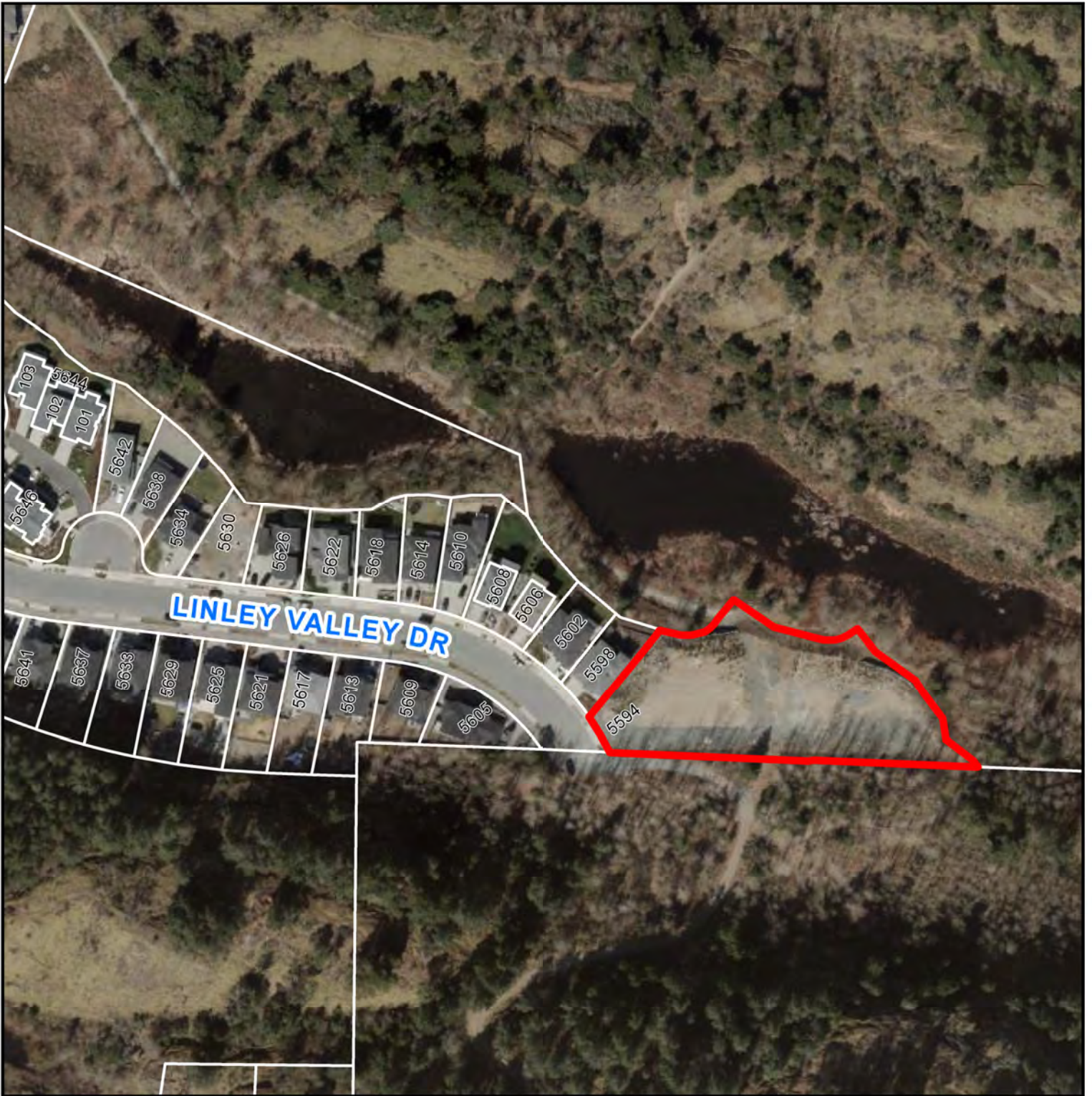
DRAWING NUMBER: **L3** of **6**

BENSON SCHEDULE

| # | DATE | NOTES |
|---|-------------|------------------------|
| 0 | 23/JUL/2020 | DP Coordination |
| 1 | 22/JUL/2020 | DP Review |
| 2 | 07/AUG/2020 | Issued for DP |
| 3 | 02/SEP/2020 | Reissued for DP Review |
| 4 | 15/SEP/2020 | Issued for DP |
| 5 | 09/OCT/2020 | Reissued for DP |
| 6 | 05/FEB/2021 | DP Coordination |
| 7 | 15/MAR/2021 | Reissued for DP |

RECEIVED
DP1207
2021-MAR-18
Current Planning

ATTACHMENT H
AERIAL PHOTO



DEVELOPMENT PERMIT NO. DP001207



5594 LINLEY VALLEY DRIVE

DATE OF MEETING | May 3, 2021 |

AUTHORED BY | CALEB HORN, PLANNER, CURRENT PLANNING |

**SUBJECT | DEVELOPMENT VARIANCE PERMIT APPLICATION NO. DVP418 –
421 FRANKLYN STREET AND 420/430 SELBY STREET |**

OVERVIEW

Purpose of Report

To present for Council’s consideration, a development variance permit application to allow an over height fence on the School District lands at 421 Franklyn Street and 420/430 Selby Street.

Recommendation

That Council issue Development Variance Permit No. DVP418 at 421 Franklyn Street and 420/430 Selby Street with variances to:

- increase the maximum permitted height of a fence within the front yard setback from 1.20m to 1.83m; and
- increase the maximum permitted height of a fence within the side and flanking side yard setback from 1.80m to 1.83m.

BACKGROUND

A development variance permit application, DVP418, was received from Herold Engineering Ltd. on behalf of the Board of Education of School District No. 68 (SD68) and The Crown in Right of the Province of British Columbia to vary the provisions of “City of Nanaimo Zoning Bylaw 2011 No. 4500” (the “Zoning Bylaw”) in order to permit an over height fence.

Subject Property and Site Context

| | |
|--|--|
| <i>Zoning</i> | DT7 - Quennell Square |
| <i>Location</i> | The subject properties are located on the south side of Franklyn Street, adjacent to Wesley Street to the east and Selby Street to the west. |
| <i>Total Lot Area</i> | 0.94ha |
| <i>Official Community Plan Future Land Use Designation</i> | Urban Node - Downtown |
| <i>Neighbourhood Plan Land Use Designation</i> | Nanaimo Downtown Plan Quennell Square |

The subject site is located on Franklyn Street in Downtown Nanaimo and is owned by SD68 and The Crown in Right of the Province of British Columbia. The site is made up of 14 separate legal parcels operating under three civic addresses. Three buildings on the site were recently demolished: the Franklyn Street Gymnasium at 421 Franklyn Street (built 1922), the former Quennell School at 420 Selby Street (built 1912) and the former Manual Training School at

430 Selby Street (built 1913). There are grade differences around the edge of the site with downhill slopes facing Franklyn Street and Wesley Street.

Surrounding land uses include commercial uses to the north; office uses, including the City of Nanaimo Service and Resource Centre across Wesley Street, to the east; the Overdose Prevention Site and a daycare owned by SD68 to the south; and residential uses across Selby Street to the west.

Statutory Notification has taken place prior to Council's consideration of the variance.

