

Memo

File: 3060-20/DP 3B 21

DATE: April 13, 2021

TO: Advisory Planning Commission
Lazo North (Electoral Area B)

FROM: Planning and Development Services

RE: Commercial and Industrial (Form and Character) – 1239 Anderton Road
(1160322 BC Ltd.)
Lot C, District Lots 83 and 206 Comox District Plan 27276, Except Part in Plans
VIP57796 and EPP36469, PID 002-600-811

The attached development proposal is for commission members' review and comment.

An application has been received to consider a Commercial and Industrial (Form and Character) Development Permit (DP) for the above-noted property. The subject property is a golf course known as The Park at Crown Isle, and it is approximately 21.4 hectares in area (Figures 1 and 2). The property is zoned Rural Recreation One (RR-1) (Appendix A). Currently, the subject property has a golf course, a clubhouse with a restaurant, maintenance shops and related infrastructure (Figures 3 and 4). The applicant proposes a new recreational vehicle (RV) park with 13 sites; a washroom and electrical room building; and a caretaker's residence (Figures 4 to 7). Any construction of buildings on a commercial or industrial zoned property requires a DP with conditions consistent with the Commercial and Industrial (Form and Character) Guidelines (Appendix B).

Regional Growth Strategy Analysis

"Comox Valley Regional District Regional Growth Strategy Bylaw No. 120, 2010" designates the subject property within Settlement Expansion Areas (SEAs). The policies for commercial and industrial development provide for the continuation of existing commercial and industrial uses. The DP application is consistent and compatible with existing uses on the property.

Official Community Plan Analysis

"Rural Comox Valley Official Community Plan, Bylaw No. 337, 2014" (OCP) designates the subject property within SEAs. Section 85 of the OCP contains Development Permit Area (DPA) guidelines on the form and character of commercial and industrial development (Appendix B). This DPA is intended to minimize potential for conflict with established residential properties, to ensure that development is attractive and coordinated with respect to form and character of the neighbourhood.

Form and Character

The guidelines direct that all buildings and structures be architecturally coordinated and give consideration to the relationship between buildings and open areas, circulation systems, visual

impact and design compatibility with the surrounding development.

The proposed RV campground with 13 sites are accessed from the end of the existing driveway for the golf course (Figures 4 and 5). The proposed single entrance and exit of the RV campground is east of the existing clubhouse. An emergency gated exit is proposed at the eastern end of the campground. The RVs circulate around a loop to access their designated sites. In addition, three separate areas with 16 total parking spaces are proposed.

The development of these RV sites are intended to fit in within existing vegetation and trees. The closest RV site to a residential lot is approximately 11 metres, with a proposed driveway providing a buffer.

In support of the RV uses, there is a combined washroom facility and electrical room located between RV sites 5 and 6 (Figure 6). This proposed building is approximately 17.8 square metres in area, and is one storey high. The roof will be metal, and the siding will be Hardi-plank.

In addition, there is a caretaker's residence of approximately 52 square metres in area (Figure 7). The proposed building is one storey high, and features a metal roof, Hardi-plank and boardbatten metal siding.

The relatively small scale of these buildings would be compatible with the visual character of the golf course and the rural character of the neighbourhood.

Landscaping

The area of the proposed RV sites and two buildings is currently forested. The applicant intends to retain the forest setting by only clearing enough for the proposed RV sites, combined washroom and electrical room building, and infrastructure (Figure 5). The proposed caretaker's residence is to be located in an existing clearing, next to maintenance shops (Figure 4). This backstage area is surrounded and shielded by existing trees and vegetation to provide visual screening from guests and neighbours. In keeping with the natural settings, a landscape plan is not required.

Construction Phase

The applicant is advised that the development shall take place during the working hours of 7:00 am to 7:00 pm, and that there should be no dumping of any material or debris on any roads before, during or after site development.

Outside Storage

The proposed development does not involve any outside storage of materials or goods.

Screening

The guidelines state that there should be a 3.0 metre buffer from residential lots, and that there is visual privacy and screening to minimize disturbance to adjacent residential areas. The proposal consists of the minimum 3.0 metre buffer along the southern lot lines, where they interface with a residential lot and William Place, a public road. In addition, there is a proposed 1.8 metre high wrought iron fence along these lot lines. The proposed garbage and recycling receptacles are located by the existing maintenance shops, which are screened by existing trees and vegetation.

