600 Comox Road, Courtenay, BC V9N 3P6 Tel: 250-334-6000 Fax: 250-334-4358

Toll free: 1-800-331-6007 www.comoxvalleyrd.ca



Memo

File: 3060-20/DP 18C 19

3090-20/DV 6C 19

DATE: August 1, 2019

TO: Advisory Planning Commission

Puntledge – Black Creek (Electoral Area C)

FROM: Planning and Development Services Branch

RE: Development Permit and Development Variance Permit

2310 Macaulay Road (1029812 BC Ltd./Lewis)

Lot B, Block 29, Comox District, Plan EPP81926, PID 030-440-777

The attached development proposal is for commission members' review and comment regarding consistency with the Commercial and Industrial Development Permit Area (form and character) guidelines (Appendix A) and regarding a proposed variance to allow retaining walls to be sited on any portion of the lot.

The applicants are seeking to develop the 0.4 hectare property (Figures 1 and 2) with five buildings, each approximately 6 metres by 24 metres, designed for mini-storage use (Appendix B). The property is proposed to be terraced with the mini-storage buildings being located in the middle of the property, where the land would be approximately 4 metres below Macaulay Road, and 3 metres above the bottom terrace. Access would be provided via a paved driveway from Macaulay Road to the first terrace which would have gravel surfacing other than a 1.5 metre asphalt/concrete apron around each building. The ramp down to the bottom terrace would also be gravelled. No new buildings are proposed for the bottom terrace but it is proposed to be partly used as a gravelled work yard, parking and outdoor storage with the existing dwelling remaining and the remainder reserved for a landscape buffer.

Development Permit

Section 85 of the Official Community Plan (OCP), Bylaw No. 337 being the "Rural Comox Valley Official Community Plan Bylaw No. 337, 2014", contains guidelines that establish objectives for the form and character of commercial and light industrial development (Appendix A). 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 and that adequate buffers are provided.

Form and Character

The guidelines (Appendix A) 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 five buildings are proposed to have a coordinated exterior finish of metal cladding and roofing shaded green. As they

are designed for mini-storage use, the buildings would be surrounded by metal roll-up doors for exterior access to individual units. The buildings would be surrounded by ~6 metre aisles for circulation.

Regarding design compatibility with the surrounding development, the subject property is part of a new commercial-industrial subdivision. At its meeting on April 18, 2019, the APC reviewed the first development proposal for that commercial-industrial subdivision. That development has yet to begin construction but is proposed to include a similar style but different colour (red roofing and trim with galvalume-coloured siding) mini-storage building on a middle terrace and an office with a 3.5 m wide landscaped area fronting Macaulay Road. Otherwise, nearby existing development along the Island Highway consists of a light industrial shop and a shopping/recreation plaza fronting on the west side and on the east side agricultural/residential development buffered by vegetation. Along Macaulay Road there is a speedway screened from the road by a wood fence and line of evergreen trees on the east side and an agricultural property on the west side.

Screening and Landscaping

The guidelines direct that a landscape plan should be provided that includes a landscaped treatment along the entire frontage of the building site that abuts public roads. The applicant provided a Landscape Plan by Certified Landscape Designer Corinne Matheson of Mystic Woods Landscape Design. The Landscape Plan proposes a line of Western hemlock and Western Red cedar along the property line with Bigleaf maple trees on a grass area between Macaulay Road and the retaining wall and fence. Along the property's Island Highway frontage, the landscape plan proposes retaining the existing vegetation and supplementing it with additional trees (Appendix B).

Rainwater Management

The applicant provided a Drainage Plan prepared by Percy Williams, EIT, and Chris Durupt, P.Eng., of McElhanney Consulting Services Ltd. The drainage proposes to route excessive water to an underground rock trench infiltration gallery on the north side of the bottom terrace.

Development Variance Permit

The property is zoned Saratoga - Commercial Industrial (SC-I) which allows for a range of commercial and light industrial uses. This zone requires minimum building setbacks of 4.5 metres from the side property lines and 7.5 metres from the front and rear property lines. Section 403 of the Zoning Bylaw provides a siting exception that allows retaining walls less than 2.0 metres in height to be sited on any portion of the lot. This application proposes to have the ends of the retaining walls located in the southern side setback area. While the final heights will be determined by an engineer, the retaining wall end in the southwest corner is estimated to be approximately 3.5 metres tall and the south-central retaining wall end is estimated to be approximately 2.7 metres tall.