DISCUSSION

Proposed Development

No development is currently proposed for the site, which will be left vacant once site clearing and demolition is complete. The applicant is proposing to install a fence around the perimeter of the site for security purposes. An existing non-conforming chain-link fence will remain along the Franklyn Street frontage and along the southeast property line. The new fence is proposed to connect to the existing fences and will be a black vinyl-coated chain-link with galvanized posts and rail. Sliding gates are proposed on the Wesley Street and Selby Street frontages to provide access for maintenance vehicles.

Proposed Variances

Maximum Fence Height

The maximum height of a fence is 1.20m within a front yard setback and 1.80m within a side or flanking side yard setback in the DT7 zone. The applicant is proposing a fence with a height of 1.83m; requested variances of 0.63m and 0.03m respectively.

The proposed fence will allow the property owners to effectively secure the properties while allowing visibility through the perimeter for CPTED (Crime Prevention Through Environmental Design) purposes.

The subject properties are within the Downtown Centre Urban Node as identified by the Official Community Plan (OCP). The OCP envisions downtown as the primary node in the city, and a welcoming place for residents to work, live, and visit. The OCP's Policy #10 for this urban node states that "public safety will be promoted through sensible design and community-based policing methods". The inclusion of a transparent fence will provide a design solution to address security concerns for the vacant lands without compromising the welcoming nature of the Downtown Centre Urban Node.

Staff support the proposed variances.

SUMMARY POINTS

- Development Variance Permit No. DVP418 proposes variances to increase the maximum height of fence within a front yard setback from 1.20m to 1.83m, and within a side and flanking side setback from 1.80m to 1.83m.
- Staff support the proposed variances.

ATTACHMENTS

ATTACHMENT A: Permit Terms and Conditions
ATTACHMENT B: Context Map
ATTACHMENT C: Location Plan
ATTACHMENT D: Proposed Site Plan
ATTACHMENT E: Proposed Fence Details
ATTACHMENT F: Aerial Photo |

Submitted by:

Lainya Rowett
Manager, Current Planning Section

Concurrence by:

Jeremy Holm
Director, Development Approvals

Dale Lindsay
General Manager, Development Services

ATTACHMENT A

PERMIT TERMS AND CONDITIONS

TERMS OF PERMIT

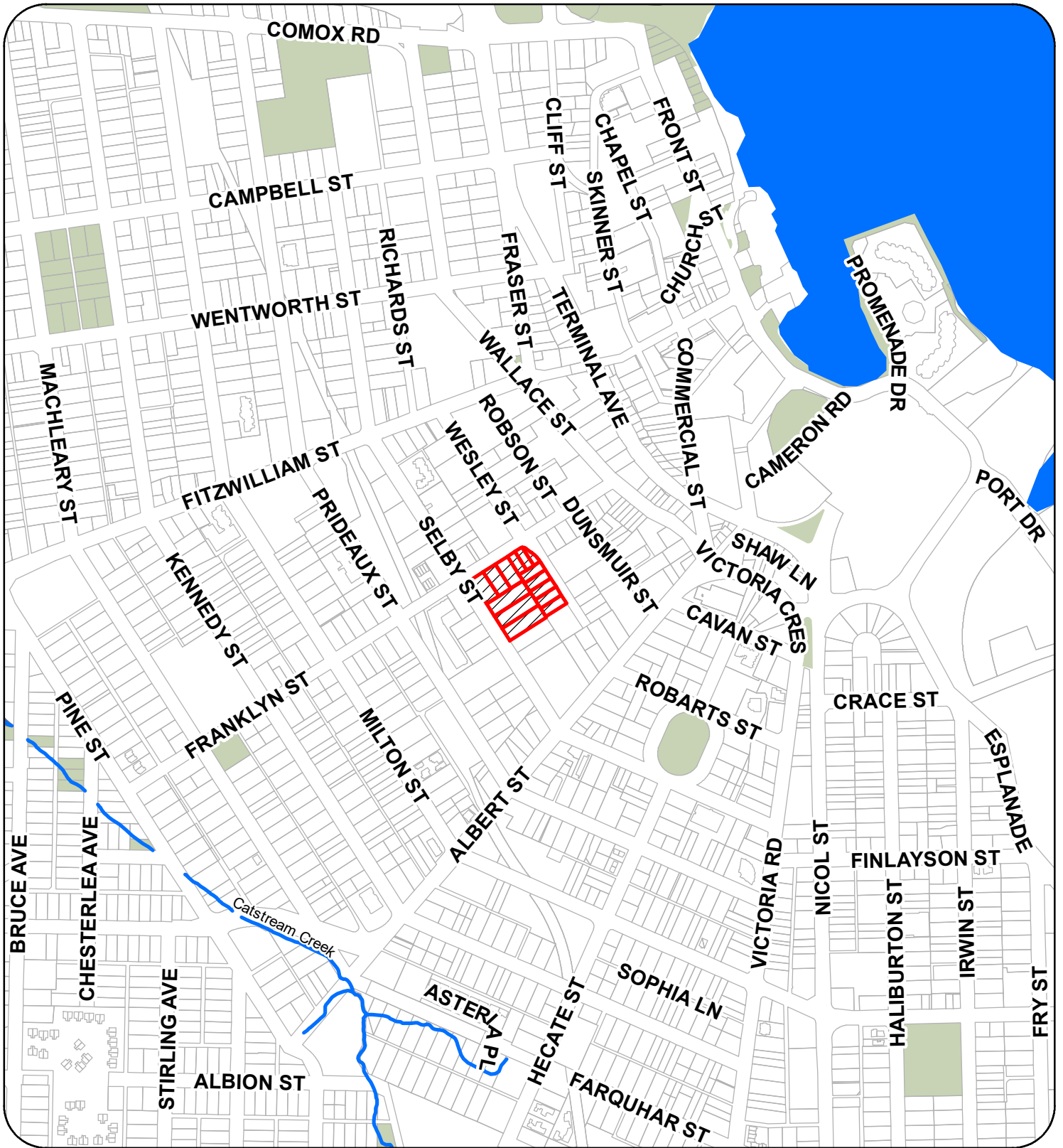
The “City of Nanaimo Zoning Bylaw 2011 No. 4500” is varied as follows:

1. *Section 6.10.2 Fence Height* – to increase the maximum permitted height for a fence:
 - within the front yard setback from 1.20m to 1.83m;
 - within the side yard setback from 1.80m to 1.83m; and
 - within the flanking side yard setback from 1.80m to 1.83m.