For site illumination, the applicant proposes short bollard style lights with pagoda tops (Figure 8), which are compliant with the Comox Valley Regional District DarkSky Policy.

Parking

The guidelines indicate that parking areas should be organized, safe for pedestrians to walk around the site, and be able to accommodate all of the parking within the site. In addition to RV and vehicle parking at each RV site, there are 16 total parking spaces proposed over three separate areas (Figure 5).

Rainwater Management

The applicant provided a Drainage Plan by engineers from Koers & Associates Engineering Ltd. The proposed driveway for the RVs is made up of gravel for water infiltration. The proposed onsite drainage system consists of surface swales, lawn catch basins, perforated drainage pipe, and a dry detention pond, located at the southwestern corner of the RV campground.

Zoning Bylaw Analysis

In the RR-1 zone, a RV park and a residential use limited to one dwelling unit are permitted accessory uses (Appendix A). The proposal meets Zoning Bylaw regulations, such as the minimum camping site is 110 square metres, and the minimum lot line setback of buildings and structures is 30 metres.

Sincerely,

T. Trieu

Ton Trieu, RPP, MCIP
Manager of Planning Services
Planning and Development Services

/bc

Attachments Appendix A – “RR-1 Zone”
Appendix B – “Commercial and Industrial (Form and Character) DPA Guidelines”

