

**REGIONAL DISTRICT OF NANAIMO**

**ELECTORAL AREA PLANNING COMMITTEE**

**TUESDAY, OCTOBER 14, 2008**

**6:00 PM**

*(RDN Board Chambers)*

**A G E N D A**

**PAGES**

**CALL TO ORDER**

**DELEGATIONS**

**MINUTES**

3-5 Minutes from the meeting of the Electoral Area Planning Committee held September 9, 2008.

**BUSINESS ARISING FROM THE MINUTES**

**COMMUNICATIONS/CORRESPONDENCE**

**UNFINISHED BUSINESS**

**PLANNING**

***DEVELOPMENT PERMIT APPLICATIONS***

6-12 Development Permit Application No. 60841 and Request for Frontage Relaxation – Ostrand – 2668 Raven Hill Road – Area ‘A’.

***DEVELOPMENT VARIANCE PERMIT APPLICATIONS***

13-24 Development Variance Permit Application No. 90816 – Peters – 3420 Beldon Road – Area ‘E’.

25-31 Development Variance Permit Application No. 90819 and Request for Frontage Relaxation – Fredrich – 2798 Cedar Road – Area ‘A’.

***OTHER***

32-42 Request for Acceptance of Cash-in-Lieu of Park Land – Murdoch - Murdoch, Barnes & Brebber Roads – Area ‘A’.

43-48 Request for Frontage Relaxation – Allin – Church and Coldwater Roads -  
Area 'G'.

**ADDENDUM**

**BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**NEW BUSINESS**

**ADJOURNMENT**

**IN CAMERA**

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE ELECTORAL AREA PLANNING COMMITTEE  
MEETING HELD ON TUESDAY, SEPTEMBER 9, 2008, AT 6:00 PM  
IN THE RDN BOARD CHAMBERS**

**Present:**

Director D. Bartram	Chairperson
Director J. Burnett	Electoral Area A
Director M. Young	Electoral Area C
Alternate	
Director F. Van Eynde	Electoral Area E
Director L. Biggemann	Electoral Area F
Director J. Stanhope	Electoral Area G

**Also in Attendance:**

M. Pearse	Senior Manager, Corporate Administration
P. Thorkelsson	General Manager, Development Services
P. Thompson	Manager of Long Range Planning
N. Tonn	Recording Secretary

**CALL TO ORDER**

The Chairperson welcomed Alternate Director Van Eynde to the meeting.

**LATE DELEGATION**

MOVED Director Stanhope, SECONDED Director Young, that a late delegation be permitted to address the Committee.

CARRIED

**Steve Atkinson, re Development Permit Application No. 60835 and Request for Frontage Relaxation – Jameson Road – Area ‘C’.**

Mr. Atkinson was not in attendance.

**MINUTES**

MOVED Director Stanhope, SECONDED Director Van Eynde, that the minutes of the Electoral Area Planning Committee meeting held July 8, 2008, be adopted.

CARRIED

MOVED Director Stanhope, SECONDED Director Young, that the minutes of the Special Electoral Area Planning Committee meeting held July 22, 2008 be adopted.

CARRIED

**PLANNING**

***DEVELOPMENT PERMIT APPLICATIONS***

**Development Permit Application No. 60828 and Request for Cash-in-Lieu of Park Land – Marshall – 6614/6618 Island Highway West – Area ‘H’.**

MOVED Director Burnett, SECONDED Director Stanhope, that Development Permit Application No. 60828 submitted by Steve Marshall and Donna Marshall, in conjunction with the subdivision of the parcel legally described as Lot 2, District Lot 85, Newcastle District, Plan 6267, except Plan 19744 and designated within the Environmentally Sensitive Features Development Permit Area pursuant to OCP Bylaw No. 1335, 2003, be approved subject to the conditions outlined in Schedules No. 1 and 2 of the corresponding staff report.

CARRIED

MOVED Director Burnett, SECONDED Director Stanhope, that the applicant be required to pay Cash-In-Lieu of park land pursuant to section 941 of the *Local Government Act*.

CARRIED

**Development Permit Application No. 60830 – Delesalle – 121 Kinkade Road – Area ‘G’.**

MOVED Director Stanhope, SECONDED Director Van Eynde, that Development Permit with Variance Application No. 60830, to permit the construction of a single residential dwelling and attached garage with a maximum height of 8.81 metres on the property legally described as Lot 1, District Lot 10, Newcastle District, Plan 22939, be approved subject to the conditions outlined in Schedules No. 1 to 3 and the notification requirements of the *Local Government Act*.

CARRIED

**Development Permit Application No. 60831 and Request for Frontage Relaxation – Whitta – 2545 Edwards Road – Area ‘E’.**

MOVED Director Van Eynde, SECONDED Director Biggemann, that Development Permit with Variance Application No. 60831 be approved subject to the conditions outlined in Schedules No. 1 to 4 of the corresponding staff report and the notification requirements of the *Local Government Act*.

CARRIED

MOVED Director Van Eynde, SECONDED Director Biggemann, that the request for relaxation of the minimum 10% frontage requirement for the parent parcel be approved.

CARRIED

**Development Permit Application No. 60835 and Request for Frontage Relaxation – Atkinson – Jameson Road – Area ‘C’.**

MOVED Director Young, SECONDED Director Burnett, that Development Permit Application No. 60835 submitted by Steven Atkinson and Janet Atkinson, as part of a 2-lot subdivision proposal on the property legally described as Lot C, Section 12, Range 4, Mountain District, Plan VIP68030 and designated within the Fish Habitat Protection Development Permit Area pursuant to the “East Wellington – Pleasant Valley Official Community Plan Bylaw No. 1055, 1997”, be approved with the following exception to Schedule No. 1, to delete No. 5 – Demarcation of SPEA and 30 metre Setback Area, items ‘a’, ‘b’ and ‘c’ and replace with a requirement for one sign complete with the wording explaining the riparian area.

CARRIED

MOVED Director Young, SECONDED Director Burnett, that the request to relax the minimum 10% perimeter frontage requirement of proposed lots 1 and 2 as shown on Schedule No. 2 be approved.

CARRIED

***DEVELOPMENT VARIANCE PERMIT APPLICATIONS***

**Development Variance Permit Application No. 90811 – Phillips – 1999 Woodridge – Area ‘A’.**

MOVED Director Burnett, SECONDED Director Young, that Development Variance Permit Application No. 90811, to permit the construction of a residential accessory building located at Lot 20, Sections 16 & 17, Range 8, Cranberry District, Plan VIP80144 be approved subject to the conditions outlined in Schedules No. 1 to 3 and notification requirements of the *Local Government Act*.

CARRIED

**Development Variance Permit Application No. 90812 – Alexander/Christo Kuun Design & Construction Ltd. – 5093 Seaview Drive – Area ‘H’.**

MOVED Director Burnett, SECONDED Director Biggemann, that Development Variance Permit Application No. 90812 submitted by Christo Kuun Design & Construction Ltd. for the property legally described as Lot 4, District Lot 28, Newcastle District, Plan 22249, be approved subject to Schedules No. 1 to 3 of the staff report and the notification requirements pursuant to the *Local Government Act*.

CARRIED

**ADJOURNMENT**

MOVED Director Van Eynde, SECONDED Director Burnett, that this meeting terminate.

CARRIED

**TIME: 6:15 PM**

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CHAIRPERSON



CAO APPROVAL	
EAP	✓ Oct 14 '08
COW	
OCT 03 2008	
RHD	
BOARD	

# MEMORANDUM

**TO:** Geoff Garbutt  
Manager, Current Planning

**DATE:** October 3, 2008

**FROM:** Susan Cormie  
Senior Planner

**FILE:** 3060 30 60841  
c/r 3320 20 27817

**SUBJECT:** Development Permit Application No. 60841 & Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement  
A Ostrand & J Ostrand  
Electoral Area 'A' – 2668 Raven Hill Road

## PURPOSE

To consider a Development Permit and a request to relax the minimum 10% frontage requirement for parcels in conjunction with a 2-lot subdivision application on a property located in Electoral Area 'A'.

## BACKGROUND

The parent parcel, which is 4.8 ha in size and legally described as Lot 1, Section 13 & 14, Range 4, Cedar District, Plan 46811 Except Part in Plan VIP57402 and VIP68357, is located adjacent to Raven Hill Road in Electoral Area 'A' (see Attachment No. 1 for location of subject property).

The parent parcel is zoned Rural 4 (RU4) and is within Subdivision District 'D' pursuant to the "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987". The applicant is proposing to create 2 parcels both greater than the minimum parcel size of 2.0 ha, in accordance with the minimum parcel size provision of Bylaw No. 500, 1987 (see Schedule No. 2 for proposed subdivision layout).

Pursuant to the Electoral Area 'A' Official Community Plan Bylaw No. 1240, 2001, the parent parcel is designated within the Fish Habitat Protection Development Permit Area No. 6 for the protection of fish habitat and its riparian area. As this property includes an unnamed wetland, the subdivision application is subject to Development Permit Area requirements.

Surrounding land uses include rural zoned parcels with Raven Hill Road at the south east corner of the parent parcel.

A single dwelling unit and accessory buildings are located on the subject property. The subdivision will be served by individual private wells and septic disposal systems. The parent parcel is within an RDN Building Services Area.

The following charges are registered on title of the subject property:

- section 219 covenant in favour of the Ministry of Environment restricting the removal of vegetation or placement of buildings within 7.5 metres of the natural boundary of the unnamed wetland;
- a section 219 covenant in favour of Vancouver Island Health Authority restricting the location of septic reserve fields; and
- a section 219 covenant in favour of the RDN restricting the number of dwelling units to a maximum of two and if further subdivision occurs, to a maximum of one dwelling unit per parcel. This covenant was registered on title at the time of a previous subdivision.

**10% Minimum Perimeter Frontage Requirement**

Both proposed parcels, as shown on the submitted plan of subdivision, will not meet the minimum 10% perimeter frontage requirement pursuant to section 944 of the *Local Government Act*. The requested relaxations to the minimum 10% perimeter frontage requirement are as follows:

<b>Proposed Lot No.</b>	<b>Required Frontage</b>	<b>Proposed Frontage</b>	<b>% of Perimeter</b>
Lot 1	78.4 m	24.0 m	3.19 %
Lot 2	68.7 m	6.0 m	0.08 %

Pursuant to section 944 of the *Local Government Act*, approval of the Regional Board of Directors is required for the frontage relaxation request.

**ALTERNATIVES**

1. To approve Development Permit Application No. 60841, as submitted, subject to the conditions outlined in Schedules No. 1 and 2 and to approve the request for relaxation of the minimum 10% perimeter frontage requirement for proposed Lots 1 and 2.
2. To deny the Development Permit as submitted and provide staff with further direction and to refuse the request for relaxation of the minimum 10% frontage requirement.

**DEVELOPMENT IMPLICATIONS**

Under the current zoning regulations, the parent parcel is large enough to permit two dwelling units. In accordance with the land use covenant registered on title, at the time of further subdivision, the maximum number of dwelling units per parcel is restricted to one dwelling unit per parcel. This restriction reflects the OCP direction with respect to residential density on rural designated parcels. The applicant is aware of this covenant requirement and the RDN will request the update of this dwelling restriction should the application be approved. The subdivision will not result in a net increase of dwellings because of the proposed covenant restrictions.

Due to the location of the unnamed wetland, the extension of Raven Hill Road is not practical; therefore, the available road frontage is limited. The proposed lots will be able to support the intended uses under the Rural 4 zone including a dwelling unit, accessory buildings, and agricultural buildings despite the narrow accesses. Ministry of Transportation and Infrastructure staff has indicated that they will support this request for frontage relaxation.

**Site Servicing Implications**

The applicant has applied for septic disposal approval to the Central Vancouver Island Health Authority. The applicant is proposing an individual well for each proposed parcel. Proof of potable water is subject to the approval of the Approving Officer. The Ministry of Transportation is responsible for the storm drainage. As part of the subdivision review process, the Regional Approving Officer will examine the storm water management of the parent parcel and impose conditions of development as required.

**ENVIRONMENTAL IMPLICATIONS**

The applicant has provided a Riparian Area Assessment prepared by a Qualified Environmental Professional which has been accepted by the Ministry of Environment for the portion of the wetland crossing the parent parcel. This report establishes a Stream Protection and Enhancement Area (SPEA) of 15.0 metres for the north side and 30.0 metres for the south side of the wetland, which is connected to Bean Creek and Holden Lake which is a fish-bearing water body. The existing driveway is partially located within the SPEA and is grandfathered under the *Riparian Area Regulation (RAR)*. In order to

provide access to serve Proposed Lot 2, the applicant is required to construct a small access driveway. As a result of this construction, the report provides a number of measures to protect and maintain the SPEA including the following:

- Road maintenance and construction are to be done carefully and if any stream crossing works becomes required, a section 9 approval under the Ministry of environment would be required;
- The road surface to be left such that there is no risk of fine sediments washing off the road and into the watercourse or its SPEA and the driveways should be capped with coarse gravel or crush;
- Earthworks should be avoided during the winter months and no be conducted during heavy rainfall events and maintenance should occur prior to the fall/winter rainy seasons;
- During road construction, all exposed soils should be protected by covering with poly, tarps or straw/hay mulch and upon completion, all exposed solids outside the SPEA should be protected from erosion by hard or soft methods to ensure sediment laden runoff into the SPEA does not occur; and
- Upon completion of works, temporary sediment control structures must be removed.

