

**CORPORATION OF THE CITY OF COURTENAY
COUNCIL MEETING AGENDA**

DATE: December 14, 2015
PLACE: City Hall Council Chambers
TIME: 4:00 p.m.

1.00 ADOPTION OF MINUTES

1. Adopt December 1, 2015 Special Council meeting minutes and December 7, 2015 Regular Council meeting minutes

2.00 INTRODUCTION OF LATE ITEMS

3.00 DELEGATIONS

STAFF REPORTS/PRESENTATIONS

Pg #

(a) CAO and Legislative Services

(b) Community Services

(c) Development Services

- 1 1. Development Permit with Variances for 1978 Cliffe Avenue

(d) Engineering and Operations

(e) Financial Services

5.00 EXTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

6.00 INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

7.00 REPORTS/UPDATES FROM COUNCIL MEMBERS INCLUDING REPORTS FROM COMMITTEES

8.00 RESOLUTIONS OF COUNCIL

9.00 UNFINISHED BUSINESS

1. From a delegation to the December 7, 2015 Regular Council Meeting

Request from Comox Valley Sustainability Network:

1. That Council use the Comox Valley Sustainability Strategy as a guiding strategic document when:
 - Considering the approval of development applications;
 - Liaising, coordinating and working in partnership with other

- organizations;
- Setting strategic priorities;
- Determining capital and operational budget; and

2. That Council implement the following provisions of the Comox Valley Sustainability Strategy:

1.1.3 (c)

Develop policies and incentives to support and prioritize infill and re-development within existing built areas to accommodate future growth in order to support the pedestrian orientation of the Regional Growth Strategy.

2.1.3 (a)

Work with the development and design industry to establish a set of site design guidelines that increase performance on sustainability and address:

- Locating development so as to preserve key ecosystem areas and the connections between them (e.g. riparian areas, habitat corridors, others);
- Tree retention;
- Strategic solar access to buildings and orientation of buildings to maximize passive lighting and heating / cooling opportunities;
- Linkages with surrounding greenways and ecosystem areas;
- Low impact development approaches to managing stormwater;
- Locations for alternative energy and water management infrastructure;
- Locations for composting facilities;
- Community garden locations and management;
- Accessibility requirements; and
- Others.

4.1.1 (b)

Formally establish a transportation hierarchy: pedestrians, cycling, small electric modes, transit, goods movement, car co-ops, taxis and private automobiles – for planning, design and capital spending. Create necessary tools, checklists and protocols within local governments to ensure this priority is referenced for all key transportation decisions.

7.1.2 (c)

Pursue a pilot project on innovative housing for the homeless.

10.00 NOTICE OF MOTION

11.00 NEW BUSINESS

12.00 BYLAWS

13.00 ADJOURNMENT



THE CORPORATION OF THE CITY OF COURTENAY

STAFF REPORT

To: Council
From: Chief Administrative Officer
Subject: Development Permit with Variances for 1978 Cliffe Avenue

File No.: 3060-20-1401
Date: December 14, 2015

PURPOSE:

The purpose of this report is for Council to consider an amendment to development permit No. 1401 for the form and character of an approximately 2,700 m² (approximately 29,000 ft²) mixed-use building including variances to building setbacks, landscaping, and vertical clearance of a parkade.

CAO RECOMMENDATIONS:

That based on the December 14th, 2015 staff report "Development Permit with Variances for 1978 Cliffe Avenue", Council support OPTION 1 and approve the proposed amendment of Development Permit with Variances No. 1401 as shown in Schedule No. 1 subject to the conditions listed in the Permit, which include the registration of a subdivision plan consolidating those portions of Lot 1, Section 68, Comox District, Plan VIP82794, and Lot 2 and Lot 3, Section 68, Comox District, Plan 2352 shown in **Schedule No. 1**.

Respectfully submitted,

David Allen, BES, CLGEM, SCLGM
Chief Administrative Officer

BACKGROUND:

The subject property is located on Cliffe Avenue between 19th and 20th Street, and is currently vacant. The applicant applied for a development permit with variances to construct a commercial building last year. Issuance of the permit was considered and approved by Council at the November 17, 2014 Council meeting. Subsequent to Council authorization, the applicant amended the approved plan to reflect current real estate market conditions. The amendment includes the addition of 16 residential suites on the second floor, decreased height of the building, and minor changes to the second floor façade and the roof shape. Overall changes in form and character are relatively minor, however, the applicant is required to request Council for approval as the amendment includes variances. All variances except the one to building height remain unchanged.



Description of the Changes

The building form and character have changed slightly from the original plan to accommodate newly installed residential loft-type suites on the second floor. The change has resulted in an increase to the entire height of the second floor and changes to floor configuration. At the same time, the applicant relocated the mechanical room on the same floor instead of installing as a standalone structure on the roof. As a result, second floor façade and roof shape were redesigned, and the building is able to meet the maximum height requirement of 10 meters. Consequently, the previously approved height variance of 10.95 meters is no longer required.

Original Proposal



New Proposal



Summary of the Requested Variances

November 17, 2014 Council meeting	December 14, 2015 Council meeting
<p>Building Height Section 8.14.6 – increase the maximum building height from 10.0m to 10.95m to accommodate the rooftop service room</p>	<p>No longer requested</p>
<p>Building Setbacks Section 8.14.5 (1) – reduce the required front yard building setback from 7.5m to 4.5m for the building face, and to 3.5m for the decorative wood supports</p>	<p>Same request</p>
<p>Section 8.14.5 (2) – reduce the required side yard setback adjacent to Cliffe Avenue from 7.5m to 4.5m for the building face, to 3.9m for the canopy over the front entrance and awnings, and to 0.0m for the underground parking structure</p>	<p>Same request</p>

<p><i>Section 8.14.5 (2)</i> – reduce the required side yard setback adjacent to Riverside Lane from 7.5m to 3.5m for the building face and to 2.79m for the entrance canopy and awnings</p>	<p>Same request</p>
<p>Landscaping Widths <i>Section 8.14.10 (1)</i> – to reduce the required landscaping width adjacent to Cliffe Avenue from 7.5m to 4.5m at the front of the building and to 2.5m adjacent to the below grade surface parking area</p>	<p>Same request</p>
<p><i>Section 8.14.10 (1)</i> – to reduce the required landscaping width along Riverside Lane from 4.5m to a minimum of 2.1m</p>	<p>Same request</p>
<p>Vertical Clearance of Parking Areas <i>Section 7.1.5</i> – to reduce the minimum vertical clearance of the parkade from 2.25m to 2.20m</p>	<p>Same request</p>

The building is part of a larger development planned within the adjacent sites, which consists of a multi-residential project and construction of a portion of the Courtenay Riverway. However, the development permit application for Council consideration is only for the form and character of the proposed mixed-use building and associated variances to building setbacks, height, and landscaping.

The overall development concept requires the reconfiguration of lot boundaries including the three lots that comprise the proposed mixed-use development site. The applicant has submitted a subdivision application in order to make the development possible and the subdivision application is currently under review. This development permit application has been brought forward for Council’s consideration prior to subdivision approval despite the subdivision resulting in new lot boundaries. Subsequent to Council authorization of this application, a development permit will be issued subject to the registration of a subdivision plan creating a new lot shown in **Schedule No 2**.

Staff has advised the applicant that any changes to the proposed property lines as a result of the subdivision process may change the extent of the required variances to building and landscaping setbacks. If any changes are made after approval of the development permit, the applicant is required to submit an application to amend the development permit and obtain an approval of new variances from Council.

DISCUSSION:

OCP Review

The building is proposed to be built on vacant lots along Cliffe Avenue. It has been designed to provide an active street frontage along Cliffe Avenue including the main pedestrian entrance from Cliffe Avenue, office spaces on the main floor, and residential units on the second floor. The lower level has an access to Riverside Lane and consists of a small retail/office unit and an amenity area as well as parkade. A surface parking lot on the northern portion of the site provides additional parking spaces to meet the parking requirement.

The development is well situated to support a number of transportation options. Public transit is accessible via a bus stop located in front of the site on Cliffe Avenue. The close proximity to the Courtenay Riverway encourages usage of active transportation modes as well as recreational opportunities for future tenants and their employees. This will assist in achieving many goals and policies in the OCP.

Cliffe Avenue is one of the major traffic thoroughfares and functions as a vital corridor where many commercial activities are seen. In order to ensure high quality design, the Commercial Development Permit Guidelines in the OCP provide detailed design directions for areas like Cliffe Avenue. Based on the result of review, staff have identified that the proposed development is generally consistent with the guidelines and policies supporting commercial development. Staff have also identified that the proposed building relates to a pedestrian scale with prominent entrances, significant amounts of glazing, and weather protection along the front of the building. The building has been designed to step down towards 20th Street and provides visual interest through an articulated roofline and building facade and the incorporation of brick, stucco, and wood finishes.

The proposed landscaping widths are considerably less than those required by the guidelines and the zoning bylaw. The Zoning Bylaw requires 7.5m of landscaping along inside the property lines adjacent to Cliff Avenue and 4.5 m of landscaping along all other street frontages. The applicants are proposing 4.5m of landscaping along Cliffe Ave., 4.5m of landscaping along 20th St, and a minimum of 2.0m of landscaping on the rear yard. Despite the reduced landscaping widths, staff believes that the proposed landscaping scheme will create an attractive interface with the existing streetscape thereby achieving the intent of the guidelines.

Zoning Bylaw

The subject properties are currently zoned Multiple Use Two (MU-2), which permits the proposed combined commercial residential uses. A few MU-2 zones exist within the City and these are mainly along Cliffe Avenue amongst other commercial zones. The commercial zones represent significant areas with high visibility throughout the City. The Zoning Bylaw ensures that a high quality of architectural design with aesthetically-pleasing landscape to be provided.

