

2014-132

MEMORANDUM

**TO:** Committee of the Whole  
**FROM:** Director of Engineering Services  
**DATE:** April 16, 2014  
**RE:** "Resident Parking Only" Requests at Various Locations

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**BACKGROUND:**

Municipal staff received "resident parking only" requests at various locations. Staff visited all these sites, observed parking situations at different times and contacted involved stakeholders.

**DISCUSSION:**

The following information describes the requests:

1. 2519 and 2510 Cavendish Avenue -

The resident requested "resident parking only" in front of these two properties. The reasons for the request are members from the Oak Bay Tennis Club (OBTC) and the staff from Oak Bay Lodge park their cars on the west end of Cavendish Avenue.

Staff contacted OBTC and Oak Bay Lodge, talked with other residents on this street, and monitored parking on the street. It was found that the OBTC wasn't perceived as a problem by other residents and furthermore, when engineering staff visited the site on several occasions, it was observed that there were many empty parking spaces available.

Staff do not recommend "resident parking only" in front these two properties at this time.

2. 2056 Granite Street -

The resident requested "resident parking only" or "two hour only" parking on the west side of Mitchell Street from Oak Bay Avenue to Granite Street. The reasons for the request are increased traffic volume, parking by people working in the village and parking demand generated by Abstract Construction.

Staff seldom received parking complaints in this area before the Abstract project started. It is found that the number of parked vehicles in this area has increased significantly since the Abstract project started. It is anticipated that the parking situation will improve once the Abstract project is completed. (the project is on schedule and will be completed in fall 2014).

Staff do not recommend changing the parking regulations on this street at this time. Staff will revisit this issue if residents still perceive a problem after the Abstract project is completed.

3. 2041 Granite Street –

The resident requested "two hour" parking on the south side or both sides of Granite Street. The reasons for the request are UVic students, Oak Bay Bike Shop employees, visitors to the nearby apartment and the trades for the Abstract project use this section of street for parking, and it impacts on the residents' ability to find parking space on this street.

Municipal staff noticed that the number of parking vehicles in this area has increased significantly since the Abstract project started. Consideration of any changes should wait for this project to complete.

Staff do not recommend changing the parking regulations on this street for now. Staff will revisit this issue if it is still a problem after the Abstract project is completed.

4. 2197 Fair Street –

The resident requested "resident parking only" on the east end of Fair Street.

Staff visited the site at different times. It was found that there was no shortage of parking.

Staff do not recommend changing parking regulations on this street at this time.

5. Hibbens Close -

This street is at the border of Saanich and Oak Bay. There are total of 13 houses on the street of which 2 are within Oak Bay.

The "resident parking only" request was sent both to Saanich and Oak Bay. Saanich has declined the request.

Given the inter-municipal nature of this request, staff recommends maintaining consistency with Saanich in regards to parking regulations on this street and do not recommend changing parking regulations at this time.

**OPTIONS:**

1. That it be recommended to Council that the requested parking regulations be denied.
2. That it be recommended to Council that a Traffic Control Order (TCO) be brought forward for any or all of the five parking regulation requests.

**RECOMMENDATION(S):**

That it be recommended to Council that the requested parking regulations be denied.

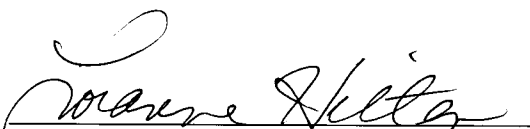
Respectfully Submitted,



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D. Marshall B.Sc., A.Sc.T.  
Director of Engineering Services

I concur with the recommendation of the Director of Engineering Services.

for:   
Helen Koning  
Chief Administrative Officer

2014-133

MEMORANDUM

**TO:** Committee of the Whole  
**FROM:** Director of Engineering Services  
**DATE:** April 16, 2014  
**RE:** Traffic Concerns at Foul Bay Road and Granite Street

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**BACKGROUND:**

In October 2010, a resident at 1010 Foul Bay Road wrote a letter to Oak Bay Mayor and Council regarding traffic concerns at this intersection. Staff investigated and took the following action:

1. Added a new 30km/h sign in front of 1066 Foul Bay Road.
2. Extended the yellow curb in front of 1054 Foul Bay Road to provide better sight lines.
3. Added 8m of yellow curb on the south east side of this intersection to provide more room for turning vehicles.
4. Added 6m of yellow curb and painted "stop" at stop bar at the north east corner of this intersection.

Municipal staff also explored the installation of a "right turn only" sign for east bound traffic on Granite Street turning south onto Foul Bay Road but it was decided by some of the residents to hold off on this item at that time.