In addition, as the Ministry of Environment requires that all *RAR* reports include a schedule for environmental monitoring, this report recommends initial meetings, post construction site visit, and additional site visits as required. These requirements are included in the Conditions of Approval set out in *Schedule No. 1*

## **SUSTAINABILITY IMPLICATIONS**

In keeping with Regional District of Nanaimo Board policy, the applicant has completed the “Sustainable Community Builder Checklist”. This subdivision involves the protection of an unnamed wetland which is connected to fish habitat located on a portion of the parent parcel, thus promoting a healthy and productive ecosystem.

## **VOTING**

Electoral Area Directors – one vote, except Electoral Area ‘B’.

## **SUMMARY**

This is a subdivision application involving a Development Permit for the protection of the riparian area of an unnamed wetland area and a request for relaxation of the minimum 10% frontage requirement for both of the proposed parcels in conjunction with a 2-lot subdivision for the property located off Raven Hill Road in Electoral Area ‘A’.

The subject property is within the Fish Habitat Protection Development Permit Areas (DPA) pursuant to the Electoral Area ‘A’ OCP, in this case for the purposes of ensuring protection of the riparian area adjacent to an unnamed wetland). The applicant has submitted a Riparian Area Assessment which includes measures and monitoring to protect the Stream Protection and Enhancement Area (SPEA). These requirements will be included in the Conditions of Approval (*see Schedule No. 1 for Conditions of Approval*).

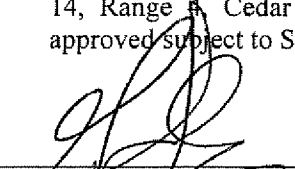
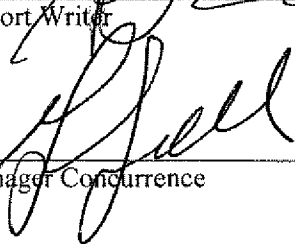
With respect to the request for relaxation of the minimum 10% perimeter frontage for the proposed lots, achieving the required frontages is not possible as extending Raven Hill Road is not practical due to the location of the wetland. There will be sufficient area outside the designated SPEA to support intended residential uses which will be restricted to one dwelling unit per parcel in accordance with the applicable OCP policies.

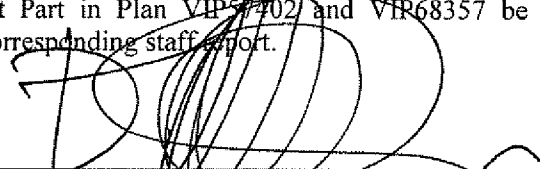
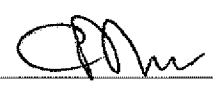


Given that the applicant has provided an accepted Riparian Area Assessment; there are adequate building site areas on the proposed lots for intended uses; and the residential density is consistent with the Official Community Plan policies, the development permit guidelines have been addressed. Staff recommends approval of the request to relax the minimum 10% perimeter frontage requirement for the proposed Lots 1 and 2 and approval of the development permit subject to the conditions outlined in *Schedules No. 1 and 2* of the staff report.

**RECOMMENDATIONS**

1. That Development Permit Application No. 60742, submitted by A Ostrand and J Ostrand in conjunction with the subdivision of the parcel legally described as Lot 1, Section 13 & 14, Range 4, Cedar District, Plan 46811 Except Part in Plan VIP57402 and VIP68357 and designated within the Fish Habitat Protection Development Permit Area, be approved subject to the conditions outlined in Schedules No. 1 and 2 of the corresponding staff report.
2. That the request for relaxation of the minimum 10% frontage requirement for Proposed Lots 1 and 2 in conjunction with the subdivision of the property legally described as Lot 1, Section 13 & 14, Range 4, Cedar District, Plan 46811 Except Part in Plan VIP57402 and VIP68357 be approved subject to Schedules No. 1 and 2 of the corresponding staff report.

  
\_\_\_\_\_  
Report Writer  
  
\_\_\_\_\_  
Manager Concurrence

  
\_\_\_\_\_  
General Manager Concurrence  
  
\_\_\_\_\_  
CAO Concurrence

COMMENTS:

**Schedule No. 1  
Development Permit No. 60841 / Subdivision File 27817  
Conditions of Approval**

The following sets out the conditions of approval in conjunction with Development Permit No. 60841:

**1. Subdivision**

The subdivision shall be in substantial compliance with the Proposed Plan of Subdivision prepared by the applicant as shown on Schedule No. 2 (to be attached to and forming part of the permit).

**2. Measures to Protect and Maintain the SPEA**

- a. No development associated with this subdivision shall occur with the SPEA unless indicated in the Riparian Area Assessment No. 1035 prepared by Bruce Baxter and dated 2008-08-08 (to be attached to and forming part of the permit as Schedule No. 3).
- b. The applicant shall complete the recommendations set out in Section 4 – Measures to Protect and Maintain the SPEA of the Riparian Area Assessment No. 1035 to the satisfaction of a Qualified Environmental Professional (QEP) with the QEP submitting written confirmation of completion of these measures to the Regional District of Nanaimo.

**3. Environmental Monitoring**

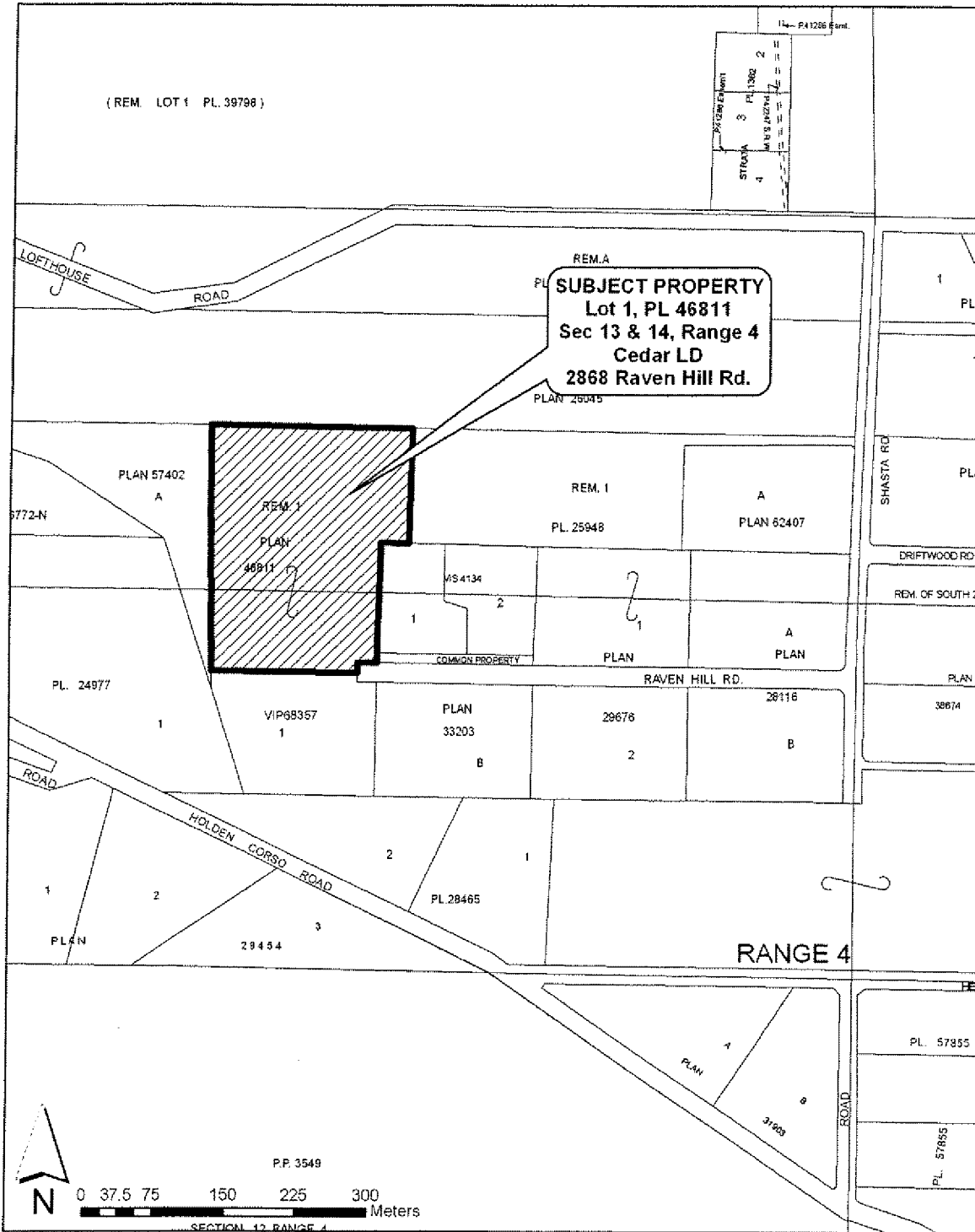
The applicant shall complete the requirements as set out in Section 5 – Environmental Monitoring of the Riparian Area Assessment No. 1035 to the satisfaction of a Qualified Environmental Professional (QEP) with the QEP submitting written confirmation of completion of the environmental monitoring to the Regional District of Nanaimo.

**4. Land Use Covenant**

Applicant to prepare and register a discharge document to release Land Title Office Covenant Document No. EM121855 and prepare and register a new covenant to restrict the maximum residential density is one dwelling unit per parcel. This covenant is to be prepared and registered at Land Title Office, Victoria concurrently with the Plan of Subdivision at the applicant's cost. Draft covenant document is to be forwarded to the RDN for review prior to registration. Applicant's solicitor to provide a legal letter of undertaking to register this document concurrently with the Plan of Subdivision.



**Attachment No. 1**  
**Development Permit No. 60841 / Subdivision File 27817**  
**Location of Subject Property**





RDN REPORT	
CAO APPROVAL <input checked="" type="checkbox"/>	
EAP	✓ Oct 14 '08
COW	
OCT 03 2008	
RHD	
BOARD	

# MEMORANDUM

**TO:** Geoff Garbutt  
Manager of Current Planning

**DATE:** September 15, 2008

**FROM:** Elaine Leung  
Planner

**FILE:** 3090 30 90816

**SUBJECT:** Development Variance Permit Application No. 90816 – Peters  
Lot 10, District Lot 78, Plan VIP 80854, Nanoose District  
3420 Beldon Road, Electoral Area 'E'

## PURPOSE

To consider an application for a Development Variance Permit to legalize the siting of a 'stacked rock' retaining wall with no minimum side yard setback, located at 3420 Beldon Road.

## BACKGROUND

The subject property is located on Lot 10, District Lot 78, Nanoose District in Electoral Area 'E' (*see Attachment No. 1 for location of the subject property*), at 3420 Beldon Road.

The property is zoned the Residential 1 (RS1) Zone pursuant to "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987." The property is located within the Watercourse Protection Development Permit Area, the Farm Land Protection Development Permit Area, the Form and Character Development Permit Area and the Sensitive Ecosystem Protection Development Permit Area pursuant to "Regional District of Nanaimo Nanoose Bay Official Community Plan Bylaw No. 1400, 2005." As per the policies in the Form and Character DPA, a Development Permit application is not required for the construction of accessory residential buildings or structures. Given that the Farm Land Protection DPA applies to lands *adjacent* to or *adjoining* ALR lands, this DPA does not apply. The Watercourse Protection DPA is applicable to all land within the Riparian Assessment Area. The applicants have indicated on the Riparian Areas Regulation property declaration form that there are no watercourses located on the subject property, and is therefore exempt from this DPA. The subject property is exempt from the Sensitive Ecosystem Protection as it is outside the designated sensitive permit areas.

The applicants were granted a building permit in October 2007 for a dwelling unit. At the time of final inspection it was discovered that the applicants had constructed a retaining wall without obtaining a separate permit for the wall. At that time Regional District staff requested that the applicants obtain and complete a Development Variance application for the existing retaining wall. The location of the existing retaining wall and dwelling unit are outlined on the survey prepared by J.E. Anderson & Associates, attached as Schedule No. 2.

In order to provide structural support for the subject property, and topographical constraints, the applicants have constructed a retaining wall which runs along the northern interior side lot line. The existing wall is over 1.0 m in height, and is considered a 'structure' pursuant to Zoning Bylaw No. 500.

Subsequently, the applicants are requesting a development variance to reduce the required interior side yard setback from 2.0 m to 0.0 m to recognize the location of the existing retaining wall.

### ***Requested Variance Summary***

The applicants request to vary Section 3.4.61, Minimum Setback Requirements of "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987," as follows:

1. To reduce the required interior side yard setback from 2.0 m to 0.0 m.

### **ALTERNATIVES**

1. To approve Development Variance Permit No. 90816 subject to the conditions outlined in Schedules No. 1 - 3 and the notification requirements of the Local Government Act.
2. To deny the requested variance.