The proposed project represents contemporary urban design with closer building setback to the street and parking concealed beneath the building. The building placement and architectural treatment also contribute to an active public realm. While the landscaping widths are less than what the zoning bylaw and DP guidelines require, the proposed landscaping is considered sufficient to articulate cohesive design between the building and the street, and create an attractive street appearance. Although the applicant is proposing a number of variances, the variances requested are reasonable. Staff believes that the proposed project would complement the surrounding area and have minimal impact.

Due to the topography of the site, the proposed project will appear as a two-storey building on the Cliffe Avenue elevation, but will result in a three-storey appearance from Riverside Lane.

Archaeological Assessment

Baseline Archaeological Services Ltd. has done an archaeological assessment of the properties and concluded that there are minimal archaeological deposits present which have been highly disturbed by previous development activity. The applicants applied for and received a heritage site alteration permit from the Ministry of Forests, Lands and Natural Resource Operations which expires December 31, 2015. The applicant has applied for an extension, but the final decision has not yet been made by the Ministry at

the time this report is completed. It is the applicant's responsibility to contact the Ministry for renewal of the permit and obtain the heritage site alteration permit according to the Ministry's regulations. Obtaining a heritage site alteration permit is one of the conditions for issuance of the development permit.

Traffic Impact

Traffic impact was reviewed in the last report. The traffic study concluded that the proposed development would have minimal impact on the traffic capacity for Cliffe Avenue. The traffic study supported the extension of Riverside Lane from 20th street to 19th street to improve traffic movements and safety by providing access to the signalized intersection at 19th Street. Through the consultation process, some local residents expressed concern with the speed of traffic on Riverside lane using it as a short-cut to avoid the 17th Street intersection. This issue was looked at in the traffic study and the Engineering department is addressing the design of the lane through the subdivision application.

FINANCIAL IMPLICATIONS:

There are no direct financial implications associated with this development permit with variances application.

It is estimated that the City will collect Development Cost Charges (DCCs) of \$167,312, and the applicant will pay \$203,046 for the Regional District charge. An application fee of \$1000 was paid for the amendment.

ADMINISTRATIVE IMPLICATIONS:

The processing of development applications is included in the current work plan as a statutory component. Staff has spent another 20 hours to review the amended plan. The amendment fee of \$1000 is slightly less than the staff cost of \$1071.

If approved, there will be one additional hour of staff time required to prepare the notice of permit, have it registered on title and close the file. Additional staff hours are anticipated as part of the subdivision review process and subsequent building permit applications.

ASSET MANAGEMENT IMPLICATIONS:

There are no direct asset management implications related to the permit application. However, as part of the subdivision approval process the City will acquire approximately 130 metres of new road on Riverside Lane and 60 metres of new walkway along the Courtenay Riverway.

STRATEGIC PRIORITIES REFERENCE:

The processing of development applications fall under the statutory requirements of the Development Services Department.

OFFICIAL COMMUNITY PLAN REFERENCE:

The proposed project is consistent with OCP policy supporting the use of existing commercially zoned lands to develop a strong, diversified commercial base within municipal boundaries which will provide employment and service opportunities. As noted above, this development is also consistent with OCP goals aiming to reduce community greenhouse gas emissions.

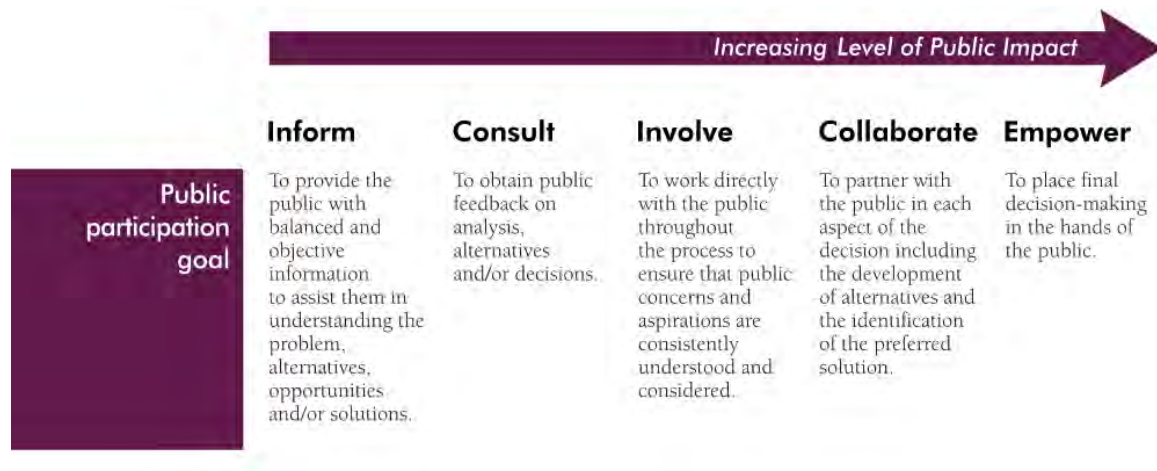
REGIONAL GROWTH STRATEGY REFERENCE:

The subject property is located within a Core Settlement Area. As mandated by the Regional Growth Strategy, the majority of growth and development should be concentrated in these areas to provide the efficient use of land, provide alternative transportation choices and to limit encroachment into resource lands and rural areas on the fringes of the City.

CITIZEN/PUBLIC ENGAGEMENT:

The public has been involved through the Neighbourhood Public Meeting based on the IAP2 Spectrum of Public Participation:

http://c.ymcdn.com/sites/www.iap2.org/resource/resmgr/imported/IAP2%20Spectrum_vertical.pdf



The applicant held a public information meeting on October 14, 2014 at 7:00 pm at the Holiday Inn with respect to the original development application. According to the record, approximately 13 people attended. Attendees raised concerns regarding increased traffic and activity in the area as a result of the development and nuisance from the construction phases. Attendees also expressed concern with potential habitat loss or changes to the Riverway. An additional information meeting was not required as there was not an increase to any of the previously approved variances.

The proposed development will not directly impact the Riverway, however the applicant is undertaking environmental studies and rehabilitation related to the trail construction and the future multi-residential development located to the east of Riverside Lane and adjacent to the Courtenay River. The minutes of the meeting are included with this report as **Attachment No. 4**.

In accordance with the *Local Government Act*, the City has notified property owners and occupants within 30m of the subject property with regard to the proposed amendment. To-date, staff has received no responses.

OPTIONS:

- OPTION 1: Approve the proposed amendment of Development Permit with Variances No. 1401 as attached (Recommended).
- OPTION 2: Defer consideration of the proposed amendment of Development Permit with Variances No. 1401 pending receipt of additional information.
- OPTION 3: Do not approve the proposed amendment of Development Permit with Variances No. 1401.

Prepared by:



Tatsuyuki Setta, MCIP, RPP
Senior Planner

Reviewed by:



Ian Buck, MCIP, RPP
Director of Development Services

ATTACHMENT NO. 1

**THE CORPORATION OF THE CITY OF COURTENAY
BYLAW NO. 2392
SCHEDULE "2E"**

Permit No. DPwV 1401

DEVELOPMENT PERMIT with VARIANCES

December 14, 2015

To issue a Development Permit with Variances

To: Name: Riverfront Developments Ltd. (Inc #BC00820720)
Address: 702-1708 Dolphin Avenue
Kelowna, BC
V1Y 9S4

Property to which permit refers:

Legal: Lot 1, Section 68, Comox District, Plan VIP82794;
Lot 2 Section 68, Comox District, Plan 2352; and
Lot 3, Section 68, Comox District, Plan 2352.

Civic: 1978 Cliffe Avenue

Conditions of Permit:

Permit issued to allow the development of an approximately 2,716 m² (29,235 sq.ft) mixed-use building with the following variances to the *City of Courtenay Zoning Bylaw No. 2500, 2007*:

- *Section 8.14.5 (1)* – reduce the required front yard building setback from 7.5m to 4.5m for the building face, and to 3.5m for the decorative wood supports;
- *Section 8.14.5 (2)* – reduce the required side yard setback adjacent to Cliffe Avenue from 7.5m to 4.5m for the building face, to 3.9m for the canopy over the front entrance and awnings, and to 0.0m for the underground parking structure;
- *Section 8.14.5 (2)* – reduce the required side yard setback adjacent to Riverside Lane from 7.5m to 3.5m for the building face and to 2.79m for the entrance canopy and awnings;
- *Section 8.14.10 (1)* – to reduce the required landscaping width adjacent to Cliffe Avenue from 7.5m to 4.5m at the front of the building and to 2.5m adjacent to the below grade surface parking area;
- *Section 8.14.10 (1)* – to reduce the required landscaping width along Riverside Lane from 4.5m to a minimum of 2.1 m;
- *Section 7.1.5* – to reduce the minimum vertical clearance of the parkade from 2.25m to 2.20m.

Development Permit with Variances No. 1401 is subject to the following conditions:

- a) Development must be in conformance with the plans and elevations contained in **Schedule No. 1;**
- b) Consolidation of Lot 1, Section 68, Comox District, Plan VIP82794; and those portions of Lot 2 Section 68, Comox District, Plan 2352 and Lot 3, Section 68, Comox District, Plan 2352 shown in bold in **Schedule No. 2;**
- c) The applicant is required to ensure the development meets applicable flood construction levels in effect at the time of building permit;
- d) Adherence to approval of request for extension of Heritage Alteration Permit 2014-0236 issued by the Province of BC;
- e) Installation of landscaping in general conformance with the plans and specifications contained in **Schedule No. 3;**
- f) Minimum depth of topsoil or amended organic soil on all landscaped areas as follows: shrubs – 450 mm, groundcover and grass – 300 mm, trees 300 mm around and below the root ball;
- g) Submission of landscape security in the amount of (125% x \$50,470.00) \$63,087.50;
- h) BC Society of Landscape Architects Schedules L-1 and L-2 must be submitted prior to issuance of a building permit;
- i) Mile of Flowers must be reinstated to its original condition including soil and irrigation;
- j) Installation of landscaping and irrigation in any City road right-of-way must be coordinated with City Parks Staff;
- k) Property owner is to maintain all landscaping within the City boulevard on 20th Street;
- l) Landscaping must be completed within six months of the date of issuance of the occupancy permit by the City;
- m) All exterior building and site lighting must be full cut-off, flat lens in accordance with the City's Dark Skies Policy (#5240.00.01);
- n) Approval from Ministry of Transportation and Infrastructure, and the City of Courtenay Parks, Engineering, and Operations Departments for the proposed modifications to the retaining wall along Cliffe Avenue prior to issuance of Building Permit.

