

Appendix 3: Referral Comments

Wendy Miller

From: Signe Bagh
Sent: Monday, July 30, 2018 2:35 PM
To: Iain Lawrence
Cc: Jeff Weightman; Wendy Miller
Subject: RSP Response - Proposed Bylaw No. 4254

Hi Iain,

Thank you for the opportunity to provide referral comments on the Proposed Bylaw No. 4254 to amend the Comprehensive Development Plan for Port Renfrew, Bylaw No. 3109 to re-designate the subject property from Residential (R) to Tourism Commercial (TC), and to rezone the land from Community Residential – One (CR-1) to Tourism Commercial - One (TC-1) to provide guest accommodation in conjunction with an existing fishing guide business.

Comments from Regional and Strategic Planning are provided below. Comments relate to a review of the proposed amendment against the 2018 Regional Growth Strategy (RGS) Bylaw No.4017.

1. **RGS Policy 1.1.1** requires land uses to be consistent with the Growth Management Concept Plan depicted on Map 3(a). That map shows the subject parcel as being within the Urban Containment Boundary Policy Area. That Policy Area requires employment and population growth to be accommodated in complete communities (see RGS p. 29 for details). Complete communities are accessible with multiple modes of transportation; contain destinations easily accessed by a 10 minute walk or a 15 minute bike ride; include a range of housing types and tenures; and are demographically diverse. According to these criteria, the area surrounding the subject property cannot yet be defined as a complete community. Significant growth in this area that does not move the community towards becoming more “complete” would not be supportable. The scope and nature of the proposed amendment is, however, not such that it is considered at odds with the RGS policy objectives.
2. **RGS Policy 3.2.1** aims for an adequate, accessible and diverse supply of housing across the housing spectrum. Will the expansion of this business generate additional need for workforce housing? If so, where/how will that need be met? Is there an opportunity to meet such need on site?
3. **RGS Policy 5.1.3** supports retention and growth of existing business and economic activities in the region. The proposed amendment allows for an existing business to expand.

On balance, staff would recommend that the Board consider a recommendation of RGS consistency.

Please let me know should you have any questions.

Signe K. Bagh, MCIP | Senior Manager
Regional and Strategic Planning | Capital Regional District
625 Fisgard Street, Victoria, BC V8W 1R7
T: 250.360-3244 | C: 250.217.4344
www.crd.bc.ca | [Facebook](#) | [Twitter](#) | [YouTube](#)



Making a difference... together



TO: Iain Lawrence, Manager, Local Area Planning

FROM: Joseph Marr, Manger, Water Distribution Engineering and Planning

DATE: August 2, 2018

SUBJECT: **PROPOSED ZONING AMENDMENT OF LOT 1, DISTRICT LOT 17, RENFREW DISTRICT, PLAN VIP57304 (OSPREY PLACE)**

Thank you for your rezoning referral received July 18, 2018, which requests that we examine the above referenced proposal with regard to the water supply regulations and policies of the Capital Regional District (CRD) Integrated Water Services as established for the Port Renfrew Utility Service Commission (PRUSC).

Community piped water is currently supplied to this property by the CRD. The property is currently allocated and billed as one single family equivalent (SFE). To support rezoning CRDIWS will require the following:

1. The owner(s) shall provide a development site plan indicating any existing and proposed buildings, rv/camp sites, cabins etc.
2. A new SFE value for the property shall be calculated as per CRD Bylaw 4233
3. A new water meter(if required) shall be installed at the cost of the owner and monitored to confirm SFE's
4. The Owner(s) comply with all other relevant bylaws and applicable codes for servicing (CRD land use approvals, Building code, MOTI etc.)
5. The PRUSC approves the increase in SFE's and that the owner provides an amenity connection charge of \$8,000 per additional SFE as approved by the PRUSC.
6. A new water storage tank currently being proposed by other developers shall be installed prior to increasing the SFE's.
7. The Owner(s) pays all applicable connection fees, including parcel taxes and user fees as required.

This letter is for the purpose of providing you with information regarding the services available from the CRDIWS, and should not be construed as either approval or rejection of the proposed rezoning application.