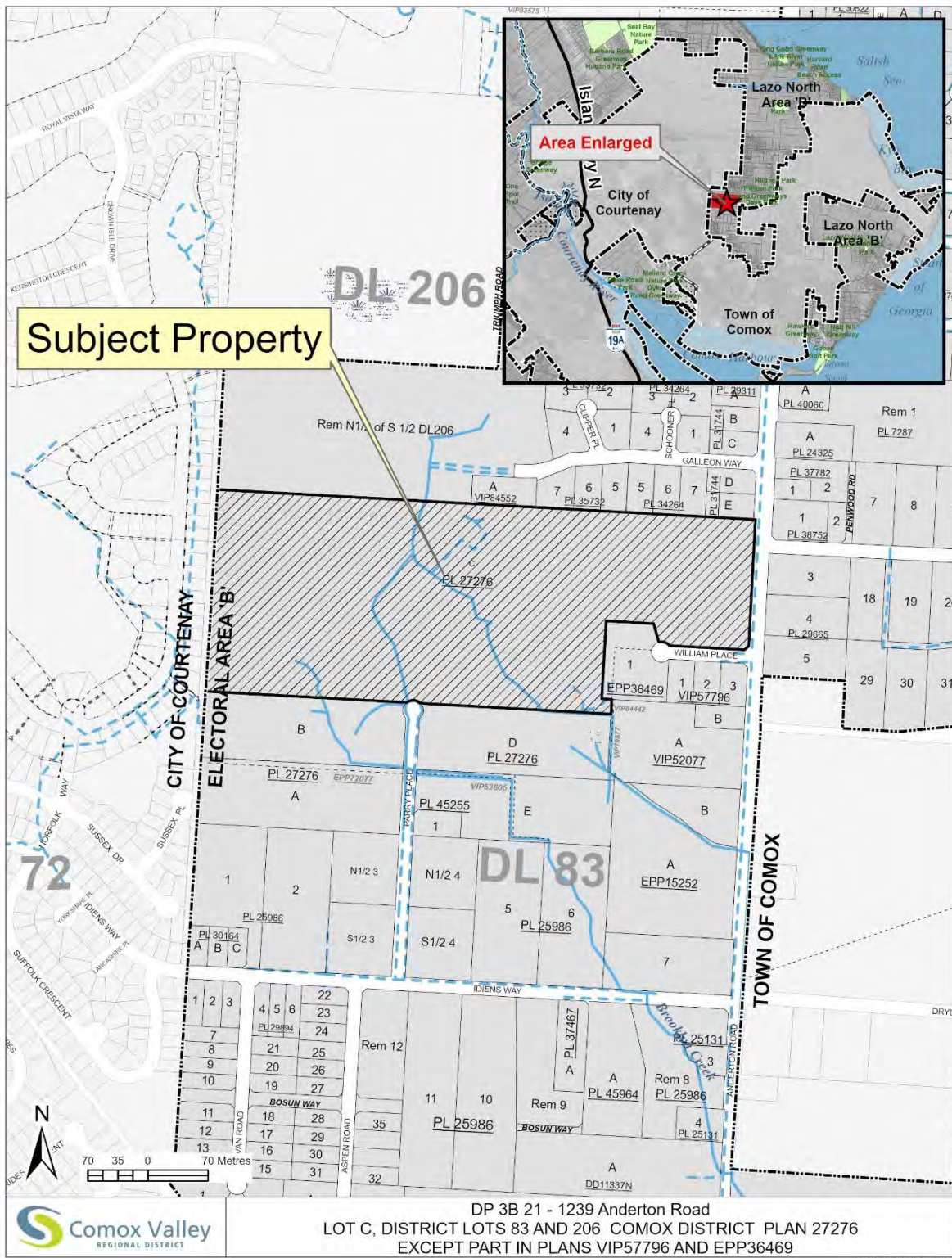


Figure 1: Subject Property Map

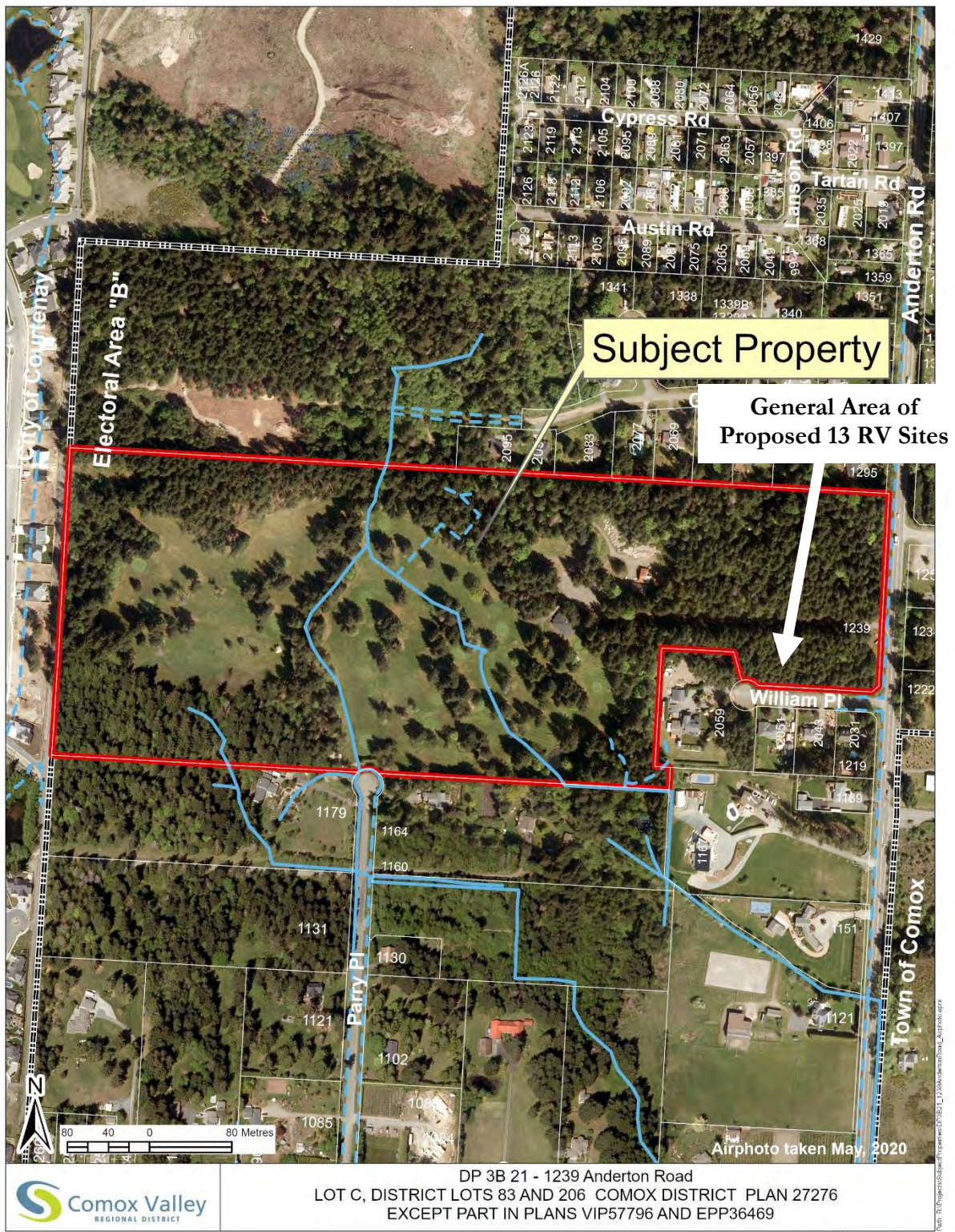


Figure 2: Air Photo

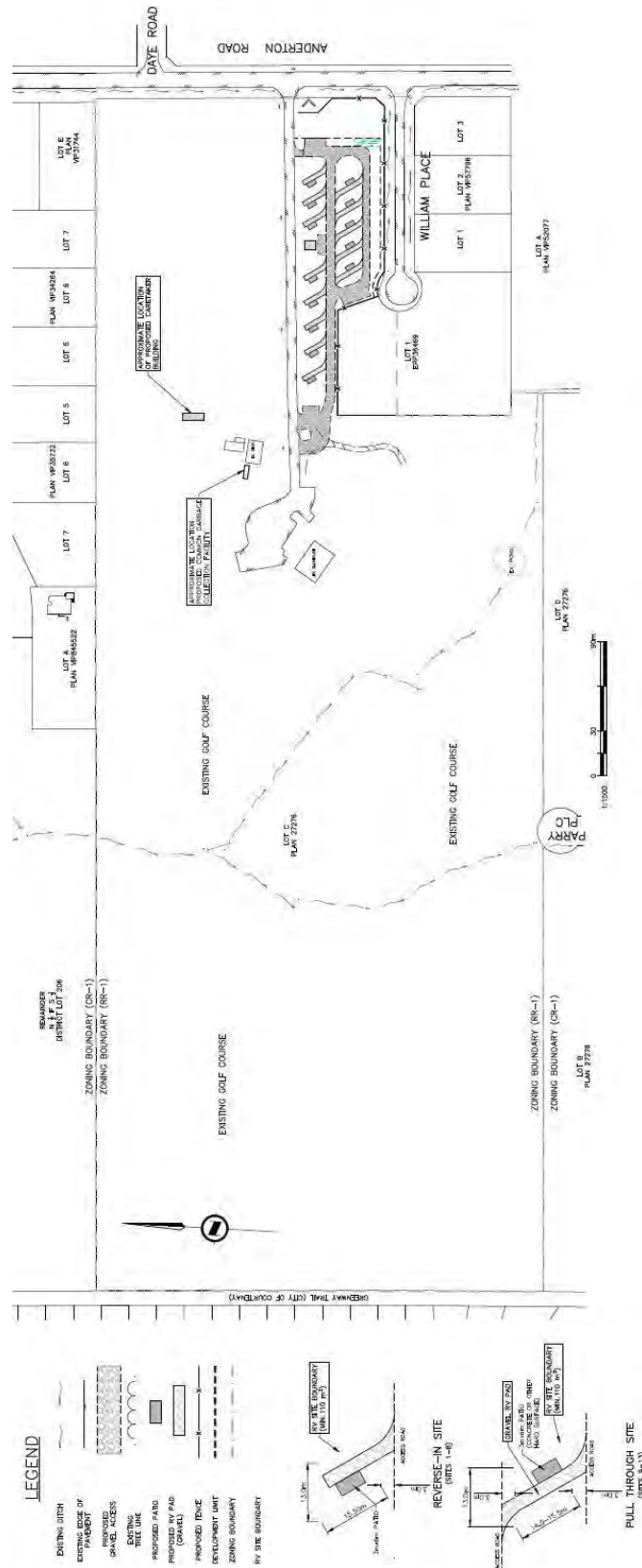


Figure 3: Site Plan

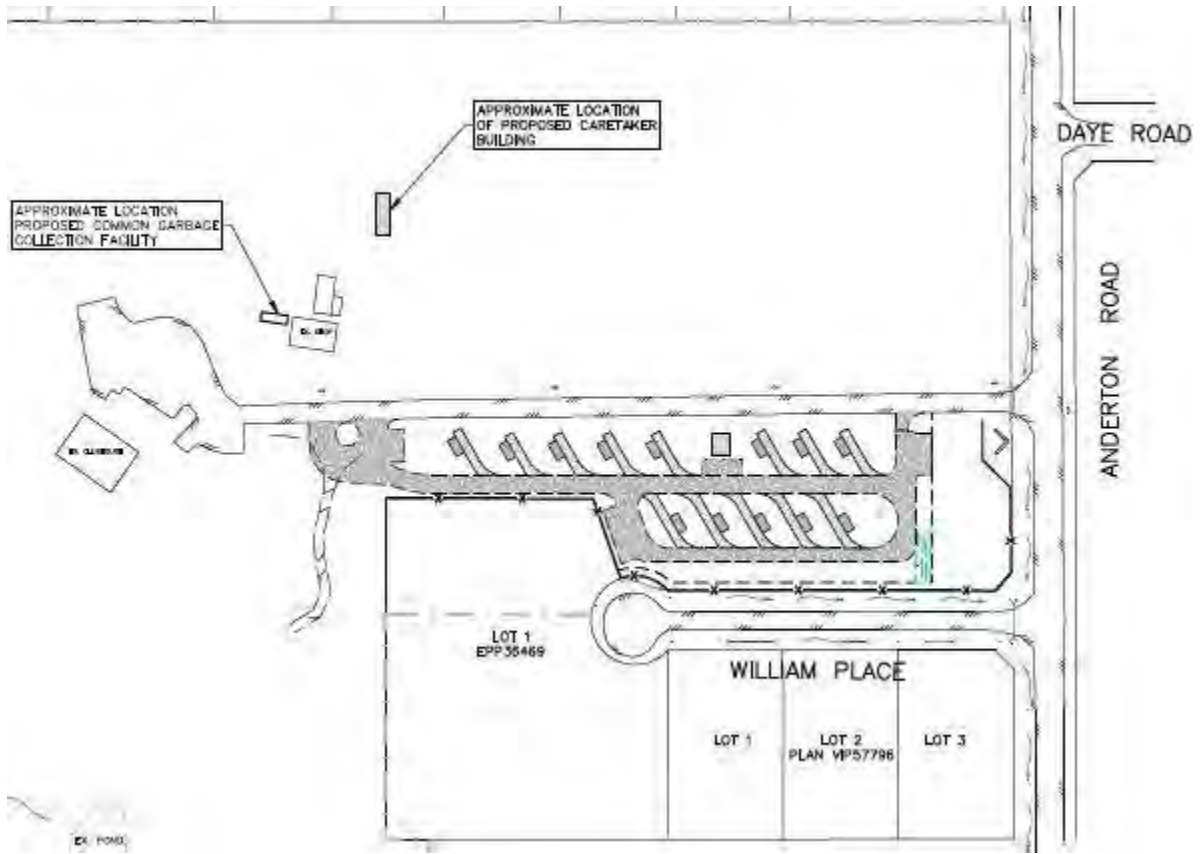


Figure 4: Site Plan Cropped to Show Proposed RV Campground, Caretaker's Residence and Waste Receptacle



Figure 8: Proposed Pagoda Top Light for Site Illumination

905**Rural Recreation One (RR-1)****1. Principal Use**

- i) **On any lot:**
 - a) Outdoor recreation
 - b) Recreation facility
 - c) Interpretive / cultural centre
 - d) Special events
- ii) **On any lot within the Agricultural Land Reserve:**
 - a) Residential use limited to one dwelling unit
 - b) Agricultural use
 - c) Special events