CONDITIONS OF PERMIT

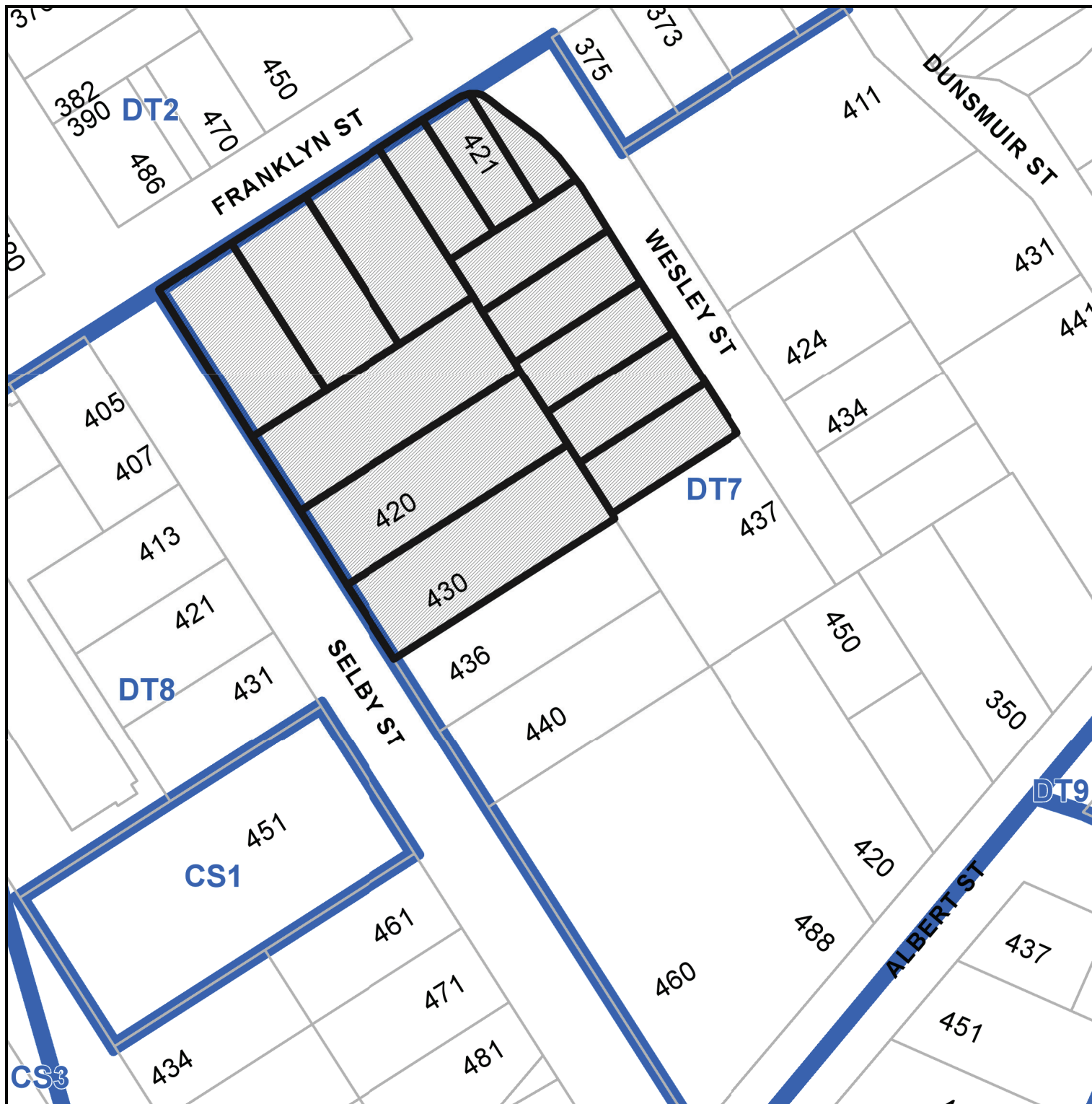
1. The subject property shall be developed in accordance with the Site Plan, prepared by Herold Engineering, received 2021-APR-15, as shown on Attachment D.

ATTACHMENT B CONTEXT MAP



420/430 SELBY STREET & 421 FRANKLYN STREET

**ATTACHMENT C
LOCATION PLAN**



DEVELOPMENT VARIANCE PERMIT APPLICATION NO. DVP00418

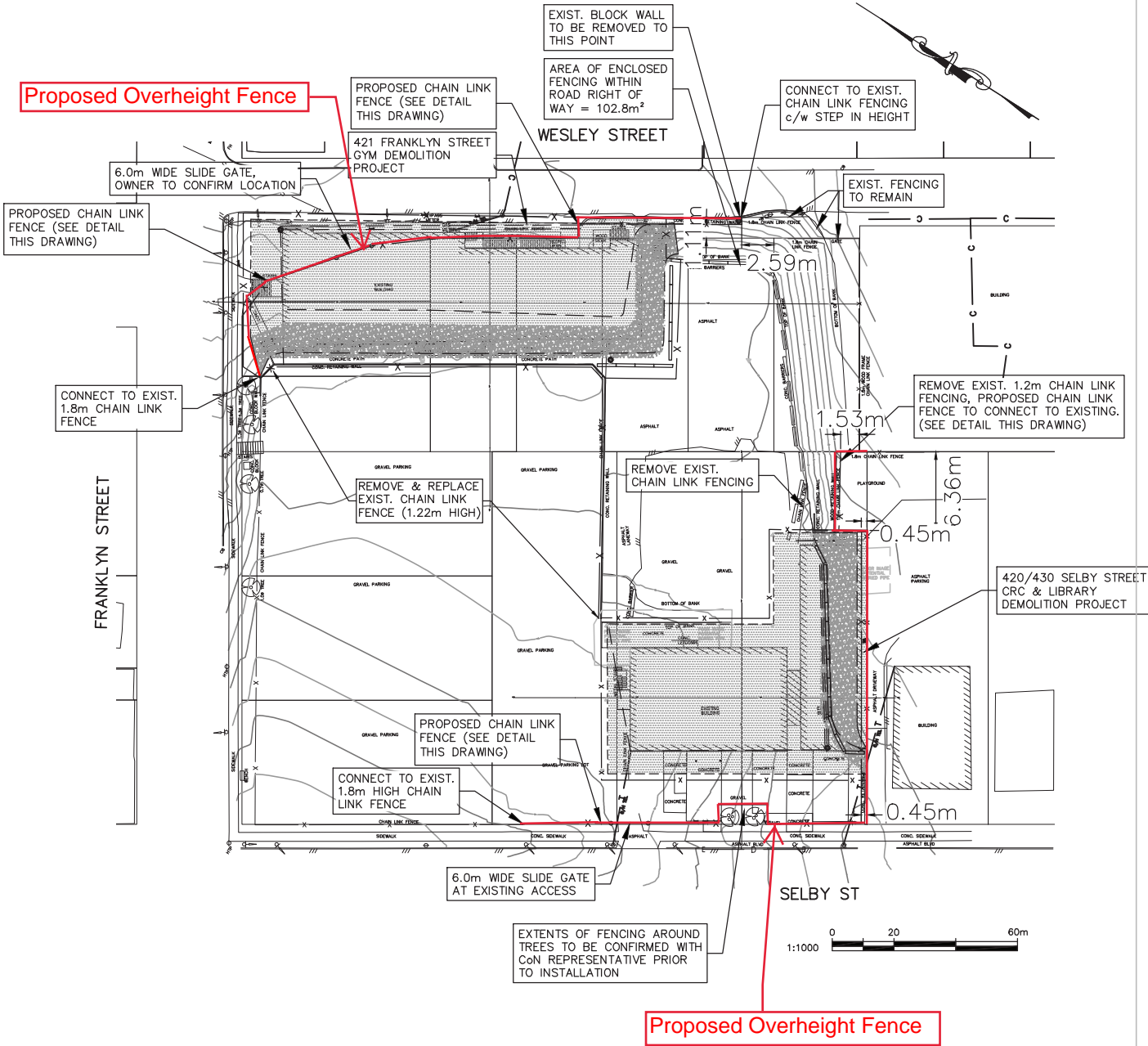


Subject Property

CIVIC: 421 FRANKLYN STREET and 420/430 SELBY STREET

LEGAL: Lots 16-23, Block "Bullock", Section 1, Nanaimo District, Plan 584 except Part in Plan EPP30497, Franklyn Street Gym; and, Lots 17-22, Block 22, Section 1, Plan 584, Nanaimo District

