

DATE: August 13, 2018

FILE: 3060-20 / DP 11B 18

TO: Chair and Directors
Electoral Areas Services Committee

FROM: Russell Dyson
Chief Administrative Officer

Supported by Russell Dyson
Chief Administrative Officer

R. Dyson

**RE: Development Permit (Commercial and Industrial Form and Character)
1690 Ryan Road E
Lot 2, District Lots 229 and 239, Comox District, Plan VIP85435, except Plan
EPP78295, PID 027-590-887**

Purpose

To consider a Development Permit (DP) under the Commercial and Industrial (form and character) guidelines related to the development of a new office building.

Recommendation from the Chief Administrative Officer:

THAT the board approve the Development Permit DP 11B 18 (Jo-Ann Estates Ltd.) on the property described as Lot 2, District Lots 229 and 239, Comox District, Plan VIP85435, except Plan EPP78295, PID 027-590-887 (1690 Ryan Road E) for the development of an office building and related works;

AND FURTHER THAT the Corporate Legislative Officer be authorized to execute the permit.

Executive Summary

- The proposal is to build an office building to facilitate the move of an existing, neighbouring moving and storage business onto the subject property along Ryan Road East.
- Development on an industrially-zoned property must address the guidelines, and achieve the objectives, of the Commercial and Industrial Development Permit Area (form and character) section of the Official Community Plan, including specific items regarding screening, landscaping, and rainwater management.
- The objectives of this Development Permit Area is to ensure that adequate buffers are provided, to ensure that the development is attractive and coordinated with respect to form and character of the neighbourhood, and to minimize potential conflict with established residential properties.
- Staff recommends issuance of the permit with adherence to the landscape details, drainage plan and the Comox Valley Regional District “DarkSky” policy as conditions (Appendix A).

Prepared by:

J. MacLean

Jodi MacLean, MCIP, RPP
Rural Planner

Concurrence:

A. Mullaly

Alana Mullaly, M.Pl., MCIP, RPP
Acting General Manager of Planning
and Development Services Branch

Stakeholder Distribution (Upon Agenda Publication)

Applicant	✓
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Background/Current Situation

The subject property is a 4.7 hectare parcel located along Ryan Road between the City of Courtenay and the Town of Comox (Figure 1). The property is on a block of commercial and industrial zoned properties, currently mostly used for storage and retail sales businesses. The applicant currently owns the adjoining parcel to the west and intends to expand and move that moving and storage business onto this subject property.

Official Community Plan

Section 85 of the 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. This DPA is triggered by construction of new buildings within a commercial or industrial zone and is intended to 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 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 development is intended to consist of a single office building. The building is proposed to be one-storey in height and 112 square metres in area. The applicant intends to orient the office building facing Ryan Road and behind a free-standing sign. The sign is intended to be approximately 2 metres in height and composed of cedar post with reflective aluminum backing (no lights). The exterior finish of the building is proposed to be “cedar” coloured wood or cement fiber with “aged pewter” coloured panels of the same material. The roof of the one-storey building is proposed be made of metal and coloured “deep red”.

Access and circulation is being designed to accommodate large moving trucks with a paved driveway approach to a rolling gate. The internal gravel driveway will wrap around the back of the office to a gravelled yard area. The applicant intends to construct a warehouse in that gravel area at a later date.

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. At the front the applicant is proposing to install a row of shrubs – Juniper (Blue Star and Old Gold), Heller's Japanese holly, barberry, and Snowmound Spirea – and two Beech (Dawyck Purple) trees. A black-coated chain link fence would be placed between the vegetation and the office building and wrap around the building and storage area.

Rainwater Management

In support of the application, a drainage plan prepared by Chris Durupt, P.Eng., and Randy Watson, P.Eng., of McElhanney Consulting Services Ltd. was provided (Appendix A). The report recommends the use of a rock trench infiltration gallery downstream of a grit sump.

Zoning

The property is zoned Industrial Light Exception Six which allows for warehousing, light industrial uses and associated offices. This zone includes a required minimum 7.5 metre front yard setback and the applicants are proposing a front yard setback of 18 metres.

Policy Analysis

Sections 488(1) and 490 of the *Local Government Act* (RSBC, 2015, c. 1) (LGA) allow a local government to designate DPAs and establish guidelines within the OCP for numerous purposes, including the establishment of objectives for the form and character of commercial and industrial development. Section 491(7) specifies that a DP relating to commercial form and character may include requirements respecting the character of the development, including landscaping, and the siting, form, exterior design and finish of buildings and other structures.

Pursuant to Bylaw No. 337, development on an industrial zoned parcel requires a DP prior to the commencement of construction, addition to or alteration of a building or other structure.

Options

The Comox Valley Regional District (CVRD) board could approve or deny the DP. The board could deny the application only if the board is of the opinion that the proposal is not consistent with DPA guidelines. Given the above discussion, planning staff recommends approval of the DP.

Financial Factors

Applicable fees have been collected for this application under the Bylaw No. 328, being the “Comox Valley Regional District Planning Procedures and Fees Bylaw, 2014.”

In order to ensure that the landscape plan is implemented, a landscape security deposit is required. The landscape professional provided a cost estimate of \$2,121.00 to implement the landscape plan. Therefore the landscape security deposit is \$2,651.25 (125 per cent of the cost estimate); this deposit is a condition of the execution of the DP.

Legal Factors

This report and the recommendations contained herein are in compliance with the LGA and CVRD bylaws. DPs are permitted in certain circumstances under Sections 488, 489 and 491(7) of the LGA.

Regional Growth Strategy Implications

The Comox Valley Regional Growth Strategy (RGS), Bylaw No. 120, being the “Comox Valley Regional District Regional Growth Strategy Bylaw No. 120, 2010”, designates the subject property within Settlement Expansion Areas. This designation directs that “*new development... will be phased in an orderly manner in order to ensure that appropriate infrastructure capacity is available, that new development does not detract from compact growth options within Municipal Areas, and that the financial stability of Municipal Areas is not negatively impacted.*” The form and character of the proposal is consistent with this designation.

Intergovernmental Factors

There are no intergovernmental factors.

Interdepartmental Involvement

This application was circulated to other departments. No concerns were identified.

Citizen/Public Relations

The Advisory Planning Commission (APC) for Electoral Area B is scheduled to review the application at their meeting on August 16, 2018. The minutes from the meeting will be forwarded to the Electoral Areas Services Committee (EASC).

Attachments: Appendix A – “Development Permit DP 11B 18”

