



Council Agenda

Thursday, May 18, 2023, 7:00 PM

Council Chambers & Electronic Meeting

Electronic Meeting Instructions

To Join a Meeting:

Log into Zoom.us or the Zoom app on your device.

Enter the Meeting ID: 897 0956 7061

Dial In: 1-855-703-8985 (Canada Toll Free) or 1-778-907-2071 Meeting ID: 897 0956 7061

To Participate: During the public participation period, press **Star (*) 9** to "raise your hand".

Participants will be unmuted one by one when it is their turn to speak.

When called upon, you will have to press *6 to unmute the phone from your side as well.

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Public Dial-In Details are also posted at www.langford.ca

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City of Langford

Special Council Minutes

May 1, 2023, 2:00 p.m.
Council Chambers

PRESENT:	Mayor S. Goodmanson Councillor K. Guiry Councillor C. Harder	Councillor M. Morley - Remote Councillor M. Wagner Councillor K. Yacucha
ABSENT:	Councillor L. Szpak	
ATTENDING:	D. Kiedyk, Chief Administrative Officer M. Watmough, Deputy Director of Corporate Services M. Baldwin, Director of Planning and Subdivision M. Dillabaugh, Director of Finance K. Balzer, Director of Engineering and Public Works Y. Nielsen, Director of Parks, Recreation and Facilities	K. Dube, Senior Manager of Information Technology and GIS D. Petrie, Senior Manager of Business Development and Events W. Robinson, Manager of Building Services A. Kryklywyj-Shortreid, Deputy Director of Finance C. Staniforth, Financial Analyst

Meeting available by teleconference

1. TERRITORIAL ACKNOWLEDGEMENT

M. Watmough, Deputy Director of Corporate Services, read the City of Langford's Territorial Acknowledgment.

2. CALL TO ORDER

Mayor Goodmanson called the meeting to order at 2:10 p.m.

3. APPROVAL OF THE AGENDA

MOVED BY: HARDER
 SECONDED: GUIRY

THAT Council approve the agenda as presented.

Motion CARRIED.

4. IN CAMERA RESOLUTION

MOVED BY: HARDER

SECONDED: WAGNER

THAT Council close the meeting to the public pursuant to section 90 (1) (k) and (l) of the *Community Charter* to consider:

- negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

Motion CARRIED.**5. ADJOURNMENT**

MOVED BY: HARDER

SECONDED: YACUCHA

THAT Council adjourn the meeting.

Mayor Goodmanson adjourned the meeting at 3:07 p.m.

Motion CARRIED.

Presiding Council Member

Certified Correct - Corporate Officer



City of Langford

Council Minutes

May 1, 2023, 7:00 p.m.

Council Chambers & Electronic Meeting

PRESENT:	Mayor S. Goodmanson Councillor K. Guiry Councillor C. Harder Councillor M. Morley	Councillor L. Szpak - Remote Councillor M. Wagner Councillor K. Yacucha
ATTENDING:	D. Kiedyk, Chief Administrative Officer M. Watmough, Deputy Director of Corporate Services M. Baldwin, Director of Planning and Subdivision M. Dillabaugh, Director of Finance K. Balzer, Director of Engineering and Public Works Y. Nielsen, Director of Parks, Recreation and Facilities	K. Dube, Senior Manager of Information Technology and GIS D. Petrie, Senior Manager of Business Development and Events C. Aubrey, Fire Chief L. Fletcher, Manager of Community Safety and Municipal Enforcement C. Lowe, IT Support Specialist C. Bell, FOI Coordinator

Meeting available by teleconference.

1. TERRITORIAL ACKNOWLEDGEMENT

M. Watmough, Deputy Director of Corporate Services, read the City of Langford's Territorial Acknowledgment.

2. CALL TO ORDER

Mayor Goodmanson called the meeting to order at 7:08 p.m.

3. APPROVAL OF THE AGENDA

MOVED BY: YACUCHA
 SECONDED: GUIRY

THAT Council approve the agenda as presented, with the amendment of moving item 9.4 to 9.1 and renumbering accordingly.

Motion CARRIED.

4. PRESENTATIONS

4.1 Melanoma and Skin Cancer Awareness Month - Kathy Barnard, Save Your Skin Foundation

Kathy Barnard, Save Your Skin Foundation, made a presentation to Council about Melanoma and Skin Cancer Awareness Month.

4.2 Aboriginal Coalition to End Homeless Society - Angela Moran and Kayley Weisman

Angela Moran and Kayley Weisman, Aboriginal Coalition to End Homelessness Society made a presentation regarding ending the shelter less in the community. The Coalition would like to see support in exploring land and other opportunities.

MOVED BY: YACUCHA

SECONDED: HARDER

THAT Council direct staff to work with the ACEHS to identify land and partnership opportunities.

Motion CARRIED.

5. PUBLIC PARTICIPATION

C. Nevil, Ernhill Pl - re: RidgeView Pl

J. Hattie, Penelope Pl - re: item 4.2 - Proposed a property for sale in the city located at Goldstream Ave. and Vantilburg Cres. for a potential location for the Aboriginal Coalition to end Homeless Society's new property.

T. Wright, Commander Crt - re: item 9.2 - Expressed opposition to the tax increase. Will have an effect on young families and those with a fixed income.

J.C., Claude Rd - re: Ridgeview Pl - Expressed a need for more help. Speaker expressed not enough is being done to assist residents.

M. Wignall, Selwyn Rd - re: item 6.2 - Expressed concern that their views at public participation were not captured accurately. re: item 9.2 - Expressed concern about the numbers of the tax increase. Expressed concern regarding line item on page 3 of the budget.

M. Dillabaugh, Director of Finance responded and clarified the percentages.

A. Rossander, Ravensview Dr - re: item 9.3 - Expressed concern regarding the tax increase. Speaker asked if the Mayor be happy with the increase if they were a resident of Langford. Expressed concern that the current Mayor has not enlisted the assistance of the former Mayor.

S. Sifert, Walfred Rd - re: item 9.3 - Expressed gratitude to the mayor for allowing residents of RidgeView Apartments to speak. Expressed opposition to the proposed budget. Expressed concern regarding the increase of expenditures to the consults. Expressed concern regarding the increase to the training and travel allowance. Expressed concern regarding the increase to advertising for planning and parks departments. Expressed concern regarding the increase to community events expenditures. Expressed concern regarding the increase to tourism expenditures. Expressed total increase is \$390,453 or over 64% from the previous year.

Expressed concern why are more consultants are hired. Expressed concern why can't there be better rates. Expressed concern why do staff travel so much. Expressed concern why is the City buying the YMCA.

S. Rossander, Ravensview Dr - re: item 10.3 - Speaker asked why this bylaw is necessary.

M. Dillabaugh, Director of Finance responded that there is standard wording in the bylaw. The City has no plans to borrow the funds, but the City is required to have it as part of the banking agreements.

M.L. Taylor, Claude Rd - re: RidgeView Apartments - Expressed great concern regarding the current situation with their home. Expressed concern regarding next steps.

C. Aubrey, Fire Chief responded that the resident reach out to them at the firehall, and they will assist any way they can.

Nicholas Johal, Walfred Pl - re: item 9.3 - Expressed disappointment that the budget didn't prioritize the turf and light field. Speaker is discouraged by the lack of communication and partnership with the local school district, and minor sports leagues teams regarding the decision. The speaker inquired who was consulted regarding the decision. Expressed concern regarding the tax increase and the financial impact to residents.

W. Hobbs, Luxton Rd - re: item 9.3 - Expressed support regarding the number of increases to firefighters. Expressed support for the increase of RCMP police officers.

L. Foxall, Players Dr - re: item 9.3 - Expressed opposition to the increase and the five-year financial plan. Expressed concern that Council did not work to decrease the budget. Expressed suggestions to decrease the budget. Raise fees in the development community too offset taxes. Raise the rate of amenity fees to pay for new RCMP building. Expressed concern that public questions were not answered.

R. Taylor, Claude Rd - re: RidgeView Apartments - Expressed concern regarding not being notified sooner about the situation in the building. Expressed concern regarding next steps.

S. Costello, Robalee Pl - re: item 9.3 - Expressed that they are a 52-year resident of the City. Expressed support for the budget. Expressed support for the financial director. Expressed that the taxes should be higher, in order to have all of the available amenities.

S. Perry, Glen Lake Rd - re: item 9.2 and 9.3 - Expressed that an increase in City staff is not necessary. Expressed that work loads have decreased. Speaker stated that Council and staff need to work harder. Expressed concern that questions submitted have not been answered.

C. Wright, Commander Crt - re: item 9.3 - Expressed concern that the non-property tax revenues are not being used to reduce property taxes.

W. Bowers, Millstream Rd - re: item 9.3 - Expressed concern that the public is being ignored. Expressed concern why didn't the purchase of the YMCA go to referendum. Speaker stated that if there is not enough funding for the RCMP building, that travel expenses should be cut.

V. Barrow, Happy Valley Rd - re: item 9.3 - Expressed concern about the increase of taxes. Expressed concern about living on a pension and the future increases of expenses.

J. Patterson, Lodmell Rd - re: item 9.3 - Expressed opposition to the tax increase. Expressed concern that the young families will lose housing.

C. Legacy, Artesian Crt - re: item 9.3 - Expressed support for the proposed budget. Speaker stated instead of lending the YMCA money, the City should buy it.

M. Wignall, Selwyn Rd - re: item 9.3 - Speaker discussed the fees of the budget. Speaker discussed the non-property revenues being used for property taxes. Speaker discussed training and travel expenses. Expressed concern regarding some previous events not being funded again. Expressed concern regarding the Latoria Rd. turf field.

M. Dillabaugh, Director of Finance responded that the events on page 23 are budgeted as a group. Regarding revenues, it is the City's practice to budget conservatively. We look at past year trends when looking at a budget.

L. Foxall, Players Dr - re: RidgeView apartments. Speaker inquired if there is an ambassador for residents at Ridgeview. re: item 9.3 - Speaker stated to look to increasing development community. Expressed concern regarding paying taxes in July.

W. Hobbs, Luxton Rd - re: item 9.3 - Speaker inquired about the following years tax rate. Speaker stated that the budget is actually an increase of 6% from last year.