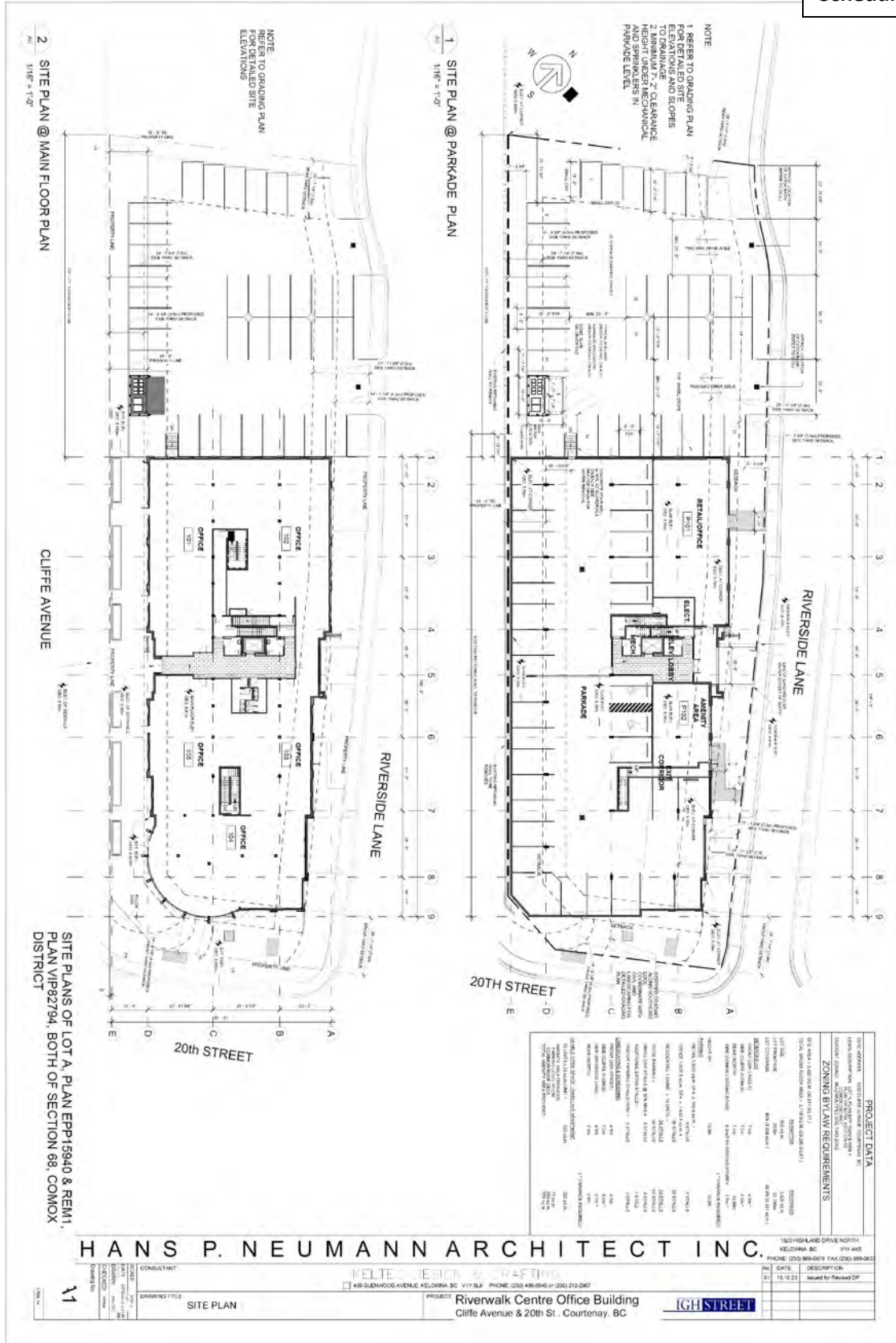
Time Schedule of Development and Lapse of Permit

That if the permit holder has not substantially commenced the construction authorized by this permit within (12) months after the date it was issued, the permit lapses.