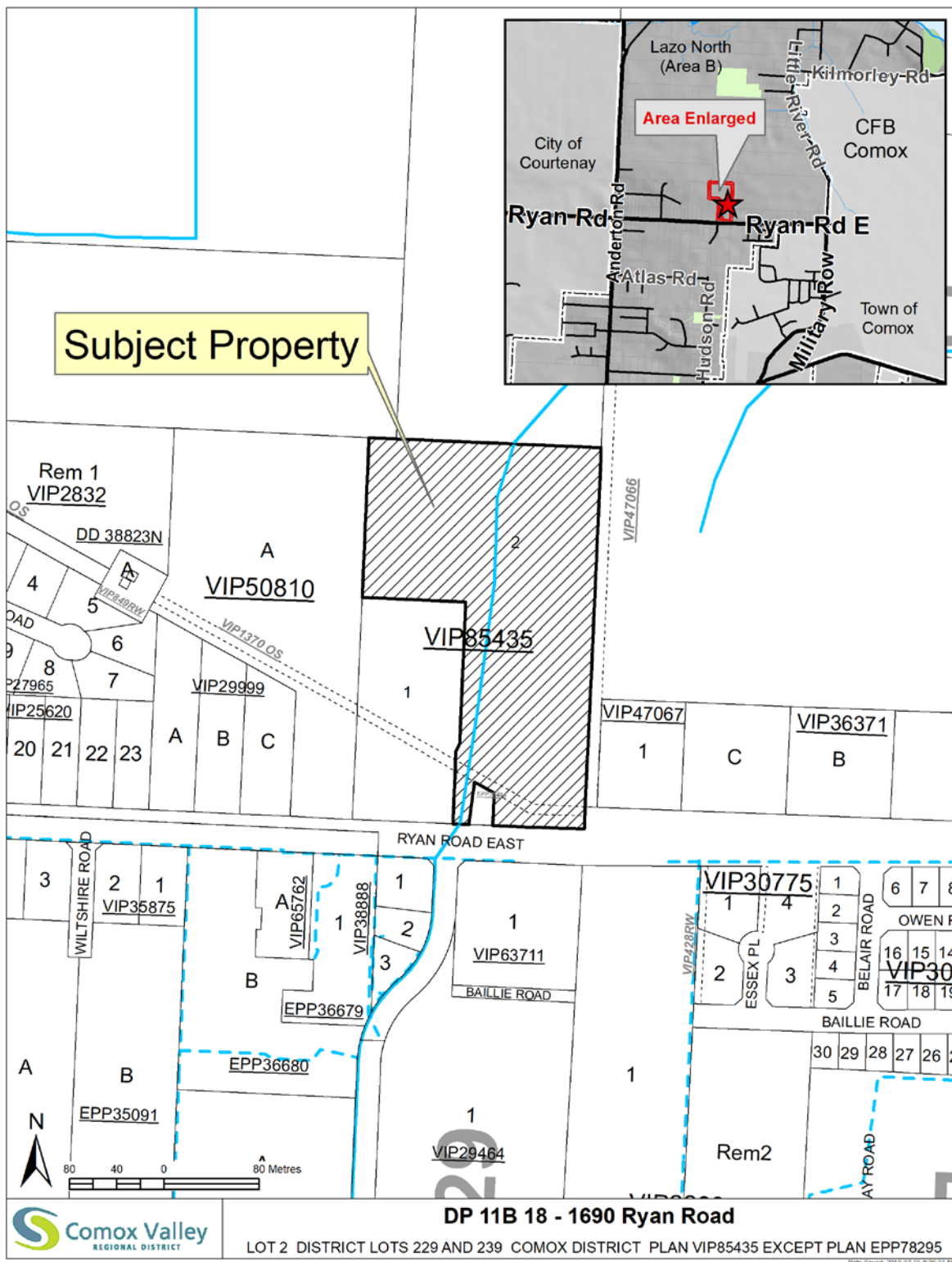


Figure 1: Subject Property



Figure 2: Air Photo (2016)

DP 11B 18

TO: Jo-Ann Estates Ltd.

1. This Development Permit (DP 11B 18) is issued subject to compliance with all of the bylaws of the Comox Valley Regional District applicable thereto, except as specifically varied or supplemented by this permit for the **purpose of constructing an office building.**
2. This Development Permit applies to, and only to, those lands within the Comox Valley Regional District described below:

Legal Description: Lot 2, District Lots 229 and 239, Comox District, Plan VIP85435, except Plan EPP78295

Parcel Identifier (PID): 027-590-887 **Folio:** 03618.040

Civic Address: 1690 Ryan Road

3. The land described herein shall be developed strictly in accordance with the following terms and conditions and provisions of this permit:

Construction and Development Activities:

- i. THAT the proposed office building is constructed and externally finished in accordance to the submitted site plan and architectural drawings hereto attached as Schedule A;
- ii. THAT all development is in accordance with the Development Drainage Report prepared by Chris Durupt, P.Eng., and Randy Watson, P.Eng. of McElhanney Consulting Services Ltd., hereto attached as Schedule B, and subsequent amendments by a qualified professional

Landscaping:

- iii. THAT the proposed landscaping for the property is completed and maintained in accordance with the submitted Landscape Plan and listed plantings hereto attached as Schedule C;
- iv. THAT the applicant provide a Landscape Security Deposit subject to the requirements of Bylaw No. 328 being the “Comox Valley Regional District Planning Procedures and Fees Bylaw No. 328, 2014”, in the form of an Irrevocable Letter of Credit or a Security Deposit in the amount of the full costs of the works totalling \$2651.25. Once the works are completed to the satisfaction of the Comox Valley Regional District, 25 per cent of the value of the security deposit shall be held back for a period of 12 months, to ensure against failure of the works. When all conditions of the permit are met, the remainder of the deposit will be returned to the payee;
- v. THAT the applicant is required to maintain all landscaping as part of regular yard maintenance to keep the property in a neat and tidy appearance;

Signage and Lighting:

- vi. THAT all buildings, structures, signage and landscaping be non-illuminated or softly

lit in compliance with the Comox Valley Regional District’s ‘DarkSky’ policies hereto attached as Schedule D;

- vii. THAT one freestanding sign is permitted for each street frontage of the business, within a landscaped area only and on the same parcel as the development.
 - viii. THAT neither signs nor any external building surfaces shall be equipped with flashing, oscillating or moving lights or beacons;
4. This Development Permit (DP 11B 18) shall lapse if construction is not substantially commenced within two (2) years of the Comox Valley Regional District board’s resolution regarding issuance of the development permit (see below). Lapsed permits cannot be renewed; however, a new application for a second development permit can be applied for in order to complete the remainder of the work.
 5. This Development Permit is *not* a Building Permit.

CERTIFIED as the **DEVELOPMENT PERMIT** issued by resolution of the board of the Comox Valley Regional District on _____.

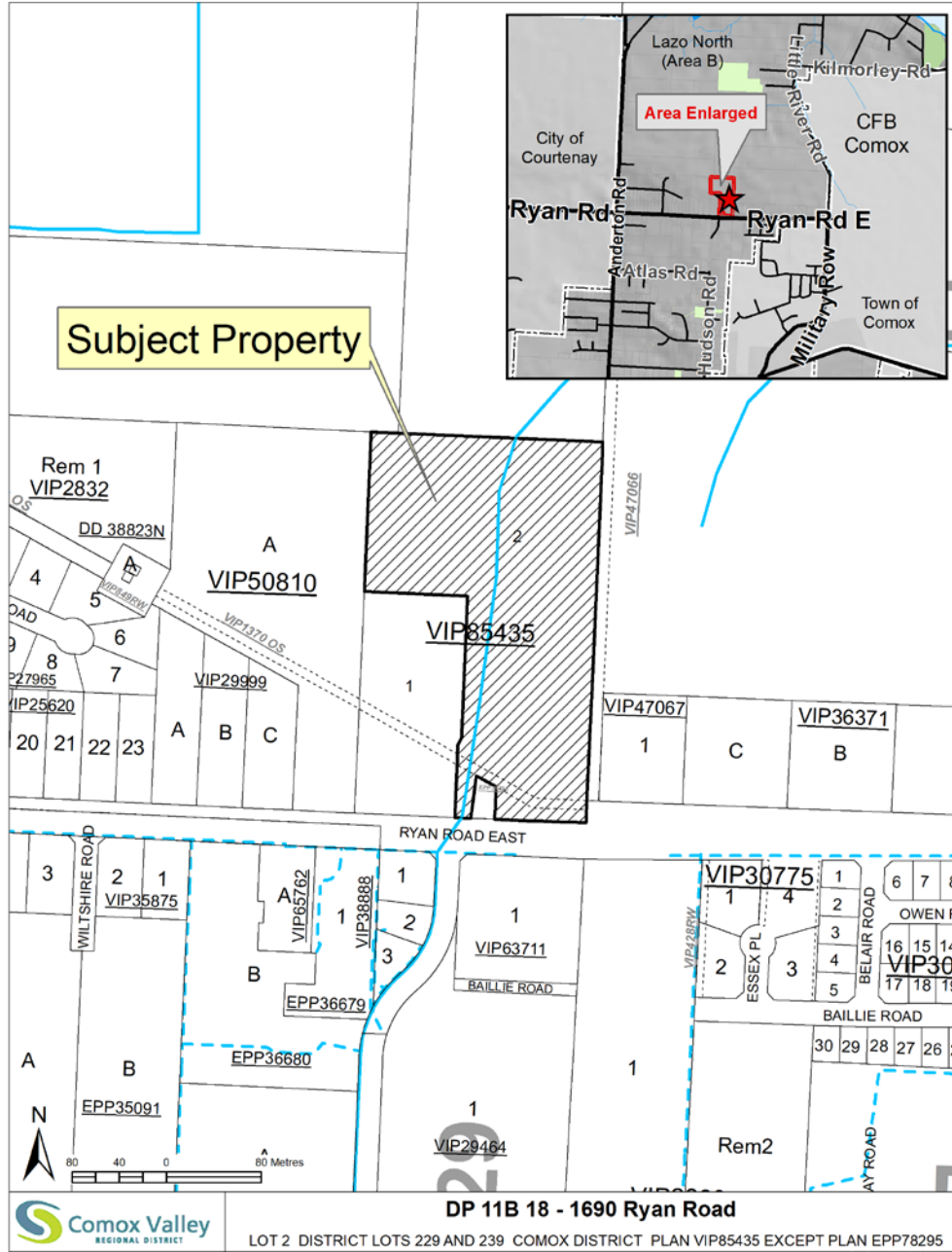
James Warren
Corporate Legislative Officer