2. Accessory Uses

- i) Residential use limited to one dwelling unit
- ii) Campground
- iii) Recreational vehicle (RV) park

3. Conditions of Use

- i) All permitted uses listed in Section (1), “Principal Uses” and Section (2), “Accessory Uses”, excluding residential use, shall be subject to the following conditions:
 - a) Landscaped areas with the following characteristics shall be provided:
 - 1) Landscaped areas shall be planted and maintained with trees, shrubs and grasses.
 - 2) Where a property abuts a road right-of-way, a landscaped area at least 3.0 metres in width running the length of the right-of-way, except for points of ingress and egress, shall be provided.
 - b) No parking, loading or storage areas shall be located within 1.5 metres of any property line.
 - c) All outdoor storage shall be screened. Screening not less than 2 metres in height, and on landscaped areas not less than 7.5 metres in width, shall consist of solid wood fencing, evergreen hedging or an earth berm. All screening, including fencing and hedging, shall be well maintained and fencing shall be painted as required.
- ii) All Campgrounds and recreational vehicle park uses, shall be subject to the following conditions:
 - a) Every camping site shall have a minimum area of 110.0 square metres.
 - b) No camping site shall be located within 6.0 metres of any lot line abutting a zoned under Part 700, residential Zone.
 - c) No camping site shall be located within 3.0 metres of an internal access road.