Additionally, Engineering Staff conducted a crosswalk warranty study and concluded that a crosswalk on Foul Bay Road in this area was not 'warranted' because of low pedestrian volume, and more importantly, lack of site line which results in reduced safety for pedestrians. In December 2010, staff contacted the resident, explained the warrant system process and why a crosswalk would not be appropriate at this location.

In December 2013, the same resident wrote a letter to Mayor and Council requesting reconsideration of staff's decision not to implement the requested crosswalk at Granite Street and Foul Bay Road.

**DISCUSSION:**

The Engineering Department uses the "pedestrian crossing control manual" from Transportation Association of Canada to conduct warrant studies to assess when a cross walk should be installed. Some of the factors that need to be considered in the study are:

Site conditions including sight distance, pedestrian volume, traffic volume, pedestrian age, and population in the area etc.

At this intersection, Foul Bay Road is on a curve which provides limited sight distance (approximate 35m). Given the running speed on Foul Bay Road this sight distance is not adequately safe for a pedestrian crossing.

To increase traffic safety, a "right turn only" sign should be re-considered for east bound traffic on Granite Street turning south onto Foul Bay Road.

**OPTIONS:**

1. That it be recommended to Council that the request for an east-west cross walk at the intersection of Granite and Foul Bay Road be denied.
2. That a Traffic Control Order (TCO) to install an east-west crosswalk at the intersection of Granite Street and Foul Bay Road be brought forward to council for formal consideration.
3. That it be recommended to Council that a "right turn only" sign be installed for east bound traffic on Granite Street turning south onto Foul Bay Road.
4. That it be recommended to Council the existing turning movements on Granite Street at the west side of Foul Bay Road be retained.

**RECOMMENDATION(S):**

1. That it be recommended to Council that the request for an east-west cross walk at the intersection of Granite and Foul Bay Road be denied; and
3. That it be recommended to Council that a "right turn only" sign be installed for east bound traffic on Granite Street turning south onto Foul Bay Road be installed.

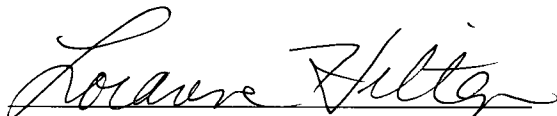
Respectfully Submitted,



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D. Marshall B.Sc., A.Sc.T.  
Director of Engineering Services

I concur with the recommendation of the Director of Engineering Services.

for:   
Helen Koning  
Chief Administrative Officer

2014-153

**MEMORANDUM**

**TO:** Committee of the Whole  
**FROM:** Director of Building and Planning  
**DATE:** May 7, 2014  
**RE:** Uplands Building Permit Application – 2525 Lansdowne Rd  
Lot B, Block 23, Section 31, Victoria District, Plan 2713

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**BACKGROUND:**

An Uplands building permit application has been received for the construction of a residential dwelling at the property located at 2525 Lansdowne Road. The existing house is to be removed from the site.

**DISCUSSION:**

Attached for your information are:

- a) The report of the Advisory Design Panel meeting of May 6, 2014 relating to the construction of a residential dwelling located at 2525 Lansdowne Road.
- b) Memo from Municipal Arborist dated May 5, 2014 regarding trees on the subject property.
- c) Reduced copies of the plans of the proposed work.

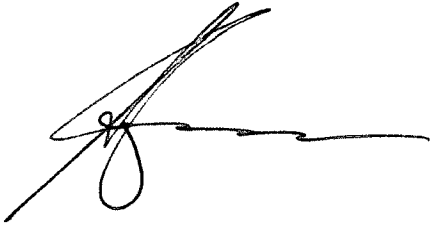
**OPTIONS:**

1. That it be recommended to Council that the plans to construct a single family residential dwelling at 2525 Lansdowne Road be approved as to siting and architectural design.
2. That it be recommended to Council that the application be denied.

**RECOMMENDATION(S):**

That it be recommended to Council that the plans to construct a single family residential dwelling at 2525 Lansdowne Road be approved as to siting and architectural design.

Respectfully Submitted,

A handwritten signature in black ink, consisting of a large, sweeping initial 'R' followed by a horizontal line and a small loop at the end.

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Roy Thomassen  
Director of Building and Planning

I concur with the recommendation of the Director of Building and Planning.

A handwritten signature in black ink, consisting of the initials 'HK' in a stylized, cursive font.