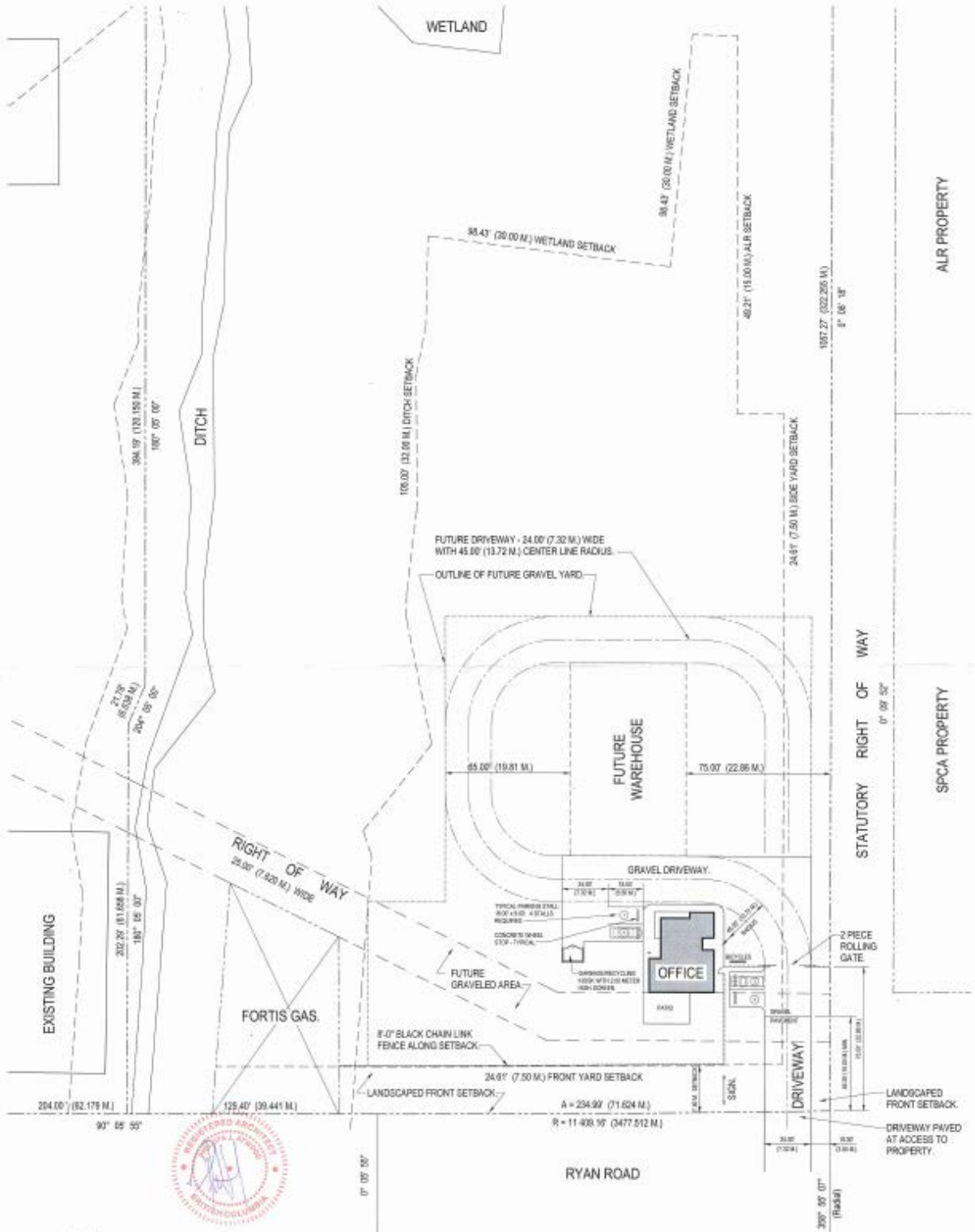
Certified on _____

- Attachments:
- Schedule A – “Subject Property Map, site plan and architectural drawings”
 - Schedule B – “Development Drainage Report by McElhanney Consulting Services”
 - Schedule C – “Landscape Plan”
 - Schedule D – “Comox Valley Regional District DarkSky Policy”

Schedule A

Subject Property Map, site plan and architectural drawings





NO	DATE	DESCRIPTION	BY
1	2018-03-20	Issue for review	AW
2	2018-03-20	Issue for construction	AW
3	2018-03-20	Issue for construction	AW



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PROJECT
COMOX MOVING AND STORAGE SITE DEVELOPMENT
 1800 RYAN ROAD EXIST

DRAWING NAME
SITE PLAN

FILE	SCALE
010 - Comox Valley Inc.	1"=30'-0"
DRAWN BY	DATE
AW	17 April 2018
PROJECT NUMBER	DRAWING NUMBER



REVISIONS			<small> COPYRIGHT This drawing is and remains the exclusive property of Philip Harris, Architect BC, and cannot be reproduced or copied in any form or by any means graphic, electronic or mechanical, including photocopying, recording, or by any information storage and retrieval system, without the prior written permission of Philip Harris, Architect BC. </small>	PROJECT:	DRAWING NAME:	FILE:	SCALE:
NO.	DATE	DESCRIPTION		BY	COMOX MOVING AND STORAGE SITE DEVELOPMENT	EXTERIOR ELEVATIONS	(11) - Comox Valley 444
1		Issue and Issue to Public	PH			DESIGN BY:	DATE:
							PH Harris, Architect



SOUTH-EAST VIEW

NORTH-WEST VIEW

SOUTH-EAST BIRD'S EYE VIEW

PERSPECTIVE VIEWS

<p>ROOFING: STANDING SEAM SHEET METAL: "DEEP RED" FROM WESTFORM METALS.</p> <p>METAL FLASHINGS: PREFINISHED SHEET METAL: FLAT BLACK.</p> <p>SIDING 1: WOOD OR "WOOD LOOK" HORIZONTAL SIDING: "CEDAR" COLOUR STAIN.</p> <p>SIDING 2: SMOOTH FACED HARDIE PANEL: "AGED PEWTER" COLOUR.</p>	<p>FASCIA BOARDS AND TRIM: 1x10 WOOD OR CEMENT FIBER "CEDAR" COLOUR STAIN MATCHING HORIZONTAL SIDING 1.</p> <p>WINDOW FRAMES: BLACK VINYL.</p> <p>DOORS AND FRAMES: PAINTED OR PREFINISHED BLACK.</p>
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MATERIALS SCHEDULE





D R A I N A G E P L A N

	Jo-Ann Estates Ltd. 1690 Ryan Road Drainage Plan
Date:	July 31, 2018
Our Reference:	2211-47421-00

To: Jo-Ann Estates Ltd.
Attn: Michelle DiCastrì

Prepared By: Chris Durupt, P.Eng.