ATTACHMENT D PROPOSED SITE PLAN



RECEIVED
DVP418
2021-APR-15
Current Planning

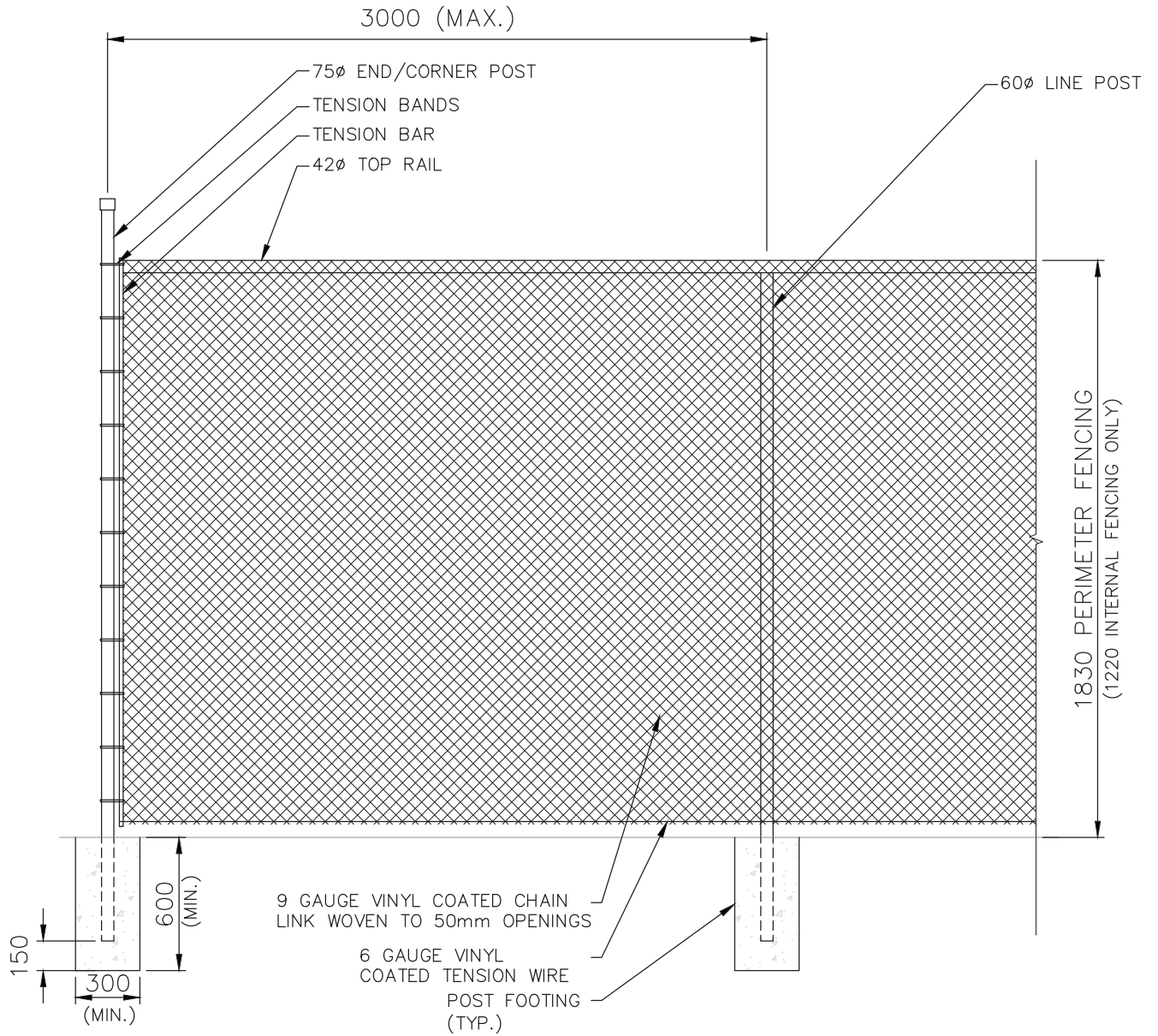
HEROLD ENGINEERING
3701 Shenton Rd, Nanaimo, BC V9T 2H1
Tel: 250-751-8558 Fax: 250-751-8559
Email: mail@heroldengineering.com

421 FRANKLYN & 420/430 SELBY STREET DEMOLITION SITE PLAN

| | | | | | | | |
|-------------------------|-----------------|---------------|----------------|-----------------|--------------|---------------------|-----------|
| PROJECT No. 0016-266 | DESIGNED PGR | DESIGN REVIEW | DRAFTED PGR | DRAFTING REVIEW | SCALE NTS | DRAWING No. SK-1 | REV. 1 |
|-------------------------|-----------------|---------------|----------------|-----------------|--------------|---------------------|-----------|

File: H:\Projects\0016-266 Franklyn St Gym Demolition\Civil Files\04C Drawings\0016-266 Base.dwg Plot Time: Apr. 15, 21 4:02 PM User: Patrick Ryan © Copyright reserved. This drawing remains the exclusive property of Herold Engineering Limited and may not be reused or reproduced without written consent of Herold Engineering Limited.