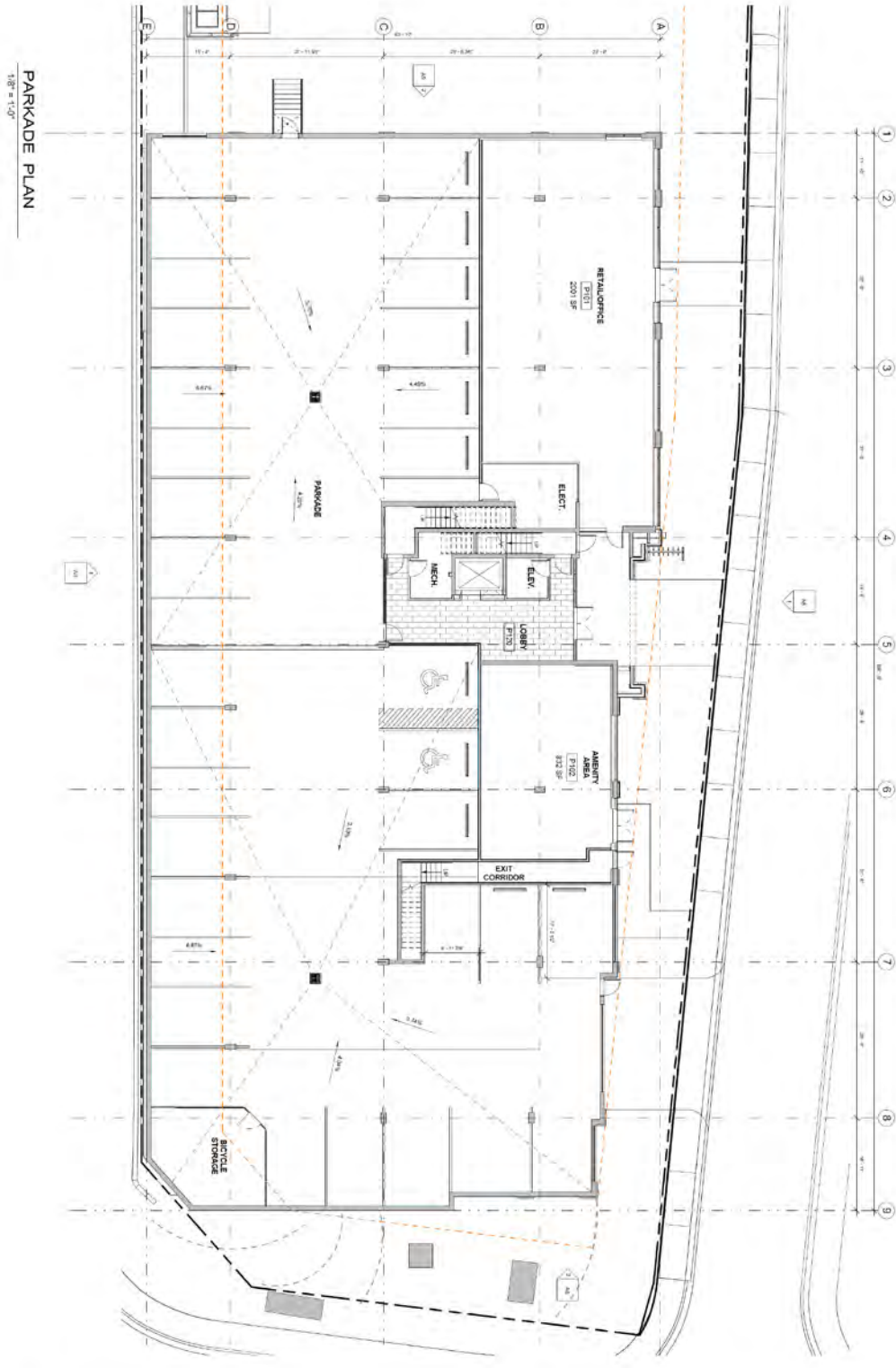
Date

Director of Legislative Services

Schedule No. 1



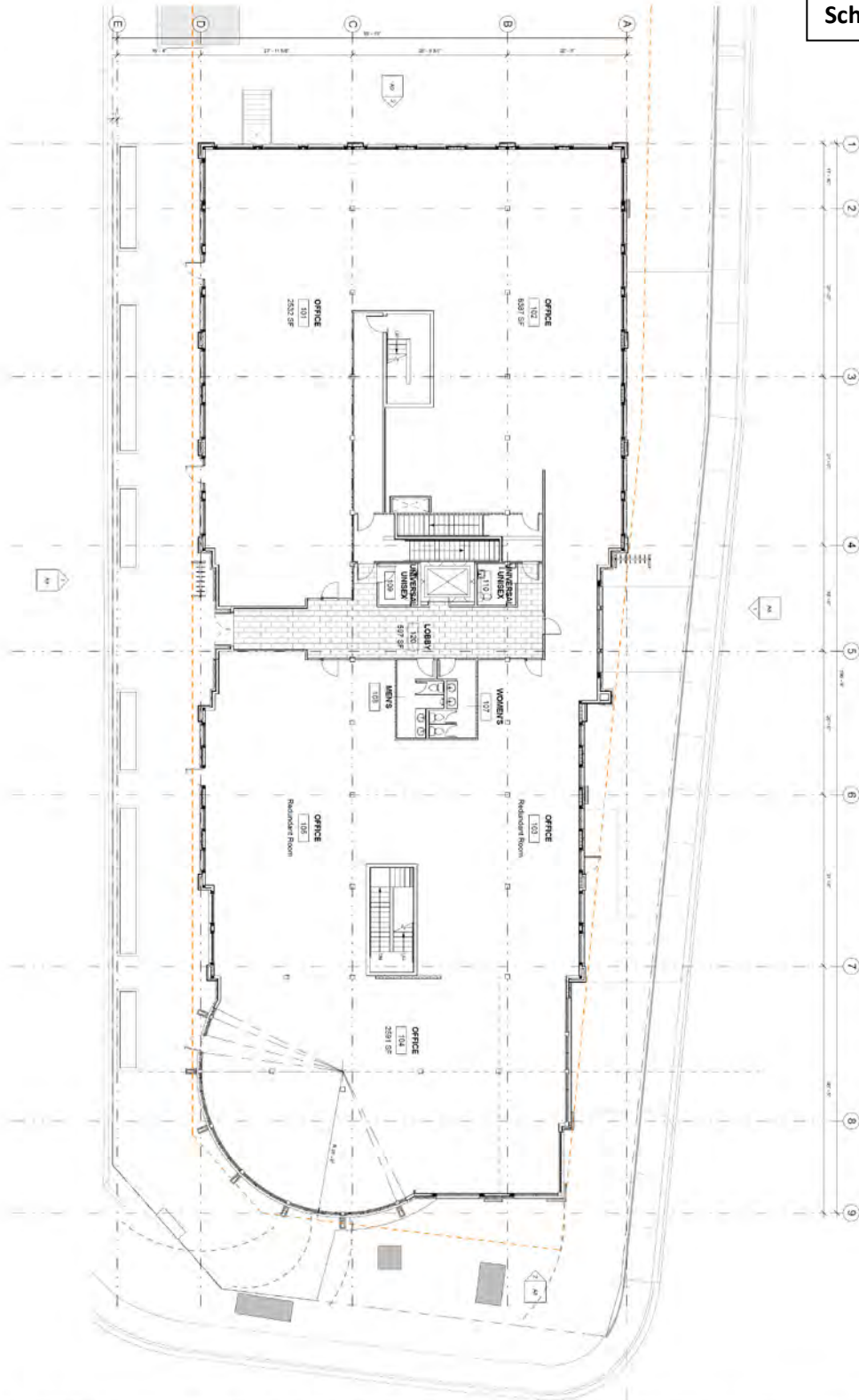
Schedule No. 1



HANS P. NEUMANN ARCHITECT INC. 1525 HIGHLAND DRIVE NORTH KELOWNA, BC V1Y 4K5 PHONE: (250) 868-0278 FAX: (250) 868-0827	
CONSULTANT KILTEC DESIGN & DRAFTING 406 GLENWOOD AVENUE, KELOWNA, BC V1Y 5L6 PHONE: (250) 868-8844 or (250) 212-2807	
SCALE: 1/8" = 1'-0" DATE: 15.12.23 DRAWING NO.: A2	PROJECT: Riverwalk Centre Office Building Cliffe Avenue & 20th St., Courtenay, BC HIGH STREET
DRAWING TITLE: PARKADE PLAN	DATE: 15.12.23 REVISIONS: Issued for Revised DP

Schedule No. 1

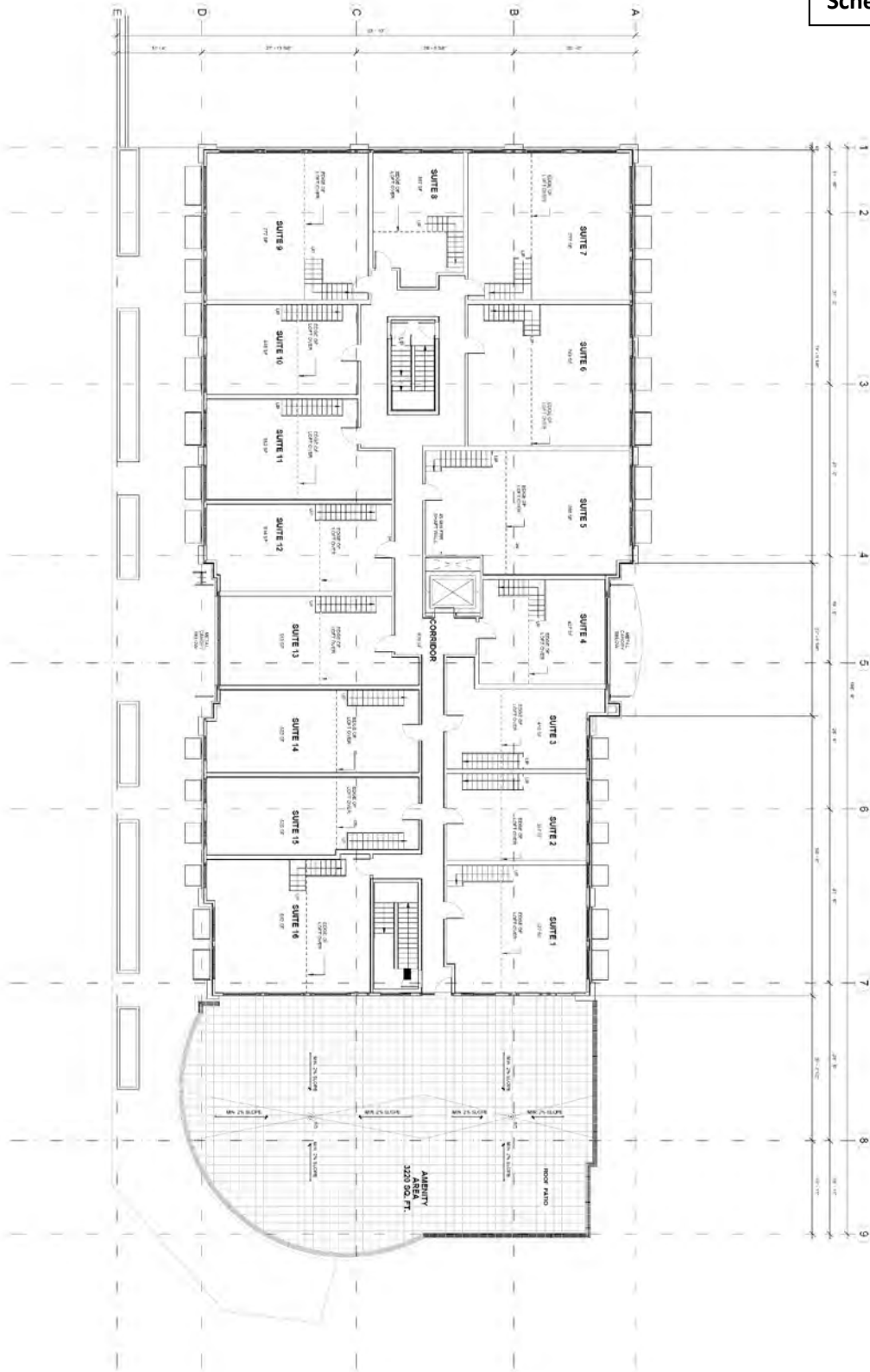
MAIN FLOOR PLAN
 1/8" = 1'-0"



HANS P. NEUMANN ARCHITECT INC. 1521 HIGHLAND DRIVE NORTH KELLOWNA, BC V1Y 4K5 PHONE: (250) 868-0378 FAX: (250) 868-0827	
CONSULTANT KLTIC DESIGN & DRAFTING 408 GLENWOOD AVENUE KELLOWNA, BC V1Y 5L9 PHONE: (250) 499-8845 or (250) 212-2867	NO. DATE DESCRIPTION 01 15.10.13 Revised for Revised DP
DRAWING TITLE MAIN FLOOR PLAN	PROJECT Riverwalk Centre Office Building Cliffe Avenue & 20th St., Courtenay, BC

Schedule No. 1

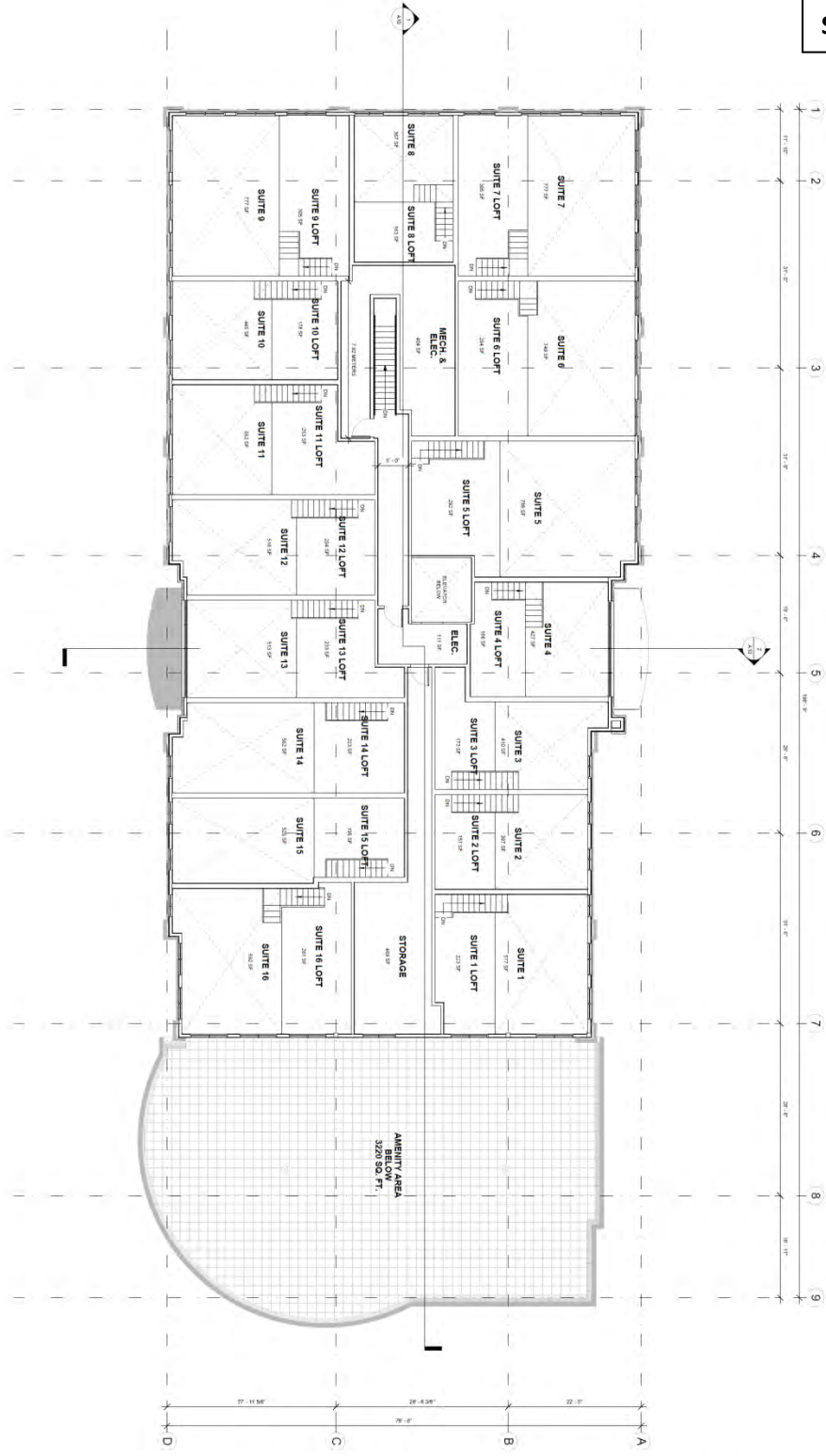
SECOND FLOOR PLAN
 1/8" = 1'-0"