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Helen Koning  
Chief Administrative Officer

2014-154

MEMORANDUM

**TO:** Committee of the Whole

**FROM:** Director of Building and Planning

**DATE:** May 12, 2014

**RE:** Uplands Building Permit/Development Variance Permit Application  
2570 Nottingham Road  
Amended Lot 1, Section 31, Victoria District, Plan 3811

RS-2, One Family Residential

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**BACKGROUND:**

The proposal involves a miscellaneous structure (Pool Pump) that creates noise situated within a side lot line. The bylaw does not permit these structures within 3.0 meters of a property line; consequently a variance is required in order to accommodate the proposed structure.

The pool pump has already been moved from the previous basement location and is installed three feet from the side lot line. The Bylaw Enforcement Officer has already completed a sound measurement at the property line and has confirmed that the pump audibility is 40 decibels, which is the Bylaw limit.

The property is quite large and if there are concerns from the neighbours there would be many alternate locations available to have the pump moved to a location meeting the Bylaw. Attached for information is the aerial photo showing the location of the pump relative to the neighbour to the south.

**Discussion:**

The applicant is requesting a Development Variance Permit granting relief from the following section(s) of the Zoning Bylaw:

<b><u>Zoning Bylaw Section(s)</u></b>	<b><u>Required</u></b>	<b><u>Requested</u></b>	<b><u>Variance</u></b>
4.10.4 No structure sited within 3.0 meters from any lot line.	3.0 m (9.8 ft)	0.91 m (3 ft)	2.09m (6.9 ft)

*\*Imperial measurements are approximate and for convenience only.*

**OPTIONS:**

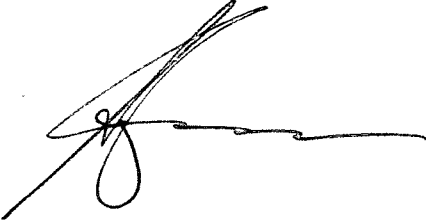
1. That a resolution authorizing the issuance of a development variance permit, as outlined in the May 12, 2014 report of the Director of Building and Planning, be prepared and brought forward to a meeting of Council for consideration.
2. That it be recommended to Council that the application be denied.



**RECOMMENDATION(S):**

That a resolution authorizing the issuance of a development variance permit, as outlined in the May 12, 2014 report of the Director of Building and Planning, be prepared and brought forward to a meeting of Council for consideration.

Respectfully Submitted,

A handwritten signature in black ink, consisting of a large, stylized initial 'R' followed by a horizontal line and a small loop at the end.

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Roy Thomassen  
Director of Building and Planning

I concur with the recommendation of the Director of Building and Planning.

A handwritten signature in black ink, consisting of the initials 'HK' in a stylized, cursive font.

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Helen Koning  
Chief Administrative Officer

2014-155

**MEMORANDUM**

**TO:** Committee of the Whole  
**FROM:** Director of Building and Planning  
**DATE:** May 9, 2014  
**RE:** Development Variance Permit – 2151 Haultain Street  
Lot 1, Section 28, Victoria District, Plan 14993  
  
RM-3, Multiple Dwelling Use-Three Storey

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**BACKGROUND:**

The proposal is to legitimize an additional residential suite which was constructed without permits in a previous laundry/storage room on the main floor of the above apartment building. All required upgrades necessary will be addressed in accordance with the BC Building Code to accommodate this suite.

This proposal will increase the number of suites to 32 from the original approved 31 suites. The site contains 40 parking stalls currently and there is no plan to provide more parking. The number of parking stalls required would not be met; consequently a variance is required from the Parking Facilities Bylaw to accommodate the additional suite.

Although the variance seems rather large, it really involves the addition of one suite which would normally require 2.25 parking spaces to be provided, however the variance must address the existing non-conforming parking situation.

The multi family RM-3 zone for this cluster of apartment buildings has been developed with an average of approximately 1 to 1 parking ratio. With this ratio it has been noted previously that there are concerns from some neighbours in the area.

**DISCUSSION:**

The applicants are requesting relief from the following section(s) of Parking Facilities Bylaw #3540:

<b><u>Parking Facilities By-law Section(s)</u></b>	<b><u>Required</u></b>	<b><u>Requested</u></b>	<b><u>Variance</u></b>
4.1 + Schedule "A", A.2.(a) Minimum No. of Parking Spaces	72 stalls	40 stalls	32 stalls

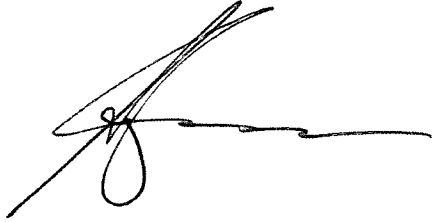
**OPTIONS:**

1. That a resolution authorizing the issuance of a development variance permit, as outlined in the May 9, 2014 report of the Director of Building and Planning, be prepared and brought forward to a meeting of Council for consideration.
2. That it be recommended to Council that the application be denied.