The SC-I zone also requires a minimum 3.0 metre wide landscaped buffer, consisting of trees, shrubs and grasses, abutting Macaulay road and 4.5 metres abutting the Island Highway. The Development Permit may include a wider buffer to achieve OCP objectives based on the site and development characteristics. The Zoning Bylaw also requires all outdoor storage, supply or work yards be screened with solid fencing, berm or evergreen vegetation.

Sincerely,

T. Trieu

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

/jm

Attachments Appendix A – "Commercial and Industrial Development Permit Area (form and character)"

Appendix B – "Site Plan, Building Elevation, Landscape Plan"

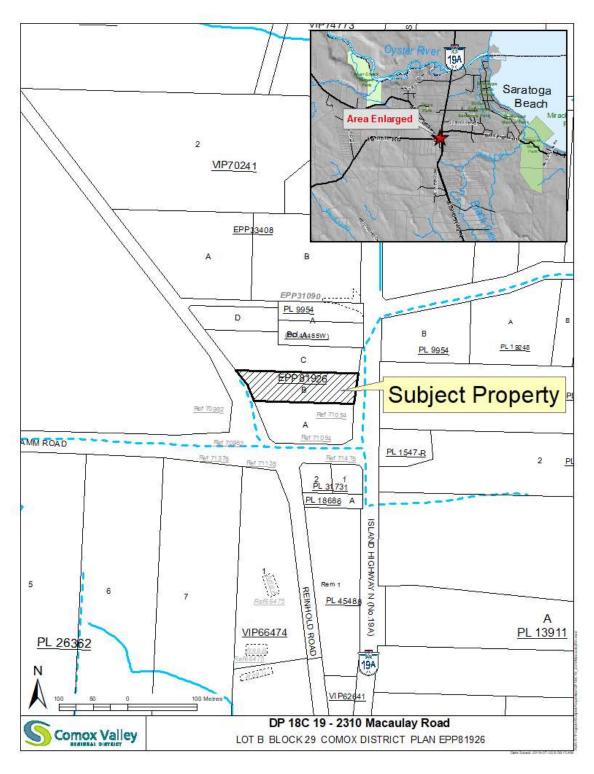


Figure 1: Subject Property



Figure 2: Air Photo (2018)

Section 84 removed for 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 a 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;
 - 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.

Section 86 removed for ease of reading.



July 12, 2019

Our File: 2211-47549-00

Mr. Ton Trieu, Manger of Planning Services Comox Valley Regional District 1809 Comox Road Courtenay, BC, V9M 1R9

Dear Mr. Trieu,

DEVELOPMENT SYNOPSIS COMMERCIAL AND INDUSTRIAL DEVELOPMENT PERMIT APPLICATION LOT B, BLOCK 29, COMOX DISTRTICT, PLAN EPP81926 2310 MACAULAY ROAD

The following development synopsis has been prepared on behalf of 1029812 BC Ltd., in support of a Commercial and Industrial and Aquatic and Riparian Habitat Development Permit Applications pertaining to the above noted parcel.

1 GENERAL

The subject property is legally identified as Lot B, Block 29, Comox District, Plan EPP81926. The site is located at civic address 2310 Macaulay Road, with frontage on Macaulay Road and Island Highway 19A. **Figure 1** below illustrates the subject property location within a neighbourhood context.



Figure 1 – Site Location

The rectangular shaped property is 0.705 hectares, and dips from west to east with elevations ranging from approximately 58 to 49 meters above sea level. The site has been recently cleared. Most of the site is currently surfaced with gravel, with the exception of a grassed area with sparse trees covering the east quarter of the parcel. The east quarter of parcel also contains a single-family residence.

The proposed development consists of five separate mini storage buildings, a laydown/storage/parking area for Above and Beyond Tree Service, the existing single family residence and associated parking, access, fencing and signage, as per the attached McElhanney drawings C001 and C002.

2 SITE SERVICING

1.1 Potable Water

Anticipated potable water demand from the development has been calculated based on MMCD and FUS design specifications.

Maximum day demands are based on a rate of 22,500 l/ha/d, for an area of 0.705 ha. FUS specifications require 150 l/s (minimum) fire flow for commercial developments without fire suppression systems. The following table summarizes development potable water demands.