### **POLICY B1.5**

Regional District of Nanaimo Development Variance Permit Evaluation Policy B1.5 provides staff with guidelines for reviewing and evaluating development variance permit applications. The policy requires that the potential impacts of the variance are warranted by the need for the variance.

The applicants have submitted a report prepared by Lewkowich Geotechnical Engineering Ltd, dated August 20, 2008 (see Schedule No. 3 attached), in support of the application. Confirming the wall's construction occurred "during the course of site grading for the house at its time of construction," the report notes their professional opinion that "the wall was installed following good construction methodology and is geotechnically safe and suitable for the intended purpose of rear and side yard support." The report also notes that drainage should not be a concern in this area, as it would freely drain through without concentrated flows. There does not appear to be any negative implications for adjacent property owners with respect to the requested variance.

### **LAND USE AND DEVELOPMENT IMPLICATIONS**

As outlined above, the applicants are requesting approval for a setback variance to reduce the required interior side yard setback from 2.0 m to 0.0 m to legalize the siting of a retaining wall along the northern interior side lot line. The location of the existing wall and dwelling unit are outlined on the survey prepared by J.E Anderson & Associates. attached as *Schedule No. 2*.

The requested variance is required in order to provide access to the subject property. Staff note that the variance requested is reasonable for accessibility due to topographical constraints, and that the applicants have demonstrated that the existing retaining wall is sound and safe.

In staff's assessment of this application, the applicants have provided justification for the requested variance. The requested variance is not expected to negatively impact adjacent property owners. Staff recommends approval of the request.

**Public Consultation Process**

As part of the required public notification process, pursuant to the *Local Government Act*, property owners and tenants located within a 50 m radius, will receive a direct notice of the proposal, and will have an opportunity to comment on the proposed variance, prior to the Board’s consideration of the application.

**VOTING** - Electoral Area Directors – one vote, except Electoral Area ‘B’.

**SUMMARY/CONCLUSIONS**

This is an application for a Development Variance Permit, which requests a reduction of the required 2.0 m interior side yard setback to 0.0 m to legalize the siting of a retaining wall. Given the requirement to access the property and the engineering report by Lewkowich Geotechnical Engineering Ltd. confirming the safety of the retaining wall, staff recommends that the requested Development Variance Permit be approved subject to the terms outlined in Schedules No. 1 - 3 of this report, and subject to notification requirements pursuant to the *Local Government Act*.

**RECOMMENDATION**

That Development Variance Permit Application No. 90816, to legalize the siting of a ‘stacked rock’ retaining wall with an interior side yard setback of 0.0 m, on the subject property legally described as Lot 10, District Lot 78, Nanoose District, Alberni District, Electoral Area ‘E’ on Beldon Place, be approved subject to the conditions outlined in Schedules No. 1 - 3 and the notification requirements of the *Local Government Act*.

Report Writer

Manager Concurrence

General Manager Concurrence

CAO Concurrence

**Schedule No. 1**  
**Terms of Development Variance Permit No. 90816**

The following sets out the terms and conditions of Development Variance Permit No. 90816

***Conditions of Approval***

1. The stacked rock retaining wall shall be sited in accordance with survey prepared by J.E. Anderson & Associates dated August 20, 2008 attached as *Schedule No. 2*.
2. The stacked rock retaining wall is developed and constructed in accordance with the Geotechnical Report prepared by Lewkowich Geotechnical Engineering Ltd. dated August 20, 2008 attached as *Schedule No. 3*.
3. The property owner is required to apply for and receive a building permit for the stacked retaining wall through RDN Building and Bylaw Services Department.
4. The property owner is required to provide confirmation of setbacks by a British Columbia Land Surveyor at the final inspection of the retaining wall.

***Bylaw No. 500, 1987 – Requested Variance***

With respect to the lands, “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987 is varied as follows:

5. **Section 3.4.107.3, Minimum Setback Requirements** is varied by reducing the minimum setback from the interior side lot line from 2.0 m to 0.0 m for the ‘stacked rock’ retaining wall only, as shown on *Schedule No. 2*.





**Schedule No. 3  
Geotechnical Report**



**Lewkovich Geotechnical Engineering Ltd.**

File:G5722.01  
August 23, 2008

Vectis  
3387 Blackback Drive  
Nanaimo Bay, B.C.  
V9T 9H9

Attention: Mr. Tom Rann

**PROJECT: PROPOSED RESIDENTIAL DEVELOPMENT  
4960 VISTA VIEW DRIVE, NANAIMO**

**SUBJECT: \*STACKED ROCK\* RETAINING WALL  
SUMMARY OF GEOTECHNICAL SITE OBSERVATIONS**

Dear Mr. Rann:

1. As requested, Lewkovich Geotechnical Engineering Ltd. observed the condition of a "stacked rock" retaining wall at the referenced site. The purpose of this work was to determine whether the installation was geotechnically safe and suitable for the intended purpose of rear and side yard support.
2. The wall was built during the course of site grading for the house at its time of construction. The wall height varied along its length from less than a metre to a visually estimated maximum of about three metres. The wall was installed at the rear of the house, and at the left side of the lot when viewed from the roadway.
3. We observed that subgrade conditions within the area of the wall installation consisted of exposed or shallow bedrock. Where soil cover was present, it was noted to consist of a compact deposit of sand and gravel soil.
4. The wall was built by "keying" base boulders into the subgrade where soil was present, and backfilling using granular soils. These soils were visually judged to be adequately freely draining and well graded.

Suite A - 2569 Kenworth Road, Nanaimo, British Columbia, V9T 3M4  
Telephone: (250) 756-0285 Facsimile: (250) 756-3831


**Geotechnical Report Continued**  
**Page 2 of 6**

Vecdis  
File: G5722.01  
August 20, 2008  
Page 2 of 2

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5. Perimeter drains were judged not to be necessary considering the presence of shallow bedrock behind and beneath the wall installation, as well as the use of reasonably freely draining backfill material. Therefore, water seepage behind the wall would have a minimal total quantity, and would freely drain through the wall without concentrated flows.
  
6. All rock was placed using a high degree of interlock and minimal interstitial void spaces. It is our opinion that the wall was installed following good construction methodology, and is geotechnically safe and suitable for the intended purpose of rear and side yard support.
  
7. Lewkowich Geotechnical Engineering Ltd. appreciates the opportunity to be of service on this project. If you have any comments, or if we can be of further service, please contact us at your convenience.

Respectfully Submitted,  
Lewkowich Geotechnical Engineering Ltd.  
  
G.F. Lewkowich, P.Eng.  
Principal

Lewkowich Geotechnical Engineering Ltd.

Geotechnical Report Continued  
 Page 3 of 6

BRITISH COLUMBIA BUILDING CODE 2006

Division C - Part 2

**SCHEDULE B-1**  
Formerly Part of Subsection 12.2.1, Div. C of the  
 British Columbia Building Code

Building Permit # \_\_\_\_\_

**ASSURANCE OF PROFESSIONAL DESIGN AND  
 COMMITMENT FOR FIELD REVIEW**

**Notes:** (1) This letter must be submitted along with Schedule B-2 before issuance of a building permit. A separate letter must be submitted by each registered professional.  
 (2) This letter is endorsed by: Architectural Institute of BC, Association of Professional Engineers and Geoscientists of BC, Building Officials' Association of BC, and Union of BC Municipalities.  
 (3) In this letter the words in *italics* have the same meaning as in the British Columbia Building Code.

To: The authority having jurisdiction  
REGIONAL DISTRICT OF NANAIMO

Name of Jurisdiction: \_\_\_\_\_

Re: RETAINING WALL  
 Name of the Project: \_\_\_\_\_  
3420 BELDON PLACE  
 Address of Project: \_\_\_\_\_  
Lot 10, DL 78, Nanoose District, Plan V1P80654  
 Legal Description of Project (Plan): \_\_\_\_\_

The undersigned hereby give assurance that the design of the \_\_\_\_\_  
 (state the name of the works referred to, identify the works by building location  
 and the name of the authority having jurisdiction) \_\_\_\_\_

\_\_\_\_\_ ARCHITECTURAL  
 \_\_\_\_\_ STRUCTURAL  
 \_\_\_\_\_ MECHANICAL  
 \_\_\_\_\_ PLUMBING  
 \_\_\_\_\_ FIRE SUPPRESSION SYSTEMS  
 \_\_\_\_\_ ELECTRICAL  
 \_\_\_\_\_ GEOTECHNICAL — temporary  
 \_\_\_\_\_ GEOTECHNICAL — permanent

07/18/2008  
 Date

\_\_\_\_\_  
 (Print Name)

components of the plans and supporting documents prepared by this Registered professional in support of the application for the building permit as outlined on the attached Schedule B-2 substantially comply with the BC Building Code and other applicable amendments respecting safety except for construction safety aspects.

The undersigned hereby undertakes to be responsible for field reviews of the above referenced components during construction as indicated on the attached "SUMMARY OF DESIGN AND FIELD REVIEW REQUIREMENTS" (SCHEDULE B-2).

\_\_\_\_\_

\* For authority having jurisdiction's use only

1 of 2

Lewkovich Geotechnical Engineering Ltd. 807

Geotechnical Report Continued  
Page 4 of 6

Division C - Part 2

BRITISH COLUMBIA BUILDING CODE 2006

Schedule B-1 - Continued

3420 BELDON PLACE  
GEOTECHNICAL

The undersigned also undertakes to notify the authority having jurisdiction in writing as soon as possible if the undersigned's contract for field review is terminated at any time during construction.

I certify that I am a registered professional as defined in the British Columbia Building Code.

G.F. LEWKOWICH, P. ENG  
Registered Professional Engineer (P.Eng.)  
SUITE 2E-2569 KENWORTH ROAD  
NANAIMO, BC V9T 3M4  
756-0355

BRITISH COLUMBIA BUILDING CODE  
07/18/2008

I am a member of the firm LEWKOWICH GEOTECHNICAL ENGINEERING LTD and I sign this letter on behalf of the firm.

Note: The above letter must be signed by a registered professional. The British Columbia Building Code defines a registered professional to mean:  
(a) a person who is registered or licensed to practise as an architect under the Architects Act, or  
(b) a person who is registered or licensed to practise as a professional engineer under the Engineers and Geoscientists Act.

For authority having jurisdiction's use only

2 of 2

808

Lewkowich Geotechnical Engineering Ltd.

Geotechnical Report Continued  
 Page 5 of 6

BRITISH COLUMBIA BUILDING CODE 2006

Division C - Part 2

**SCHEDULE B-2**  
Permitting Plan of Subsection 2.2.7, Division C of the  
 British Columbia Building Code

**SUMMARY OF DESIGN AND FIELD REVIEW REQUIREMENTS**

Notes: (1) This letter must be submitted along with Schedule B-1 before issuance of a building permit.  
 (2) This letter is endorsed by Architectural Institute of BC, Association of Professional Engineers and Geotechnical Engineers of BC, Building Officials' Association of BC, and Union of BC Municipalities.  
 (3) In this letter the words in *italics* have the same meaning as in the British Columbia Building Code.

Registered Professional's Name (Print): G.F. LEWKOWICH, P. ENG

Name of Project (Print): SINGLE FAMILY RESIDENCE

Address of Project (Print): 3420 BELDON PLACE

1. For use by the authority having jurisdiction only and not to be used for any other purpose.  
 2. For use by the authority having jurisdiction only.

**ARCHITECTURAL**


- 1.1 Fire resisting assemblies
- 1.2 Fire separations and their continuity
- 1.3 Columns, including lightness and operation
- 1.4 Egress systems, including access to exit within suites and floor areas
- 1.5 Performance and physical safety features (guardrails, handrails, etc.)
- 1.6 Structural capacity of architectural components, including anchorage and seismic restraint
- 1.7 Sound control
- 1.8 Landscaping, screening and site grading
- 1.9 Provisions for fire fighting access
- 1.10 Access requirements for persons with disabilities
- 1.11 Elevating devices
- 1.12 Functional testing of architecturally related fire emergency systems and devices
- 1.13 Development Permit and conditions review
- 1.14 Interior signage, including acceptable materials, dimensions and locations
- 1.15 Review of all applicable shop drawings
- 1.16 Interior and exterior finishes
- 1.17 Damp-proofing and/or waterproofing of walls and slabs below grade
- 1.18 Roofing and Rafters
- 1.19 Wall cladding systems
- 1.20 Thermal insulation systems, including condensation control and cavity ventilation
- 1.21 Exterior glazing
- 1.22 Integration of building envelope components
- 1.23 Environmental separation requirements (Part 5)

**STRUCTURAL**

- 2.1 Structural capacity of structural components of the building, including anchorage and seismic restraint
- 2.2 Structural aspects of deep foundations
- 2.3 Review of all applicable shop drawings
- 2.4 Structural aspects of embedded post-tensioned concrete design and construction

**MECHANICAL**

- 3.1 HVAC systems and devices, including high building requirements where applicable
- 3.2 Fire dampers at required fire separations
- 3.3 Continuity of fire separations at HVAC penetrations
- 3.4 Functional testing of mechanically related fire emergency systems and devices
- 3.5 Maintenance manuals for mechanical systems
- 3.6 Structural capacity of mechanical components including anchorage and seismic restraint
- 3.7 Review of all applicable shop drawings

  
 Date: 9/18/2008  
DATE

1 of 2

CPA 2006

Lewkowich Geotechnical Engineering Ltd.