M. Dillabaugh, Director of Finance responded the rates were 2.95% last year, 2021 5.84%. Just over 6% for last 3 years.

C. Lervold, Glen Lake Rd - re: item 9.3 - Expressed opposition to the proposed budget. Expressed disappointment that their questions have not been answered. Expressed concern that negotiations were compromised. Expressed concern that the YMCA has become a priority over the RCMP building.

S. Sifert, Walfred Rd - re: item 9.3 - Expressed concern regarding the Council listening to the community.

Mayor Goodman confirmed events are still running, just a separate line item on budget.

A. Rossander, Ravensview Dr - re: item 9.3 - Speaker wanted clarification of line items of the budget. Speaker believes the calculation to be misleading.

M. Dillabaugh, Director of Finance responded that the numbers are correct. In 2024, 50 million compared to 45 million in 2023. Not depicting that as a total.

MOVED BY: YACUCHA

SECONDED: HARDER

THAT Council extend the public participation for first time speakers.

Motion DEFEATED.

MOVED BY: GUIRY

SECONDED: HARDER

That Council extend the public participation 30 more minutes or until all first time speakers are heard from, which ever is earlier.

Motion Carried Unanimously

6. ADOPTION OF COUNCIL MINUTES

6.1 Minutes of the Special Council Meeting - April 17, 2023

MOVED BY: HARDER
SECONDED: YACUCHA

THAT Council approve the minutes of the meeting of the Special Council held on April 17, 2023.

Motion CARRIED.

6.2 Minutes of the Council Meeting - April 17, 2023

MOVED BY: GUIRY
SECONDED: MORLEY

THAT Council approve the minutes of the meeting of Council held on April 17, 2023.

Motion CARRIED.

6.3 Minutes of the Special Council Meeting - April 21, 2023

MOVED BY: WAGNER
SECONDED: YACUCHA

THAT Council approve the minutes of the meeting of the Special Council held on April 21, 2023.

Motion CARRIED.

7. OTHER BOARD AND COMMISSION MINUTES

7.1 Minutes of the West Shore Parks and Recreation Board Meeting

MOVED BY: GUIRY
SECONDED: HARDER

THAT Council receive the minutes of the West Shore Parks and Recreation Board meeting held on March 9, 2023.

Councillors Wagner and Guiry gave a brief update of the West Shore Parks and Recreation Committee projects.

Motion CARRIED.

8. COMMITTEE RESOLUTIONS**8.1 Minutes of the Committee of the Whole Meeting - April 17, 2023**

MOVED BY: HARDER

SECONDED: MORLEY

THAT Council receive the minutes of the meeting of the Committee of the Whole held on April 17, 2023.

Motion CARRIED.**8.2 Minutes of the Committee of the Whole Meeting - April 18, 2023**

MOVED BY: HARDER

SECONDED: GUIRY

THAT Council receive the minutes of the meeting of the Committee of the Whole held on April 18, 2023.

Motion CARRIED.**8.3 Minutes of the Committee of the Whole Meeting - April 21, 2023**

MOVED BY: YACUCHA

SECONDED: MORLEY

THAT Council receive the minutes of the meeting of the Committee of the Whole held on April 21, 2023.

Motion CARRIED.**9. REPORTS****9.1 Peatt Road DCC Project - Utility Pole Removal**

MOVED BY: WAGNER

SECONDED: MORLEY

THAT Council direct staff to complete the remaining undergrounding Works;

AND

THAT Council approve the inclusion of this project, in the amount of \$355,000.00, in the 2023 Capital Plan in the 2023-2027 Five Year Financial Plan to be funded by Road DCCs.

Motion CARRIED.**9.2 2022 Audited Financial Statements**

MOVED BY: MORLEY

SECONDED: HARDER

THAT Council approve the 2022 Audited Consolidated Financial Statements.

Motion CARRIED.

9.3 2023-2027 Five-Year Financial Plan

MOVED BY: HARDER
SECONDED: YACUCHA

THAT Council approve the 2023-2027 Five Year Financial Plan as presented on May 1, 2023 and direct staff to bring forward the Five Year Financial Plan Bylaw, 2023 and the 2023 Tax Rate Bylaw.

AND

Direct staff to include the Peatt Road DCC project amount of \$355,000.

Motion CARRIED.

9.4 2023 Tax Rates distribution by Property Class

MOVED BY: WAGNER
SECONDED: YACUCHA

THAT Council direct staff to adjust all property tax multiples to evenly spread the tax increase across all property classes for the 2023 tax year;

AND THAT Council direct staff to calculate the 2023 tax rates accordingly and bring forward the 2023 Tax Rates Bylaw.

Motion CARRIED.

10. BYLAWS

10.1 BYLAW NO. 2105 (Background Report Attached)

"Langford Zoning Bylaw, Amendment No. 694, (771, 775, and 781 Station Avenue), Bylaw No. 2105, 2022" (ADOPTION)

MOVED BY: YACUCHA
SECONDED: GUIRY

That Council adopt Bylaw No. 2105.

Motion CARRIED.

10.2 BYLAW NO. 2128

"City of Langford Alternative Municipal Tax Collection Scheme Bylaw, No. 2128, 2023". (ADOPTION)

MOVED BY: YACUCHA

SECONDED: HARDER

THAT Council adopt Bylaw No. 2128.

Motion CARRIED.

10.3 BYLAW NO. 2129 (Background Report Attached)

"Revenue Anticipation Borrowing Bylaw No. 2129, 2023". (FIRST, SECOND AND THIRD READINGS)

MOVED BY: GUIRY

SECONDED: WAGNER

THAT Council give first, second and third reading to Revenue Anticipation Borrowing Bylaw No. 2129, 2023.

Motion CARRIED.

11. ADJOURNMENT

MOVED BY: YACUCHA

SECONDED: GUIRY

THAT Council adjourn the meeting.

Mayor Goodmanson adjourned the meeting at 9:39 p.m.

Motion CARRIED.

Presiding Council Member

Certified Correct - Corporate Officer



City of Langford

Special Council Minutes

May 8, 2023, 7:00 p.m.

Council Chambers & Electronic Meeting

PRESENT:	Mayor S. Goodmanson	Councillor L. Szpak
	Councillor K. Guiry	Councillor M. Wagner
	Councillor C. Harder	Councillor K. Yacucha
	Councillor M. Morley	
ATTENDING:	D. Kiedyk, Chief Administrative Officer	K. Dube, Senior Manager of Information Technology and GIS
	M. Watmough, Deputy Director of Corporate Services	D. Petrie, Senior Manager of Business Development and Events
	M. Baldwin, Director of Planning and Subdivision	C. Aubrey, Fire Chief
	M. Dillabaugh, Director of Finance	W. Robinson, Manager of Building Services
	K. Balzer, Director of Engineering and Public Works	T. Corpus, Senior Application Developer/Analyst
	Y. Nielsen, Director of Parks, Recreation and Facilities	B. Boisvert, Legislative Services Administrative Coordinator

Meeting available by teleconference

1. TERRITORIAL ACKNOWLEDGEMENT

M. Watmough, Deputy Director of Corporate Services, read the City of Langford's Territorial Acknowledgment.

2. CALL TO ORDER

Mayor Goodmanson called the meeting to order at 7:17 pm.

3. APPROVAL OF THE AGENDA

MOVED BY: GUIRY

SECONDED: YACUCHA

THAT Council approve the agenda as presented.

Motion CARRIED.

4. PUBLIC PARTICIPATION

S. Rossander, Ravensview Dr. - re: items 6.2 and 6.3 - Expressed disappointment in the process not being transparent or collaborative. Expressed concern regarding questions not being answered. Expressed concern regarding suggestions of budget cuts from the public were disregarded. Expressed concern regarding the purchase of the YMCA.

M. Dillabaugh, Director of Finance responded the speaker should contact them and they can discuss further.

E. Wright, Commander Crt - re: items 6.2 and 6.3 - Expressed the tax increase will be accumulated with the other tax increases in the area. Expressed concern regarding seniors and young people affording the tax increase. Inquired about why the funds from the reserve not being used.

S. Sifert, Walfred Rd - re: items 6.2 - Expressed their continual opposition to the tax increase. Expressed disappointment that they are not being heard.

M. Morton, Phelps Ave - re: item 6.3 - Expressed that the process was a mitigated disaster. Expressed concern regarding the lack of transparency.

D. James, Dornier Rd - re: item 6.3 - Expressed understanding for the tax increase. Expressed that the services required, need to be paid for now. Expressed concern regarding the breakdown of communication.

N. Johal, Walfred Pl - re: item 6.1 - Expressed concern regarding the transparency of the budget. Expressed concern regarding borrowing more money.

M. Dillabaugh director responded regarding the cash balance. Explained why the City has cash on hand.

L. Foxall, Players Dr - re: item 6.1 - Expressed opposition to the tax increase. Expressed concern that Council is not listening to the public. Expressed that the development fees should be raised to offset tax increases. Expressed concern that the tax increase will be difficult to meet.

P. Hamilton, Granderson Rd - re: items 6.1, 6.2 and 6.3 - Expressed gratitude to the Finance staff for the budget presentations. Expressed an understating of the budget and the tax increase. Expressed that they are opposed to a tax increase but understands why. Expressed gratitude for the transparency of the process.

C. Lervold, Glen Lake Rd - re: item 6.2 - Expressed opposition to the Bylaw. Expressed concern that not enough public engagement occurred. Expressed concern regarding the YMCA cost. Expressed concern regarding their questions going unanswered. Expressed concern that their suggestions for tax decreases were ignored. Expressed previous budgets went to the committees. Expressed concern about the purchase of the YMCA should go to a referendum.

M. Wignall, Selwyn Rd - re: item 6.1, 6.2 and 6.3 - Expressed concern about a communication breakdown. Expressed that questions that are being asked are not being answered. Expressed concern that the suggestions for tax decreases are not being considered.

Nicholas Johal, Walfred Pl - item 6.2 - Expressed concern regarding purchasing the YMCA and over funding the building of the RCMP facility.

M. Dillabaugh, Director of Finance responded with clarifications to the budget process. Expressed that some items in the budget will require future Council approval.

MOVED BY: YACUCHA
SECONDED: WAGNER

THAT Council at 8:46 p.m. extend the public participation for first time speakers for thirty minutes.

Motion Carried Unanimously

5. REPORTS

5.1 Canada Post

MOVED BY: SZPAK
SECONDED: GUIRY

THAT Council receive this report for information.

Motion CARRIED.

Mayor Goodmanson called for a 5-minute recess at 7:52 p.m. for a procedure clarification from the Corporate Officer M. Watmough.