Reviewed By: Randy Watson, P.Eng.

1 INTRODUCTION

This Drainage Plan has been prepared on behalf of the owner of Lot 2, District Lot 229, Comox District, Plan VIP85435 (1690 Ryan Road East) in support of a development permit application for Phase One of an Industrial/commercial development. Employing the principles identified in the British Columbia Stormwater Planning Guidebook (BCSWPG), and the requirements of the Comox Valley Regional District's (CVRD) Bylaw 337, "Rural Comox Valley Official Community Plan, 2014", this Drainage Plan sets a baseline for existing and proposed runoff, and outlines sediment and erosion control targets for the proposed development.

2 SITE DESCRIPTION

The subject property, at the legal description noted above, is located along Ryan Road East, 1 km west of CFB Comox. The property is zoned Industrial Light Exception 6 (IL-6). The neighbouring properties to the south and west are zoned Commercial One (C-1). The eastern property is zoned Country Residential (CR-1). The property to the northwest is zoned Industrial Storage (IS) and the northern and northeast properties are zoned Rural ALR (RU-ALR).

The 4.70 ha subject parcel, which is currently forested, generally slopes from the south to the north. The property is bisected by a drainage ditch running north-south, which conveys drainage from the Hudson Road area through the property to the neighbouring ALR lands. A Riparian Areas Regulation (RAR) assessment previously completed by Gaia Environmental Consulting designates the rear of the property as wetland and riparian setback. The front portion of the property, which abuts Ryan Road, is proposed for development. See **Appendix A** – Existing Site Plan for an overview of the subject property.

3 PROPOSED DEVELOPMENT

The owner of the property is proposing to clear the front portion of the lot (see MCSL Drainage Plan dated October 18 2017 for drainage requirements with respect to clearing) and construct an office building, a warehouse building, and gravel access roads, parking and surfacing. **Appendix B – Site Plan** prepared by Atwood Architects provides an overview of the proposed development.



4 EXISTING RUNOFF AND PERFORMANCE TARGETS

A hydraulic model was developed using SWMM software, enabling analysis of existing and post-development site response to a variety of design rainfall events. Only that portion of the site being proposed for development has been assessed. Simulations were completed for the 24-hour SCS Type 1A distribution MAR (Mean Annual Rainfall), 2, and 5 Year rainfall events. Design rainfall events were derived from Environment Canada's Comox A rain gauge (1021830). Model input variables, based on existing site parameters, are summarized in **Table 1** below. The results of the modeled existing site response are summarized in **Table 2**.

Table 1: Existing Site-Specific Storm Water Management Parameters

Parameter	Existing
Area (ha)	0.5181
Width (m)	75
Slope (%)	5.0
% Impervious	15
N Imperv	0.01
N Perv	0.20
Dstore Imperv mm	2
Dstore Perv mm	7
Zero % imperv	25
Curve number	77

Table 2: Existing Runoff Quantities

24 Hour Rainfall Distribution	Total Precipitation	Existing Runoff	
		Peak Rate (l/s)	Total Volume (m ³)
MAR	48mm	3.4	61
2-Year SCS	59mm	4.9	124
5-Year SCS	74mm	10.2	184

Per CVRD Bylaw No. 337, permanent design features for ground infiltration and retention of runoff from impervious surfaces, based on the principles of low impact development, have been designed to limit post-development runoff to amounts near the existing runoff quantities outlined in **Table 2** above. Details of the permanent design features are outlined in **Section 5** below.

5 DESIGN ELEMENTS

The recommended Best Management Practices (BMPs) to be implemented for this project have been developed to reduce post-development peak runoff rates, and provide qualitative treatment of runoff. The following BMPs are proposed for the site:



2211-47421-0
Jo-Ann Estates Ltd.
Drainage Plan for Lot 2, DL 229, CD, Plan VIP85435
July 31, 2018

- Retain/re-establish native vegetation beyond the developed area.
- Place 300 mm of amended topsoil in any new landscaped (pervious) areas.
- Concentrated site runoff to discharge into an infiltration facility with the below specifications.
- Direct unconcentrated runoff from impervious surfaces to landscaping and permeable areas.
- Where practical, use permeable hard surfaces such as gravel, pervious pavers, Core Gravel™ or Grass Crete® for driveway/ parking areas.

5.1 Infiltration Gallery

Surface drainage from the proposed development will be routed through a 150 square metre by 0.75 m deep rock trench infiltration gallery.

The infiltration gallery has been modeled in SWMM software with a hydraulic conductivity of 30 mm/hr (based on values typically used in the local area of the subject property), a total base area of 150 m², and a depth of 0.75 m. The gallery will consist of a perforated pipe bedded in drain rock (porosity approximately equal to 0.4). A longevity factor of 0.75 was used in this analysis to account for plugging of pore spaces and degradation over time. This equates to an effective storage capacity of 33.75 m³. To ensure long-term efficacy, the gallery will be situated downstream of a grit sump and upstream of a control manhole with a 50 mm control orifice and an overflow.

The infiltration gallery shall be designed by a professional engineer and shall be located a minimum of 5 metres away from any buildings or septic disposal fields.

6 QUALITY

All concentrated runoff should be routed through a grit sump, equipped with a hydrodynamic separator, upstream of the proposed infiltration gallery. Groundwater recharge through infiltration will serve to further improve/ polish site runoff.

7 POST-DEVELOPMENT RUNOFF

The post-developed site was modeled using SWMM software. Simulations were completed for the 24-hour SCS Type 1A distribution MAR (Mean Annual Rainfall), 2, and 5 Year rainfall events. Model input parameters derived are summarized in **Table 3** overleaf.



2211-47421-0
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 Drainage Plan for Lot 2, DL 229, CD, Plan VIP85435
 July 31, 2018

Table 3: Site-Specific Storm Water Management Parameters

Parameter	Existing	Post Development
Area (ha)	0.5181	0.5181
Width (m)	75	75
Slope (%)	5.0	4.0
% Impervious	15.0	65.4
N Imperv	0.01	0.01
N Perv	0.2	0.2
Dstore Imperv mm	2	2
Dstore Perv mm	7	15
Zero imperv	25	25
Curve number	77	77

Table 4 compares existing and post-development simulated runoff for the site. The analysis shows that with the use of BMPs as proposed herein, runoff can be detained, infiltrated and released with peak rates below existing rates and total volumes below existing quantities up to the 5-year design storm. This is further demonstrated in **Figures 6 through 8**.

Table 4: Post-Development Runoff Quantities

24 Hour Distribution	Total Precipitation	Existing Runoff		Post-Development Runoff With BMP's	
		Peak Rate (l/s)	Total Volume (m ³)	Peak Rate (l/s)	Total Volume (m ³)
MAR	48mm	3.4	61	2.8	78
2-Year SCS	59mm	4.9	124	4.0	107
5-Year SCS	74mm	10.2	184	5.0	178



2211-47421-0
 Jo-Ann Estates Ltd.
 Drainage Plan for Lot 2, DL 229, CD, Plan VIP85435
 July 31, 2018