Geotechnical Report Continued  
 Page 6 of 6

Division C - Part 2

BRITISH COLUMBIA BUILDING CODE 2006

Schedule B-2 - Continued

Building Permit No. \_\_\_\_\_

Address of Project (P. 10): **3429 BELDON PLACE**

Registered Professional's Name (P. 10): **G.F. LEWKOWICH, P. ENG.**

**PLUMBING**

- 4.1 Roof drainage systems
- 4.2 Site and foundation drainage systems
- 4.3 Plumbing systems and devices
- 4.4 Continuity of fire separations at plumbing penetrations
- 4.5 Functional testing of plumbing related fire emergency systems and devices
- 4.6 Maintenance manuals for plumbing systems
- 4.7 Structural capacity of plumbing components, including anchorage and seismic restraint
- 4.8 Review of all applicable shop drawings

**FIRE SUPPRESSION SYSTEMS**

- 5.1 Suppression system classification for type of occupancy
- 5.2 Design coverage, including concealed or special areas
- 5.3 Compatibility and location of electrical supervision, ancillary alarm and control devices
- 5.4 Evaluation of the capacity of city (municipal) water supply versus system demands and domestic demand, including pumping devices where necessary
- 5.5 Classification of welder, quality of welds and material
- 5.6 Review of all applicable shop drawings
- 5.7 Acceptance testing for Contractor's Material and Test Certificates as per NFPA Standards
- 5.8 Maintenance program and manual for suppression systems
- 5.9 Structural capacity of sprinkler components, including anchorage and seismic restraint
- 5.10 For partial systems -- confirm sprinklers are installed in all areas where required
- 5.11 Fire Department connections and hydrant locations
- 5.12 Fire hose elevators
- 5.13 Functional testing of fire suppression systems and devices

**ELECTRICAL**

- 6.1 Electrical systems and devices, including high building requirements where applicable
- 6.2 Continuity of fire separations at electrical penetrations
- 6.3 Functional testing of electrical related fire emergency systems and devices
- 6.4 Electrical systems and devices maintenance manuals
- 6.5 Structural capacity of electrical components, including anchorage and seismic restraint
- 6.6 Clearances from buildings of all electrical utility equipment
- 6.7 Fire protection of wiring for emergency systems
- 6.8 Review of all applicable shop drawings

**GEO TECHNICAL -- Temporary**

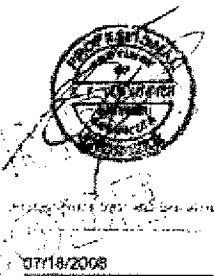
- 7.1 Excavation
- 7.2 Shoring
- 7.3 Underpinning
- 7.4 Temporary construction dewatering

**GEO TECHNICAL -- Permanent**

- 8.1 Bearing capacity of the soil
- 8.2 Geotechnical aspects of deep foundations
- 8.3 Construction of engineered fill
- 8.4 Structural considerations of soil, including slope stability and seismic loading
- 8.5 Berths
- 8.6 Permanent dewatering
- 8.7 Basement underpinning

\* For authority having jurisdiction use only

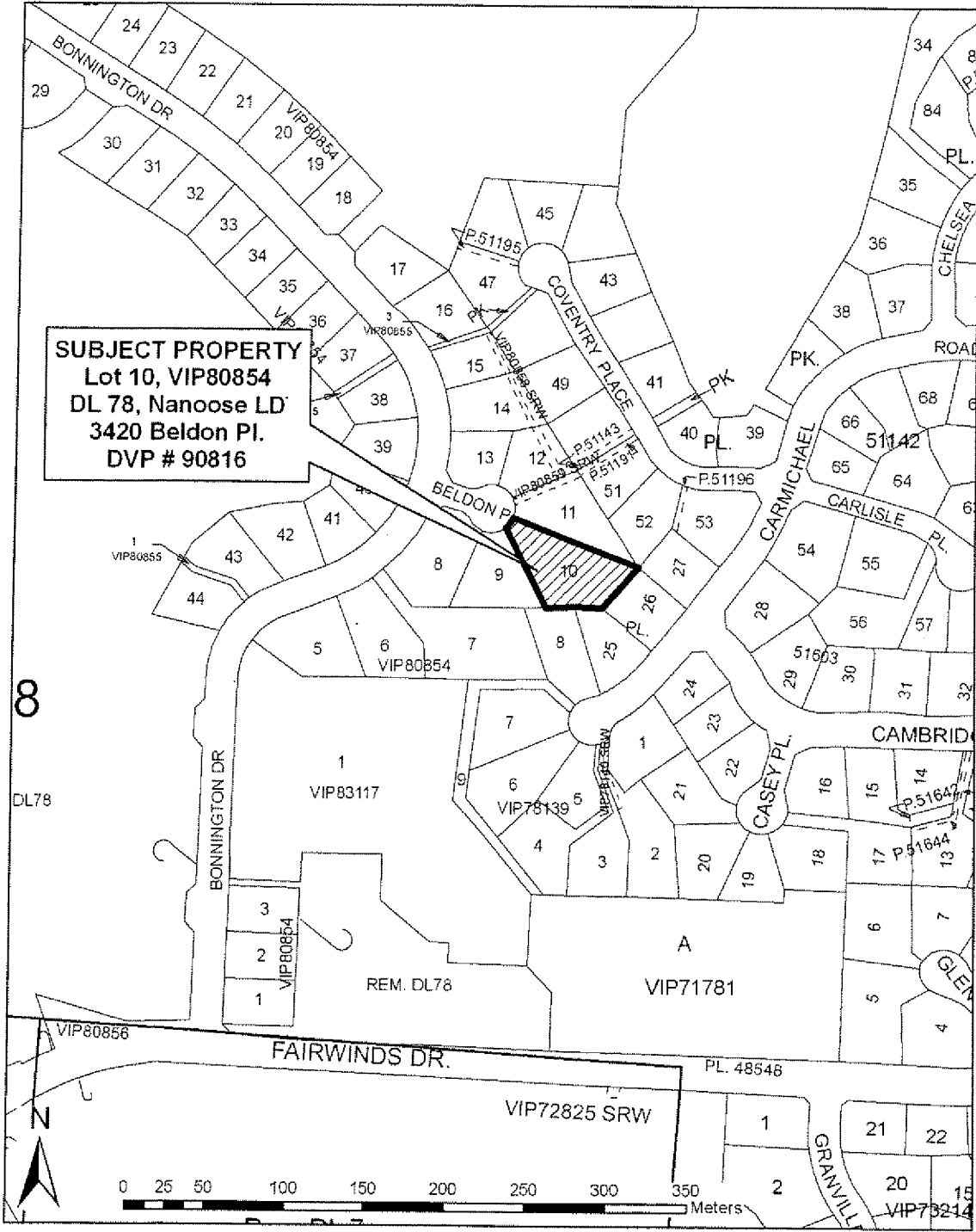
2 of 2



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Lewkowich Geotechnical Engineering Ltd.

**Attachment No. 1**  
**Location of Subject Property**



BCGS MAPSHEET NO. 92F.030.3.4





RDN REPORT	
CAO APPROVAL <i>(initials)</i>	
EAP	<input checked="" type="checkbox"/> <i>Oct 14 '08</i>
COW	
OCT 03 2008	
RHD	
BOARD	

**MEMORANDUM**

**TO:** Geoff Garbutt  
Manager, Current Planning

**DATE:** October 1, 2008

**FROM:** Susan Cormie  
Senior Planner

**FILE:** DVP90819  
c/r 3320 20 27502

**SUBJECT:** Development Variance Permit Application No. 90819 & Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement  
Tom Hoyt, BCLS, on behalf of Theo Fredrich and Margaret Fredrich  
Electoral Area 'A' – 2798 Cedar Road

**PURPOSE**

To consider a Development Variance Permit and a request to relax the minimum 10% frontage requirement for a section 946 parcel in conjunction with a 2-lot subdivision application on a parcel located in Electoral Area 'A'.

**BACKGROUND**

The parent parcel, which is 3.07 ha in size and legally described as Parcel C (DD23380N), Section 5, Range 2, Cedar District, is located at 2798 Cedar Road in Electoral Area 'A' (*see Attachment No. 1 for location of subject property*).

The parent parcel is zoned Rural 4 (RU4) and is within Subdivision District 'D' pursuant to the "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987". The parent parcel is also located in the Provincial Agricultural Land Reserve (ALR).

The applicant is proposing to subdivide the subject property into two parcels, a section 946 parcel with a parcel size of 0.57 ha and the remainder parcel at 2.5 ha (*see Schedule No. 2 for proposed subdivision layout*). The proposed remainder will meet the minimum parcel size provisions of Bylaw No. 500, 1987, the section 946 parcel (Lot A) will not meet the Bylaw's minimum 1.0 ha parcel size requirement. Notwithstanding the zoning, pursuant to Section 946 of the *Local Government Act*, where a property is located in the ALR, a section 946 parcel may be less than 1.0 ha where it has been approved by the medical health officer. Given approval by Vancouver Island Health Authority, the section 946 parcel will meet the minimum parcel size requirements pursuant to the *Local Government Act*.

The parent parcel is designated within the Fish Habitat Protection Development Permit Area pursuant to the Electoral Area 'A' Official Community Plan Bylaw No. 1240, 2001, in this case, for the protection of a small pond and its riparian area which is located within the parent parcel. The applicant has submitted a report prepared by a Qualified Environmental Professional (QEP) who has determined that the pond is not fish bearing nor does it contribute to a fish bearing stream. As a result, this subdivision application is exempt from requiring a Development Permit.

Surrounding land uses include rural zoned parcels situated within the Provincial Agricultural Land Reserve (ALR). Cedar Road, currently a section 42 road, crosses the parent parcel and is proposed to be dedicated as part of the subdivision process.

A single dwelling unit and an agricultural building are located on the parent property. A honey bee farm business is conducted on the parcel. The parcels are proposed to be served by individual private wells and septic disposal systems. The parent parcel is within an RDN Building Services Area.

***Requested Bylaw No. 500, 1987 Variances***

The following variances to Bylaw No. 500, 1987 are proposed as part of this subdivision application process:

- The relaxation of the minimum setback requirement from the east interior side lot line from 8 m. to 5.7 m. in order to accommodate the location of the existing bee barn, as shown on Schedule No. 2; and
- The relaxation of the non-contiguous parcel provision to allow proposed Remainder of Parcel C to be created as a non-contiguous parcel as it will be split by the dedication of Cedar Road.

***Requested Relaxation of the 10% Minimum Perimeter Frontage Requirement***

The Proposed Remainder of Parcel C will not meet the minimum 10% perimeter frontage requirement pursuant to section 944 of the *Local Government Act* (see Schedule No. 2 for proposed subdivision). The requested relaxation to the minimum 10% perimeter frontage requirement is as follows:

<i>Proposed Lot No.</i>	<i>Required Frontage</i>	<i>Proposed Frontage</i>	<i>% of Perimeter</i>
Rem. Parcel C	72.0 m	50.3 m	7.0 %

Pursuant to section 944 of the *Local Government Act*, approval of the Regional Board of Directors is required for the frontage relaxation request.

**ALTERNATIVES**

1. To approve Development Variance Permit Application No. 90819, as submitted, subject to the conditions outlined in Schedules No. 1 and 2 and the notification requirements pursuant to the *Local Government Act* and to approve the request for relaxation of the minimum 10% perimeter frontage requirement for proposed Remainder of Parcel C.
2. To deny the Development Variance Permit as submitted and deny the request for relaxation of the minimum 10% frontage requirement.

**DEVELOPMENT IMPLICATIONS**

***Agricultural Land Reserve Implications***

The Provincial Agricultural Land Reserve Commission has approved the subdivision of the parent parcel as proposed. In keeping with the guidelines of the Land Reserve Commission not to extend roads into the ALR as well as the requirements of the *Land Title Act* to limit roads being extended into ALR lands, there is a limited amount of road dedication to provide access to the proposed new parcel. The Provincial guidelines and regulations support the requested frontage relaxation to serve the proposed Remainder of Parcel C.

### ***Ministry of Transportation and Infrastructure Implications***

Ministry staff has indicated that the proposed frontage for the Remainder of Parcel C is acceptable to the Ministry. Despite the reduction in the frontage, a buildable site area will be available for the proposed Remainder of Parcel C.

### ***Site Servicing Implications***

The applicant has applied for septic disposal approval to the Central Vancouver Island Health Authority. It is noted that the section 946 parcel must be approved by the Medical Health Officer. This approval will be included as part of the subdivision review process.

The applicant is proposing an individual well for each proposed parcel. Proof of potable water is subject to the approval of the Approving Officer.