- d) A minimum of one container for every two camping sites shall be provided for garbage disposal or a centralized garbage collection facility of suitable capacity. Each container must be durable, insect-tight, water-tight, and rodent proof.
- e) Occupancy shall be temporary in nature. At least 50 per cent of the camping site shall be limited to a maximum stay of six months in a 12 month period. The relocation of RVs within the campground does not constitute the start of a new stay.
- iii) Only One freestanding sign for each street frontage of the business. The freestanding sign shall be permitted in landscaped areas only. The height of the sign, including support structures, shall not exceed 6.0 metres and the area of any one face shall not exceed 6.5 square metres. A freestanding sign may be illuminated.
- iv) One fascia sign shall be allowed on each building. The maximum area of fascia signs shall be 6 square metres. Fascia signs may be illuminated.

4. **Siting and Height of Buildings and Structures**

The maximum height of principal buildings and structures is 12.0 metres and the maximum height of accessory buildings is 10.0 metres.

- i) The minimum setbacks required for buildings and structures shall be as set out in the table below.

Type of Use	Height	Required Setback			
		Front Yard	Rear Yard	Side Yard	Side Yard Abutting Road
Principal	12.0m	30.0m	30.0m	30.0m	30.0m
Accessory	4.5m or less	30.0m	30.0m	30.0m	30.0m
Accessory	4.6m or higher	30.0m	30.0m	30.0m	30.0m

5. **Lot Coverage**

- i) The maximum lot coverage of all buildings and structures, excluding greenhouses for agricultural uses, shall not exceed 5 per cent.

6. **Subdivision Requirements**

- i) **Minimum Lot Area:**
 - a) The minimum lot area in the Rural Recreation One (RR-1) zone shall be 50.0 hectares.

End • RR-1

Section 84 deleted to ease of reading

Commercial and industrial development permit area (Form and character)

85. *Justification*

This type of development occurs primarily along main roads and highways in the Comox Valley such as Ryan, Royston and Cumberland Roads and the Island Highway. As such, the

development along these corridors offers many visitors their first impression of the Comox Valley.

This land use also tends to occur as infill development in areas traditionally used as rural residential. As such, it is important that the potential for conflict with established residential properties be minimized.

The permit process will be used to ensure that adequate buffers are provided and to ensure that the development is attractive and coordinated with respect to form and character of the neighborhood.

Area

Those parcels zoned for commercial and/or industrial use under part 900 pursuant to the Comox Valley zoning bylaw, 2005 being bylaw no. 2781 as amended from time to time by the CVRD board.

Guidelines

Development permits shall be issued in accordance with the following guidelines.

Form and character

- (a) All buildings and structures shall be architecturally coordinated and shall give consideration to the relationship between buildings and open areas, circulation systems, visual impact and design compatibility with the surrounding development. Blank unarticulated walls will not be permitted.
- (b) The design and introduction of a new building type to a residential neighbourhood should provide harmony and lend continuity to the neighbourhood and should not create excessive disruption of the visual character of the neighbourhood.
- (c) Landscaping, awnings, lighting fixtures, and other structures shall be architecturally integrated with the design of the buildings.
- (d) Any end wall of a building that is visible from the street should be finished to the same standard as the front of the building to provide an attractive appearance.
- (e) The roof slope and siting of any buildings shall be such as to minimize any obstruction of direct sunlight falling onto adjacent properties and residences.

Landscaping

- (a) A landscape plan shall be required. The landscape plan shall be professionally prepared and shall:
 - i. include supporting documentary evidence pertaining to landscape specifications, irrigation requirements, detailed planting lists, cost estimates, and the total value of the work;
 - ii. identify existing vegetation by type and identify areas which are to be cleared; and
 - iii. provide for the landscape treatment of the entire frontage of the building site abutting onto existing or future public roads. Street specimen tree and grassed boulevard landscape provisions are to be identified to soften the

character and scale of the area. All proposed plant materials shall be suitable for local environmental conditions. All landscaping and screening shall be completed within 12 months of an occupancy permit being issued and shall meet or exceed the British Columbia Society of Landscape Architects and British Columbia Nursery Trades Association standards.