HANS P. NEUMANN ARCHITECT INC. 1520 HIGHLAND DRIVE NORTH KELOWNA, BC V1Y 4K5 PHONE: (250) 865-0819 FAX: (250) 866-0833	
CONSULTANT NAME: HANS P. NEUMANN DATE: 15.10.23 PROJECT: 2015-12-14 Development Permit with Variances 1401 (Riverwalk)_Amendment_(Final edit).docx	PROJECT: Riverwalk Centre Office Building Cliffe Avenue & 20th St., Courtenay, BC
DRAWING TITLE: SECOND FLOOR PLAN SHEET: A4	IGH STREET

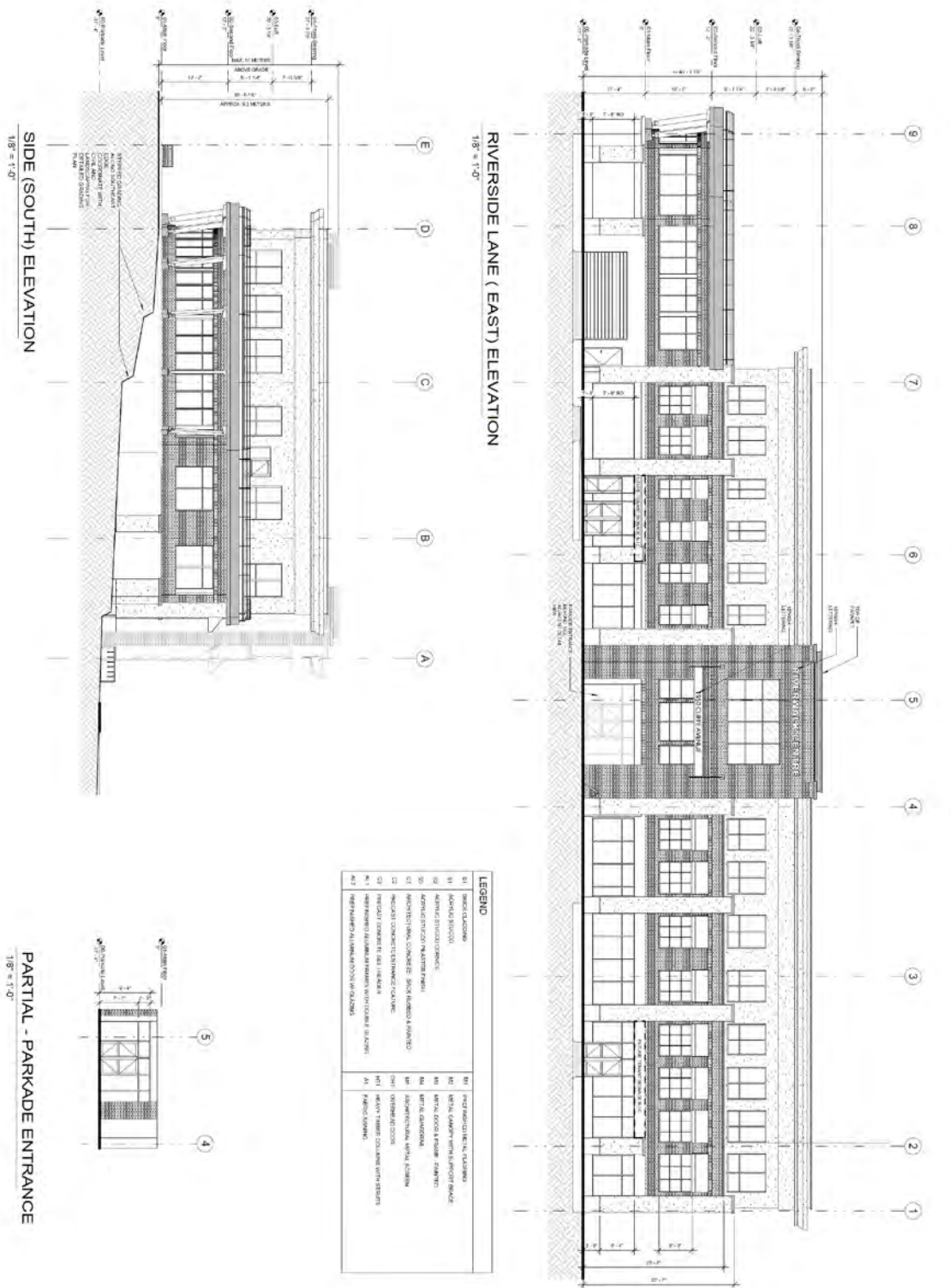
Schedule No. 1

1
 03-Loft
 1/8" = 1'-0"



<p>HANS P. NEUMANN ARCHITECT INC.</p> <p>1520 HIGHLAND DRIVE NORTH KELOWNA, BC V1Y 1V1 PHONE: (250) 865-0870 FAX: (250) 865-0871</p>		<p>DATE: 15.10.23 DESCRIPTION: Issued for Review!</p>
<p>SCALE: 1/8" = 1'-0"</p> <p>CONSULTANT: KELTEC DESIGN & DRAFTING 499 GLENWOOD AVENUE, KELOWNA, BC V1Y 5L5 PHONE: (250) 498-8845 or (250) 212-2957</p>	<p>PROJECT: Riverwalk Centre Office Building Cliffe Avenue & 20th St., Courtenay, BC</p>	<p>NO. 01 DATE 15.10.23 DESCRIPTION Issued for Review!</p>
<p>REGISTRATION NO. A5</p>	<p>DRAWING TITLE: LOFT PLAN</p>	<p>LOGO: IGH STREET</p>

Schedule No. 1



HANS P. NEUMANN ARCHITECT INC. 150180-1800 AVENUE NORTH, KELLOWNA, BC V1Y 4K5
 PHONE: (250) 868-0875 FAX: (250) 868-0876

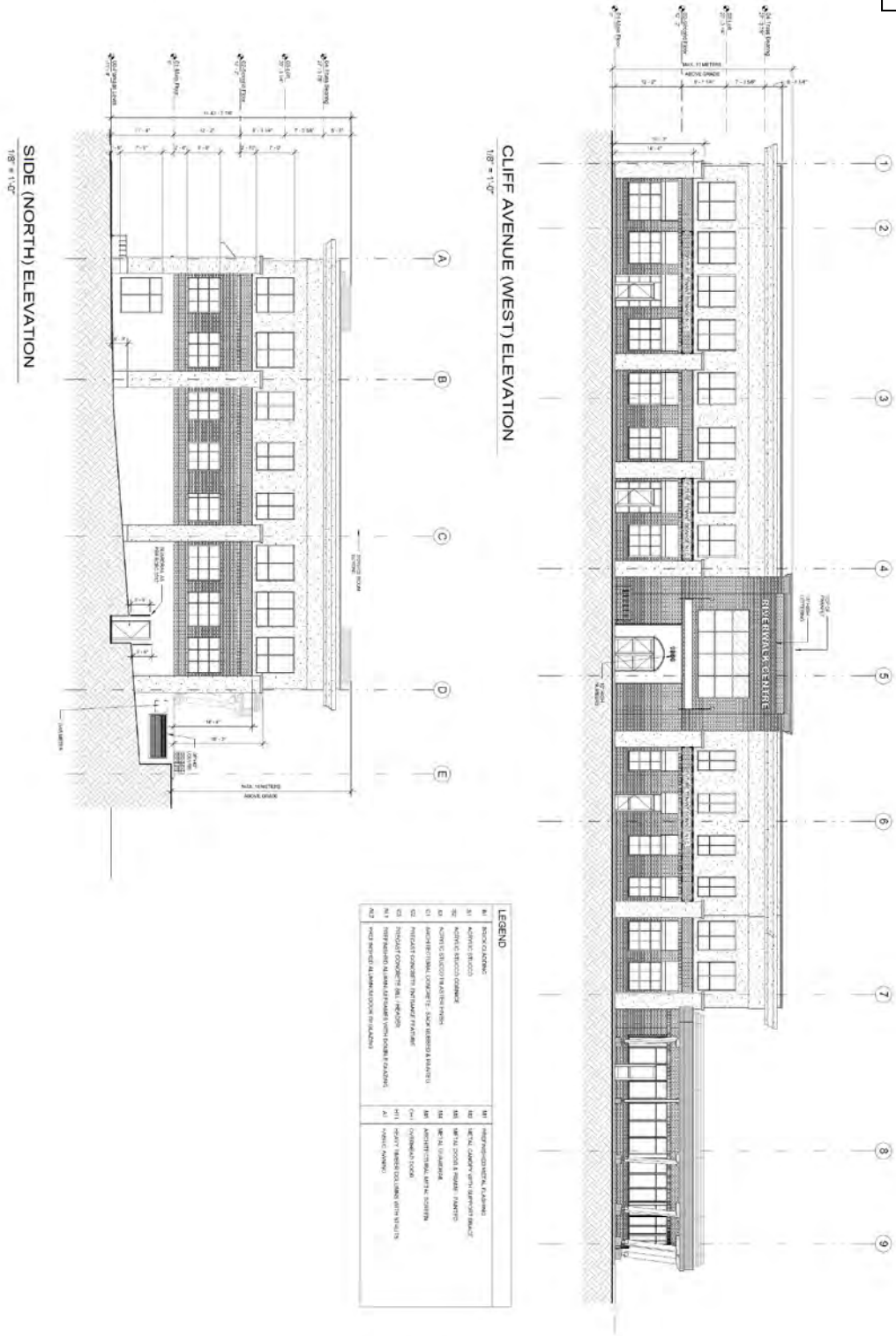
KELTEC DESIGN & DRAFTING 488 GLENWOOD AVENUE, KELLOWNA, BC V1Y 5L9 PHONE: (250) 488-8846 or (250) 215-2907