The Ministry of Transportation is responsible for the storm drainage. As part of the subdivision review process, the Regional Approving Officer will examine the storm water management of the parent parcel and impose conditions of development as required.

### ***Building Site Implications***

The existing bee barn was constructed prior to RDN land use bylaws. As the location of this building is historical in nature, this request for variance will meet the applicable criteria set out in Part A of the Development Variance Permit, Development Permit with Variance & Floodplain Exemption Application Evaluation Policy (Regional Board Policy No. B.1.5).

### ***Lot Configuration Implications***

The parent parcel is currently split by a portion of Cedar Road which has never been formally dedicated, but as it has been used by the travelling public, it is considered to be a section 42 road. Through this subdivision process, this portion of Cedar Road will be dedicated, thus creating a non-contiguous parcel for Proposed Lot A. As the purpose of this dedication is to formalize the existing travelled road, staff supports the creation of this non-contiguous parcel.

## **PUBLIC IMPLICATIONS**

As part of the required public notification process pursuant to the *Local Government Act*, adjacent and nearby property owners located within a 50 metre radius will receive a direct notice of the proposal and will have an opportunity to comment on the proposed variance prior to the Board's consideration of the permit.

## **SUSTAINABILITY IMPLICATIONS**

In keeping with Regional District of Nanaimo Board policy, the applicant has completed the "Sustainable Community Builder Checklist". This proposal will allow for the continuation of the family farm business in that a family member will be relocating to the parent parcel to live and operate the business supporting local food security.

## **VOTING**

Electoral Area Directors – one vote, except Electoral Area 'B'.

## SUMMARY

This is a subdivision application that involves a Development Variance Permit and a request to relax the minimum 10% frontage requirement of one of the proposed parcels in conjunction with a 2-lot subdivision involving a section 946 parcel for the property located at 2798 Cedar Road in Electoral Area 'A'.

The parent parcel is situated within the Provincial Agricultural Land Reserve and the Land Commission has approved the subdivision. The subject property is within the Fish Habitat Protection Development Permit Area (DPA), in this case, for the purposes of ensuring protection of the riparian area adjacent to a small pond located within the property, but will meet the exemption provisions of the Development Permit Area.

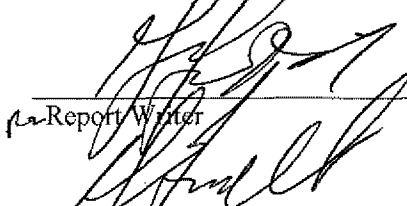
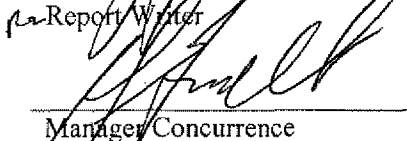
With respect to the proposed variances, the existing bee barn was constructed prior to RDN bylaws being in place and the creation of the non-contiguous parcel is due to the Approving Officer's mandate to dedicate section 42 roads through the subdivision process.


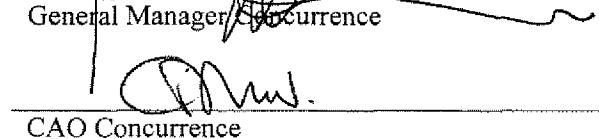
With respect to the request to relax the minimum 10% perimeter frontage for proposed Remainder of Parcel C, there will be sufficient area to support intended residential use. This request is also in keeping with the provincial direction to limit extending roads into ALR lands. The Ministry of Transportation staff has indicated they have no objection to this request for the proposed minimum 10% perimeter frontage relaxation.

Given that the Provincial Agricultural Land Commission has approved the subdivision; the Ministry of Transportation and Infrastructure staff has no objection to the request for relaxation of the minimum 10% frontage requirement; the variance requests are due to the historical development of both the site and road system, and as there is a buildable site area for the intended uses, staff recommends to approve Development Variance Permit No. 90819 subject to notification requirements and to approve the relaxation of the minimum 10% perimeter frontage for the proposed Remainder of Parcel C.

## RECOMMENDATIONS

1. That Development Variance Permit Application No. 90819, submitted by Thomas Hoyt, BCLS, on behalf of Theo Fredrich and Margaret Fredrich, in conjunction with the subdivision on the parcel legally described as Parcel C (DD23380N), Section 5, Range 2, Cedar District and located at 2798 Cedar Road be approved subject to the conditions outlined in Schedule No. 1 of the corresponding staff report and the notification requirements pursuant to the *Local Government Act* with respect to the proposed variances outlined in Schedule No. 1.
2. That the request for relaxation of the minimum 10% frontage requirement for proposed Remainder of Parcel C in conjunction with the subdivision of the property be approved.

  
\_\_\_\_\_  
Report Writer  
  
\_\_\_\_\_  
Manager Concurrence

  
\_\_\_\_\_  
General Manager Concurrence  
  
\_\_\_\_\_  
CAO Concurrence

COMMENTS:

**Schedule No. 1  
Development Variance Permit No. 90819**

**Conditions of Development:**

The following sets out the conditions of approval in conjunction with Development Variance Permit No. 90819:

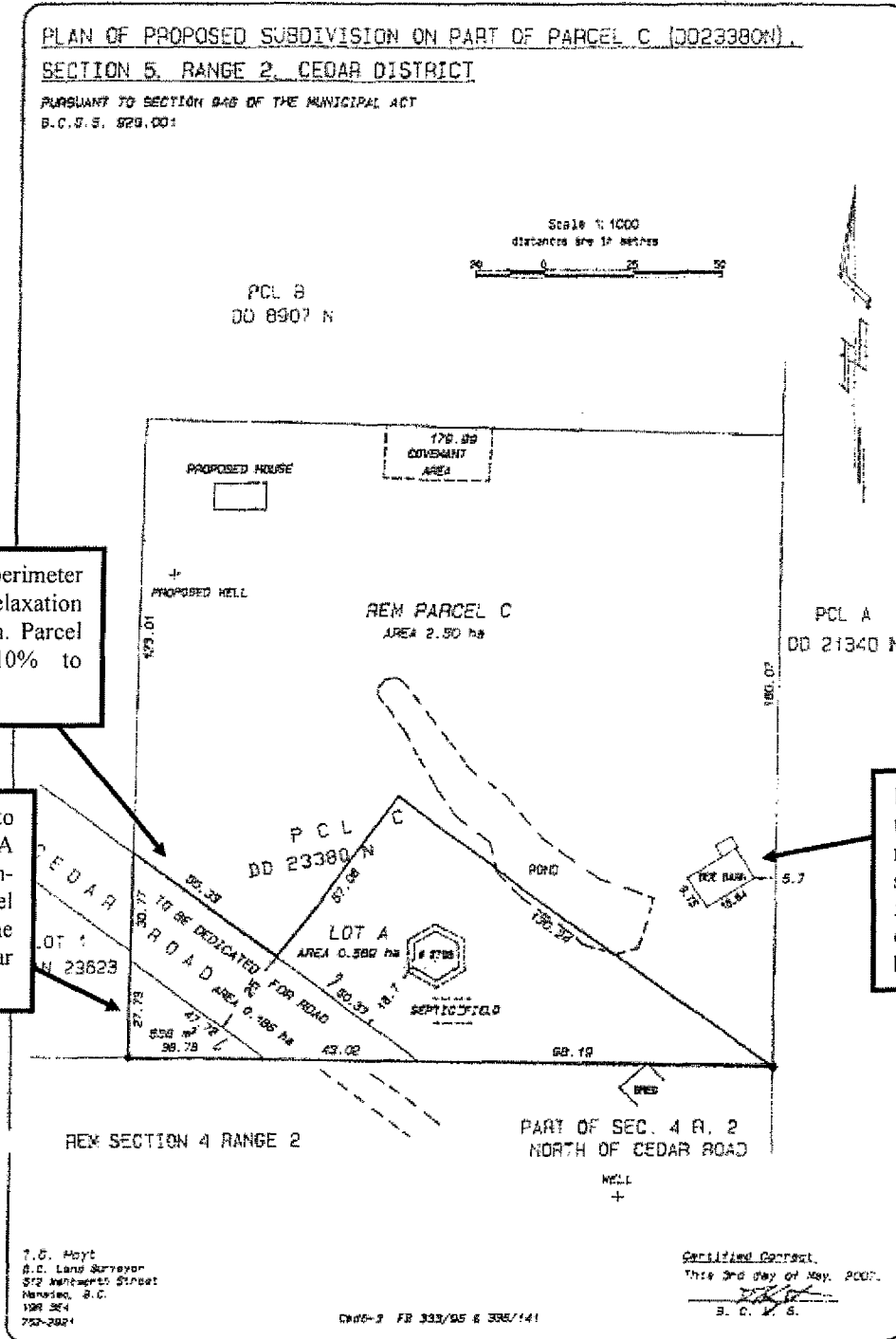
The subdivision shall be in substantial compliance with Schedule No. 2 (to be attached and forming part of the Development Variance Permit).

**Requested Variances:**

With respect to the lands, the Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987, is varied as follows:

1. The requirements of section 3.4.84 are varied by reducing the minimum setback requirement for the east interior side lot line from 8.0 metres to 5.7 metres to recognize the location of the existing building labeled as a bee barn as shown on the proposed plan of subdivision (Schedule No. 2).
2. The requirement of section 4.5.4 regarding the non-contiguous parcel provision is varied to allow proposed Lot A to be created as a non-contiguous parcel.

Schedule No. 2  
 Development Variance Permit No. 90819  
 Plan of Subdivision / Requested Variances

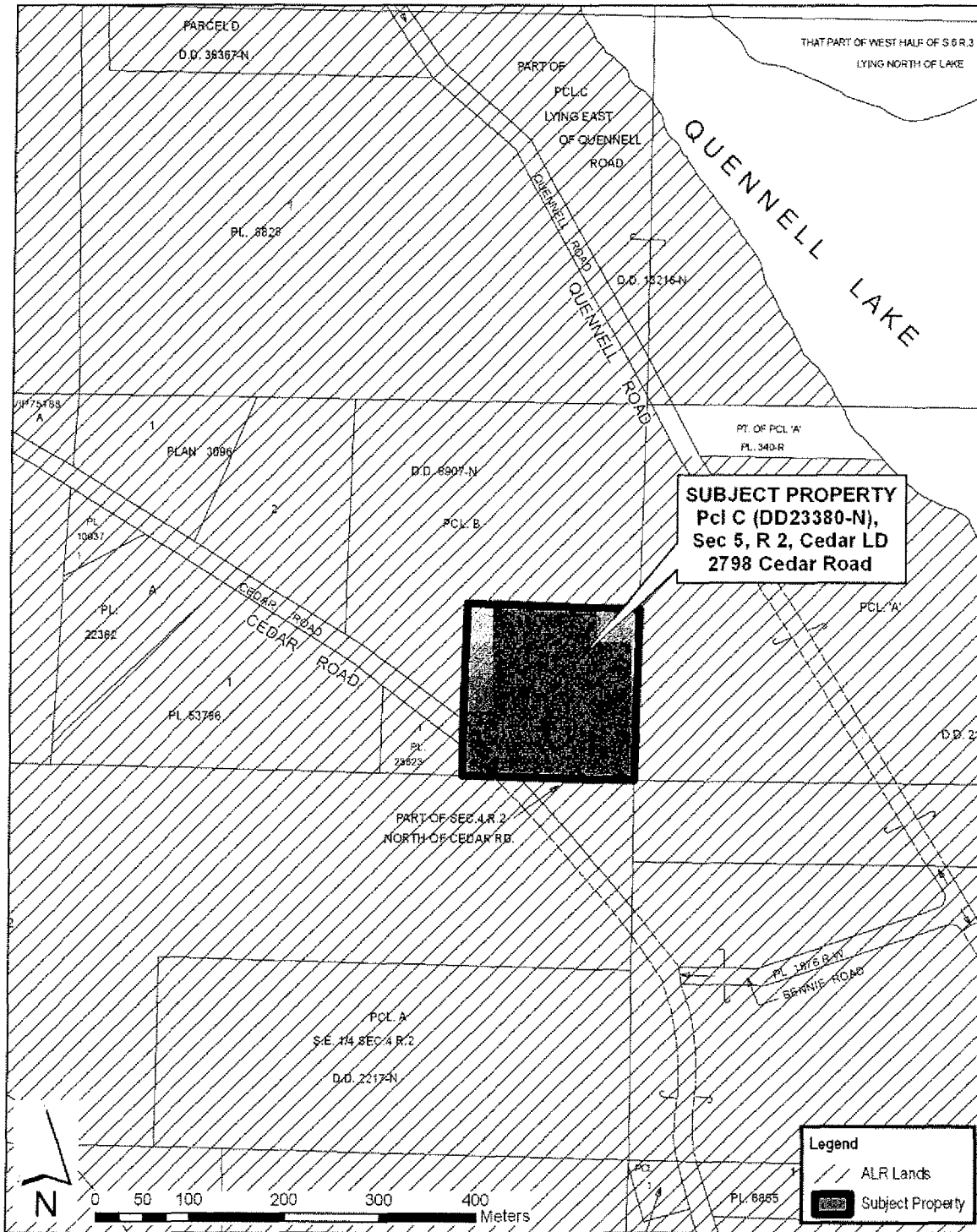


Proposed perimeter frontage relaxation for the Rem. Parcel C from 10% to 7.0%

Proposed variance to allow proposed Lot A to be created as a non-contiguous parcel (split by the dedication of Cedar Road)

Proposed variance to relax the minimum setback requirement for the interior side lot line from 8.0 m to 5.7 to recognize the existing location of the building labeled bee barn

**Attachment No. 1**  
**Location of Subject Property**



BCGS MAPSHEET: 92G.001.4.2



CAO APPROVAL	
EAP	✓ Oct 14 '08
CCW	
OCT 03 2008	
RHD	
BOARD	

# MEMORANDUM

**TO:** Geoff Garbutt  
Manager, Current Planning

**DATE:** October 2, 2008

**FROM:** Susan Cormie  
Senior Planner

**FILE:** 3320 30 26791

**SUBJECT:** Request for Acceptance of Cash-in-lieu of Park Land Dedication  
Leigh Millan, on behalf of H & R Murdoch  
Electoral Area 'A' – Murdoch, Barnes, and Brebber Roads

## PURPOSE

To consider a request for the acceptance of cash-in-lieu of park land dedication in conjunction with the creation of a 9-lot bare land strata subdivision on properties in Electoral Area 'A'.