**RECOMMENDATION:**

That a resolution authorizing the issuance of a development variance permit, as outlined in the May 9, 2014 report of the Director of Building and Planning, be prepared and brought forward to a meeting of Council for consideration.

Respectfully Submitted,



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Roy Thomassen  
Director of Building and Planning

I concur with the recommendation of the Director of Building and Planning.



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Helen Koning  
Chief Administrative Office

2014-156

MEMORANDUM

**TO:** Committee of the Whole

**FROM:** Director of Building and Planning

**DATE:** May 8, 2014

**RE:** Development Variance Permit – 1204 Hewlett Place  
Strata Lot A, Section 23, Victoria District, Strata Plan EPS1656  
together with an interest in the common property in proportion to  
the unit entitlement of the strata lot as shown on form V

**RS-5, One Family Residential**

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**BACKGROUND:**

This proposal is to develop a new house with a detached garage on Strata Lot A (North Lot) in accordance with the attached plans. The proposed home is two stories with full basement and will be fully sprinklered in accordance with the Building and Plumbing Bylaw as determined by the Fire Chief.

As part of the subdivision, the registered covenant requires Council approval for siting and architectural design for any new building on the strata lot. During the subdivision process extensive review of the protected trees occurred and only trees involving poor health as recommended by the project arborist were permitted to be removed. The registration of the covenant allows Council approval of architectural design and siting similar to the Uplands when developing in established neighbourhoods and provides additional options for siting so that established protected trees are considered in the new development.

The proposed design for the detached garage in the front yard would not meet the minimum setbacks or roof height required and includes considerable paving which exceeds the regulated front yard paving permitted; consequently variances are required from the Zoning Bylaw to accommodate this design.

With this newly created lot being developed with a new home and detached garage, alternative designs are available to the developer which would not require variances to our Zoning Bylaw. There is no reason for a roof height variance to the accessory building and developing the garage into the basement area would eliminate all variance requests including the paved surface areas.

Attached for your information are:

- a) The report of the Advisory Design Panel meeting of May 6, 2014 relating to the proposed new house and garage at 1204 Hewlett Place.
- b) Memo from Municipal Arborist dated May 5, 2014 regarding trees on the subject property.

- c) Report from Talbot Mackenzie dated April 10, 2014 regarding trees on the north property.
- d) Site plan with tree tag numbers and corresponding tree resource table stating health of trees.
- e) Reduced copies of the plans of the proposed work.

**DISCUSSION:**

The applicants are requesting relief from the following section(s) of Zoning Bylaw #3531:

<u>Zoning By-law Section(s)</u>	<u>Required/Permitted</u>	<u>Requested</u>	<u>Variance</u>
4.15.1 Maximum paved surface (Front Yard)	25% (35.5 m <sup>2</sup> ) (382 ft <sup>2</sup> )	55.2 % (78.3 m <sup>2</sup> ) (843 ft <sup>2</sup> )	30.2%(42.8 m <sup>2</sup> ) (461 ft <sup>2</sup> )
6.5.4.(2)(a) Minimum front lot line setback (Garage)	7.62 m (25ft)	0.61m (2.0 ft)	7.01m (23 ft)
6.5.4.(7) Minimum clear space between buildings and structures	3.0 m (9.8 ft)	1.91m (6.3 ft)	1.09m (3.5 ft)
6.5.4.(8) Accessory building setbacks to be the same as principal building	1.52 m (5 ft)	0.91m (3 ft)	0.61 m (2 ft)

*\* Imperial measurements are approximate and for convenience only.*

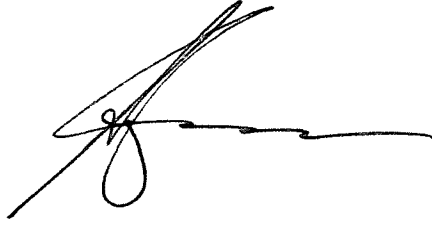
**OPTIONS:**

1. That it be recommended to Council that the plans to construct a new single family dwelling with detached garage at 1204 Hewlett Place be approved as to siting and architectural design, subject to the issuance of a development variance permit, and further that a resolution authorizing the issuance of a development variance permit, as outlined in the May 8, 2014 report of the Director of Building and Planning, be prepared and brought forward to a meeting of Council for consideration.
2. That it be recommended to Council that the application be denied.