PROJECT: **Riverwalk Centre Office Building** **HIGH STREET**
 Cliffe Avenue & 20th St., Courtenay, BC

CONSULTANT: **A8** BUILDING ELEVATIONS

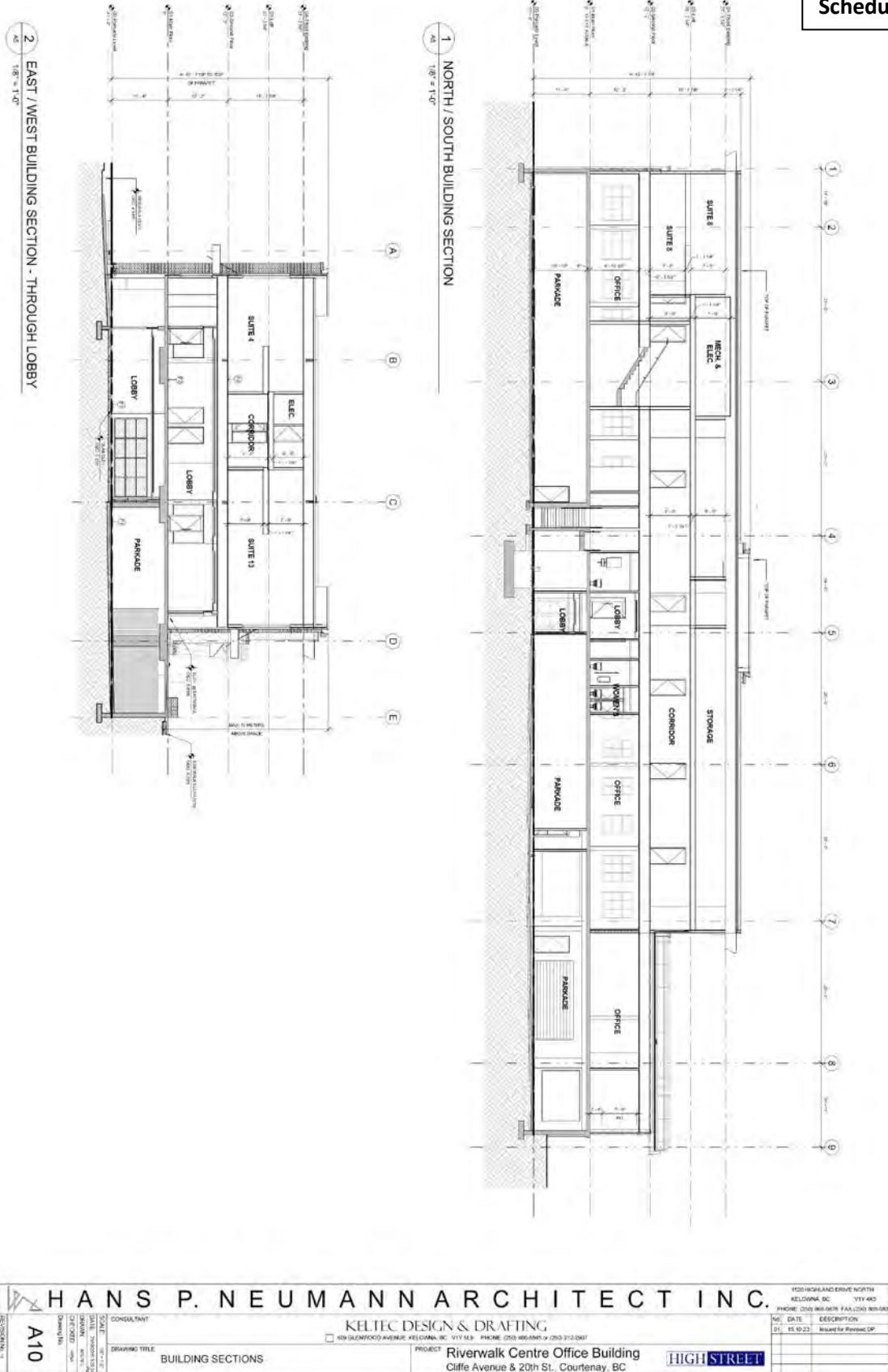
DATE: 15.10.22
 DESCRIPTION: Issued for Permitted DP

Schedule No. 1



HANS P. NEUMANN ARCHITECT INC. 1531 HIGHLAND DRIVE NORTH KELLOWAY, BC V1Y 4K5 PHONE: (250) 894-8878 FAX: (250) 894-8877	
KELTEC DESIGN & DRAFTING 418 CLEMWOOD AVENUE KELLOWAY, BC V1Y 4L9 PHONE: (250) 485-8945 v (250) 213-2907	
CONSULTANT DATE: 2015-11-13 DRAWING NO: A9	PROJECT: Riverwalk Centre Office Building Cliffe Avenue & 20th St., Courtenay, BC
DRAWING TITLE: BUILDING ELEVATIONS	No. DATE DESCRIPTION 01 15 10 23 Issued for Revised DP