## BACKGROUND

This is a subdivision application, which is subject to the consideration of park land or cash-in-lieu of park land or a combination of both for the properties legally described as Lot 20, Section 17, Range 4, and Lots 21 and 25, Section 17, Range 4 East and Fractional Section 17, Range 5 East, All of Cedar District, Plan 3779 and located adjacent to Murdoch, Barnes, and Brebber Roads within the Cedar area of Electoral Area 'A' (see Attachment No. 2 for location of subject property).

The subject properties, which total 2.45 ha in size, are zoned Residential 2 (RS2) and are within Subdivision District 'M' (minimum 2000 m<sup>2</sup> with community water) pursuant to the "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987". The parcels have been cleared and are vacant. The subject properties are surrounded by residentially zoned properties with Barnes Road to the north, Brebber Road to the east, and Murdoch Road to the west.

The parent parcels are designated within the Fish Habitat Protection Development Permit Area No. 6 pursuant to the Electoral Area 'A' Official Community Plan Bylaw No. 1240, 2001 (OCP) for the protection of riparian areas of fish habitat. The applicant has provided a watercourse assessment which concludes that the subdivision application is not subject to the *Riparian Assessment Regulation*. As the proposal will meet the exemption provisions of the development permit area, a Development Permit is not required.

*For the Board's reference, this application has been under consideration since 2006 and consultation with the public and the Electoral Area 'A' Parks and Green Space Advisory Committee was undertaken at that time regarding the provision of cash-in-lieu of park land related to this subdivision. The application was held pending resolution of site drainage issues to the satisfaction of the Approving Officer and Ministry of Transportation and Infrastructure staff.*

### **Proposed Development**

The applicant is proposing to subdivide nine bare land strata lots varying in size from 2000 m<sup>2</sup> to 3994 m<sup>2</sup> with community water service connections from North Cedar Improvement District and individual septic disposal systems, meeting the minimum parcel size requirement pursuant to Bylaw No. 500, 1987 and the parcel size provisions under the *Bare Land Strata Regulation* (see Attachment No. 1 for proposed



*subdivision layout*). Under the zoning provisions, the proposed strata lots would be able to support one dwelling unit each.

### ***Park Land Requirements/Proposal***

Where an Official Community Plan contains policies and designations respecting the location and type of future parks, the local government may determine whether the owner must provide land or cash or a combination of both. In this case, the OCP specifies that park land dedication may be considered at the time of subdivision subject to meeting the preferred park land criteria set out in the Plan. Pursuant to the ***Local Government Act***, the maximum amount of park land that the Regional District may request for these properties is 5% of the total site area or approximately 1226 m<sup>2</sup>.

Given the subdivision proposal and size of required park dedication, the applicant is proposing to provide cash-in-lieu of park land. The offer for cash-in-lieu of dedicating park land was referred to the Electoral Area 'A' Parks and Greenspace Advisory Committee on November 16, 2006 and was presented at a Public Information Meeting held on December 5, 2006.

### **ALTERNATIVES**

1. To accept the offer of cash-in-lieu of park land.
2. To not accept the offer of cash-in-lieu of park land and instead require the applicant to dedicate 5% park land in a specific amount and location.

### **DEVELOPMENT IMPLICATIONS**

#### ***Official Community Plan Implications***

Where the Official Community Plan (OCP) contains policies and designations respecting the location and type of future parks, the local government may determine whether the owner must provide land or cash or a combination of both. The Electoral Area 'A' OCP contains park land related policies, which stipulate that park land is desirable where preferred criteria may be met such as waterfront access, environmentally sensitive areas, providing trail linkages, preserving viewpoints, or providing sites for passive outdoor recreation activities. In this case, there is little park land related values associated with the parent parcels. As the properties do not meet the criteria set out in the OCP, staff consider the proposal of cash-in-lieu of park land to be a reasonable alternative.

#### ***Site Servicing Implications***

The applicant has applied for an application for septic disposal approval to the Central Vancouver Island Health Authority. The applicant has indicated that the proposed bare land strata lots will be served by community water service provided by North Cedar Improvement District.

The Ministry of Transportation and Infrastructure is responsible for the storm drainage. As part of the subdivision review process, the Regional Approving Officer will examine the storm water management of the parent parcel and impose conditions of development as required. The drainage report for this application was submitted by the applicant's professional engineer and has been reviewed and accepted by the Ministry.

## **PUBLIC CONSULTATION IMPLICATIONS**

### ***Area 'A' Parks and Green Space Advisory Committee***

In accordance with Board Policy C1-05, the proposal for cash-in-lieu of park land was referred to the Electoral Area 'A' Parks and Green Space Advisory Committee (PGSAC) on November 16, 2006 for consideration. The PGSAC support the proposal for cash-in-lieu of parkland proposed by the applicant (*see Attachment No. 3 for Advisory Committee comments*).

### ***Public Information Meeting***

A Public Information Meeting (PIM) was held on December 5, 2006. Twenty-nine people attended this meeting. Park land-related issues raised at this meeting included discussion about the merits of small park lands vs. larger park land (*see Attachment No. 4 for Minutes of Public Information Meeting*). In addition to the comments received at the Public Information Meeting, correspondence from members of the public was received following the PIM (*see Attachment No. 5 for Correspondence received Following the PIM*).

## **FINANCIAL IMPLICATIONS**

The subject properties have a combined assessed value of \$879,000.00 according to the 2008 assessment roll. The valuation of the property for 5% cash-in-lieu of park land charges would be based on a certified appraisal of the land at the time of preliminary subdivision approval (PLA). If cash-in-lieu of park land were to be required, it is anticipated that the appraised market value would result in an approximately \$43,950.00 contribution (based on a full 5%) to Electoral Area 'A' Community Parks Fund.

## **SUSTAINABILITY IMPLICATIONS**

In keeping with Regional District of Nanaimo Board policy, the applicant has completed the "Sustainable Community Builder Checklist". This subdivision involves the infilling of larger residentially zoned parcels in a community water service area.

## **VOTING**

Electoral Area Directors – one vote, except Electoral Area 'B'.

## **SUMMARY**

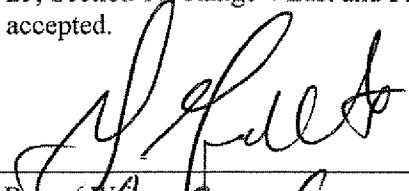
This is a request to accept cash-in-lieu of park land in conjunction with a subdivision application for the properties located adjacent to Murdoch, Barnes, and Brebber Roads in the Cedar By-The-Sea neighbourhood of Electoral Area 'A'.

The applicant's offer to provide cash-in-lieu of park land was referred to the Electoral Area 'A' Parks and Green Space Advisory Committee, which commented that cash was acceptable. A Public Information Meeting was held on December 5, 2006 with respect to this cash-in-lieu of park land proposal. Comments received at this meeting included the need for small park land area versus larger park land parcels and using the park land funds to improve beach accesses and buy larger parcels.

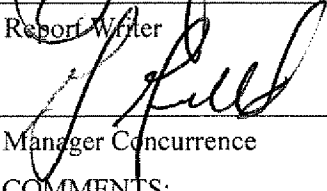
Given that the Electoral Area 'A' Parks and Green Space Advisory Committee supports the cash-in-lieu of park land dedication and this offer is in keeping with the park land criteria set out in the Area 'A' OCP, staff recommends approval of the proposal for cash-in-lieu of park land dedication.

**RECOMMENDATION**

That the request to pay 5% cash-in-lieu of park land submitted by Leigh Millan, BCLS on behalf of H & R Murdoch in conjunction with the proposed subdivision of Lot 20, Section 17, Range 4, and Lots 21 and 25, Section 17 Range 4 East and Fractional Section 17, Range 5 East, All of Cedar District, Plan 3779, be accepted.

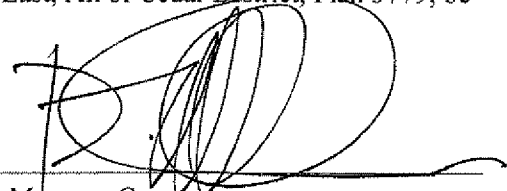


Report Writer



Manager Concurrence

COMMENTS:

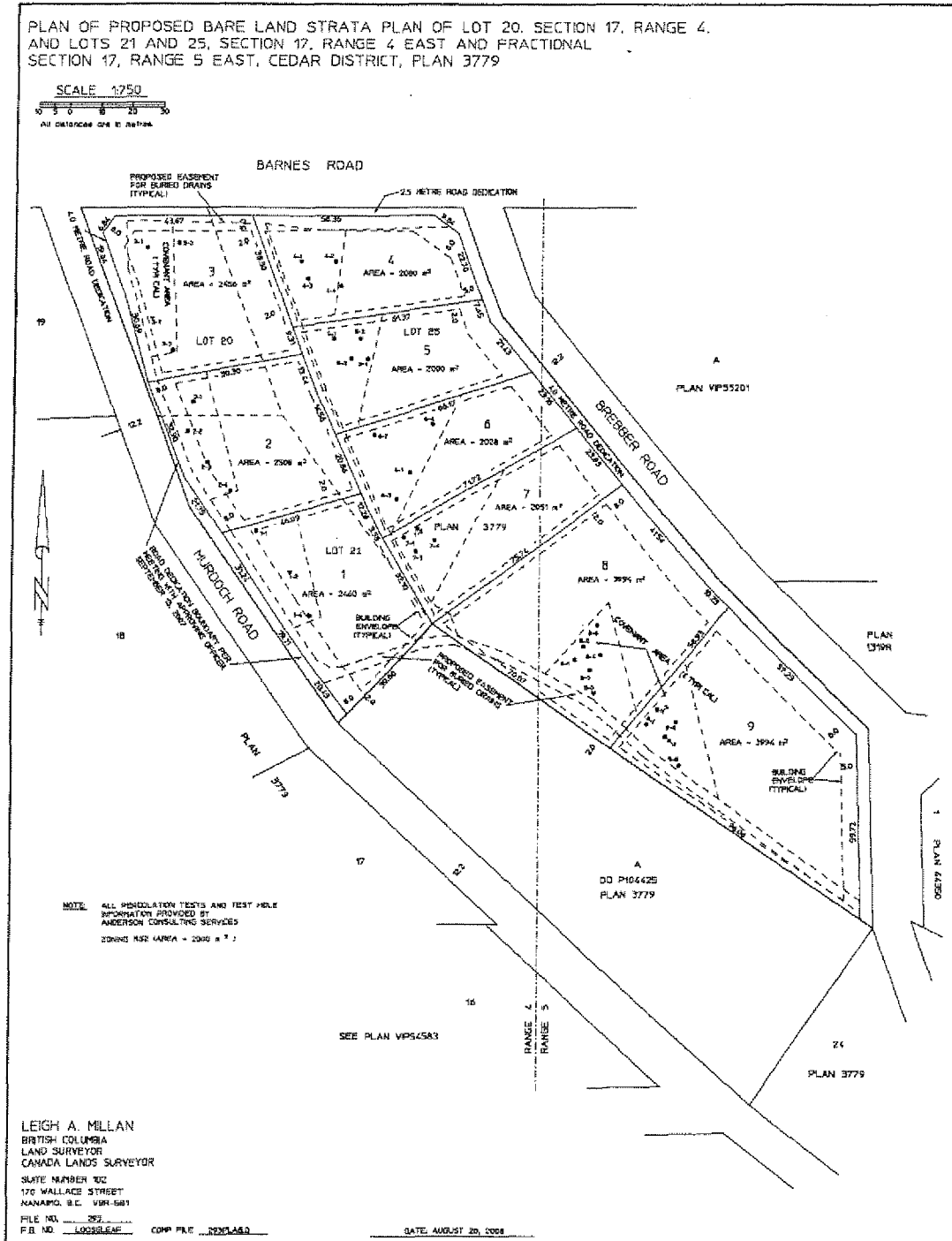


General Manager Concurrence

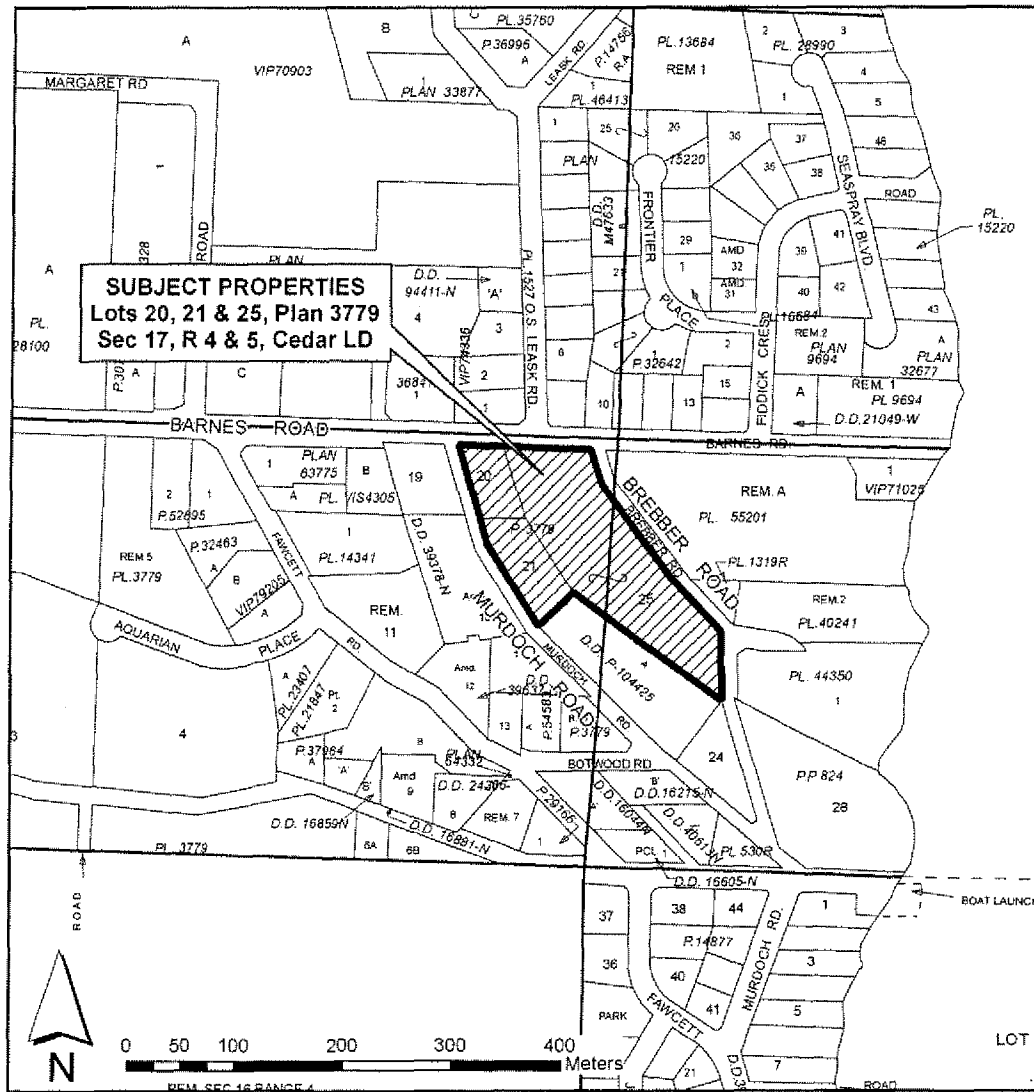


CAO Concurrence

**Attachment No. 1**  
**Subdivision File No. 26791**  
**Proposed Subdivision Layout**



**Attachment No. 2**  
**Subdivision File No. 26791**  
**Location of Subject Property**



**Attachment No. 3  
Correspondence from the Electoral Area 'A' Parks & Green Space Advisory Committee  
Subdivision Application No. 26791  
PAGSAC Referral Comments**

Excerpt from the November 16, 2006 minutes of the Electoral Area 'A' Parks & Green Space Advisory Committee

**Park Land Dedication Application – Murdoch Road.**

That the Electoral Area A Parks and Green Space Advisory Committee recommends the Regional Board accept cash-in-lieu of park land dedication in this instance.

CARRIED

**Attachment No. 4**  
**Minutes of a Public Information Meeting**  
**Held at the Cedar Heritage Centre, 1644 MacMillan Road on December 5, 2006 at 7:30 pm**  
**Subdivision Application No. 26791**  
**For the properties legally described as Lot 20, Section 17, Range 4, and Lots 21 and 25, Section 17,**  
**Range 4 East and Fractional Section 17, Range 5 East, All of Cedar District, Plan 3779**

*Note: these minutes are not a verbatim recording of the proceedings, but are intended to summarize the comments of those in attendance at the Public Information Meeting.*

**Present:**

Public in attendance: approximately 29 persons

**For the Applicant:**

**For the RDN:**

Chair: Director Joe Burnett  
Susan Cormie, Senior Planner

The Chair opened the meeting at 7:30 pm and followed with greetings to the public and an introduction of the staff.

The Chair stated the purpose of the public meeting and asked the Senior Planner to provide an overview of the statutory provisions as it relates to park land provision.

The Senior Planner provided the statutory provisions and gave an overview of the proposal.

The Chair then asked the Senior Planner to give a summary of the park land proposal.

The Senior Planner explained that the applicant is requesting to provide cash-in-lieu of park land.

The Chair then invited comments and questions from the audience with respect to the park land proposal.

George Creek, 1458 Fiddick Road, asked what other park land the RDN has in the area.

The Chair noted the surrounding park lands and accesses to the waterfront.

Ken McLeod, 1471 Frontier Place, suggested that the RDN put up another \$34,000.00 and ask for a larger parcel and further commented that we should get some park land.

Keith Hammond, 1672 Fawcett Road stated that park land is more use to the community than money and suggested that we buy a little.

Lorne Goodall, 1548 Brebber Road, stated that he was concerned that the park land would have some of the excess water coming from the site and commented that there are 2 roles of park land for this area – one - for the kids and two - to provide some green space.

Barb MacLeod, 2768 Nicola Road commented that the applicant should be allowed to develop the property without park land as he has already given up land for road and easements. Ms. MacLeod further stated that we should be buying a park that is substantial in size.

Grace Rayson, 1634 Murdoch Road, asked where would the park land go and commented that parks are something that you want 150 years from now noting that we need the green space. Ms. Rayson commented that she is totally against taking cash and that we need green space instead.

Brent Carson, 3070 Nelson Road commented that kids are increasing in the area and we they do not have a place to play; therefore such a place is needed. Mr. Carson noted that a postage stamp size of lot can serve as an area of recreation and that the RDN needs to provide park land in this area.

Gary Lawson, 1418 Leask Road, asked who maintains the parks and would this park grow over.

The Chair explained that the RDN is responsible for maintenance of the park lands.

Jim Fiddick, 1431 Ivor Road, stated that he is opposed to the rip off of land and it would be more worthwhile to fix up the beach accesses and that he is against park land in this location.

Ken Crosby, Brebber Road, asked what is the protocol after this meeting and can comments be sent in afterwards.

The Senior Planner stated that comments could be forwarded after the meeting.

Ann Fiddick, 1429 Ivor Road, asked is there an overall park land for Area A and does the dedication of parks consider small lots? Ms. Fiddick further commented that it takes more sense to get money and use the money to upgrade beach accesses, the boat launch area, and other accesses. Ms. Fiddick also commented that larger sized park makes better sense.

The Chair explained that the Area 'A' Official Community Plan and the Electoral Area 'A' Community Trails Study provides direction for park land dedication.

Maureen Moxam, 1418 Leask Road, asked if there are any park lands that the RDN is looking at in this area. Ms. Moxam also commented that drainage is getting worse every year and if a postage sized park is not big enough, what is proposed.

The Chair explained that the local Parks and Green Space Advisory Committee reviews park land applications and provides comments. The Chair further explained that this committee meets the third Thursday of every other month and the public are welcome to attend these meetings.

Alex MacPherson, Nicola Road, recommended that cash be taken for this application.

George Fiddick, 1458 Fiddick Road commented that cash should be taken.

Ann, Boswell Road, asked is there someone looking into the development or acquiring of park land.

Kim Crosley, 1560 Brebber Road, commented that a small sized park is not the issue and that is not a valid argument to not take land.

Grace Rayson, 1634 Murdoch Road, asked about other parcels in the area for park land and commented that a small undeveloped park land adds to the rural living of the neighbourhood.

No name or address given, stated that he would give \$1,000.00 towards acquiring park land in the area.

Mr. Carson, 3070 Nelson Road, stated that he thought that was a great idea and would be willing to do the same.

Mr. Murdoch, 1570 Murdoch Road, stated that the right-of-way is a separate item from the park land issue.

The Chair asked if there were any further comments with respect to the park land proposal.

There being none, the Chair thanked those in attendance and closed the Public Information Meeting.

The meeting concluded at 8:05 pm.

**Original Signed**

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Susan Cormie  
Recording Secretary



**Attachment No. 5**  
**Correspondence Received Following The Public Information Meeting**  
**Held at the Cedar Heritage Centre, 1644 MacMillan Road on December 5, 2006 at 7:30 pm**  
**Subdivision Application No. 26791**

**Cormie, Susan**

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**From:** Laustsen, Denise  
**Sent:** Wednesday, December 06, 2006 11:08 AM  
**To:** Cormie, Susan  
**Subject:** FW: Cedar by the Sea

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**From:** Holmgren, Brandie [mailto:brandie.holmgren@cibc.ca]  
**Sent:** December 6, 2006 10:50 AM  
**To:** Laustsen, Denise  
**Subject:** Cedar by the Sea

**RE: PUBLIC INFORMATION MEETING – Tuesday Dec 5, 2006**  
**Lot 20, Section 17, Range 4, and lots 21 and 25, Section 17, Range 4 East and Fractional Section 17, Range 5**  
**East, All of Cedar District, Plan 3779**

**Barnes and Murdoch Roads**

With regards to last night's Public Information Meeting at Cedar Heritage Centre, we would like it to be known that we are PRO cash in-lieu-of parkland for the above property belonging to Mr. Murdoch.

We live directly across the street from this property, and are strongly against having any type of Playground built in this location. Most importantly to consider is how much traffic there is on Barnes Road year round and Murdoch Road during the warmer months with the Boat Launch traffic. I am very concerned that a playground would be considered in such an unsafe location. Not only are these two streets busy with cars often going well above the speed limit, but also there are no sidewalks.

During last night's meeting it was said that there is a surplus in the RDN's Fund of \$270,000, plus what Mr. Murdoch would be required to pay for his own land. As voiced by others, we too feel that part of this fund could be put toward a Public Beach Access and the Boat Launch is in desperate need to improvement. If the sole purpose of this fund is to develop and improve Park Land than let it be put to use.

Brandie and Troy Holmgren  
1533 Murdoch Road

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**Cormie, Susan**

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**From:** Laustsen, Denise  
**Sent:** Wednesday, December 06, 2006 8:32 AM  
**To:** Cormie, Susan  
**Subject:** FW: Subdivision Application # 26971 parkland dedication comment

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**From:** David & GerdaTomm [mailto:dtomm@shaw.ca]  
**Sent:** December 5, 2006 8:57 PM  
**To:** Laustsen, Denise  
**Subject:** Subdivision Application # 26971 parkland dedication comment

I would like to add my voice to those that say the RDN accept cash instead of parkland. My reasons are .

- 1 The parcel would be too small to effectively used for a park.
- 2 We already have small dedicated parcels from previous developments that are not and probably never will be used.
- 3 The cash added to the parks fund and a larger parcel purchased for a park.

David Tomm  
1455 - Fiddick Crescent  
[dtomm@shaw.ca](mailto:dtomm@shaw.ca)



RDN REPORT		
CAO APPROVAL		
EAP	✓	Oct 14 '08
COW		
OCT 03 2008		
RHD		
BOARD		

# MEMORANDUM

**TO:** Geoff Garbutt  
Manager, Current Planning

**DATE:** October 2, 2008

**FROM:** Susan Cormie  
Senior Planner

**FILE:** 3320 30 27828

**SUBJECT: Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement**  
**Owners: Dick Allin and Lori Allin**  
**Electoral Area 'G' – Church and Coldwater Roads**

## PURPOSE

To consider a request for relaxation of the minimum 10% perimeter frontage requirement in conjunction with a lot line adjustment and the development of a 2-lot subdivision proposal on parcels located in Electoral Area 'G'.

## BACKGROUND

This is a request for the relaxation of the minimum 10% perimeter frontage requirement as part of a 2-lot subdivision for the property legally described as Lot 17, Nanoose District, Except The E&N R/W & Except Part in Plans 36524, 45739, VIP52132, VIP53642, VIP83372 & VIP83374 (*Lot 17*) and located adjacent to Church and Coldwater Roads in Electoral Area 'G'. Lot 17 is approximately 39.5 ha in size.