ATTACHMENT E PROPOSED FENCE DETAILS



1.83m HIGH PERIMETER FENCE DETAIL
NTS

RECEIVED
DVP418
2021-APR-15
Current Planning



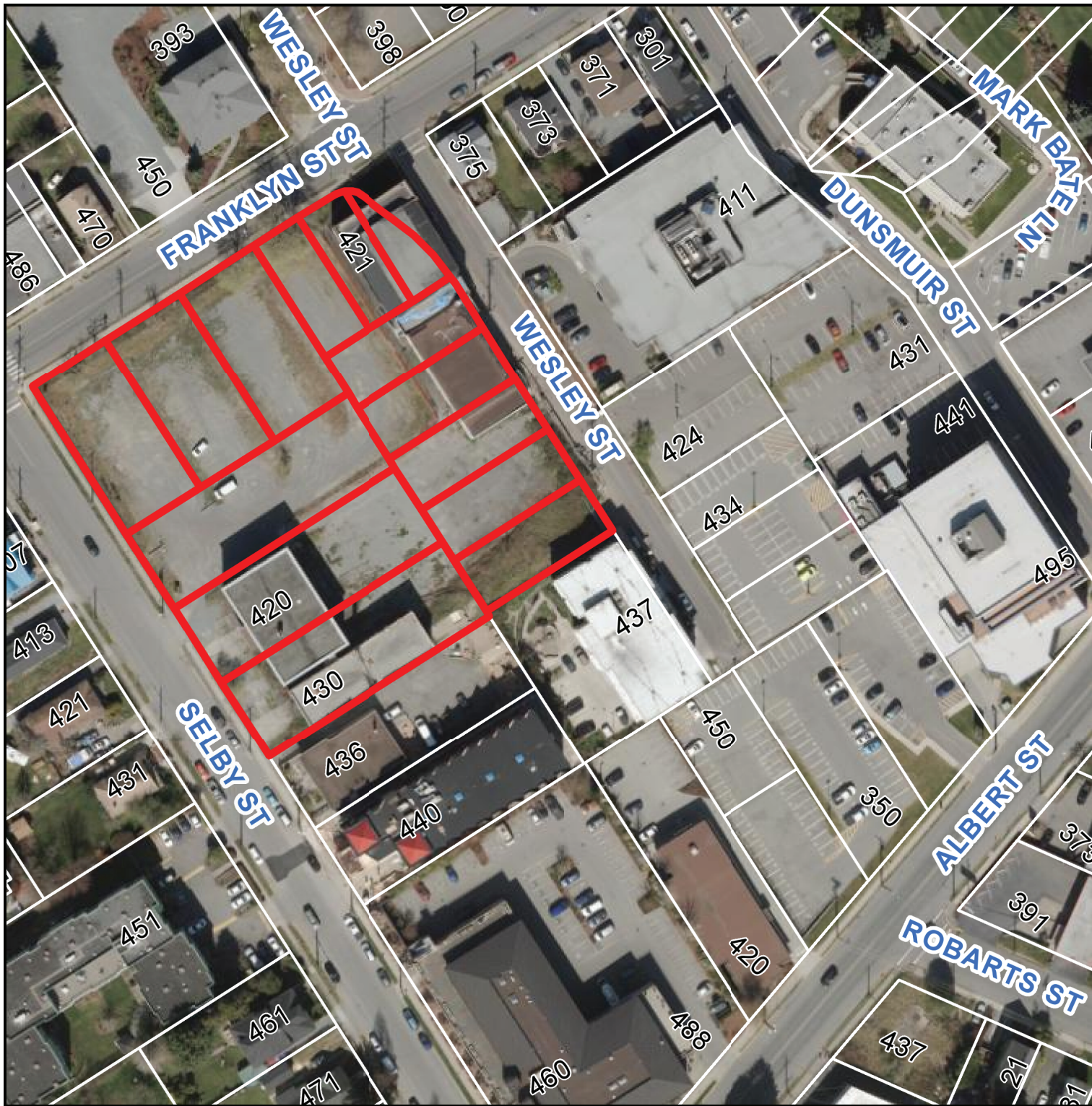
3701 Shenton Rd, Nanaimo, BC V9T 2H1
Tel: 250-751-8558 Fax: 250-751-8559
Email: mail@heroldengineering.com

421 FRANKLYN & 420/430 SELBY
STREET DEMOLITION

FENCING DETAIL

| | | | | | | | |
|-------------------------|-----------------|---------------|----------------|-----------------|--------------|---------------------|-----------|
| PROJECT No. 0016-266 | DESIGNED PGR | DESIGN REVIEW | DRAFTED PGR | DRAFTING REVIEW | SCALE NTS | DRAWING No. SK-2 | REV. 1 |
|-------------------------|-----------------|---------------|----------------|-----------------|--------------|---------------------|-----------|

ATTACHMENT F
AERIAL PHOTO



DEVELOPMENT VARIANCE PERMIT APPLICATION NO. DVP00418

 421 FRANKLYN STREET and 420/430 SELBY STREET

DATE OF MEETING | May 3, 2021 |

AUTHORED BY | CALEB HORN, PLANNER, CURRENT PLANNING |

SUBJECT | ZONING BYLAW “SCHEDULE D” – AFFORDABLE HOUSING AMENDMENTS |

OVERVIEW

Purpose of Report

To amend Schedule D of the “City of Nanaimo Zoning Bylaw 2011 No. 4500” to provide density bonusing points for rental and affordable housing developments. |

Recommendation

That:

1. “Zoning Amendment Bylaw 2021 No. 4500.180” (To amend Schedule D of “City of Nanaimo Zoning Bylaw 2011 No. 4500” to provide density bonusing points for rental and affordable housing developments) pass first reading; and
2. “Zoning Amendment Bylaw 2021 No. 4500.180” pass second reading. |

BACKGROUND

The City of Nanaimo Affordable Housing Strategy (AHS) was adopted by Council at its meeting held on 2018-SEP-17. The AHS provides a framework to facilitate the development of affordable housing in Nanaimo and includes a number of policy objectives and action items. The AHS considers a range of affordable housing levels broadly categorized as affordable homeownership, affordable rental housing, and non-market housing.

The City of Nanaimo currently provides opportunity for density bonusing through Schedule D of “City of Nanaimo Zoning Bylaw 2011 No. 4500” (the “Zoning Bylaw”). The density bonus schedule currently contains seven different categories and two tiers. Each category contains a list of desirable amenities, with a weighted point value and a minimum amount of points needed to achieve each category.

Objective 4.3 of the AHS is to review the practice of density bonusing to increase the supply and integration of non-market housing and Action Item 4.3(a) is to:

Revise Schedule D in the Zoning Bylaw to specifically include affordable housing (including non-market housing, affordable rental, and affordable ownership) as an amenity that can result in additional density in a new development.

Objective 1.1 of the AHS is to develop a secured market rental housing policy and Action Item 1.1(b) of this objective is to:

Develop a package of incentives that includes density bonus for 100% rental housing; reduction/waiving of community amenity contributions; parking

relaxations in transit nodes and corridors; financial incentives; and concurrent processing.

Objective 4.3 is identified as a medium-term (3-5 year) priority in the AHS, and Action Item 4.3(a), to revise Schedule D to specifically include affordable housing, is the first of four suggested action items. Objective 1.1 is identified as a short-term (1-2 year) priority in the AHS.

The proposed "Zoning Amendment Bylaw 2021 No. 4500.180" (the "Amendment Bylaw") is consistent with Action Items 1.1(b) and 4.3(a). Council, at its Governance and Priorities Committee meeting held on 2021-APR-26, recommended that the Amendment Bylaw receive two readings. Should Council pass the first two readings, the Amendment Bylaw will proceed to an upcoming Public Hearing prior to third reading.

DISCUSSION

Proposed Amendments

The proposed Amendment Bylaw, if adopted, will amend current Category 7 – Social Sustainability of Schedule D and create a new Category 8 – Affordable Housing. Existing Category 7 is shown in Attachment A, and the proposed Schedule D changes are highlighted in Attachment B.

Rental Housing

Amendments are proposed to existing Category 7 to align with AHS Action Item 1.1(b) for rental housing. Existing Category 7, Amenity C provides 3 points where at least 50% of the residential dwelling units are secured for rental for at least ten years. The proposed Amendment Bylaw will include the following amendments:

- Revise Amenity C based on stakeholder feedback to increase the percentage of units from 50% to 100%, to allow stratification where independent sales are prohibited for ten years through a Housing Agreement, and to increase the amenity points from 3 to 4;
- Provide a new Amenity D to incentivize purpose-built rental housing without the opportunity for independent sale after ten years; and
- Recalculate the number of amenity points for Category 7 after the addition of a new rental housing item and after the affordable ownership item is moved to Category 8.

By providing two separate rental housing incentive options in Category 7, property owners and developers will be offered flexibility to choose how long they wish to commit to securing rental housing. The ten-year option (Amenity C) aligns with the commitment timeframe for funding offered by Canada Mortgage and Housing Corporation (CMHC) and is consistent with what is currently offered by Schedule D.