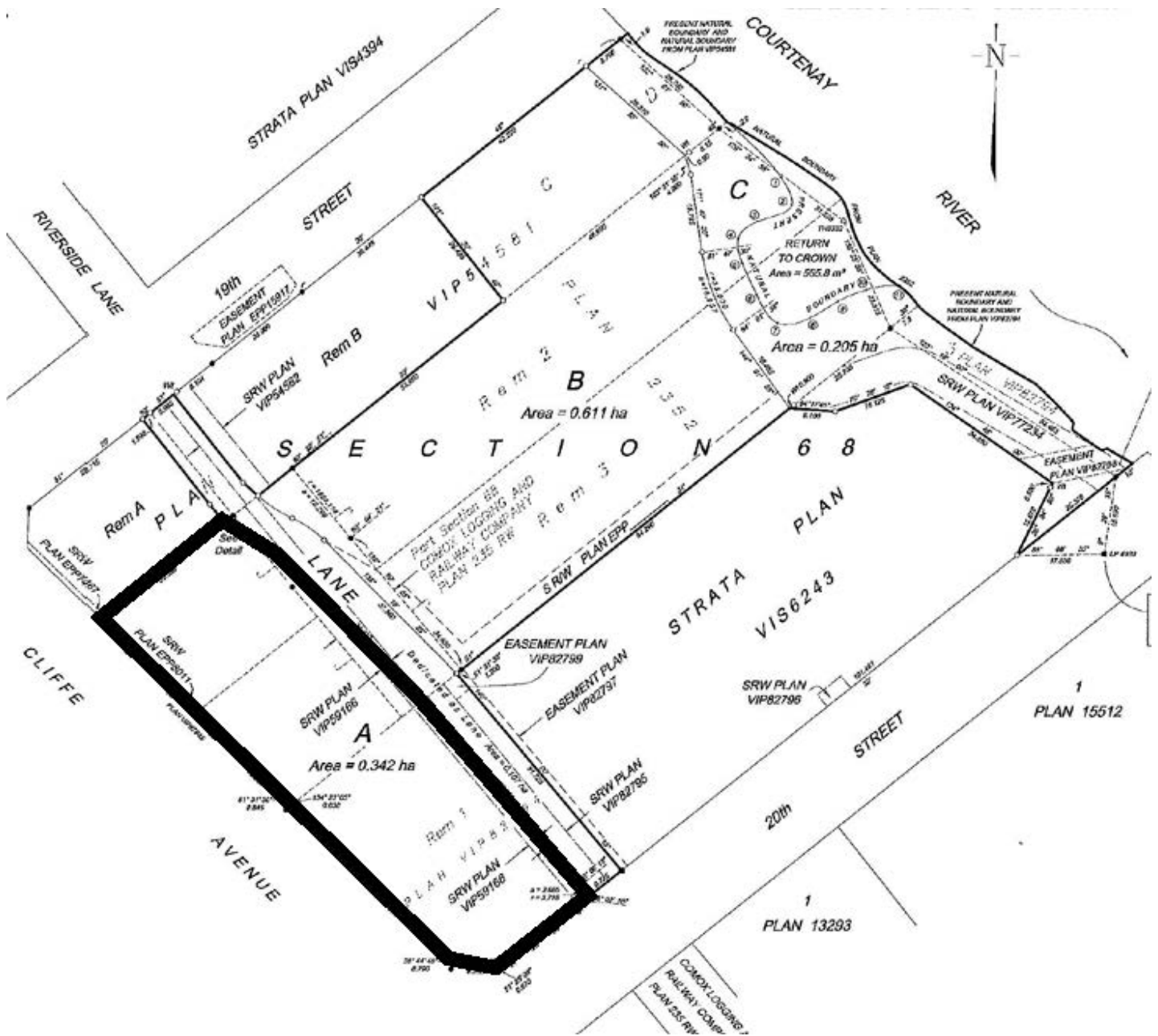
Schedule No. 1



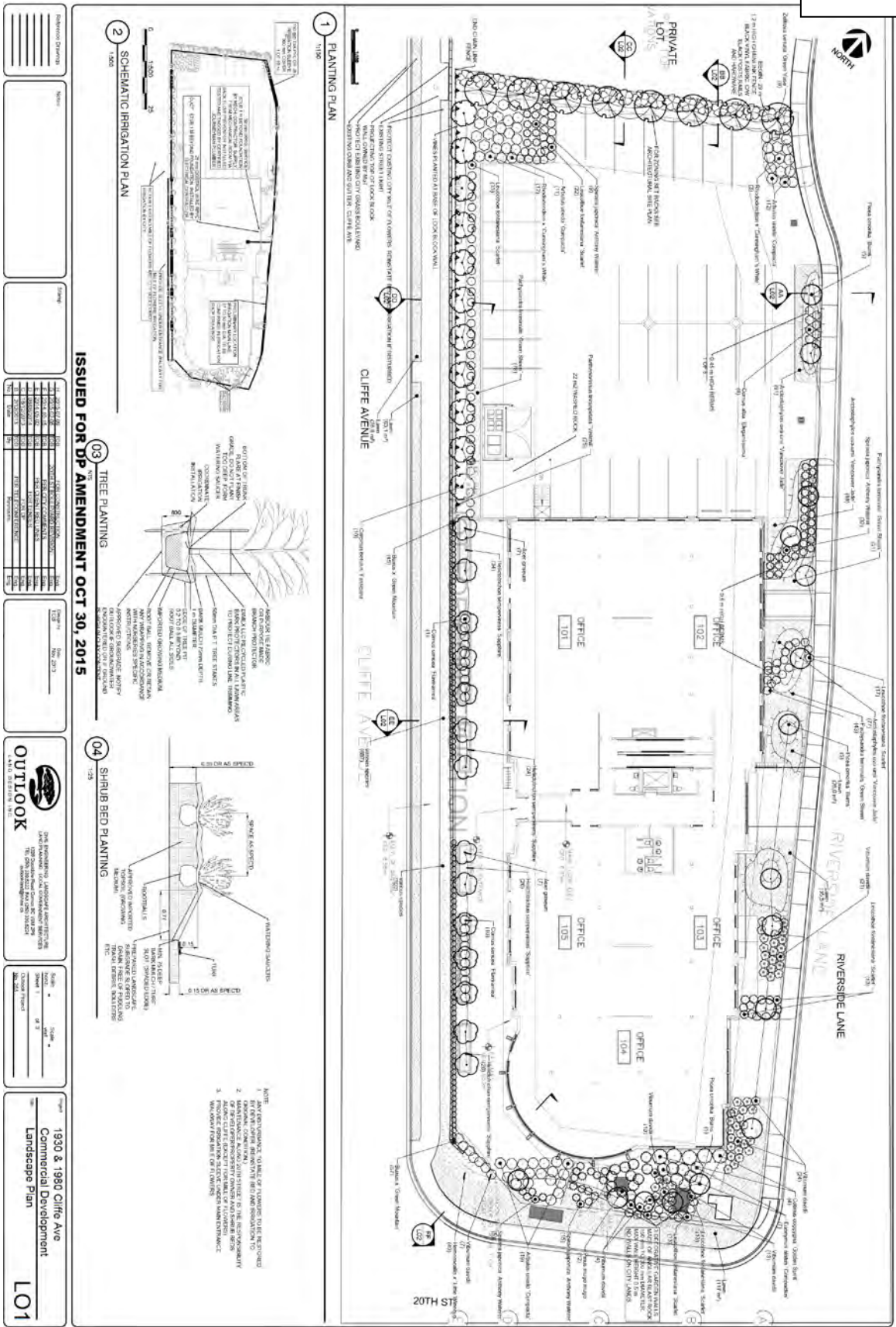
Schedule No. 1



Schedule No. 2



Schedule No. 3



Schedule No. 3

PLANT SCHEDULE

SYMBOL	DESCRIPTION	QTY	SIZE	REMARKS
1	12" HIGH CHINA PALM TREE	11	12"	11"
2	12" HIGH CHINA PALM TREE	11	12"	11"
3	12" HIGH CHINA PALM TREE	11	12"	11"
4	12" HIGH CHINA PALM TREE	11	12"	11"
5	12" HIGH CHINA PALM TREE	11	12"	11"
6	12" HIGH CHINA PALM TREE	11	12"	11"
7	12" HIGH CHINA PALM TREE	11	12"	11"
8	12" HIGH CHINA PALM TREE	11	12"	11"
9	12" HIGH CHINA PALM TREE	11	12"	11"
10	12" HIGH CHINA PALM TREE	11	12"	11"
11	12" HIGH CHINA PALM TREE	11	12"	11"
12	12" HIGH CHINA PALM TREE	11	12"	11"
13	12" HIGH CHINA PALM TREE	11	12"	11"
14	12" HIGH CHINA PALM TREE	11	12"	11"
15	12" HIGH CHINA PALM TREE	11	12"	11"
16	12" HIGH CHINA PALM TREE	11	12"	11"
17	12" HIGH CHINA PALM TREE	11	12"	11"
18	12" HIGH CHINA PALM TREE	11	12"	11"
19	12" HIGH CHINA PALM TREE	11	12"	11"
20	12" HIGH CHINA PALM TREE	11	12"	11"
21	12" HIGH CHINA PALM TREE	11	12"	11"
22	12" HIGH CHINA PALM TREE	11	12"	11"
23	12" HIGH CHINA PALM TREE	11	12"	11"
24	12" HIGH CHINA PALM TREE	11	12"	11"
25	12" HIGH CHINA PALM TREE	11	12"	11"
26	12" HIGH CHINA PALM TREE	11	12"	11"
27	12" HIGH CHINA PALM TREE	11	12"	11"
28	12" HIGH CHINA PALM TREE	11	12"	11"
29	12" HIGH CHINA PALM TREE	11	12"	11"
30	12" HIGH CHINA PALM TREE	11	12"	11"
31	12" HIGH CHINA PALM TREE	11	12"	11"
32	12" HIGH CHINA PALM TREE	11	12"	11"
33	12" HIGH CHINA PALM TREE	11	12"	11"
34	12" HIGH CHINA PALM TREE	11	12"	11"
35	12" HIGH CHINA PALM TREE	11	12"	11"
36	12" HIGH CHINA PALM TREE	11	12"	11"
37	12" HIGH CHINA PALM TREE	11	12"	11"
38	12" HIGH CHINA PALM TREE	11	12"	11"
39	12" HIGH CHINA PALM TREE	11	12"	11"
40	12" HIGH CHINA PALM TREE	11	12"	11"
41	12" HIGH CHINA PALM TREE	11	12"	11"
42	12" HIGH CHINA PALM TREE	11	12"	11"
43	12" HIGH CHINA PALM TREE	11	12"	11"
44	12" HIGH CHINA PALM TREE	11	12"	11"
45	12" HIGH CHINA PALM TREE	11	12"	11"
46	12" HIGH CHINA PALM TREE	11	12"	11"
47	12" HIGH CHINA PALM TREE	11	12"	11"
48	12" HIGH CHINA PALM TREE	11	12"	11"
49	12" HIGH CHINA PALM TREE	11	12"	11"
50	12" HIGH CHINA PALM TREE	11	12"	11"
51	12" HIGH CHINA PALM TREE	11	12"	11"
52	12" HIGH CHINA PALM TREE	11	12"	11"
53	12" HIGH CHINA PALM TREE	11	12"	11"
54	12" HIGH CHINA PALM TREE	11	12"	11"
55	12" HIGH CHINA PALM TREE	11	12"	11"
56	12" HIGH CHINA PALM TREE	11	12"	11"
57	12" HIGH CHINA PALM TREE	11	12"	11"
58	12" HIGH CHINA PALM TREE	11	12"	11"
59	12" HIGH CHINA PALM TREE	11	12"	11"
60	12" HIGH CHINA PALM TREE	11	12"	11"
61	12" HIGH CHINA PALM TREE	11	12"	11"
62	12" HIGH CHINA PALM TREE	11	12"	11"
63	12" HIGH CHINA PALM TREE	11	12"	11"
64	12" HIGH CHINA PALM TREE	11	12"	11"
65	12" HIGH CHINA PALM TREE	11	12"	11"
66	12" HIGH CHINA PALM TREE	11	12"	11"
67	12" HIGH CHINA PALM TREE	11	12"	11"
68	12" HIGH CHINA PALM TREE	11	12"	11"
69	12" HIGH CHINA PALM TREE	11	12"	11"
70	12" HIGH CHINA PALM TREE	11	12"	11"
71	12" HIGH CHINA PALM TREE	11	12"	11"
72	12" HIGH CHINA PALM TREE	11	12"	11"
73	12" HIGH CHINA PALM TREE	11	12"	11"
74	12" HIGH CHINA PALM TREE	11	12"	11"
75	12" HIGH CHINA PALM TREE	11	12"	11"
76	12" HIGH CHINA PALM TREE	11	12"	11"
77	12" HIGH CHINA PALM TREE	11	12"	11"
78	12" HIGH CHINA PALM TREE	11	12"	11"
79	12" HIGH CHINA PALM TREE	11	12"	11"
80	12" HIGH CHINA PALM TREE	11	12"	11"
81	12" HIGH CHINA PALM TREE	11	12"	11"
82	12" HIGH CHINA PALM TREE	11	12"	11"
83	12" HIGH CHINA PALM TREE	11	12"	11"
84	12" HIGH CHINA PALM TREE	11	12"	11"
85	12" HIGH CHINA PALM TREE	11	12"	11"
86	12" HIGH CHINA PALM TREE	11	12"	11"
87	12" HIGH CHINA PALM TREE	11	12"	11"
88	12" HIGH CHINA PALM TREE	11	12"	11"
89	12" HIGH CHINA PALM TREE	11	12"	11"
90	12" HIGH CHINA PALM TREE	11	12"	11"
91	12" HIGH CHINA PALM TREE	11	12"	11"
92	12" HIGH CHINA PALM TREE	11	12"	11"
93	12" HIGH CHINA PALM TREE	11	12"	11"
94	12" HIGH CHINA PALM TREE	11	12"	11"
95	12" HIGH CHINA PALM TREE	11	12"	11"
96	12" HIGH CHINA PALM TREE	11	12"	11"
97	12" HIGH CHINA PALM TREE	11	12"	11"
98	12" HIGH CHINA PALM TREE	11	12"	11"
99	12" HIGH CHINA PALM TREE	11	12"	11"
100	12" HIGH CHINA PALM TREE	11	12"	11"

ISSUED FOR DP AMENDMENT OCT 30, 2015

1930 & 1980 Cliffe Ave Commercial Development Landscape Sections LO2

ATTACHMENT NO. 2



OUTLOOK LAND DESIGN
 LANDSCAPE ARCHITECTURE - CIVIL ENGINEERING

Places
 People
 Love

Outlook Land Design Inc.
 1326 Doeliddle Road
 Comox BC V9M 2P9
 Tel. (250) 339-5222

**DEVELOPMENT PERMIT LANDSCAPE CONSTRUCTION COST ESTIMATE: 1930 & 1950 Cliffe Ave
 (River Walk Commercial)**

based upon OUTLOOK Landscape Plans L01 to L03 Rev H.