These conditions are valid for 180 days from date of writing. However, if at any time there is a change in legislation, regulations and CRD Bylaws, which would cause any of the above conditions to be non-conforming, then the CRD reserves the right to revise any or all of the conditions accordingly, at any time during the 180 day period.

IWSS-1714139953-3911

Mr. Iain Lawrence – August 2, 2018
Proposed Zoning Amendment Application – Osprey Place

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Yours truly,



Joseph Marr, P.Eng.
Manager, Water Distribution Engineering and Planning
Infrastructure Engineering
Integrated Water Services

Jm:eu

cc: Ian Jesney, Senior Manager, Infrastructure Engineering

IWSS-1714139953-3911

Wendy Miller

From: Conrad Cowan
Sent: Thursday, August 02, 2018 2:56 PM
To: Wendy Miller
Cc: Iain Lawrence
Subject: RE: Rezoning Application RZ000252 (Opsrey Place)

In review of the staff report for rezoning application RZ000252 (Bylaw No. 4254). The following comments are made regarding the proposed application:

- ✓ Proposal is within the Port Renfrew Volunteer Fire Department fire protection area.
- ✓ Proposal is within the British Columbia Ambulance Station (115) response area.
- ✓ Proposal is within the boundaries of the CRD JDF Electoral Area Emergency Program.

Protective Services has the following concerns that may affect the delivery of emergency services to the proposed facility:

- ✓ The Community Wildfire Protection Plan has identified this area as **Moderate risk for wildfire**.
- ✓ All private roadways and driveways must be designed to support and allow access to the largest emergency vehicle likely to be operated on the driveway. This includes fire trucks and other emergency vehicles.
- ✓ As per the Capital Regional District Bylaw No. 4078, "Civic Addressing Bylaw (Juan de Fuca Electoral Area), No. 1, building numbers assigned are to be displayed in a conspicuous place on the property on which the building is located so that the number is visible from the roadway. This to assist and enhance the 9-1-1 Dispatch and Emergency Response throughout the CRD area.

Sincerely,

Conrad J.S. Cowan

Conrad James Shaw Cowan
Manager, Electoral Area Fire & Emergency Programs
Capital Regional District
625 Fisgard St., Victoria, BC, V8W 2S6
Ph: (250)360-3137 Fax: (250)360-3232
e-mail: ccowan@crd.bc.ca

For emergencies please contact the CRD Duty Officer at 250 360-3223 or by email at eocreports@crd.bc.ca

For information on Emergency Preparedness in the Capital Region, go to: www.prepareyourself.ca

From: Wendy Miller
Sent: Wednesday, July 18, 2018 9:19 AM

Wendy Miller

From: Ivy Campbell <icampbell@sooke.ca>
Sent: Wednesday, August 08, 2018 11:04 AM
To: Wendy Miller
Subject: RE: Rezoning Application RZ000252 (Opsrey Place) - CRD Referral

The District of Sooke has no comments on this zoning amendment.

Regards,

Ivy Campbell RPP, MCIP, CNU-A
Head of Planning



District of Sooke
2205 Otter Point Road, Sooke, BC V9Z 1K6
Direct: 250-642-1628
Web: sooke.ca Email: icampbell@sooke.ca

From: Wendy Miller <wmiller@crd.bc.ca>
Sent: Wednesday, August 8, 2018 10:58 AM
To: Ivy Campbell <icampbell@sooke.ca>
Subject: RE: Rezoning Application RZ000252 (Opsrey Place) - CRD Referral

Good Morning,

I follow up to the below email.

Should you wish to make comment, submissions are requested by August 16, 2018.

Thank you,

Wendy

From: Wendy Miller
Sent: Wednesday, July 18, 2018 9:11 AM
To: 'icampbell@sooke.ca' <icampbell@sooke.ca>
Subject: Rezoning Application RZ000252 (Opsrey Place) - CRD Referral

Good Morning,

Please find attached a referral form and staff report for rezoning application RZ000252 (Bylaw No. 4254).