This application also involves a lot line adjustment with an area (approximately 2540 m<sup>2</sup>) of the neighbouring parcel which is legally described as Part of Parcel A (DD82708N), District Lot 21, Nanoose District, Plan 1902 (*Parcel A*). The purpose of the lot line adjustment is to provide access to one of the proposed new parcels from Renz Road, which is under the City of Parksville's jurisdiction. There is a written agreement between property owners to proceed with the lot line adjustment portion of the subdivision (*see Attachment No. 2 for location of parent parcels*).

The parent parcels are zoned Rural 1 (RU1) and are within Subdivision District 'D' (*2.0 ha minimum parcel size with or without community services*) pursuant to the "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987". The properties are situated within the Provincial Agricultural Land Reserve (ALR) and the RDN Building Inspection Service Area. Residential and agricultural related buildings are currently located on the parent parcels.

The new parcels will be greater than the 2.0 ha minimum parcel size, therefore meeting the minimum parcel size requirement pursuant to Bylaw No. 500, 1987 (*see Attachment No. 1 for proposed subdivision layout*). The parcels are proposed to be served by individual private septic disposal systems. Proposed Lot A is to be served with a private potable well and the proposed Remainder of Lot 17 is being served by community water service.

There are BC Hydro and Terasen Gas rights-of-way registered on title of Lot 17 which cross the parcel in a northeast to southwest direction north of Coldwater Road. The E&N Railway corridor also crosses Lot 17 in a northeast to southwest direction.

Lot 17 is surrounded by rural zoned parcels in the ALR to the north and west; a parcel in the ALR located within the City of Parksville to the west; and rural zoned parcels to the south. Church Road borders the west boundary and Coldwater Road borders a portion of the south boundary of Lot 17. Access to the new Lot A is proposed via a panhandle from Renz Road.

This subdivision application has in-stream status pursuant to section 943 of the *Local Government Act* and therefore, the requirements of the French Creek Official Community Plan Bylaw No. 1115, 1998 remain in effect until July 22, 2009. Under Bylaw No. 1115, 1998, the parcels are designated within the Watercourse Protection and Fish Habitat Protection Development Permit Areas; however the application meets the exemption provisions of the applicable Development Permit Areas.

For the Board's reference, if the subdivision is not finalized by July 22, 2009, all requirements of Electoral Area 'G' Official Community Plan Bylaw No. 1540, 2008 will come into effect.

#### ***Requested Relaxation of the 10% Minimum Frontage Requirement***

Proposed Lot A will not meet the minimum 10% perimeter frontage requirement pursuant to section 944 of the *Local Government Act* (see Schedule No. 1 for proposed subdivision layout). The requested frontage is as follows:

<b><i>Proposed Lot No.</i></b>	<b><i>Required Frontage</i></b>	<b><i>Proposed Frontage</i></b>	<b><i>% of Perimeter</i></b>
Lot A	154.3m	12.5 m	0.8 %

Pursuant to section 944 of the *Local Government Act*, approval of the Regional Board of Directors is required for the frontage relaxation request.

#### **ALTERNATIVES**

1. To approve the request to relax the minimum 10% perimeter frontage requirement for proposed Lot A subject to the Regional Approving Authority's satisfaction that access is achievable.
2. To deny the request for a relaxation of the minimum 10% perimeter frontage requirement.

#### **DEVELOPMENT IMPLICATIONS**

##### ***Agricultural Land Reserve Implications***

The Provincial Agricultural Land Reserve Commission has approved the subdivision of this parcel, as proposed, subject to conditions including that the crossing and road access over the E&N Railway be closed. In keeping with the guidelines of the Land Reserve Commission not to extend roads into the ALR as well as the requirements of the *Land Title Act* to limit roads being extended into ALR lands, there is no additional road dedication to provide access to the proposed new parcel. The Provincial guidelines and regulations support the requested frontage relaxation to serve proposed Lot A.

##### ***City of Parksville Access Implications***

As outlined on Attachment No. 1, access to Lot A will come through a panhandle to Renz Road, which is under the jurisdiction of the City of Parksville. This configuration reflects the ALC's conditions of approval outlined above. Currently, access to the parent parcel comes via an easement on the adjacent lot. Through the referral process, City staff has indicated that given the existing situation, Parksville bylaws

do not permit subdivision where access is by way of a private roadway. As a result, the City is unable to confirm that permanent access will be permitted to proposed Lot A due to the bylaw requirements.

It is noted that this subdivision application includes a lot line adjustment for the purposes of providing a panhandle access and frontage onto Renz Road. Staff has indicated that the City cannot consider the access onto Renz Road until the subdivision process continues and frontage onto Renz Road has been established. Ministry of Transportation and Infrastructure staff has verbally indicated that access will be ensured through the subdivision review process and upon completion the subdivision will address the City bylaw requirement for access approval.

#### ***Site Servicing Implications***

The applicant has applied for septic disposal approval to the Central Vancouver Island Health Authority.

Proof of potable water is subject to acceptance by the Provincial Approving Officer. The proposed Remainder of Lot 17 currently has a water service connection and water for proposed Lot A will come through EPCOR, the local water service provider.

The Ministry of Transportation and Infrastructure is responsible for the storm drainage. As part of the subdivision review process, the Regional Approving Officer will examine the storm water management of the parent parcel and impose conditions of development as required.

#### **SUSTAINABILITY IMPLICATIONS**

Given the nature of this application, there are no sustainability implications. Although this application results in reduced parcel sizes, the ALR, in approving the proposed subdivision, has addressed issues related to agriculture on the subject properties.

#### **VOTING**

Electoral Area Directors – one vote, except Electoral Area 'B'.

#### **SUMMARY**

This is a request to relax the minimum 10% perimeter frontage requirement for proposed Lot A, pursuant to Section 944 of the *Local Government Act*, as part of a 2-lot subdivision proposal which also involves a lot line adjustment with the neighbouring parcel to the north. Both parent parcels are located within the ALR and the Agricultural Land Commission has granted approval of the subdivision.

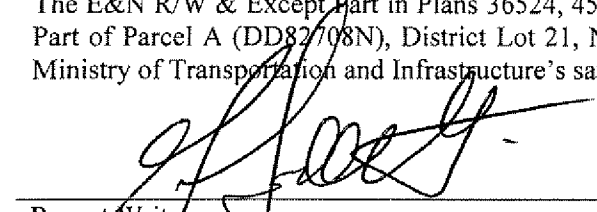
This application for subdivision requires a frontage relaxation that involves access onto Renz Road which is located within the City of Parksville. Referrals have been undertaken to ensure compliance with City bylaws. City staff have indicated that until access to Renz Road is secured through the proposed panhandle, access approval cannot be undertaken. Ministry of Transportation and Infrastructure staff have indicated the Ministry will ensure that access to proposed Lot A will be achieved with the panhandle giving frontage onto Renz Road in accordance with City of Parksville bylaw requirements..

Given that the Agricultural Land Commission has approved the subdivision as proposed and that the Ministry of Transportation and Infrastructure will ensure access is available to proposed Lot A through the subdivision review process. Staff recommends approval of the request to relax of the minimum 10%

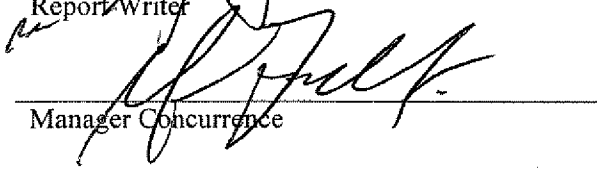
perimeter frontage for the proposed Lot A subject to the Ministry of Transportation and Infrastructure's satisfaction that access is achievable.

**RECOMMENDATION**

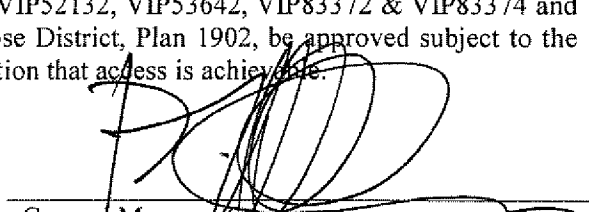
That the request to relax the minimum 10% frontage requirement for proposed Lot A, submitted by Dick Allin and Lori Allin in conjunction with the proposed subdivision of Lot 17, Nanoose District, Except The E&N R/W & Except Part in Plans 36524, 45739, VIP52132, VIP53642, VIP83372 & VIP83374 and Part of Parcel A (DD82708N), District Lot 21, Nanoose District, Plan 1902, be approved subject to the Ministry of Transportation and Infrastructure's satisfaction that access is achievable.



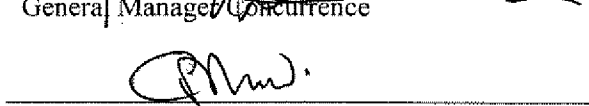
Report Writer



Manager Concurrence



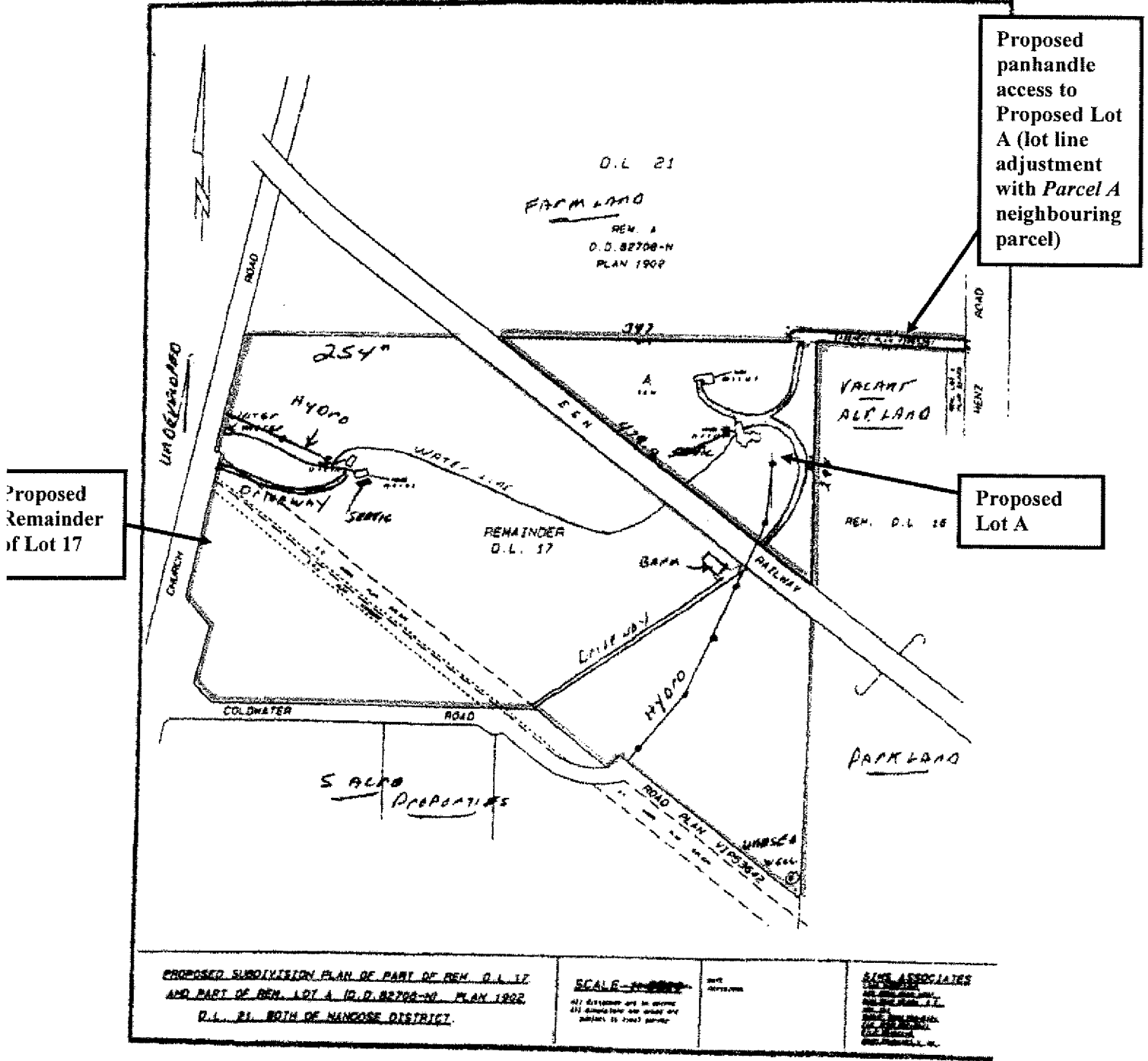
General Manager Concurrence



CAO Concurrence

COMMENTS:

Attachment No. 1  
 Subdivision Application No. 27828  
 Proposed Plan of Subdivision



**Attachment No. 2**  
**Subdivision Application No. 27828**  
**Location of Subject Property**