Construction phase

- (a) All construction must be completed according to a site/building plan and an erosion and sediment control plan.
- (b) Construction of developments within or adjacent to residential areas shall take place during the working hours of 7:00 a.m. to 7:00 p.m.
- (c) There shall be no dumping of any material or debris on any roads before, during or after site development.

Outside storage

- (a) The area of any building site bounded by the front lot line, the exterior or interior side lot lines, as the case may be, and the front building line of the structure nearest the front lot line, shall not be used as an outside storage area.
- (b) Any portion of a building site which may be used as an outside storage area shall only be used as such if:
 - i. the area is enclosed within a 2.5 metre high solid fence having a suitable security gate;
 - ii. none of the goods or materials stored therein exceed the height of the 2.5 metre high fence;
 - iii. the area is not directly adjacent to any residential development; and
 - iv. cases where the area lies between a structure and any public road, it is screened by an adequately landscaped buffer strip so that such storage areas are not readily visible from such public road.
- (c) Centrally located recycling facilities shall be provided for the use of all businesses with a development.

Screening

- (a) The character of developments shall be enhanced by landscaping of substantial proportions along property lines adjacent to residential developments. The developers shall provide a three metre buffer – incorporating existing native vegetation, supplemented by landscaping of substantial proportions utilizing approved specimen tree species. The required plantings shall recognize the need to protect adequate sight distances at intersecting streets.
- (b) Buildings shall be sited to ensure that any adjacent residential properties have visual privacy, as well as protection from site illumination and noise. Security and other lighting shall not be placed so as to shine directly into residential properties or to reduce the separation effectiveness of any landscaped buffer.

- (c) Such elements as roof top mechanical equipment, shipping and loading areas, transformers, and meters shall be screened from public view as effectively as possible through the use of evergreen landscaping materials, solid fencing, and building design.
- (d) All waste disposal bins shall be completely screened within a solid walled enclosure not less than two metres in height.
- (e) Loading and receiving areas shall be located so as to cause minimum disturbance to adjacent residential areas.

Parking

- (a) Large surface parking areas shall be broken down into smaller parking lots evenly dispersed throughout the development and integrated with planted landscaped areas. Visitor parking spaces should be clearly identified and provided within the development. Tree planting is encouraged in parking areas.
- (b) Parking areas should clearly identify pedestrian circulation areas, preferably with different paving and landscaping treatment.
- (c) All paved parking areas shall be included within the context of the required rainwater water plan and shall incorporate oil/water separators.
- (d) The use of any property within the development permit area shall not produce any off-site parking.
- (e) Developers are encouraged to incorporate site-parking requirements within the principal structures of their development.
- (f) Automobile parking areas shall be covered with a select granular base approved by MoTI and provide storm water controls by means of perimeter curtain drains. Access and egress points shall be paved for a minimum distance of 15 metres from the edge of the existing pavement into the subject property and be designed and constructed to MoTI standards. The shared use of a common access between businesses is encouraged.
- (g) Commercial and industrial buildings shall be located in close proximity to the front property line with the majority of parking spaces being situated at the rear and side of buildings.
- (h) Commercial and industrial buildings fronting shall be allowed to share one common interior wall (0.0 metre side yard setback) with an adjacent building.

Rainwater management

- (a) It is recognized that the clearing, grading and servicing of sites alters their natural hydrology patterns. In recognition of this fact, it shall be required that each development shall prepare a rainwater management plan that strives to protect water quality, and to maintain post-development peak flows to those of pre-development flow patterns and volumes over the entire water season. This rainwater plan shall be prepared by a professional engineer and should make use of such devices as permeable surface treatments, wet or dry detention ponds, constructed wetlands or

other devices as deemed suitable and consistent with best management practices.
rainwater runoff from storage areas shall be controlled to prevent contamination of watercourses.

- (b) The discharge of rainwater runoff from storage areas shall be accomplished with appropriate structures and flow control mechanisms to prevent contamination of receiving water bodies.

Farm land protection development permit area permit areas

Section 86 deleted to ease of reading