Mayor Goodmanson reconvened the meeting at 7:58 p.m.

6. BYLAWS

6.1 BYLAW NO. 2129

MOVED BY: GUIRY
SECONDED: YACUCHA

That Council adopt Bylaw No. 2129.

Motion Carried Unanimously

6.2 BYLAW NO. 2130 (Background Report Attached)

MOVED BY: YACUCHA
SECONDED: HARDER

THAT Council give City of Langford 2023-2027 Financial Plan Bylaw No. 2130, 2023 first, second and third readings.

Motion Carried Unanimously

6.3 BYLAW NO. 2131 (Included in background report for item 6.2)

MOVED BY: YACUCHA
SECONDED: HARDER

THAT Council give City of Langford Tax Rates Bylaw No. 2131, 2023 first, second and third readings.

Motion Carried Unanimously

7. IN CAMERA RESOLUTION

MOVED BY: YACUCHA
SECONDED: HARDER

THAT Council close the meeting to the public pursuant to section 90 (1) (a) and (e) of the *Community Charter* to consider:

- personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

Motion CARRIED.

Procedure Note: Before adjournment, a typo was discovered in the resolutions of items 6.2 and 6.3. The resolutions were reread into record at 9:20 pm.

8. ADJOURNMENT

MOVED BY: HARDER
SECONDED: YACUCHA

THAT Council adjourn the meeting.

Mayor Goodmanson adjourned the meeting at 9:24 pm.

Motion CARRIED.

Presiding Council Member

Certified Correct - Corporate Officer



City of Langford

Staff Report to Special Council

DATE: Thursday, May 18, 2023

DEPARTMENT: Planning

SUBJECT: Early Guidance for Development Connected to the Strategic Plan Update

BACKGROUND:

At their Regular Meeting held December 5, 2022, Council provided direction to staff regarding the creation of a strategic plan. Since this time, James Ridge Consulting Inc. has been engaged to advise Council about the strategic planning process, the different types of strategic plans that could be considered, as well as to begin gathering thoughts and ideas for consideration in a strategic plan. Mr. Ridge is giving a status update presentation at the same Council meeting this report is being presented.

The feedback gained through the initial visioning related to the strategic plan has indicated that a priority of Council is to ensure that growth and new development is done in a thoughtful, sustainable way that addresses the housing crisis and climate crisis while creating a vibrant, thriving community. The City has engaged Brent Toderian, a well-known urbanist and city planner, to act as an advisor relating to these issues and to provide advice on how Langford could consider moving forward in new ways to address them, Mr. Toderian is also providing an update to Council on how to accomplish Council's goals as part of this meeting.

On Wednesday, May 17th, the day prior to this meeting but after the drafting of this report, Langford is hosting a public event titled *Building Cities Better: Improving Urbanism in a Time of Climate Change and Housing Need*, featuring a presentation from Mr. Toderian during which he intends to share his experience and advice relating to elements of city planning, urbanism, density, and alternate transportation in achieving multiple public interest goals.

In preparation for the upcoming Sustainable Development Advisory Committee meetings, members of the development community are seeking guidance on Council's expectations for development proposals, and the priorities that Council wishes to achieve through new development.

COMMENTARY:

Due to the initial feedback gained as part of the strategic planning process to date and the imminent start date for the review of new development applications by the Sustainable Development Advisory Committee and Council, staff have been working with Mr. Toderian to bring forward an interim communication measure to provide to applicants, for Council's consideration. This interim measure is intended to provide *Early Guidance* to the development community and residents regarding Council's initial priorities and expectations for new development proposals while the strategic plan continues to be developed along with its corresponding policy and bylaw initiatives. It is expected that elements of the Early Guidance will be the subject of specific work programs that will include appropriate process and public engagement and will ultimately lead to Council consideration and decision. However, as an interim measure, the Early Guidance is intended to clarify Council's initial expectations for new development proposals and provide some flexibility as to how and to what extent they are incorporated into proposals.

In developing this proposed Early Guidance, staff have also referred to the Official Community Plan (OCP), as it contains objectives and policies covering a wide range of community goals and values, including: climate action; parks and open spaces; built environment and urban design; community health and well-being; housing; sustainability; multi-modal transportation; local economy; food systems; community infrastructure; and the growth management and land use strategy for the City. It is intended that this Early Guidance is consistent with existing Policy intentions.

Pulling from the intentions of the OCP, the strategic planning process to-date, and the City's work with Mr. Toderian, the following early guidance for new development proposals has been prepared for Council's consideration:

1. HIGH QUALITY GROWTH AND DENSITY:

Council's intention is to support growth with an emphasis on successful urban community-building, while increasingly emphasizing the quality of new higher density development, particularly in the context of livability, sustainability, affordability and development viability. The achievement of high-quality urban density will emphasize urban design and architectural design that results in engaging street-level activation and vibrancy, and an ambitious street tree canopy. Where taller buildings are proposed, floor plates should be relatively slim and well separated to avoid the individual or cumulative effects of excessive upper-floor massing.

In addition to design quality, considerations of high-quality urban density should include, where beneficial and viable, some or all of the following:

- *Amenities supporting livability/quality of urban life at the building, block and neighbourhood scale.*
- *Integration of existing mature, viable site trees where feasible relative to tree location, site conditions, development viability and other public interest considerations.*
- *Consideration of relative affordability opportunities.*
- *Inclusion of 2-3 bedroom apartments for families as well as other family supports such as in-suite storage, in-building amenities etc.*
- *Green design opportunities relative to architectural design and sustainable energy sources over-and-above City requirements.*
- *Avoidance of excessive vehicle parking, and strategic provision of enhanced supports for alternatives to vehicle ownership and use, including diverse urban biking options, walking, public transit use and carshare.*
- *Strategic supports in housing and mobility for accessibility.*

2. LESS IMPACTFUL, MORE LIVABLE CONSTRUCTION:

To mitigate the construction impacts of medium and high-density growth on existing neighbours and neighbourhoods in a rapidly and continuously changing city, applications should propose and implement a well-considered "good neighbour commitment" that reflects established high-quality practice in maintaining urban livability during construction.

This type of Early Guidance for development proposals fits in well with the existing intentions of the OCP, and as such does not require any policy or bylaw amendments in order to be supported by Council. The Early Guidance simply provides an opportunity for Council to provide clarity and direction as to how they wish the current intentions of the OCP to be addressed by development proposals while they continue the strategic planning process and additional planning processes. The process of moving forward with the strategic planning initiatives will include additional research, community and stakeholder engagement, and review through a public process.

As noted, this Early Guidance is intended to be an interim measure to respond to the development community's request for clarification on Council's priorities and expectations for development proposals, as staff move forward to schedule the agendas for upcoming meetings of the Sustainable Development Advisory Committee. Development proposals would then be expected to provide a description of how they propose to address the intent of this Early Guidance for Council's further consideration as part of the rezoning process.

FINANCIAL IMPLICATIONS:

There are no financial implications to the City in providing this proposed Early Guidance for development applications. Any financial implications associated with implementing the strategic planning initiatives to create new or amended policies or bylaws can be explored and discussed as part of the strategic planning process.

LEGAL IMPLICATIONS:

A Section 219 Covenant would be required as a condition of rezoning approval to secure any proposed amenity, community benefit, or development feature that is not required through the City's Zoning Bylaw, Subdivision and Development Servicing Bylaw, or Design Guidelines.

OPTIONS:

Option 1

THAT Council support in principle the following interim measure to provide Early Guidance for development applications:

1. HIGH QUALITY GROWTH AND DENSITY:

Council's intention is to support growth with an emphasis on successful urban community-building, while increasingly emphasizing the quality of new higher density development, particularly in the context of livability, sustainability, affordability, and development viability. The achievement of high-quality urban density will emphasize urban design and architectural design that results in engaging street-level activation and vibrancy, and an ambitious street tree canopy. Where taller buildings are proposed, floor plates should be relatively slim and well separated to avoid the individual or cumulative effects of excessive upper-floor massing.

In addition to design quality, considerations of high-quality urban density should include, where beneficial and viable, some or all of the following:

- *Amenities supporting livability/quality of urban life at the building, block, and neighbourhood scale.*
- *Integration of existing mature, viable site trees where feasible relative to tree location, site conditions, development viability and other public interest considerations.*
- *Consideration of relative affordability opportunities.*
- *Inclusion of 2-3 bedroom apartments for families as well as other family supports such as in-suite storage, in-building amenities etc.*
- *Green design opportunities relative to architectural design and sustainable energy sources over-and-above City requirements.*
- *Avoidance of excessive vehicle parking, and strategic provision of enhanced supports for alternatives to vehicle ownership and use, including diverse urban biking options, walking, public transit use and carshare.*
- *Strategic supports in housing and mobility for accessibility.*

2. LESS IMPACTFUL, MORE LIVABLE CONSTRUCTION:

To mitigate the construction impacts of medium and high-density growth on existing neighbours and neighbourhoods in a rapidly and continuously changing city, applications should propose and implement a well-considered "good neighbour commitment" that reflects established high-quality practice in maintaining urban livability during construction.

OR Option 2

THAT Council

Take no action at this time with respect to establishing Early Guidance for development applications.

SUBMITTED BY: Leah Stohmann, MCIP RPP, Deputy Director of Planning and Subdivision

Concurrence: Donna Petrie, Senior Manager of Business Development and Events

Concurrence: Yari Nielsen, Director of Parks, Recreation and Facilities

Concurrence: Matthew Baldwin, MCIP, RPP, Director of Planning and Subdivision

Concurrence: Katelyn Balzer, P.Eng., Director of Engineering and Public Works

Concurrence: Michael Dillabaugh, CPA, CA, Director of Finance

Concurrence: Marie Watmough, Deputy Director of Corporate Services

Concurrence: Braden Hutchins, Director of Corporate Services

Concurrence: Darren Kiedyk, Chief Administrative Officer



City of Langford

Staff Report to Council

DATE: Thursday, May 18, 2023

DEPARTMENT: Administration

SUBJECT: Strata Title Conversion of Commercial Building at 2826 Bryn Maur Road

BACKGROUND:

In 2022, the City of Langford purchased the commercial building at 2826 Bryn Maur Road (the "Building"). The Building has two upper units and one ground floor unit. Despite this construction, the Building has only two strata units on title.