Affordable Housing

In addition to the proposed amendments to Category 7, a new category is proposed to specifically include affordable housing and align with the AHS Action Item 4.3(a). As per the AHS recommendation, Category 8 will provide density bonusing points for three levels of affordable housing: affordable ownership, affordable rental, and non-market housing. Existing

Category 7, Amenity D, provides points for affordable ownership and will be revised to become Category 8, Amenity A. There are currently no Schedule D amenity points for affordable rental and non-market housing, and proposed Category 8 Amenities B & C will incentivize both forms of affordable housing, respectively. Each level of affordable housing will offer incremental points based on the number of dwelling units to help encourage integrated forms of affordable housing in line with the AHS objective.

The proposed Category 8 will award points for the following amenities:

- A. *Affordable Ownership.* This amenity item is a revised version of existing Category 7, Amenity D. Based on feedback from stakeholders in the development community, the amenity was revised to incentivize dwelling units sold at least 10% less than the median sale price of the current year as determined by the Vancouver Island Real Estate Board (VIREB). Presently, Schedule D only incentivizes dwelling units sold at least 20% less than the median sale price. Based on stakeholder feedback and observed application of Schedule D amenities, the existing Schedule D amenity is not typically sought by property owners. This is due to the fact that the median sale price takes into account not only new dwelling units, but older units that have depreciated in value over time. By setting the benchmark at 10% less than the median sale price for all sales, the amenity will better reflect achievable affordable ownership targets for new developments that are seeking additional density through Schedule D. A maximum of 10 amenity points will be available for this item (1 point per 10% increment of total dwelling units).
- B. *Affordable Rental.* This amenity will incentivize affordable rental dwelling units that are rented at less than the average rent level for Nanaimo as determined by CMHC. A maximum of 20 amenity points will be available for this item (2 points per 10% increment of total dwelling units).
- C. *Non-market Housing.* This amenity will incentivize non-market housing, as well as supportive housing where 12 months' rent for dwelling units does not exceed 30% of the Housing Income Limit for Nanaimo as determined by BC Housing. This target aligns with the definition of non-market affordable housing provided in the AHS, and is consistent with the types of affordable housing projects offered Development Cost Charge reductions in the "City of Nanaimo Development Cost Charge Bylaw 2017 No. 7252". A maximum of 30 amenity points will be available for this item (3 points per 10% increment of total dwelling units).

The proposed amendments will address the first component of AHS Action Item 1.1(b) as it relates to density bonusing, and the other components of the action item will be explored through future development of an incentive program as envisioned by the AHS.

Policy Context

The proposed Schedule D amendments are directly related to the City's Affordable Housing Strategy goals and implementation strategy. The proposed amendments are further supported by the Regional District of Nanaimo's Regional Growth Strategy Goal 4.1(6): "To support and facilitate the provision of appropriate, adequate, affordable, attainable, and adaptable housing"; as well as the City of Nanaimo's Official Community Plan Policy 3.2(5), "Use incentives to encourage developers to provide affordable housing units".

Based on current best practices for density bonusing and feedback received from stakeholders, it is anticipated the proposed amendments will support the provision of amenities in exchange for density, reinforce Council's strategy priority to support affordable housing, and further incentivize affordable housing developments in the city of Nanaimo.

SUMMARY POINTS

- The City of Nanaimo currently provides opportunity for density bonusing through Schedule D of the Zoning Bylaw.
- The City's Affordable Housing Strategy, adopted in 2018, includes action items to revise Schedule D in the Zoning Bylaw to specifically include affordable housing (including non-market housing, affordable rental, and affordable ownership) and 100% purpose-built rental housing as amenities that can result in additional density for a new development.
- If adopted, the proposed Amendment Bylaw will amend Schedule D of the Zoning Bylaw to provide density bonusing points for rental and affordable housing developments

ATTACHMENTS

ATTACHMENT A: Existing Schedule D – Category 7

ATTACHMENT B: Proposed Schedule D – Categories 7 and 8
"Zoning Amendment Bylaw 2021 No. 4500.180"

Submitted by:

Lainya Rowett
Manager, Current Planning

Concurrence by:

Jeremy Holm
Director, Development Approvals

Dale Lindsay
General Manager, Development Services

**ATTACHMENT A
EXISTING SCHEDULE D - CATEGORY 7**

Category 7: Social and Cultural Sustainability (10 points required)

| Amenity | | Points |
|---------|--|--------|
| A | At least 10% of the residential dwelling units within a building are no greater than 29m ² in area. | 1 |
| B | At least 10% of the residential dwelling units meet all the accessibility requirements within the <i>British Columbia Building Code 2012 (BCBC)</i> or any subsequent Act or Acts which may be enacted in substitution therefore. | 3 |
| C | The developer agrees to enter into a Housing Agreement with the City of Nanaimo to ensure that at least 50% of all residential units shall not be stratified or sold independently for at least ten years after the building receives final occupancy. | 3 |
| D | The developer enters into a Housing Agreement with the City of Nanaimo to ensure that at least 10% of residential units sold will be sold for at least 20% less than the medium sell price for condos (apartment), as provided by the Vancouver Island Real Estate Board for the current year, and cannot be sold for greater than the original sale price for a period of ten years. The Gross Floor Area of the units provided for within the Housing Agreement must be greater than 29m ² in area. | 4 |
| E | The developer enters into a Housing Agreement with the City of Nanaimo to ensure that where the residential units are subdivided under the <i>Strata Property Act</i> or otherwise sold separately, the strata corporation will not place restrictions which prevent the rental of individual residential units. | 2 |
| F | A permanent public art feature is included on the site in accordance with the City's Community Plan for Public Art. | 2 |
| G | A children's play area is provided. | 1 |
| H | A dedicated garden space is provided to building residents and/or members of the community in which users are given the opportunity to garden. | 1 |
| I | The development site includes permanent heritage interpretive signage or heritage building elements where relevant. | 1 |
| J | The development protects and rehabilitates heritage buildings or structures, archaeological resources and cultural landscapes considered to have historical value by the City. | 3 |
| Total | | 21 |

165 points total

[4500.154; 2019-NOV-04]

ATTACHMENT B
PROPOSED SCHEDULE D - CATEGOREIS 7 AND 8

Category 7: Social and Cultural Sustainability (8 points required)

| Amenity | | Points |
|---------|---|--------|
| A | At least 10% of the residential dwelling units within a building are no greater than 29m ² in area. | 1 |
| B | At least 10% of the residential dwelling units meet all the accessibility requirements within the <i>British Columbia Building Code 2012 (BCBC)</i> or any subsequent Act or Acts which may be enacted in substitution therefore. | 3 |
| C | The property owner agrees to enter into a Housing Agreement with the City of Nanaimo to ensure that at least 50% of all residential dwelling units shall not be stratified or sold independently for at least ten years after the building receives final occupancy.* | 4* |
| D | The property owner agrees to enter into a Housing Agreement with the City of Nanaimo to ensure that all residential dwelling units shall not be sold independently.* | 7* |
| E | The property owner agrees to enter into a Housing Agreement with the City of Nanaimo to ensure that where residential dwelling units are subdivided under the <i>Strata Property Act</i> or otherwise sold separately, the strata corporation will not place restrictions which prevent the rental of individual residential units.* | 2* |
| F | A permanent public art feature is included on the site in accordance with the City's Community Plan for Public Art. | 2 |
| G | A children's play area is provided. | 1 |
| H | A dedicated garden space is provided to building residents and/or members of the community in which users are given the opportunity to garden. | 1 |
| I | The development site includes permanent heritage interpretive signage or heritage building elements where relevant. | 1 |
| J | The development protects and rehabilitates heritage buildings or structures, archaeological resources and cultural landscapes considered to have historical value by the City. | 3 |
| Total | | 19 |

*Points will be awarded for only one of C, D, or E.