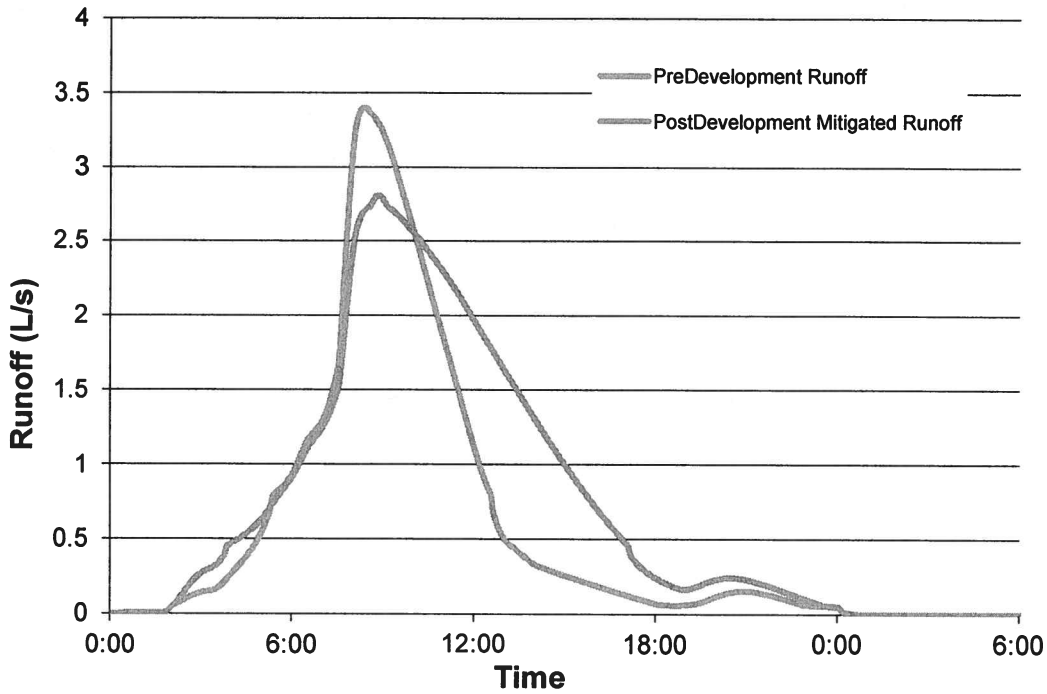
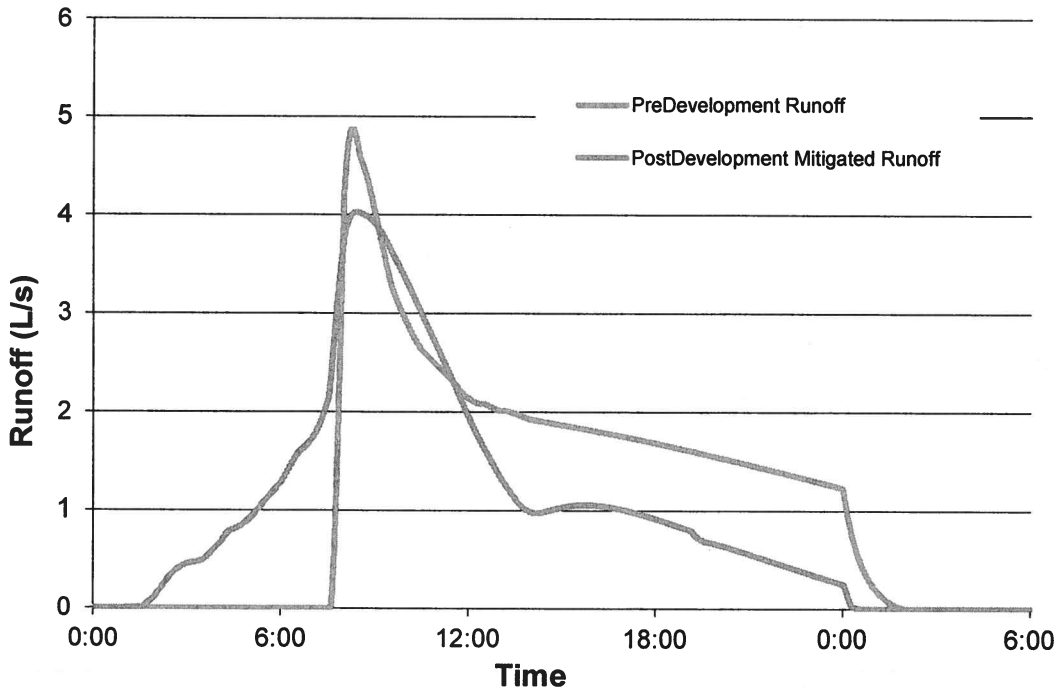


Figure 6 – BMP Performance: MAR Event





2211-47421-0
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 July 31, 2018

Figure 7 – BMP Performance: 2-Year SCS Event

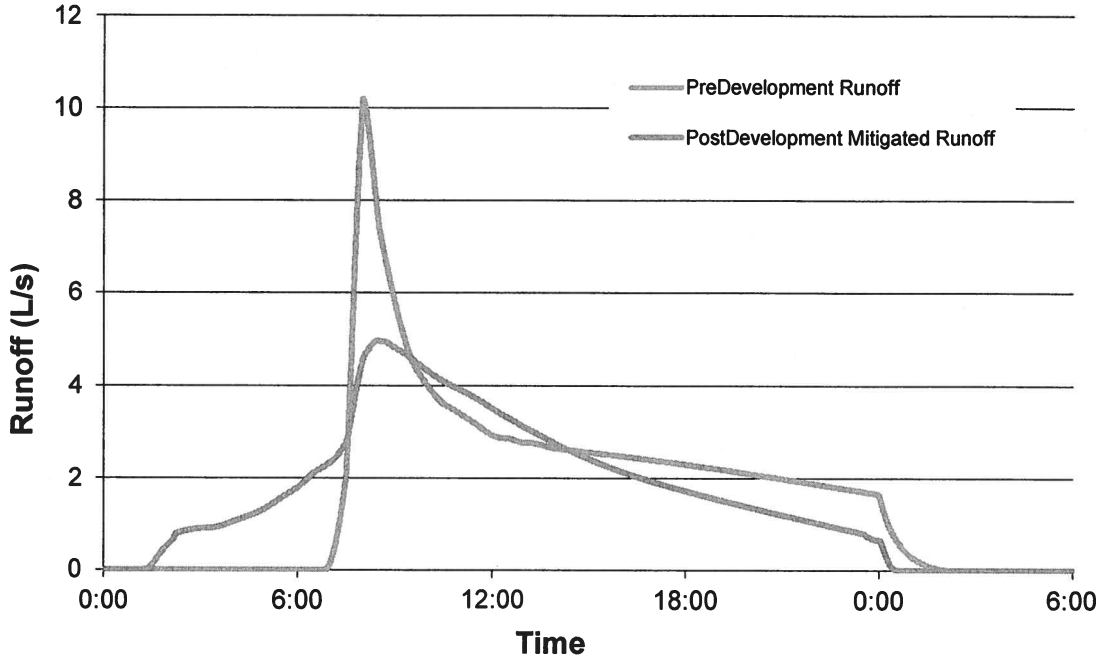


Figure 8 – BMP Performance: 5-Year SCS Event

8 MAINTENANCE

The infiltration system and the onsite storm conveyance system will require regular maintenance. All catchbasins, the hydrodynamic separator, control manhole and perforated pipe should be checked twice annually for sediment/debris build-up, and cleaned accordingly. It is recommended to schedule this maintenance just before the rainy season (September) and just after the rainy season (April). Additionally, to avoid premature failure, all runoff should be directed away from the infiltration gallery during construction to avoid being clogged with silt laden runoff.

9 CONVEYANCE

A downstream capacity analysis has not been completed at this time. The proposed development and associated drainage infrastructure has been designed to limit post-development flow to at or below existing peak rates and total volumes.

10 SEDIMENT AND EROSION CONTROL

Prior to, or in conjunction with, any land clearing, grading or construction, sediment and erosion control measures should be implemented to ensure the works will be undertaken in such a manner that will preclude conveyance and discharge of fine silts and clay particles into the receiving environment. Construction should



2211-47421-0

Jo-Ann Estates Ltd.

Drainage Plan for Lot 2, DL 229, CD, Plan VIP85435

July 31, 2018

be scheduled for the drier summer months, which will reduce the chance of rain and erosion. As rain is always a possibility, a sediment and erosion control plan should be in place prior to construction.

As a minimum, sediment and erosion control measures should be implemented based on the requirements of the provincial document entitled "*Develop with Care 2014: Environmental Guidelines for Urban and Rural Land Development in British Columbia*", and in compliance with the WLAP's (former MoELP's) "*Environmental Best Management Practices for Urban and Rural Land Developments in British Columbia*", June 2004.