The Building was purchased as a relocation option for Langford businesses located on properties identified by the City for intersection improvements and proposed projects for the downtown core. The City offered relocation to the Building to these businesses during acquisition negotiations so they could remain in Langford. One of these businesses, Pearson & Company Law Corporation ("Pearson"), did relocate to the Building.

Pearson agreed to sell its building, located at 1103 Goldstream Avenue, to the City in exchange for the City selling to Pearson one of the upper units of the Building. The City agreed on the condition that Pearson signed an "Option to Purchase" agreement, exercisable by the City, to buy the property back for a set price. The other two units in the building are occupied by two not-for-profit organizations, March of Dimes Canada (Sea-Isle Rehabilitation Services) and Vancouver Island South Film & Media Commission, as tenants of the City.

To sell Pearson a unit in the building to Pearson and keep ownership of the other two units, the Building needs to be re-classified with the Land Titles Office to be three strata units on title instead of two.

Subdivision Boundary adjustment

The City also purchased the property adjacent to the Building, 2832 Bryn Maur Road, to relocate the Goldstream Masonic Hall Association (the "Masons") from 679 Goldstream Avenue. The City is constructing a new building at 2832 Bryn Maur Road with three ground units and one upper floor unit. The Masons have agreed to purchase at least the upper floor unit of the building once construction is complete. In order to build the new building and accommodate the above ground parking needed, the City plans to do a subdivision boundary adjustment with 2826 Bryn Maur Road to allocate a portion of the land from 2826 Bryn Maur Road to 2832 Bryn Maur Road.

2826 Bryn Maur Road:



COMMENTARY:

Section 242 of the *Strata Property Act* (the "Act") specifies that Council is the approving authority for the strata title conversion of a previously occupied building. When approving a strata title conversion, the Act states that the approving authority should follow the applicable requirements below:

(5) The approving authority must not approve the strata plan unless the building substantially complies with the following:

- (a) the applicable bylaws of the municipality or regional district;*
- (b) applicable Nisga'a Government laws;*
- (b.1) the applicable laws of the treaty first nation;*
- (c) the building regulations within the meaning of the Building Act, except, in relation to a treaty first nation that has entered into an agreement described in section 6 of that Act, to the extent*

that the agreement enables the treaty first nation to establish standards that are different from those established by the building regulations.

(6) In making its decision, the approving authority must consider

- (a) the priority of rental accommodation over privately owned housing in the area,*
- (b) any proposals for the relocation of persons occupying a residential building,*
- (c) the life expectancy of the building,*
- (d) projected major increases in maintenance costs due to the condition of the building, and*
- (e) any other matters that, in its opinion, are relevant.*

The Building was built in 1993 and staff have confirmed that the Building does substantially comply with our applicable bylaws. Staff have also engaged an architect to inspect the Building and provide a report to confirm that it substantially complies with the building regulations within the meaning of the *Building Act*.

FINANCIAL IMPLICATIONS:

The City has a signed sale agreement with Pearson to purchase the strata unit for \$350,000.00. The City also has a right to purchase this unit back once Mr. Pearson is no longer operating his business from there for the same amount, plus any increase in value as determined by BC Assessment.

LEGAL IMPLICATIONS:

The strata titling and boundary adjustment processes that the city must follow are set out below:

1. Cancel the existing Strata Plan VIS3402 to wind up the existing strata,
2. Register the Subdivision Plan EPP123629 to adjust the boundaries of the two lots,
3. Register the new Strata Plan EPS8823 to strata title the existing building into three new strata units.

OPTIONS:

Option 1

THAT Council:

1. Resolve to wind up the existing strata and authorize the signature of necessary documents to wind up Strata VIS3403; AND

2. Endorse the legal plan to create Strata Plan EPS8823 at 2826 Bryn Maur Road; subject to receiving confirmation from an Architect that the existing building substantially complies with the building regulations within the meaning of the *Building Act*.

OR Option 2

THAT Council:

Take no action at this time with respect to the strata title conversion at 2826 Bryn Maur Road.

SUBMITTED BY: Daryl Minifie, ASCT, Senior Land Development Technologist

Concurrence: Leah Stohmann, MCIP, RPP, Deputy Director of Planning and Subdivision

Concurrence: Cameron Edwards, Senior Building Official

Concurrence: Donna Petrie, Senior Manager of Business Development and Events

Concurrence: Matthew Baldwin, MCIP, RPP, Director of Planning and Subdivision

Concurrence: Katelyn Balzer, P.Eng., Director of Engineering and Public Works

Concurrence: Michael Dillabaugh, CPA, CA, Director of Finance

Concurrence: Marie Watmough, Deputy Director of Corporate Services

Concurrence: Braden Hutchins, Director of Corporate Services

Concurrence: Darren Kiedyk, Chief Administrative Officer

RESOLUTION OF THE OWNERS, STRATA PLAN VIS3403

WHEREAS:

- A. A strata corporation may, in accordance with section 273.1 of the *Strata Property Act*, pass a winding-up vote resolution to proceed with the cancellation of the strata plan and the voluntary winding up and dissolution of the strata corporation without a liquidator and may apply to the Supreme Court of British Columbia for an order confirming such resolution;
- B. The purpose of this resolution is to approve, authorize, ratify and give effect to the cancellation of the strata plan and the winding up and dissolution of the Strata Corporation and to authorize and direct the Strata Council of the Strata Corporation to take such steps as are required pursuant to Sections 272 through 275 of Division 1 of Part 16 of the *Strata Property Act* to apply to the Registrar of Land Titles to cancel Strata Plan VIS3403 (the "Strata Plan") and give effect to the winding up and dissolution of the Strata Corporation without a liquidator and that the owners become the owners (as tenants in common if there is more than one person comprising the owners) of the land shown on the Strata Plan, any land held in the name of or on behalf of the Strata Corporation, but not shown on the Strata Plan, and any personal property held by or on behalf of the Strata Corporation; and
- C. The Strata Corporation has no debts other than debts held by persons who have consented in writing, under sub-paragraph 274(c)(ii)(B) of the *Strata Property Act*, to the winding up of the Strata Corporation;

BE IT RESOLVED as a resolution passed by an 80% vote pursuant to Section 272 of the *Strata Property Act* and otherwise in accordance with all relevant provisions of the *Strata Property Act*, that:

- 1. The Strata Plan be cancelled and the Strata Corporation be wound up and dissolved voluntarily and without a liquidator pursuant to Sections 272 through 275 of Division 1 of Part 16 of the *Strata Property Act* and the owner(s) of the strata lots within the Strata Plan become tenants in common of the land shown on the Strata Plan, any land held in the name of or on behalf of the Strata Corporation, but not shown on the Strata Plan, and any personal property held by or on behalf of the Strata Corporation.
- 2. For the purposes of giving effect to the intent and purpose of this resolution, the owner(s) of the Strata Corporation hereby authorize, ratify and approve the following:
 - (a) the cancellation of the strata plan;

- (b) the dissolution of the strata corporation;
 - (c) the conversion schedule (the "Conversion Schedule") in the form attached as Schedule "A" to this resolution, prepared in accordance with section 273 of the *Strata Property Act*; and
 - (d) the conversion of each owner's interest, in the owner's strata lot and in the common property and common assets of the Strata Corporation, to an interest as a tenant in common in the shares set out in the Conversion Schedule in the following:
 - (i) all land that was shown on the Strata Plan immediately before it was cancelled,
 - (ii) all land held in the name of or on behalf of the Strata Corporation, but not shown on the strata plan, and
 - (iii) personal property held by or on behalf of the Strata Corporation.
3. The Strata Council is authorized and directed to promptly take and perform all such steps and actions on behalf of the Strata Corporation as are necessary to give effect to this resolution, including but not limited to:
- (a) Approving, preparing, assembling, executing, delivering, and filing, and causing or authorizing to be approved, prepared, assembled, executed, delivered, and filed with the Land Title Office, in a form satisfactory to the Registrar of Land Titles, all applications, forms, instruments, documents, plans, and certificates as are required to give effect to the cancellation of the Strata Plan and the winding up of the Strata Corporation without a liquidator, including but not limited to the following:
 - (i) obtaining the written consent to cancel the Strata Plan and wind up the Strata Corporation signed by all holders of registered charges against land shown on the Strata Plan and land held in the name of or on behalf of the Strata Corporation, but not shown on the Strata Plan;
 - (ii) filing the Conversion Schedule;
 - (iii) obtaining the written consent to the winding up signed by all holders of registered charges against land shown on the Strata

Plan and any land held in the name of or on behalf of the Strata Corporation, but not shown on the Strata Plan;

- (iv) one or more certificates of Strata Corporation in the prescribed form stating, if required, that: (i) this resolution required pursuant to Section 272(1) of the *Strata Property Act* has been passed by an 80% vote, (ii) the Conversion Schedule and any reference or explanatory plans, as the case may be, conform to this resolution, and (iii) the Strata Corporation has no debts other than debts held by persons who have consented in writing, under paragraph 274(c)(ii)(B) of the *Strata Property Act* to the winding up of the Strata Corporation;
- (v) a reference plan as required by the Registrar of Land Titles in accordance with Section 274 of the *Strata Property Act* that shows the land shown on the Strata Plan and the land, if any, held in the name of or on behalf of the Strata Corporation, but not shown on the Strata Plan; and
- (vi) any document required by the Registrar of Land Titles: (1) to resolve the priority of interests of any registered charges against the land shown on the Strata Plan or held in the name of or on behalf of the Strata Corporation, but not shown on the Strata Plan, or (2) to transfer title to the land shown on the Strata Plan or held in the name of or on behalf of the Strata Corporation, but not shown on the Strata Plan;

(collectively, the “Plans and Documents”)

all as contemplated by or that are necessary to give effect to this resolution and in a form required under the *Strata Property Act*, the *Land Title Act* or other applicable legislation or regulations, as the case may be; and

- (c) Appointing, engaging, instructing, directing, and authorizing a lawyer, notary public, or land title agent to act as the agent of the Strata Corporation for purposes of filing and registering the Plans and Documents at the applicable land title office.