Category 8: Affordable Housing (10 points required)

| Amenity | | Points |
|---------|---|--|
| A | The property owner enters into a Housing Agreement with the City of Nanaimo to ensure that at a portion of the residential dwelling units will be sold for at least 10% less than the median sale price for comparable units (unit type and number of bedrooms), as provided by the Vancouver Island Real Estate Board for the current year, and cannot be sold for greater than the original sale price for a period of ten years. The Gross Floor Area of the dwelling units provided for within the Housing Agreement must be greater than 29m ² in area. | 1 point per 10% increment of total residential dwelling units, up to a maximum of 10 points |
| B | The property owner enters into a Housing Agreement with the City of Nanaimo to ensure that a portion of the residential dwelling units will be rented at less than average rent levels as determined by the CMHC. The Gross Floor Area of the dwelling units provided for within the Housing Agreement must be greater than 29m ² in area. | 2 points per 10% increment of total residential dwelling units, up to a maximum of 20 points |
| C | The property owner enters into a Housing Agreement with the City of Nanaimo to ensure rent for a portion of the residential dwelling units does not exceed 30% of the Housing Income Limit for Nanaimo, as determined by BC Housing. | 3 points per 10% increment of total residential dwelling units, up to a maximum of 30 points |
| Total | | 30 |

168 points total

CITY OF NANAIMO

BYLAW NO. 4500.180

A BYLAW TO AMEND THE "CITY OF NANAIMO ZONING BYLAW 2011 NO. 4500"

WHEREAS the Council may zone land, by bylaw, pursuant to Sections 464, 465, 469, 477, 479, 480, 481, 482, and 548 of the *Local Government Act*;

THEREFORE BE IT RESOLVED the Municipal Council of the City of Nanaimo, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited as the "Zoning Amendment Bylaw 2021 No. 4500.180".
2. The "City of Nanaimo Zoning Bylaw 2011 No. 4500" is hereby amended as follows:

By deleting "Schedule D - Amenity Requirements for Additional Density" and replacing it with the Schedule '1' attached to this Bylaw.

PASSED FIRST READING: _____
PASSED SECOND READING: _____
PUBLIC HEARING HELD _____
PASSED THIRD READING _____
MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE _____
ADOPTED _____

MAYOR

CORPORATE OFFICER

File: ZA1-23
Address: N/A

Schedule 1

Schedule D

Amenity Requirements for Additional Density

In order for a development to include the additional Tier 1 density provided for within this Bylaw, the proposed development must achieve sufficient minimum points required in at least three of the categories set out in the following table which allocates points for amenities, affordable housing and the location of the development.

In order for a development to include the additional Tier 2 density provided for within this Bylaw, the proposed development must achieve at total of 65 or more points set out in the following table which allocates points for amenities, affordable housing and the location of the development.

Category 1: Site Selection (10 points required)

| Amenity | | Points |
|--------------|---|--------------|
| A | The proposed development is located on a brownfield site. | 5 |
| B | The proposed development is located on an existing street where the location does not require any new infrastructure such as storms drains, curbs or sidewalks. | 3 |
| C | The proposed development is located within 200m of a park or trail network. | 1 |
| D | The proposed development is located within 400m of any of the following: <ul style="list-style-type: none"> • retail store; • daycare facility; • Nanaimo Regional District transit bus stop; • any PRC (Parks, Recreation and Culture) Zoned property; and / or • a CS-1 (Community Service One) zoned property. | 1 point each |
| E | The proposed development will add any of the following amenities on the site, or immediately adjacent to the site, as part of the proposed development: <ul style="list-style-type: none"> • retail store or public market; • daycare facility; • Nanaimo Regional District transit bus stop; • any PRC (Parks, Recreation and Culture) Zoned property; • a CS-1 (Community Service One) zoned property; and / or • public art. | 1 point each |
| Total | | 20 |

Category 2: Retention and Restoration of Natural Features (8 points required)

| Amenity | | Points |
|---------|--|--------|
| A | The proposed development includes an Environmentally Sensitive Area (ESA), as identified on Map 2 of the City's Official Community Plan and includes at least a 15m natural area buffer around the ESA. | 2 |
| B | The property includes the retention of natural vegetation, trees, shrubs, and under storey for a contiguous area that is equal to or greater than 15% of the property area, exclusive of the required watercourse leavestrip or environmentally sensitive area buffer. | 3 |
| C | The proposed development includes at least 50% retention of natural soils. | 1 |
| D | The subject property includes at least one significant tree and the proposed development will not result in the loss of any trees included on the list of significant trees within the City of Nanaimo's Management and Protection of Trees Bylaw. | 2 |
| E | The proposed development includes street trees. | 1 |
| F | After re-planting, the proposed development does not result in a net loss of trees with a caliper greater than 6cm. | 1 |
| G | Post development, the total amount of trees on the property, or adjacent road right-of-way or public space is at least 20% more than the number of trees on the property before development. | 2 |
| H | Restore a minimum of 50% of the site area (excluding the building footprint) by maintaining pervious surfaces. | 3 |
| I | The development includes permanent educational signage or display(s) regarding the protected or planted plants, trees, animal habitat or other natural features on the site. | 1 |
| Total | | 16 |

Category 3: Parking and Sustainable Transportation (10 points required)

| Amenity | | Points |
|---------|--|--------|
| A | Long term protected bicycle storage is provided and shower and change room facilities are provided to accommodate building employees where applicable. | 3 |
| B | At least one parking space is clearly marked and designated for the exclusive use of a vehicle belonging to a car share or car co-op. | 1 |
| C | The developer purchases a new car and gifts the car to a recognized car share provider for the inclusion of a car share space on the subject property. | 4 |
| D | The parking area within the proposed development includes at least one electric vehicle charging station. | 1 |
| E | A minimum of 80% of the total parking area is located underground or in a parking structure incorporated into the design of the building. | 4 |
| F | The proposed development includes covered and designated parking spaces for a motorized scooter or plug-in for an electronic bicycle or electric scooter, or a designated motorcycle parking space to accommodate the following number of spaces: <ul style="list-style-type: none"> a) multiple family residential developments: 1 motorized scooter or motorcycle space per 15 dwelling units; and b) non-residential uses: 1 motorized scooter or motorcycle space per 600m² of Gross Floor Area for the first 5000m² plus one space per 1500m² of additional Gross Floor Area.; and a) a minimum of one electronic plug-in is provided to accommodate at least one electric scooter or electronic bicycle. | 2 |
| G | A pedestrian network is included in the proposed development that connects the buildings on the site with the public road right-of-way and, the pedestrian network from the adjacent site to which there is access by perpetual easement or right-of-way, provided the City agrees to accept the right-of-way. | 2 |
| H | Parking does not exceed minimum parking requirements within the City's Development Parking Regulations Bylaw. | 2 |
| I | The development includes signage or display(s) regarding sustainable transportation alternatives available on site or within the immediate area. | 1 |
| Total | | 20 |