**RECOMMENDATION:**

That it be recommended to Council that the application be denied.

Respectfully Submitted,

A handwritten signature in black ink, consisting of a large, sweeping initial 'R' followed by a horizontal line that ends in a small flourish.

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Roy Thomassen  
Director of Building and Planning

I concur with the recommendation of the Director of Building and Planning.

A handwritten signature in black ink, consisting of a stylized 'H' and 'K'.

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Helen Koning  
Chief Administrative Office

2014-157

**MEMORANDUM**

**TO:** Committee of the Whole

**FROM:** Director of Building and Planning

**DATE:** May 8, 2014

**RE:** Development Variance Permit – 1198 Hewlett Place  
Strata Lot B, Section 23, Victoria District, Strata Plan EPS1656  
together with an interest in the common property in proportion to  
the unit entitlement of the strata lot as shown on form V

**RS-5, One Family Residential**

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**BACKGROUND:**

This proposal is to develop a new house with a detached garage on Strata Lot B (South Lot) in accordance with the attached plans. The proposed home is two stories with full basement and will be fully sprinklered in accordance with the Building and Plumbing Bylaw as determined by the Fire Chief.

As part of the subdivision, the registered covenant requires Council approval for siting and architectural design for any new building on the strata lot. During the subdivision process there were five protected trees previously removed from this property due to poor health as recommended by the project arborist.

It is anticipated that the remaining protected trees on this property will not be impacted by the proposed development as outlined in the municipal arborist report.

The proposed design for the detached garage in the front yard would not meet the minimum setbacks or roof height required and includes considerable paving which exceeds the front yard paving permitted; consequently variances are required from the Zoning Bylaw to accommodate this design.

With this newly created lot being developed with a new home and detached garage, alternative designs are available to the developer which would not require variances to our Zoning Bylaw. There is no reason for a roof height variance to the accessory building and developing the garage into the basement area would eliminate all variance requests including the paved surface areas.

Attached for your information are:

- a) The report of the Advisory Design Panel meeting of May 6, 2014 relating to the proposed new house and garage at 1198 Hewlett Place.
- b) Memo from Municipal Arborist dated May 5, 2014 regarding trees on the subject property.

c) Reduced copies of the plans of the proposed work.

**DISCUSSION:**

The applicants are requesting relief from the following section(s) of Zoning Bylaw #3531:

<u>Zoning By-law Section(s)</u>	<u>Required/Permitted</u>	<u>Requested</u>	<u>Variance</u>
4.15.1 Maximum paved surface (Front Yard)	25% (42.8 m <sup>2</sup> ) (460 ft <sup>2</sup> )	51%(87.2 m <sup>2</sup> ) (939 ft <sup>2</sup> )	26% (44.4m <sup>2</sup> ) (478 ft <sup>2</sup> )
6.5.4.(2)(a) Minimum front lot line setback (Garage)	7.62 m (25ft)	0.61 m ( 2 ft)	7.01m (23 ft)
6.5.4. (3)(c) Maximum roof height (Garage)	4.6 m (15 ft)	4.95 m (16.2 ft)	0.35m (1.2 ft)
6.5.4.(8) Accessory building setbacks to be the same as principal building	1.5m (5 ft)	0.91 m (3 ft)	0.59 m (2 ft)

*\* Imperial measurements are approximate and for convenience only.*

**OPTIONS:**

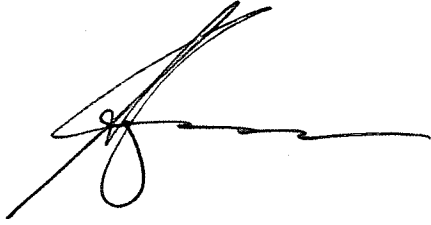
1. That it be recommended to Council that the plans to construct a new single family dwelling with detached garage at 1198 Hewlett Place be approved as to siting and architectural design, subject to the issuance of a development variance permit, and further that a resolution authorizing the issuance of a development variance permit, as outlined in the May 8, 2014 report of the Director of Building and Planning, be prepared and brought forward to a meeting of Council for consideration.
2. That it be recommended to Council that the application be denied.

**RECOMMENDATION:**

That it be recommended to Council that the application be denied.



Respectfully Submitted,

A handwritten signature in black ink, consisting of a large, sweeping initial 'R' followed by a horizontal line and a small loop at the end.

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Roy Thomassen  
Director of Building and Planning

I concur with the recommendation of the Director of Building and Planning.

A handwritten signature in black ink, consisting of a stylized 'H' followed by a 'K'.

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Helen Koning  
Chief Administrative Office