Schedule "A"**Conversion Schedule – Strata Corporation VIS3403**(Section 273 of *Strata Property Act*)Pursuant to section 273 of the *Strata Property Act*:

1. The Owners, Strata Plan VIS3403 (the "Strata Corporation") does not hold land in its own name and has no land held on its behalf that is not shown on Strata Plan VIS3403.
2. City of Langford, with a postal address of 2nd Floor, 877 Goldstream Avenue, Victoria, BC, V9B 2X8, is the registered owner of Strata Lots 1 and 2, Strata Plan VIS3403 being all of the strata lots in Strata Plan VIS3403.
3. There are no registered charges registered against Strata Lots 1 and 2.
4. There are no registered interests in any of the lands comprising the Strata Corporation.
5. Following are the registered interests at the time of the resolution:

<u>Strata Lots</u>	<u>Registered Interest</u>
1-2	50/100 each

6. If the Registrar grants an Order, based on the Schedule of Interest Upon Destruction that was registered with Strata Plan VIS3403, the City of Langford, will hold 100/100 interest in the land, as sole registered owner of the strata lots in Strata Plan VIS3403.

Dated this ____ day of _____, 2023.

WE HEREBY AGREE AND CONSENT to the winding up of Strata Plan VIS3403:

 Full Name:
Strata Council Member

 Full Name:
Strata Council Member

Form E**Strata Property Act**

[am. B.C. Reg. 289/2000, s. 3.]

CERTIFICATE OF STRATA CORPORATION

(Sections 78, 79, 80, 100, 214, 257, 259, 261, 262, 263, 266, 269, 274, 283 of the Act and sections 17.20 to 17.22 of the Regulation)

The Owners, Strata Plan VIS3403 certify that

(a) a resolution referred to in section 272 of the *Strata Property Act* was passed by an 80% vote at an annual or special general meeting held on _____ [month day, year],

(b) the attached conversion schedule conforms to the resolution, and

(c) one of the following is the case [check applicable box]:

☐ the resolution has been confirmed by a court order under section 273.1 of the *Strata Property Act* and the strata corporation meets the requirements of section 274 (b) (ii) (B);

☐ the strata plan has fewer than 5 strata lots, the written consent required by section 274 (c) (i) of the *Strata Property Act* has been given and the strata corporation meets the requirements of section 274 (c) (ii) (B).

For the purposes of section 165 (4) (f) of the *Land Title Act*, execution of the attached instrument has been approved by a resolution at an annual or special general meeting in accordance with the requirements of the *Strata Property Act*, and the instrument conforms to the resolution.

Signature of Council Member

Signature of Second Council Member

Subdivision Plan of
Lot A, Section 72,
Esquimalt District, Plan EPP123628,
AND
Lot 9, Section 72,
Esquimalt District, Plan 6319

BCGS 92B.043



All distances are shown in metres.
The intended plot size of this plan
is 432mm in width by 560mm in height
(C size) when plotted at a scale of 1:200.

LEGEND

Integrated Survey Area No. 51, City of Langford,
NAD83(CSRS)3.0.0.BC.1.CRD.

Grid bearings are derived from geodetic control
monuments 03H2514 and 13H2705 and are
referred to the central meridian of UTM Zone 10.

The UTM coordinates and estimated absolute
accuracy achieved are derived from the MASCOT
published coordinates and standard deviations for the
geodetic control monuments 03H2514 and 13H2705.

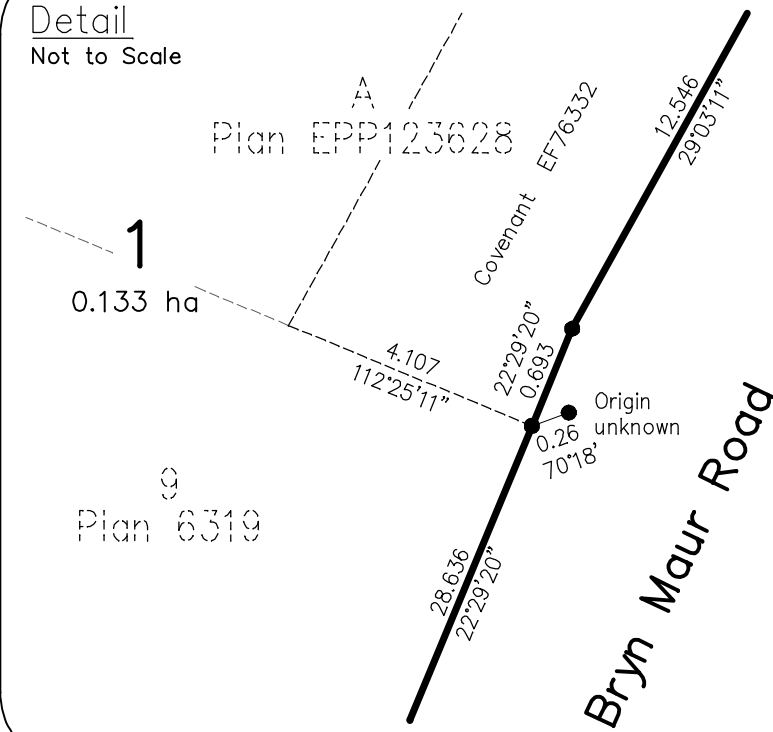
This plan shows horizontal ground-level distances unless
otherwise specified. To compute grid distances, multiply
ground level distances by the average combined factor
of 0.9996076 which has been derived from geodetic
control monuments 03H2514 and 13H2705

Found	Set	Denotes
●	○	Standard Iron Post
■	□	Standard Lead Plug
▲		Control Monument

This plan shows one or more witness posts
which are not set on the true corner(s).

03H2514
Datum: NAD83(CSRS)3.0.0.BC.1.CRD
UTM Zone 10 coordinates
UTM Northing 5,366,363.670
UTM Easting 463,022.290
Absolute accuracy 0.01

13H2705
Datum: NAD83(CSRS)3.0.0.BC.1.CRD
UTM Zone 10 coordinates
UTM Northing 5,366,143.600
UTM Easting 463,335.930
Absolute accuracy 0.01



This plan lies within the jurisdiction of the
Approving Officer for the City of Langford.

This plan lies within the Capital Regional District.

The field survey represented by this plan was
completed on the th day of , 2022.

James Worton, BCLS 757

File	13722
Drawing	3722 SUB PLAN
POWELL & ASSOCIATES B C Land Surveyors 250-2950 Douglas Street Victoria, BC V8T 4N4 Phone: (250) 382-8855	

**SURVEY PLAN CERTIFICATION
PROVINCE OF BRITISH COLUMBIA**

PAGE OF PAGES

Your electronic signature is a representation that you are a British Columbia land surveyor and a subscriber under section 168.6 of the *Land Title Act*, RSBC 1996 c.250. By electronically signing this document, you are also electronically signing the attached plan under section 168.3 of the act.

1. BC LAND SURVEYOR: (Name, address, phone number)

Surveyor General Certification [For Surveyor General Use Only]

2. PLAN IDENTIFICATION:

Control Number:

Plan Number:

This original plan number assignment was done under Commission #:

LTO Document Reference:

3. CERTIFICATION:

Form 9

Explanatory Plan

Form 9A

The field survey was completed on:

(YYYY/Month/DD)

The checklist was filed under ECR#:

The plan was completed and checked on:

(YYYY/Month/DD)

I am a British Columbia land surveyor and certify that

this plan was completed and checked on:

(YYYY/Month/DD)

that the checklist was filed under ECR#:

and that the plan is correct in accordance with Land Title Office records.

I am a British Columbia land surveyor and certify that the buildings included in this strata plan have not been previously occupied as of (YYYY/Month/DD)

None

Strata Form S

None

Strata Form U1

Strata Form U1/U2

I am a British Columbia land surveyor and certify that the buildings shown on this strata plan are within the external boundaries of the land that is the subject of the strata plan

Certification Date:

(YYYY/Month/DD)

I am a British Columbia land surveyor and certify:

1. That the buildings shown on this strata plan are within the external boundaries of the land that is the subject of the strata plan subject to clause 2 of this endorsement

2. That certain parts of the buildings are not within the external boundaries but appropriate and necessary easements of other interests are registered as set out in section 244 (1)(f) of the Strata Property Act.

Registered Charge Number(s):

Certification Date:

(YYYY/Month/DD)

Arterial Highway

I am a British Columbia land surveyor and certify that I am authorized by the Minister of Transportation and Infrastructure under section 44.1 of the Transportation Act to show certain lands identified on this plan dedicated as Arterial Highway.

Remainder Parcel (Airspace)

I am a British Columbia Land Surveyor and certify that no portion of the parcels or dedications created on this plan overlap vertically, that is, lie above or below any portion of the Air Space parcels on Air Space Plan

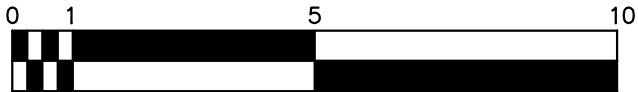
4. ALTERATION:

LTO Document Reference:

This is an alteration to a previous version of this plan identified by control number:

DESCRIPTION OF ALTERATION: SEE SCHEDULE

Strata Plan of
Lot 2, Section 72,
Esquimalt District, Plan EPP123629
BCGS 92B.043



All distances are shown in metres.

The intended plot size of this plan
is 560mm in width by 432mm in height
(C size) when plotted at a scale of 1:125.

LEGEND

Integrated Survey Area No. 51, City of Langford,
NAD83(CSRS)3.0.0.BC.1.CRD.

Grid bearings are derived from geodetic control
monuments 03H2514 and 13H2705 and are
referred to the central meridian of UTM Zone 10.

The UTM coordinates and estimated absolute
accuracy achieved are derived from the MASCOT
published coordinates and standard deviations for the
geodetic control monuments 03H2514 and 13H2705.