Potable Water		Units
Demand	22,500	l/ha/day
Site Area	0.705	ha
Average Day Demand (A)	0.18	I/s
Max Day Demand (D) [2xA]	0.37	I/s
Peak Hour Demand (H) [3xA]	0.55	l/s
Fire Flow (F)	150	I/s
Design Flow Q = D + F	150.37	I/s

The actual required potable water demand will be determined at detailed design, based on the chosen fire suppression systems for the buildings, and is expected to be lower than typical MMCD/FUS requirements based on the proposed usage.



1.2 Sanitary Sewer

The existing single-family residence is serviced by an onsite sewage disposal system. Prior to construction, this system will be evaluated to confirm operation and that sufficient capacity is available to accept the additional estimated development flow. If existing capacity is inadequate, a new system will be included in the development.

1.3 Storm Water

See attached drainage plan for an overview of the proposed drainage mitigation infrastructure.

3 ENVIRONMENTAL ASSESSMENT

A biophysical assessment of the parent property prior to subdivision was completed by Current Environmental in October 2017. A copy of the Current Environmental report is attached.

4 DEVELOPMENT CONCEPT PLAN

The proposed development consists of an access off Macaulay Road to service five (5) mini storage buildings, a laydown/parking/storage area for Above and Beyond Tree Service, and the existing single-family residence. The intent of the development is to maintain the use of the existing single-family residence, provide a laydown/storage/parking area for Above and Beyond to facilitate their operations and create five new mini storage buildings. Retaining walls will be constructed in selected areas to accommodate site grading constraints. The retaining walls have maximum proposed height of 3.5 m in the south west corner of the site. Proposed layout of these elements is depicted in the McElhanney drawings C001 and C002. Building floor plans and elevations are provided on the attached architectural rendering prepared by Birds Eye Drafting and Consulting.

5 LANDSCAPE PLANS

Landscape plans prepared by Mystic Woods Landscape Design, which conform to Commercial and Industrial Development Permit guidelines, are attached.

6 ACCESS AND PARKING

The proposed site access is off Macaulay Road just south of the north west property corner. The paved access lane will be sited approximately 110m north of the Macaulay Road / Hamm Road intersection. This entrance will provide access to both the ministorage, the laydown/storage area for Above and Beyond Tree Service and the single-family residence.

Proposed parking will consist of 3 dedicated stalls for the mini storage located immediately east of the proposed storage buildings, a laydown/parking area for Above and Beyond Tree Service and private parking adjacent the existing residence. The access and parking plan is detailed on McElhanney Drawing C002. Negligible pedestrian traffic is expected for this development.



7 SUSTAINABILITY GUIDELINES CONFIRMATION

The owner has made a commitment to be a good steward of the environment and has pledged to make every effort to adhere to principals of sustainability. Below is a list of project guidelines which demonstrates a dedication to sustainability.

- 1) Use of locally sourced materials and labour whenever possible.
- 2) Use of durable, energy efficient materials.
- 3) Use of energy efficient lighting, as well as selectively installing exterior lighting to maximize its effectiveness while conforming to Dark Sky guidelines.

8 CVRD DARK SKY POLICY CONFIRMATION

The owner is familiar with the CVRDs "Dark Sky Policy" and conscious of light pollution. As such, only acceptable fixtures that shield the light source to minimize glare and light trespass to facilitate better night vision will be selected for the development. In addition, the owner is aware of the potential energy savings that can be realized by selectively installing lighting to maximize the effectiveness and utilizing energy efficient lamps. During the construction phase, acceptable exterior light fixtures will be selected by the owner in accordance with the CVRDs "Dark Sky Policy".



9 CLOSURE

We trust we have provided herein sufficient background information to allow the Regional District to proceed with the proposed Commercial and Industrial Development Permit application.

Should you have any questions regarding the information presented, we ask that you please contact our office.

Yours truly,

MCELHANNEY LTD.

Johannes Fisher, P.Eng.

JF/njg

CC: 1029812 BC Ltd., Chad Lewis

Enclosures:

McElhanney drawings C001 and C002 McElhanney Drainage Plan Current Environmental Biophysical Assessment Birds Eye Drafting and Consulting Building Floor Plans & Elevations Mystic Woods Landscape Design

Reviewed by:

ris Durunt P. Eng.

2a9107/12