During construction, a containment system should be employed. The containment system should utilize perimeter silt fencing and cut-off ditches with check dams, which should be installed per *Develop with Care 2014* Guidelines. In general, the following guidelines should be used:

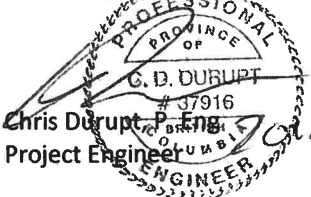
- A containment system should be employed which will eliminate the conveyance and discharge of fine silts and clay particles into the receiving environment.
- Construction activity to be curtailed or postponed completely during periods of wetter weather.
- Stripping of existing organic topsoil should be undertaken during periods of dry weather only.
- No accumulations of sediment/mud should be tracked onto the municipal road.
- In the event of heavy precipitation, the contractor should ensure a cessation of all works on the site.

11 CONCLUSION

Modeling shows that the proper installation and routine maintenance of the Best Management Practices described herein will provided sufficient storage and infiltration assistance to limit post-development peak rates to at or near existing rates and total volumes below existing levels for storm events up to and including the 5-year rainfall event.

Yours truly,

MCELHANNEY CONSULTING SERVICES LTD.



 Chris Dupont, P. Eng.
 Project Engineer

Reviewed by:



Randy Watson, P. Eng
Project Engineer

CD/njg

REVISION HISTORY

Date	Status	Revision	Author
July 31, 2018	Final	original	CD

LIMITATION

This report has been prepared for the exclusive use of Jo-Ann Estates Ltd. The material in it reflects the best judgement of the Consultant in light of the information available to the Consultant at the time of preparation. As such, McElhanney, its employees, sub-consultants and agents will not be liable for any losses or other consequences resulting from the use or reliance on the report by any third party.



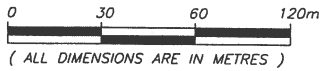
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July 31, 2018

APPENDIX A EXISTING SITE PLAN

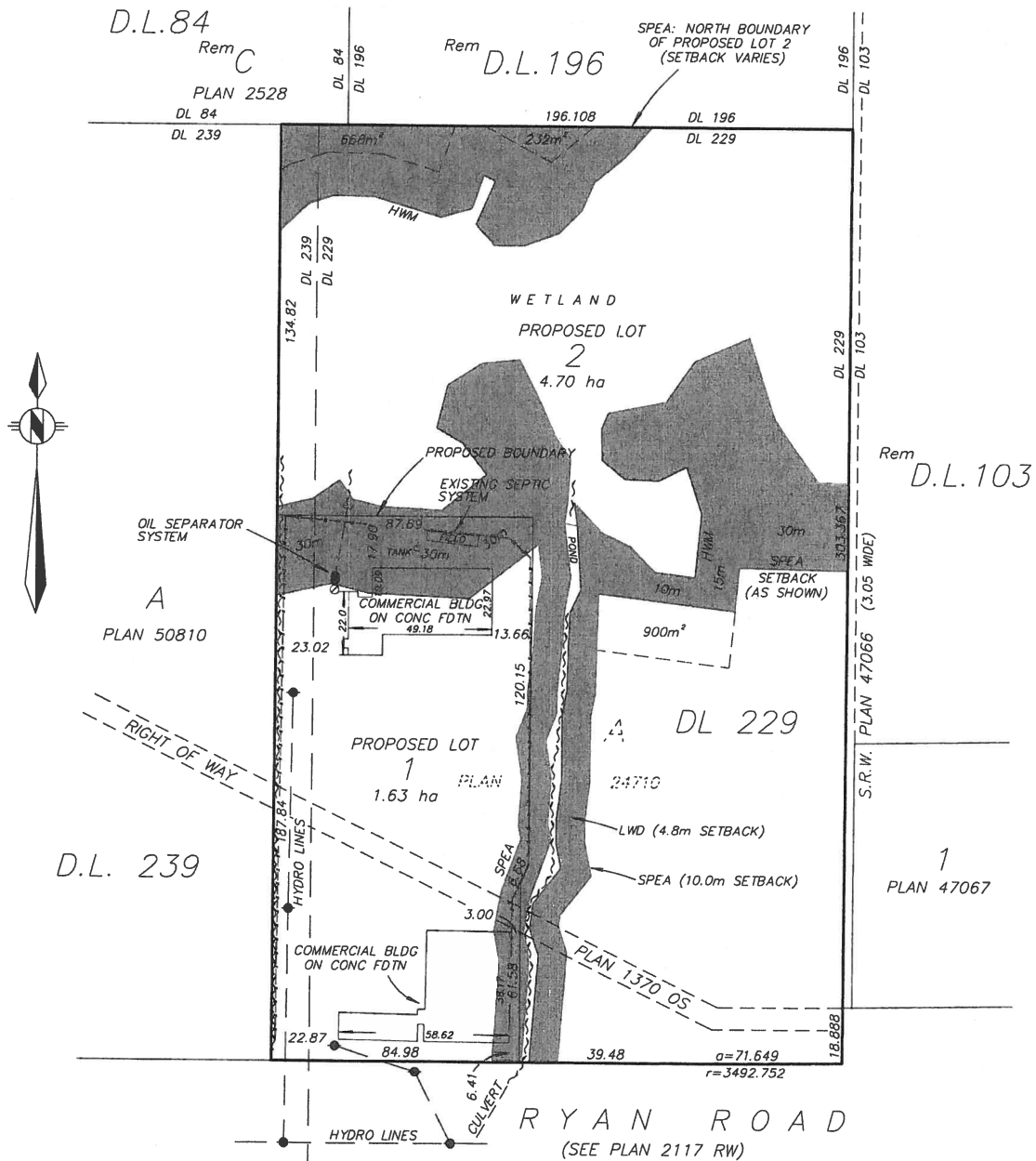
PROPOSED SUBDIVISION OF LOT A,
DISTRICT LOTS 229 AND 239,
COMOX DISTRICT, PLAN 24710

SHOWING PROPOSED R.A.R. DEFINED AREAS

SCALE : 1:1500



CIVIC ADDRESS:
1734 RYAN ROAD EAST, LAZO, B.C.



LEGEND

PARCEL BOUNDARIES ARE DERIVED FROM
PLAN 24710 AND SURVEY EVIDENCE AS SHOWN

- DENOTES UTILITY POLE
- DENOTES DRAINAGE MANHOLE
- DENOTES CATCHBASIN
- - - DENOTES FENCE LINE
- ~ ~ ~ DENOTES DITCH (SEASONAL WATER PRESENCE)

- — — DENOTES LARGE WOODY DEBRIS (LWD)
- — — DENOTES HIGH WATER MARK (HWM)
- — — DENOTES SPEA (BANK & CHANNEL STABILITY, LITTER FALL & INSECT DROP)
- DENOTES SPEA AREA