This plan shows horizontal ground-level distances unless
otherwise specified. To compute grid distances, multiply
ground level distances by the average combined factor
of 0.9996076 which has been derived from geodetic
control monuments 03H2514 and 13H2705

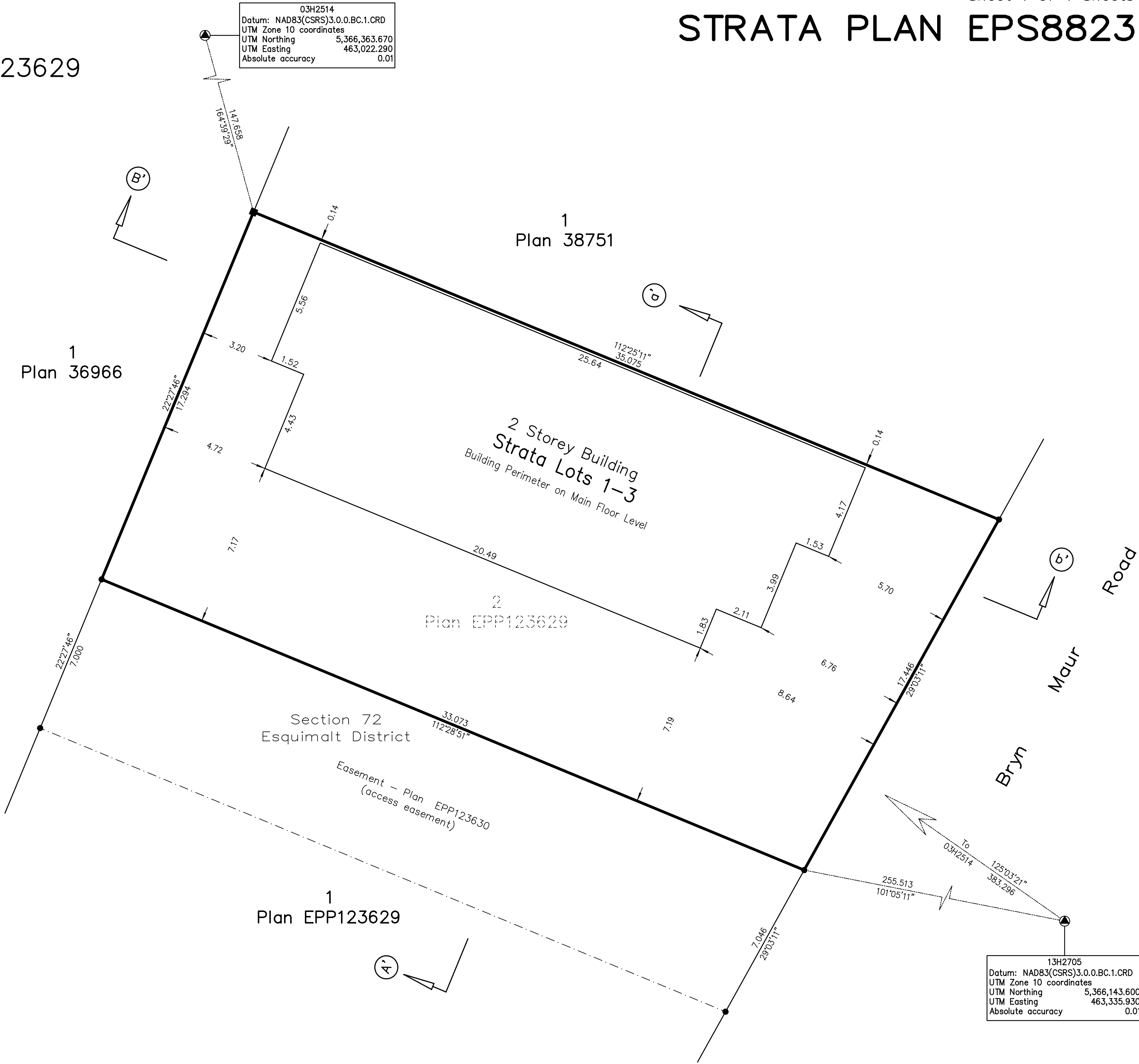
- Found
- Denotes
- Standard Iron Post
- Standard Lead Plug
- ⊙

Control Monument

Civic Addresses:

Strata Lot	Address
1	101–2826 Bryn Maur Road
2	201–2826 Bryn Maur Road
3	203–2826 Bryn Maur Road

Langford, BC



03H2514
Datum: NAD83(CSRS)3.0.0.BC.1.CRD
UTM Zone 10 coordinates
UTM Northing 5,366,363.670
UTM Easting 463,022.290
Absolute accuracy 0.01

STRATA PLAN EPS8823

13H2705
Datum: NAD83(CSRS)3.0.0.BC.1.CRD
UTM Zone 10 coordinates
UTM Northing 5,366,143.600
UTM Easting 463,335.930
Absolute accuracy 0.01

File	13,722 – 128W
Drawing	3722 STRATA PLAN
POWELL & ASSOCIATES B C Land Surveyors 250–2950 Douglas Street Victoria, BC V8T 4N4 Phone: (250) 382–8855	

Offsets to property lines are perpendicular
thereto and are measured to the exterior
sheathing at Main Floor Level.

All angles deflect by multiples of
90 degrees unless otherwise indicated.

The building shown hereon are within the
the external boundaries of the land that
is the subject of this Strata Plan.

The building included within this Strata
Plan has been previously occupied.

This plan lies within the Capital Regional
District and within the City of Langford.

The field survey represented by this plan was
completed on the 2nd day of September, 2022.
James Worton, BCLS 757

STRATA PLAN EPS8823

MAIN FLOOR



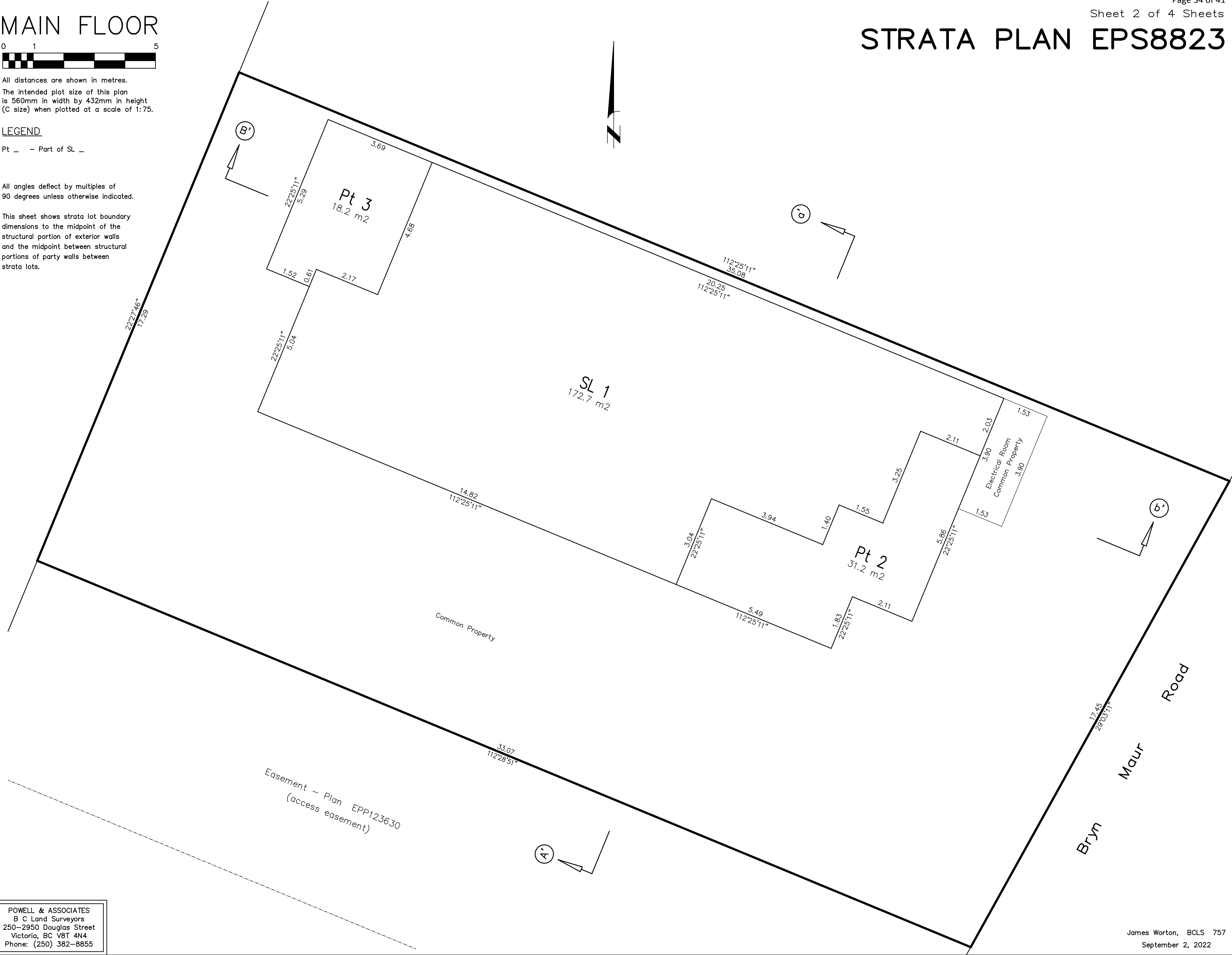
All distances are shown in metres.
The intended plot size of this plan is 560mm in width by 432mm in height (C size) when plotted at a scale of 1:75.

LEGEND

Pt _ - Part of SL _

All angles deflect by multiples of 90 degrees unless otherwise indicated.

This sheet shows strata lot boundary dimensions to the midpoint of the structural portion of exterior walls and the midpoint between structural portions of party walls between strata lots.



UPPER FLOOR



All distances are shown in metres.
The intended plot size of this plan is 560mm in width by 432mm in height (C size) when plotted at a scale of 1:75.