Category 4: Building Materials (8 points required)

| Amenity | | Points |
|---------|---|--------|
| A | Wood is the primary building material. | 1 |
| B | The proposed development uses salvaged, refurbished or reused materials; the sum of which constitutes at least 10% of the total value of materials on the project. | 2 |
| C | At least 50% of all wood products used in construction are certified by the Forest Stewardship Council (FSC), the Sustainable Forestry Initiative (SFI), the Canadian Standards Association – Sustainable Forest Management Standard (CSA-SFM), or recognized equivalent. | 3 |
| D | The proposed development uses materials with recycled content such that the sum of the postconsumer recycled material constitutes at least 25%, based on costs, of the total value of the materials in the project. | 2 |
| E | The project developer has submitted a construction and waste management plan that, at a minimum, identifies the materials to be diverted from disposal and whether the materials will be sorted onsite or comingled. | 2 |
| F | At least 75% of the materials used in construction are renewable resources. | 2 |
| G | The property includes an existing building and at least 75% of existing building structure or shell is retained. | 3 |
| H | The development includes permanent educational signage or display(s) regarding the sustainable use of building materials used during construction of the project. | 1 |
| Total | | 16 |

Category 5: Energy Management (11 points required)

| Amenity | | Points |
|---------|--|--------|
| A | The proposed development meets at least the requirements of Step 2 of the BC Energy Step Code and exceeds the requirement specified in the Building Bylaw by one step.* | 10* |
| B | The proposed development meets at least the requirements of Step 3 of the BC Energy Step Code and exceeds the requirement specified in the Building Bylaw by two steps.* | 15* |
| C | The proposed development is considered a Part 3 within the British Columbia Building Code (BCBC) and the building meets the minimum requirements of Step 4 (Net Zero Ready) within the BC Energy Step Code; or The proposed development is considered a Part 9 within the British Columbia Building Code (BCBC) and the building meets the minimum requirements of Step 4 or 5 within the BC Energy Step Code.* | 30* |
| D | The development includes permanent education signage or display(s) regarding sustainable energy management practices used onsite. | 1 |
| Total | | 31 |

* Points will be awarded for only one of A, B, or C.

Category 6: Water Management (8 points required)

| Amenity | | Points |
|---------|--|--------|
| A | At least 50% of the property is covered with a permeable surface area which may include a green roof. | 2 |
| B | The proposed buildings on the property include plumbing features which will use 35% less water than the BC Building Code standard. | 2 |
| C | A green roof is installed to a minimum 30% of the roof area. | 3 |
| D | A living wall is installed to cover at least 10% of the total available wall area for the proposed project. | 2 |
| E | A non-potable irrigation system is installed and used for all on-site irrigation. | 3 |
| F | A water efficient irrigation system (such as drip) is installed. | 1 |
| G | The proposed development includes a rain garden, cistern, bioswale or storm water retention pond on the property. | 2 |
| H | The development site includes permanent educational signage or a display(s) regarding sustainable water management practices used on site. | 1 |
| Total | | 16 |

Category 7: Social and Cultural Sustainability (8 points required)

| Amenity | | Points |
|---------|--|--------|
| A | At least 10% of the residential dwelling units within a building are no greater than 29m ² in area. | 1 |
| B | At least 10% of the residential dwelling units meet all the accessibility requirements within the <i>British Columbia Building Code 2012 (BCBC)</i> or any subsequent Act or Acts which may be enacted in substitution therefore. | 3 |
| C | The property owner agrees to enter into a Housing Agreement with the City of Nanaimo to ensure that all residential dwelling units shall not be sold independently for at least ten years after the building receives final occupancy.* | 4* |
| D | The property owner agrees to enter into a Housing Agreement with the City of Nanaimo to ensure that all residential dwelling units shall not be sold independently.* | 7* |
| E | The property owner agrees to enter into a Housing Agreement with the City of Nanaimo to ensure that where residential dwelling units are subdivided under the <i>Strata Property Act</i> or otherwise sold separately, the strata corporation will not place restrictions which prevent the rental of individual residential units.* | 2* |
| F | A permanent public art feature is included on the site in accordance with the City's Community Plan for Public Art. | 2 |
| G | A children's play area is provided. | 1 |
| H | A dedicated garden space is provided to building residents and/or members of the community in which users are given the opportunity to garden. | 1 |
| I | The development site includes permanent heritage interpretive signage or heritage building elements where relevant. | 1 |
| J | The development protects and rehabilitates heritage buildings or structures, archaeological resources and cultural landscapes considered to have historical value by the City. | 3 |
| Total | | 19 |

*Points will be awarded for only one of C, D, or E.

Category 8: Affordable Housing (10 points required)

| Amenity | | Points |
|---------|---|--|
| A | The property owner enters into a Housing Agreement with the City of Nanaimo to ensure that at a portion of the residential dwelling units will be sold for at least 10% less than the median sale price for comparable units (unit type and number of bedrooms), as provided by the Vancouver Island Real Estate Board for the current year, and cannot be sold for greater than the original sale price for a period of ten years. The Gross Floor Area of the dwelling units provided for within the Housing Agreement must be greater than 29m ² in area. | 1 point per 10% increment of total residential dwelling units, up to a maximum of 10 points |
| B | The property owner enters into a Housing Agreement with the City of Nanaimo to ensure that a portion of the residential dwelling units will be rented at less than average rent levels as determined by the CMHC. The Gross Floor Area of the dwelling units provided for within the Housing Agreement must be greater than 29m ² in area. | 2 points per 10% increment of total residential dwelling units, up to a maximum of 20 points |
| C | The property owner enters into a Housing Agreement with the City of Nanaimo to ensure rent for a portion of the residential dwelling units does not exceed 30% of the Housing Income Limit for Nanaimo, as determined by BC Housing. | 3 points per 10% increment of total residential dwelling units, up to a maximum of 30 points |
| Total | | 30 |

168 points total

Definitions

BC Energy Step Code: means a voluntary provincial standard enacted in April 2017 that provides an incremental and consistent approach to achieving more energy-efficient buildings that go beyond the requirements of the base BC Building Code.

Brownfield Site: means a previously commercial or industrial property which is an abandoned, idled, or underused where expansion or redevelopment is complicated by environmental contamination.

Carpool Parking Space: means a parking space clearly marked and designated for the exclusive use of a vehicle used to carry two or more people commuting to the same location.

Electric Vehicle Charging Station: means a public or private parking space that is served by battery charging station equipment that has as its primary purpose the transfer of electric energy (by conductive or inductive means) to a battery or other energy storage device in an electric vehicle.

Non-potable Irrigation System: means a system used for providing water to plants which uses water that has not been examined, properly treated, and not approved by appropriate authorities as being safe for consumption.

Pedestrian Network: means a pedestrian trail or series of pedestrian trails that connect a developed property with an adjacent property.

Permeable Surface Area: means any surface consisting of a material that can provide for storm water infiltration.