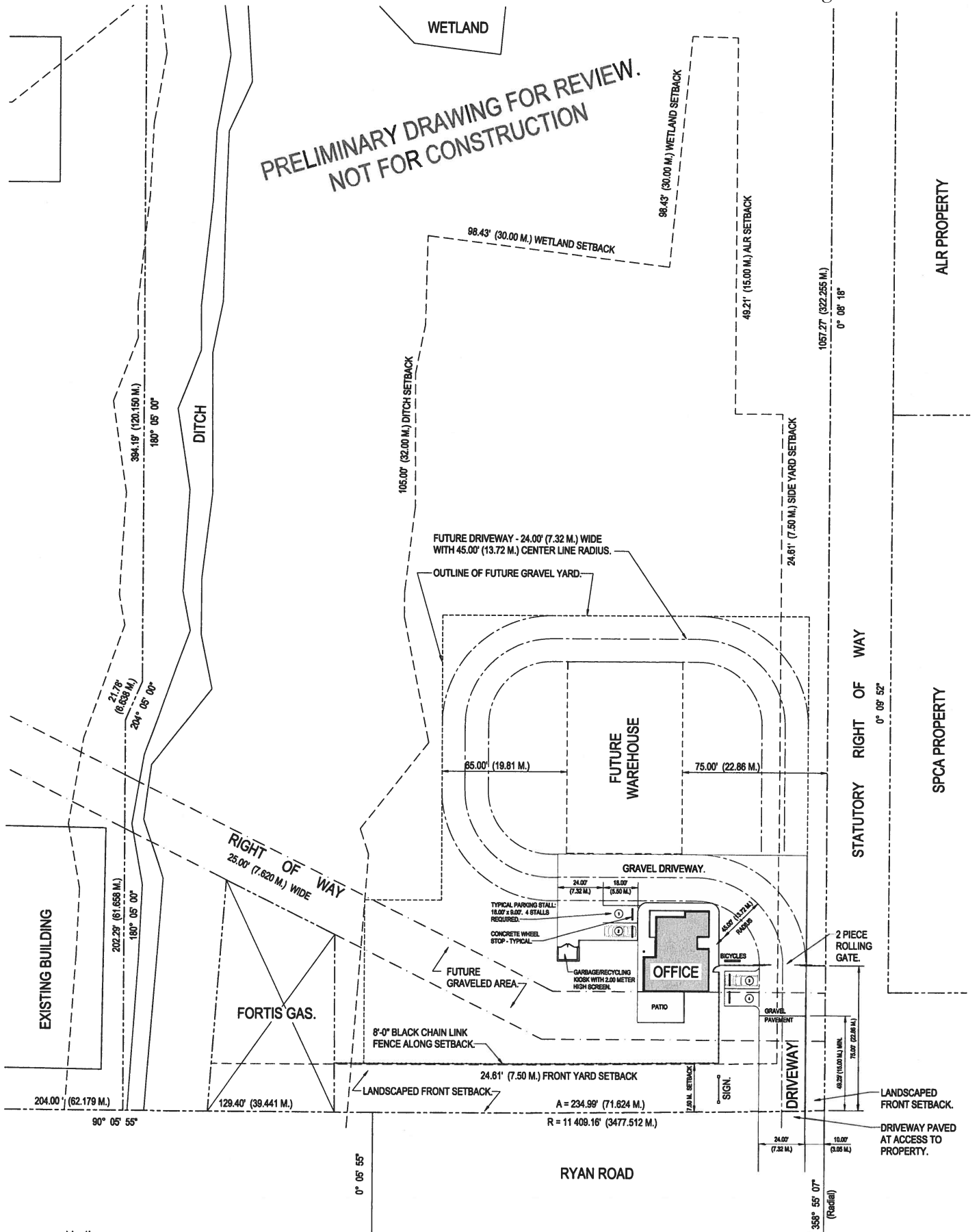
APRIL 22, 2008

McElhanney Associates
Professional Land Surveyors
495 - 6th Street
Courtenay, B.C. V9N 6V4
Tel. 338-5495 Fax 338-7700
File 05199QEP-2



2211-47421-0
Jo-Ann Estates Ltd.
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July 31, 2018

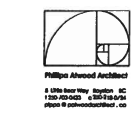
APPENDIX B PROPOSED SITE PLAN



PRELIMINARY DRAWING FOR REVIEW.
NOT FOR CONSTRUCTION



REVISIONS			
NO.	DATE	DESCRIPTION	BY
1	11 May, 2018	Revisions per client review	gw
2	08 June, 2018	Revisions for development permit application	gw
3	12 June, 2018	Change sheet setback setback revised	gw
4	01 July, 2018	PDF & Dwg based to consultants	gw



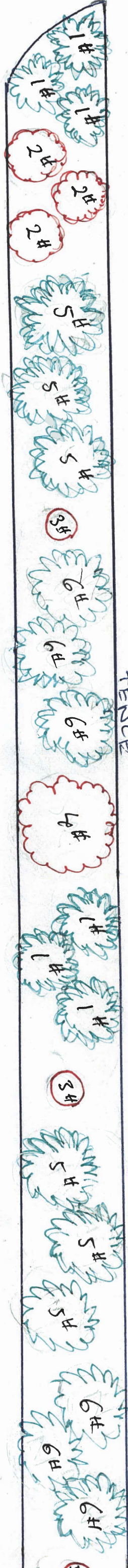
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PROJECT:
COMOX MOVING AND STORAGE SITE DEVELOPMENT
1690 RYAN ROAD EAST
COURTAVENAY, BC

DRAWING NAME:
SITE PLAN.

FILE: 1213 - Comox Moving.dwg
SCALE: 1"=30'-0"
DRAWN BY: GW
DATE: 17 April, 2018
PROJECT NUMBER: 1213
DRAWING NUMBER: DP-2 of 6

↑ ↓



GRASS

FENCE



Comox Valley Regional District
RECEIVED

File# 3060-20/DP 11815
JUN 14 2016

To:
cc:

DP 11B-18

OUTBACK NURSERY

6016 Headquarters rd.
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ORDER FORM

Date: May 20 2018

To:

FAX:

QUANTITY	SIZE	PLANT DESCRIPTION	PRICE PER UNIT	TOTAL
12	2#	1# Juniper Blue Star	\$ 20.00	\$ 240.00
6	2#	2# Berberis Gentry	\$ 20.00	\$ 120.00
5	7#	3# Beech Dawyck Purple	\$ 95.00	\$ 475.00
2	2#	4# Spirea Snowmond	\$ 25.00	\$ 50.00
12	2#	5# Juniper Old Gold	\$ 20.00	\$ 240.00
12	2#	6# Holly Japanese Hellers	\$ 25.00	\$ 300.00
			SUBTOTAL	\$ 1,425.00

\$1425.00 plants
 500.00 labour

 96.25 gst
 99.75 pst

 \$2121.00
 x 125% per CURD

 \$2651.25

DP 11B-18

Subject: DarkSky	
Category: Community Planning Services	Policy Reference: 3010-00

Purpose

1. To include a set of guidelines to be considered regarding exterior lighting for commercial, industrial, and multi-family residential unit development. These regulations include an interpretation section to define the various terms, standardize how light systems are designed, constructed and installed, and to reduce glare, light trespass and obtrusive light while conserving energy and resources. Safety, security and productivity shall be maintained and encouraged while reducing the degradation of the nighttime visual environment.

Scope

2. The scope of this policy includes the various electoral area official community plans that have a form and character development permit area for commercial, industrial or multi-unit family residential development.

Guiding Principle

3. To guide commercial, industrial and multi-family residential development to have exterior lighting that does not negatively impact the quality of life for adjacent neighbours nor create any light pollution.

Interpretation

4. The following are definitions relating to this DarkSky policy:
 - a) **Abandonment:** The relinquishment of a property, or the cessation of a use or activity by the owner or tenant for a period of six months, excluding temporary or short term interruptions for the purpose of remodeling, maintaining, or otherwise improving or rearranging a facility. A use shall be deemed abandoned when such use is suspended as evidenced by the cessation of activities or conditions that constitute the principle use of the property.
 - b) **Development project:** Any multi-family residential, commercial, industrial or mixed use subdivision plan or development plan which is submitted to the regional district for approval.
 - c) **Direct illumination:** Illumination resulting from light emitted directly from a lamp or luminaire, not light diffused through translucent signs or reflected/bounced from other surfaces such as the ground or building faces.
 - d) **Filtered light:** Light from a light source that is covered by a glass, acrylic or other cover that restricts the amount of non-visible radiation (infrared, ultraviolet) emitted by the light fixture.
 - e) **Fully shielded fixture:** An outdoor light fixture shielded in such a manner that all light emitted by the fixture, either directly from the lamp or indirectly from the fixture, is projected below the horizontal as certified by the manufacturer.