LEGEND

Pt _ - Part of SL _
LCP _ - Limited Common Property for SL _

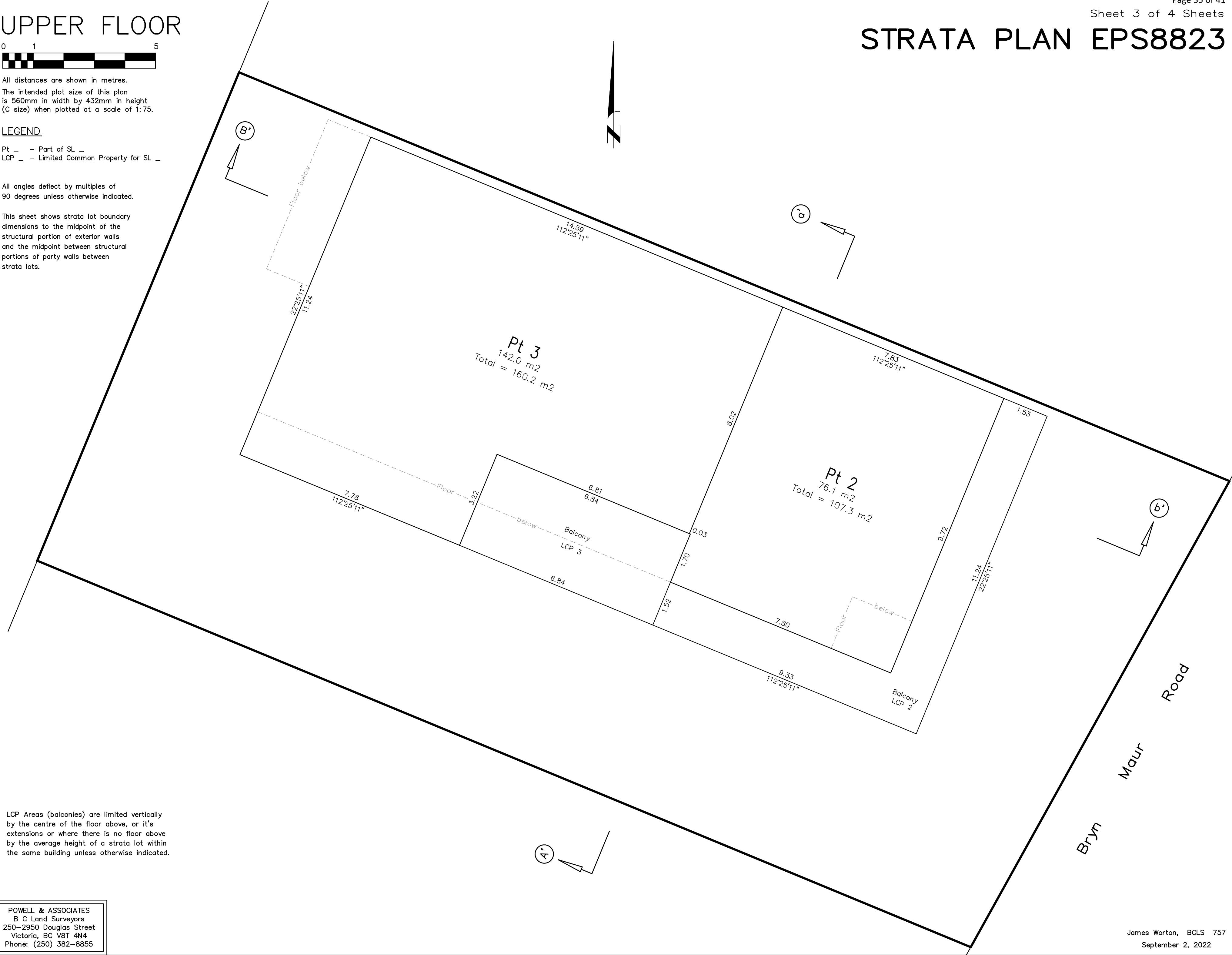
All angles deflect by multiples of 90 degrees unless otherwise indicated.

This sheet shows strata lot boundary dimensions to the midpoint of the structural portion of exterior walls and the midpoint between structural portions of party walls between strata lots.

LCP Areas (balconies) are limited vertically by the centre of the floor above, or it's extensions or where there is no floor above by the average height of a strata lot within the same building unless otherwise indicated.

POWELL & ASSOCIATES
B C Land Surveyors
250-2950 Douglas Street
Victoria, BC V8T 4N4
Phone: (250) 382-8855

STRATA PLAN EPS8823



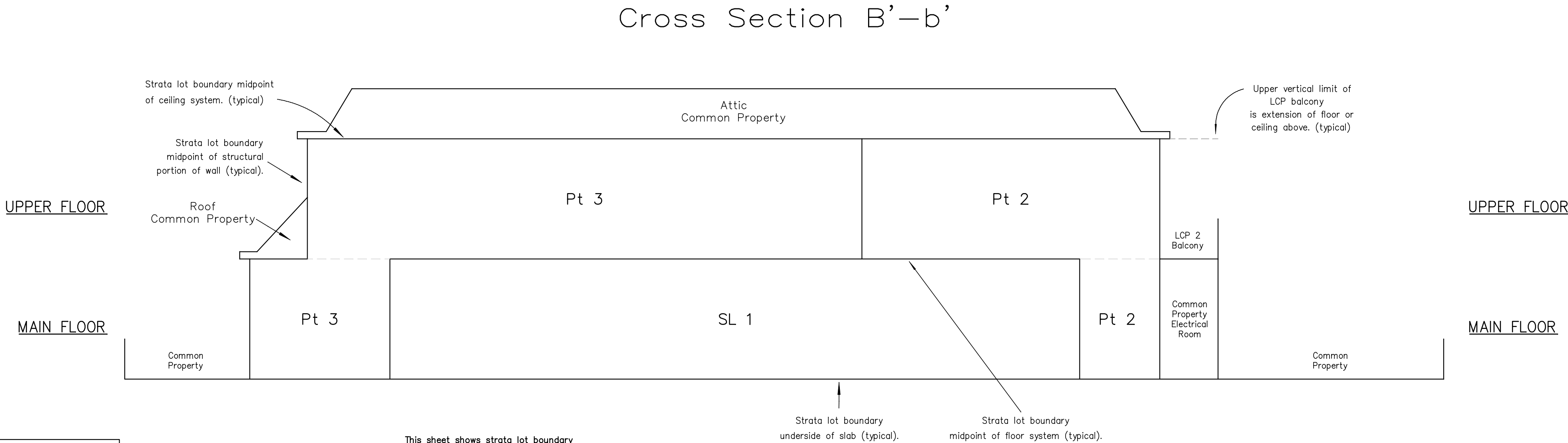
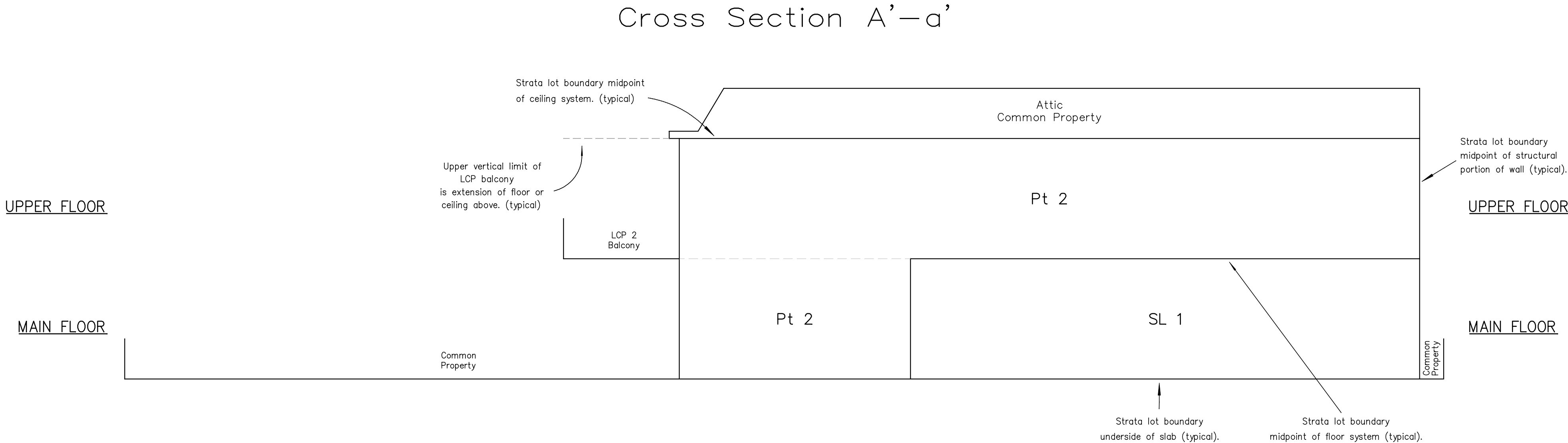
CROSS SECTIONS
NOT TO SCALE

STRATA PLAN EPS8823

The intended plot size of this plan
is 560mm in width by 432mm in height
(C size) when plotted at a scale of 1:75.

LEGEND

Pt _ - Part of SL _
LCP _ - Limited Common Property for SL _





City of Langford

Staff Report to Council

DATE: Monday, May 15, 2023

DEPARTMENT: Parks and Recreation

APPLICATION NO.: TUP23-0002

SUBJECT: Temporary Use Permit at the Jordie Lunn Bike Park 2990 Irwin Rd.

PURPOSE:

The purpose of this Temporary Use Permit (TUP) is to allow for uses within the Clubhouse building at the Jordie Lunn Bike Park (JLBP) not permitted under the current zoning. The JLBP is zoned CD3 – Area 3 (amenity lands) which primarily supports recreation-based uses. This TUP, if approved, will temporarily permit offices and retail store uses on only the portion of the park described as LOT 1, Section 26, Goldstream District, EPP127942 PID 031-936-059 (2992 Irwin Road).

BACKGROUND:

The Clubhouse at Jordie Lunn Bike Park was proposed in 2020 as part of the park design to provide additional amenities to park visitors and local residents. However, at that time, final decisions had not been made as to what types of uses would comprise the tenants of the space. As there is currently no visitation or customer traffic statistics for these spaces, Staff wish to use the 3 year TUP length to trial these uses to ensure they are the best for the space. Once confident in the longevity of the proposed uses, staff will look to bring forward an omnibus amendment to Zoning Bylaw No. 300 to rezone the property at 2990 Irwin Road to reflect the uses permitted in the TUP;

Table 1: Site Data for 2990 Irwin Road

Applicant	Wolfgang Schoenefuhs
Owner	City of Langford
Civic Address	2990 Irwin Road
Legal Description	LOT 1, Section 26, Goldstream District, EPP127942 PID 031-936-059
Size of Property	0.261 Hectare (2610m ²)
DP Areas	High Fire Hazard and Riparian Area (partially)
Zoning Designation	CD3 – Area 3 Amenity lands
OCP Designation	Hillside or Shoreline

SITE AND SURROUNDING AREA:

The JLBP is a conglomeration of multiple parcels of land, however, the Clubhouse is sited entirely on a single parcel. The TUP is only being sought for the single parcel. The clubhouse property contains a singular building and ample parking for park visitors and Clubhouse patrons. Across Irwin Rd. is a large residential development known as Westhills, this area consists mainly of single-family dwellings.

Table 2: Surrounding Land Uses Zoning

	Zone	Use
<i>North</i>	CD3 – Area 2	Single family and multi-family residential area
<i>North</i>	R2	Single family residential
<i>East</i>	CD3 – Area 3	Parkland and amenity space
<i>South</i>	CD3 – Area 3	Parkland and amenity space
<i>West</i>	CD3 – Area 3	Parkland and amenity space

DEVELOPMENT PERMIT AREAS:

The Interface Fire Hazard and Riparian Development Permit Areas have previously been addressed through the development permit (DP22-0024). Both required reports are included in the DP and recommendations have and will continue to be met as final landscaping is completed. Staff strongly believe that neither Development Permit Area will be negatively impacted by the proposed inclusion of offices and retail store as permitted uses under the TUP.