Wendy Miller

From: Schneider, Nikki TRAN:EX <Nikki.Schneider@gov.bc.ca>
Sent: Wednesday, August 08, 2018 11:42 AM
To: Wendy Miller
Subject: RE: Rezoning Application RZ000252 (Opsrey Place) - CRD Referral

Good Morning,

Please accept this as official response from the Ministry of Transportation in regards to the proposed rezoning on Opsrey Place in Port Renfrew; Ministry File 2018-04197.

The Ministry has no objections to the proposed rezoning, taking into consideration the following:

- The Ministry requires that the property owner obtain a commercial access permit to serve the existing business and the future guest accommodations. Additional conditions may arise through the permitting process
- The applicant should provide adequate off-street parking for guests and employees.

If you have any questions or concerns, please do not hesitate to contact me.

Have a great day,

Nikki Schneider
District Development Technician

From: Wendy Miller [mailto:wmiller@crd.bc.ca]
Sent: Wednesday, August 8, 2018 11:00 AM
To: Schneider, Nikki TRAN:EX
Subject: RE: Rezoning Application RZ000252 (Opsrey Place) - CRD Referral

Good Morning,

I follow up to the below email.

Should you wish to make comment, submissions are requested by August 16, 2018.

Thank you,

Wendy

From: Wendy Miller
Sent: Wednesday, July 18, 2018 9:13 AM
To: 'Nikki.Schneider@gov.bc.ca' <Nikki.Schneider@gov.bc.ca>
Subject: Rezoning Application RZ000252 (Opsrey Place) - CRD Referral

Good Morning,

Please find attached a referral form and staff report for rezoning application RZ000252 (Bylaw No. 4254).



Notes from a Public Information Meeting
Held August 9, 2018 at the Port Renfrew Community Centre, 6638 Deering Road,
Port Renfrew, BC

SUBJECT: Zoning Amendment Application for RZ000252 - Lot 1, District Lot 17, Renfrew District, Plan VIP57304 - Osprey Place

PRESENT: Director Mike Hicks
Staff: Iain Lawrence, Manager, Local Area Planning; Wendy Miller, Recorder

PUBLIC: 7

The meeting was called to order at 6:08 p.m.

The Director noted that, as the Advisory Planning Commission for Port Renfrew is inactive, the proposal has been referred to tonight's meeting to receive comments from the community.

Iain Lawrence spoke to the staff report and the request to re-designate the subject property from Residential (R) to Tourism Commercial (TC), and to rezone the land from Community Residential – One (CR-1) to Tourism Commercial – One (TC-1), in order to provide guest accommodation in conjunction with an existing fishing guide business.

Iain Lawrence reported that one submission was received from Lynne Conlin requesting clarification on the proposal including the number of accommodation units, approval of septic services, the number of single family equivalents (SFEs) for water services, potential plans for fish processing and the location of parking/boat maintenance.

In response to the submission, Iain Lawrence reported that in addition to lot coverage, the number of accommodation units and SFEs will be managed by Integrated Water Services during the building permit process and that the authority for assessing requirements for the septic tank and fields falls to Island Health.

The applicant stated that:

- there are currently no plans for fish processing
- parking will be on site
- the intent is to keep the property treed since there is more value in providing accommodation on a treed lot
- proposal is being pursued in response to clients wishing to stay upwards of three nights and the owner's intention to also live on the property

The Director responded to a question from the applicant advising that agency comments including tonight's comments from the community will be presented to the Juan de Fuca Land Use Committee.

No additional questions or concerns were raised by members of the public in attendance.

The meeting adjourned at 6:15 p.m.

PPSS-35010459-1755

Public Information Meeting Notes
August 9, 2018

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jdf info

From: Lynne
Sent: Thursday, August 09, 2018 9:35 AM
To: jdf info
Subject: Meeting Port Renfrew Rezoning RZ000252

Although I will try and attend the meeting these are my comments/ questions.

How many guest accommodations are planned and will a VIHA approved septic system and field be required?
How many additional SFE's will be required?
Will any fish processing be done on site now or in the future?
Will all parking and boat maintenance be on premises & not on road?