- f) Glare: Harsh, uncomfortable bright light emitting from a luminaire causing reduced vision or momentary blindness when shining into one's cone of vision.
- g) Installed lighting: Attached, or fixed in place, whether or not connected to a power source.
- h) Light trespass: Exterior light fixtures shining light beyond one's property line.
- i) Multi-unit family residential: properties zoned and utilized for multi-unit family residential use.
- j) Outdoor light fixture: Outdoor electricity powered illuminating devices, outdoor lighting or reflective surfaces, lamps and similar devices, either permanently installed or portable, which are used for illumination or advertisement. Such devices shall include, but are not limited to, search, spot and flood lights for: buildings and structures; recreational areas; parking lot lighting; landscaping and architectural lighting; billboards and other signs (advertising or other); street lighting; product display area lighting.
- k) Outdoor recreation facility: A facility used and equipped for the conduct of sports, leisure and/or entertainment.
- l) Partially shielded light fixture: An outdoor light fixture shielded in such a manner that more than zero but less than ten percent of the light emitted directly from the lamp or indirectly from the fixture is projected at angles above the horizontal, as certified by the manufacturer.
- m) Sign: Any object, device, display, structure, or part thereof, which is used to advertise, identify, display, direct or attract attention to any object, service, event or location by any means including words, letters, figures, design, symbols, fixtures, colours, illumination or projected image.
- n) Sign, indirectly lit: Any sign facing that reflects light from a source intentionally directed upon it.
- o) Sign, internally lit: Any sign that has the source of light entirely enclosed within the sign and not directly visible to the eye.
- p) Temporary lighting: Lighting which does not conform to the provisions of the DarkSky policy and will not be used for more than one thirty day period within a calendar year may be permitted, subject to approval from the regional district, with a possible one, thirty day extension. Temporary lighting is intended for uses that by their nature are limited in duration; example: holiday decorations, civic events or construction projects.
- q) Up light: Any light from a luminaire that shines above the horizontal plane causing illumination of the sky.

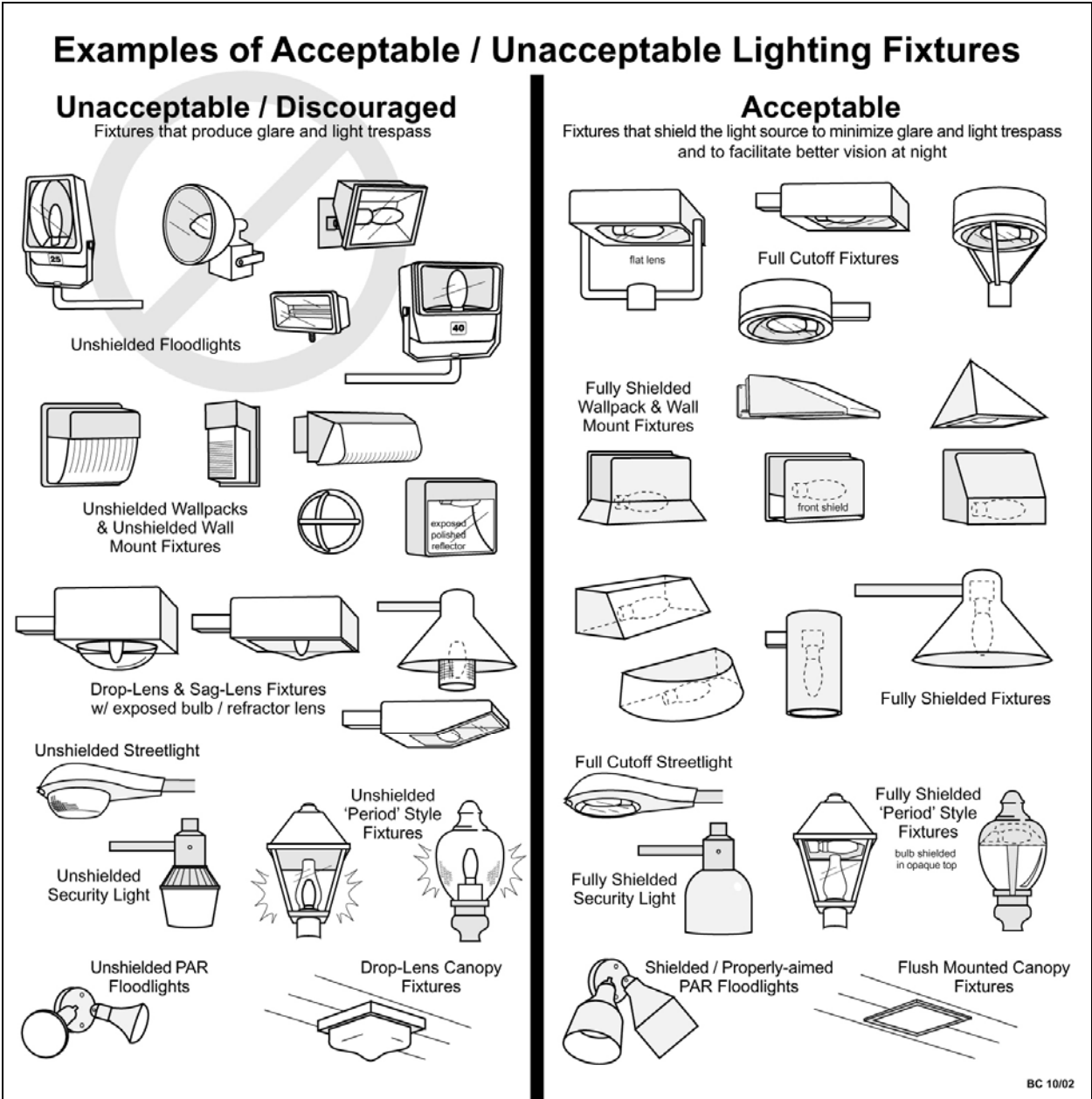


Figure One: Sample of light fixtures that are discouraged and recommended as part of the DarkSky policy.

Policy Statements

- 5. Shielding of outdoor light fixtures
 - a) All outdoor lighting fixtures shall be shielded to minimize up-light. Mounted incandescent type fixtures shall be shielded. Lighting is encouraged to be activated by motion sensors versus being on all the time.
 - b) Outdoor floodlighting shall be shielded in such a manner that the lighting system will not produce light trespass.

- 6. Limiting trespassing of light beyond property lines
 - a) All light fixtures shall be located, aimed and or shielded so as no direct light trespasses beyond the property line on which the light is mounted.

- 7. Non-conforming light fixtures
 - a) In addition to other exemptions provided in the regional district DarkSky policy, an outdoor lighting fixture not meeting these provisions shall be allowed if the fixture is extinguished by an automatic shutoff device between sundown and sunrise.
 - b) No outdoor recreational facility, whether public or private, shall be illuminated after sundown except when the facility is in use. Outdoor lighting is encouraged to be on only when the field is in use, such as by a user pass activation system.
 - c) The use of searchlight, laser light, or any similar high intensity light for outdoor advertising or entertainment, except in emergencies by police and fire personnel is prohibited. Temporary exemption to this may be granted if approved by the General Manager of Community Planning Services.

- 8. Effective Date
 - a) The development permit must conform to the DarkSky policy that exists at the time of application. When existing lighting fixtures are considered inoperable, all replacements are subject to all the provisions of the DarkSky policy. The light will be considered inoperable when the housing of the fixture requires replacement or when the lens, lamp, and ballast need to be replaced.

- 9. New Construction
 - a) All exterior lighting installed shall be approved by the International DarkSky Association (IDA) and must be installed correctly.

- 10. Exemptions
 - a) The following are exempt from the requirements of the DarkSky policy:
 - i. Single-family development (less than or equal to three dwelling units on one property and zoned residential). Note: the regional district does encourage single-family development to seriously consider the installation of IDA approved lighting.
 - ii. Outdoor lighting fixtures existing and legally installed prior to the implementation of the DarkSky policy.
 - iii. Outdoor advertising signs of the type constructed of translucent materials and wholly illuminated from within do not require shielding. Dark backgrounds with lighter coloured lettering or symbols are preferred to minimize detrimental effects.
 - iv. Navigational and general life safety lighting systems required at airports and other transportation installations.

Approval History

Policy adopted:	December 13, 2007
Policy amended:	