INFRASTRUCTURE:

No additional infrastructure is required prior to the approval of the TUP.

FINANCIAL IMPLICATIONS:

There are no negative financial implications associated with this TUP. This TUP is being proposed to allow for additional commercial opportunities within the Clubhouse, therefore expanding the possible tenants that could lease space in the building, thereby generating revenue for the City.

LEGAL IMPLICATIONS:

Pursuant to S. 497 of the *Local Government Act*, the City may issue a Temporary Use Permit (TUP) for a period of up to 3 years. The *Local Government Act* also allows a temporary use permit to be extended for a maximum of an additional 3 years. If the holder of a TUP wishes to conduct the temporary use beyond 6 years period, they are required to make a new application to Council for a TUP or apply for rezoning.

Additionally, the City will be looking to enter into various contracts and agreements for the operation of the bike shop (retail store) and the office space in the clubhouse.

OPTIONS:

Option 1

1. THAT Council direct staff to:
 - a) provide notice that Council will consider issuing a Temporary Use Permit for a period of three years for property located at 2990 and 2992 Irwin Rd, to allow for the following uses:
 - i. Office; and
 - ii. Retail Store.

AND

- b) Bring forward an omnibus amendment to Zoning Bylaw No. 300 to rezone the property at 2990 Irwin Road to reflect the uses permitted in the TUP;

OR Option 2

THAT Council reject this application for a Temporary Use Permit.

SUBMITTED BY: Wolfgang Schoenefuhs, Park Planning Coordinator, Parks and Recreation

Concurrence: Donna Petrie, Senior Manager of Business Development and Events

Concurrence: Yari Nielsen, Director of Parks, Recreation and Facilities

Concurrence: Matthew Baldwin, MCIP, RPP, Director of Planning and Subdivision

Concurrence: Katelyn Balzer, P.Eng., Director of Engineering and Public Works

Concurrence: Michael Dillabaugh, CPA, CA, Director of Finance

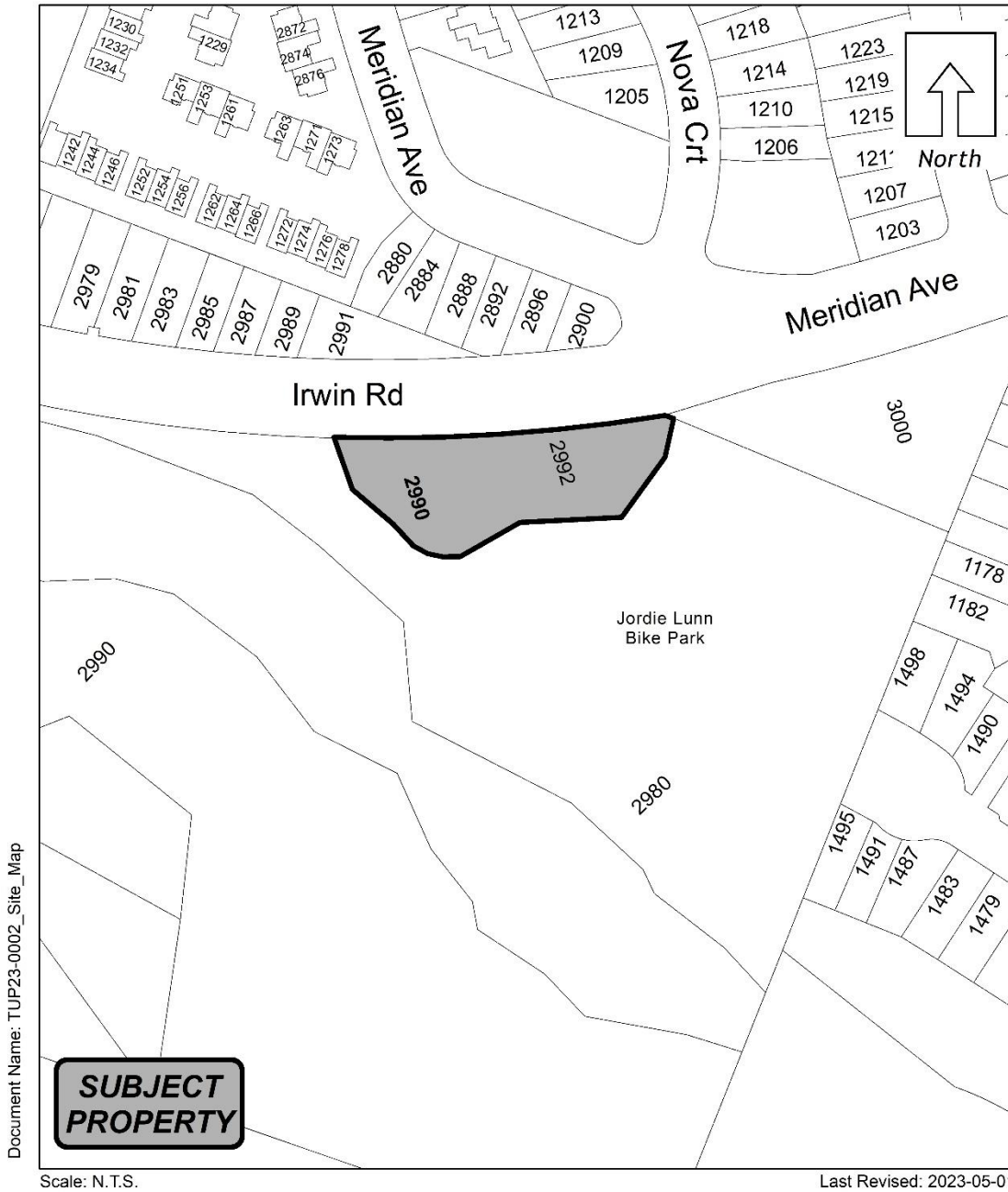
Concurrence: Marie Watmough, Deputy Director of Corporate Services

Concurrence: Braden Hutchins, Director of Corporate Services

Concurrence: Darren Kiedyk, Chief Administrative Officer

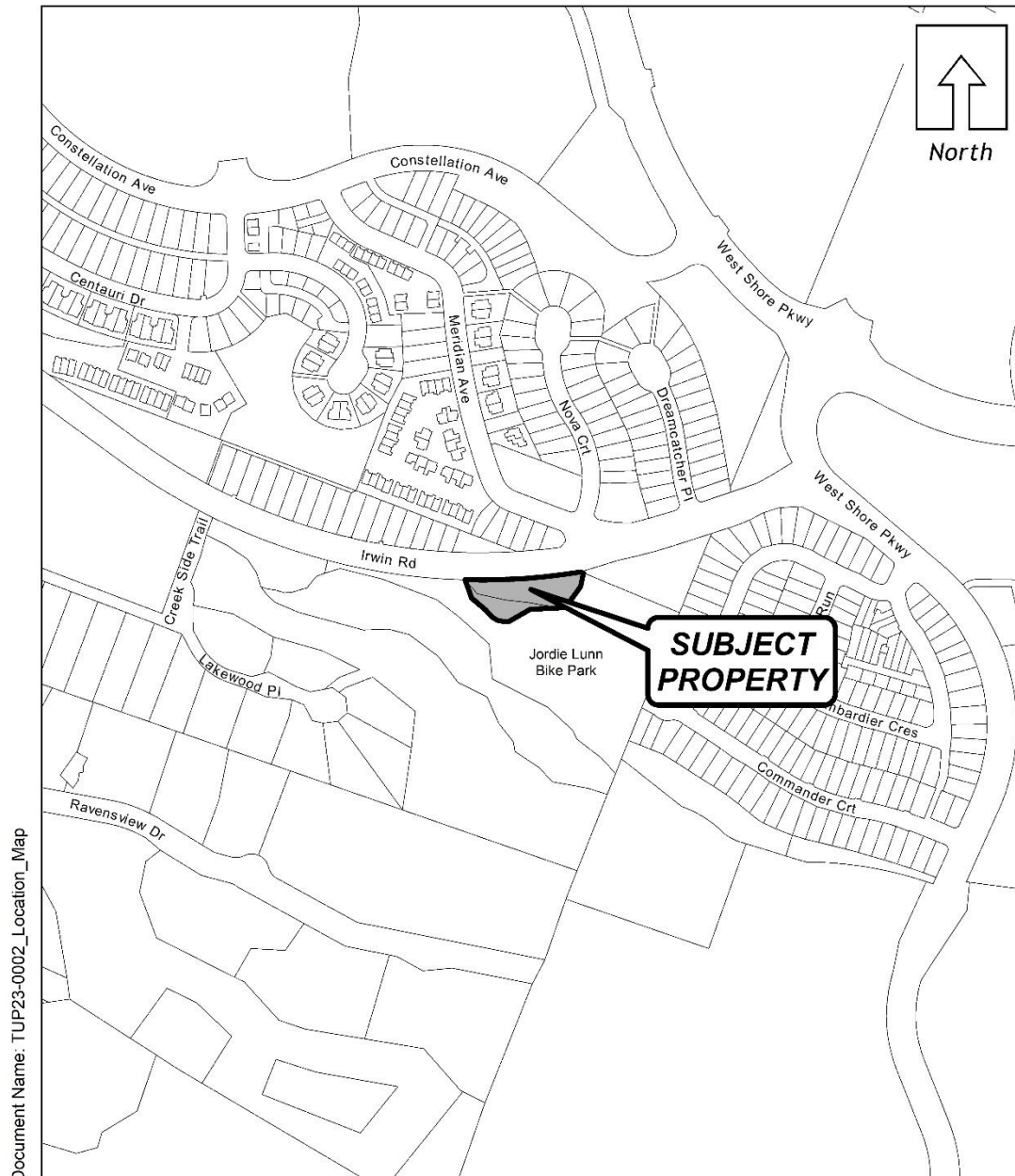
APPENDIX A: SITE MAP

TEMPORARY USE PERMIT
(TUP23-0002)
2990 Irwin Rd



APPENDIX B: LOCATION MAP

TEMPORARY USE PERMIT
(TUP23-0002)
2990 Irwin Rd



Scale: N.T.S.

Last Revised: 2023-05-01