Description	Unit	Quantity	Unit Price	TOTALS
1 Topsoil	m3	198	\$ 35.00	\$ 6,930.00
2 Sod	m2	209	\$ 3.00	\$ 627.00
3 Shrubs - #7 pots	ea	0	\$ 30.00	\$ -
4 Shrubs - #5 pots	ea	82	\$ 25.00	\$ 2,050.00
5 Shrubs - #2 pots	ea	342	\$ 20.00	\$ 6,840.00
6 Shrubs - #1 pots	ea	221	\$ 15.00	\$ 3,315.00
7 Shrubs/Groundcovers - 10 cm pots	ea	457	\$ 6.00	\$ 2,742.00
8 Conifers 2.0 m to 2.25 m height	ea	16	\$ 300.00	\$ 4,800.00
9 Trees - 4 to 5 cm caliper	ea	22	\$ 250.00	\$ 5,500.00
10 Trees - 7.5 cm caliper	ea	11	\$ 350.00	\$ 3,850.00
11 Rock Walls	LS	1	\$ 2,500.00	\$ 2,500.00
12 Decorative paving - premium over standard concrete entry walkways	m2	102	\$ 20.00	\$ 2,040.00
13 Chain link fence	m	31	\$ 46.00	\$ 1,426.00
14 Irrigation	LS	1	\$ 6,000.00	\$ 6,000.00
15 Landscape architect pre-construction meeting	ea	2	\$ 300.00	\$ 600.00
16 Landscape architect construction progress site visit	ea	3	\$ 300.00	\$ 900.00
17 Landscape architect project completion sign off	ea	1	\$ 350.00	\$ 350.00
Subtotal				\$ 50,470.00
Estimated Construction Cost*				\$ 50,470.00

*Estimate includes all labour, materials, delivery, superintendence, insurance rentals and all found equipment as required to meet project specifications.

Note: GST additional

This estimate represents reasonable landscape construction costs for the above project.

Timothy I.H. O'Brien, P.Eng. (Civil), Landscape Architect
 MBCSLA # 181

ATTACHMENT NO. 3

HIGH STREET

#702-1708 Dolphin Avenue Kelowna, BC V1Y 9S4 P. 778-484-5567 F. 778-484-5571

October 30, 2015

City of Courtenay
830 Cliffe Ave
Courtenay, BC
V9N 2J7

Attention: Ian Buck, MCIP, RPP, Senior Planner

**Subject: Amendment to Development Permit with Variances DP#1401
1978 Cliffe Ave – Proposed Mixed Use “Riverwalk” Development**

As we discussed, Riverfront Developments Ltd. plans to amend the building to incorporate lofted residential suites on the top floor. We e-mailed you preliminary plans for your review last week, and we now are resubmitting three copies of the entire DP drawing package for City of Courtenay review and approval. Below is an outline of the changes made.

Outline of Changes:

- Suites with lofts have been added to the second floor plan and loft plans have been added which also incorporates the mechanical and electrical room. The roof patio has been enlarged for shared resident use and the required usable open space.
- The parkade plan has been revised to incorporate stairs, exiting changes and now includes an amenity area for shared residents use.
- The main floor plan has been revised to incorporate stair changes for second floor exiting.
- The building sections have been updated accordingly.
- Building height changes as noted on the plans, to a maximum of 10m. The mechanical raised roof has been deleted and the entire roof has been raised to accommodate the lofts.
- A new color change band has been added along the top of the exterior walls below the parapet. The purpose is to add visual interest to the uppermost perimeter wall.
- The raised windows flanking the ends to the second floor have been modified as shown, otherwise windows are unchanged.
- The parking and amenity project data has been updated on the Site Plan.
- As per previous city comments, the landscape retaining walls along 20th Street have been shortened so that they do not extend on city property.

RECEIVED
NOV 03 2015

CITY OF COURTENAY

ATTACHMENT NO. 3

- The planter boxes along Cliffe Ave have been modified to rectangular shape allowing for better pedestrian traffic movement, especially adjacent to the building.

Approved Variances

The variances approved by council remain unchanged except that the building height has been reduced to 10m therefore the 10.95m height variance is no longer required.

If there is anything further that you require, please contact me. I will be out of country from November 6 to 20th, please contact Alice Arsenault in my absence.

Documents

Drawing No.	Drawing Title	Date
A1	Site Plan	15.10.30
A2	Parkade Plan	15.10.30
A3	Main Floor Plan	15.10.30
A4	Second Floor Plan	15.10.30
A5	Loft Plan	15.10.30
A8	Building Elevations	15.10.30
A9	Building Elevations	15.10.30
A10	Building Sections	15.10.30
Cover	Landscape	Oct. 30, 2015
L01	Landscape Plan	Oct. 30, 2015
L02	Landscape Details	Oct. 30, 2015
L03	Landscape Specifications	Oct. 30, 2015
B-05	Lot Grading Plan	2015-10-30
EDP-1	Electrical Development Permit Layout	Oct 30 2015
A21	Pylon Sign	Oct 30, 2015
	<i>Coloured Building Elevations will follow on Tuesday</i>	

Regards,

Dave Slobodan

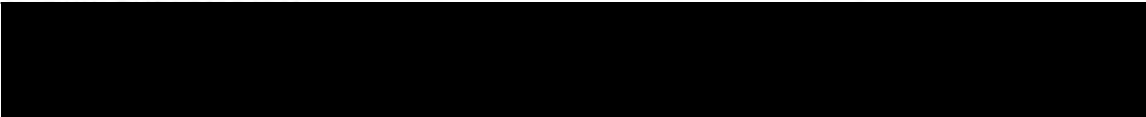
Dave Slobodan, BCQ
Director of Development

CC: Scott Butler, President Highstreet Ventures
Alice Arsenault, Development Manager

ATTACHMENT NO. 4

**PUBLIC INFORMATION MEETING
Tuesday, October 14, 2014 at 7:00PM
Riverwalk Centre Commercial Building, 1950 Cliffe Avenue by Highstreet Ventures**

COMMENT SHEET



Highstreet has applied to the City of Courtenay for a Development Variance Permit for a commercial building of two stories plus underground parking. This project is under review by staff in the Planning Department of the City of Courtenay.

Do you have any comments or questions?

How close to ~~the~~ 20th street, and Cliffe Ave is ^{the} Southwest Corner ^{of Building}
and How High From Cliffe Ave level on Southwest Corner of Building

Please return your comments by October 19, 2014.
Comment sheets can be submitted by one of the following methods:

1. Hand your comment sheet in tonight.
2. Fax your comment to (778) 484-5571 attention Alice Arsenault
3. Email your comment sheet to aarsenault@highstreetliving.ca

ATTACHMENT NO. 4

PUBLIC INFORMATION MEETING
Tuesday, October 14, 2014 at 7:00PM
Riverwalk Centre Commercial Building, 1950 Cliffe Avenue by Highstreet Ventures

COMMENT SHEET

Highstreet has applied to the City of Courtenay for a Development Variance Permit for a commercial building of two stories plus underground parking. This project is under review by staff in the Planning Department of the City of Courtenay.

Do you have any comments or questions?

I own a rental unit in the Tides which will be facing the new building and I have no objections. The new landscaping, building will be a positive addition to the area looking forward to the building completion.



Please return your comments by October 19, 2014.

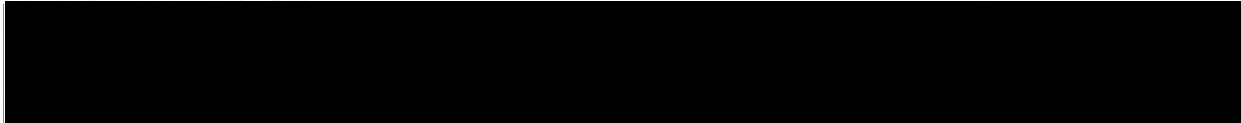
Comment sheets can be submitted by one of the following methods:

1. Hand your comment sheet in tonight.
2. Fax your comment to (778) 484-5571 attention Alice Arsenault
3. Email your comment sheet to aarsenault@highstreetliving.ca

ATTACHMENT NO. 4

PUBLIC INFORMATION MEETING
Tuesday, October 14, 2014 at 7:00PM
Riverwalk Centre Commercial Building, 1950 Cliffe Avenue by Highstreet Ventures

COMMENT SHEET



Highstreet has applied to the City of Courtenay for a Development Variance Permit for a commercial building of two stories plus underground parking. This project is under review by staff in the Planning Department of the City of Courtenay.

Do you have any comments or questions?

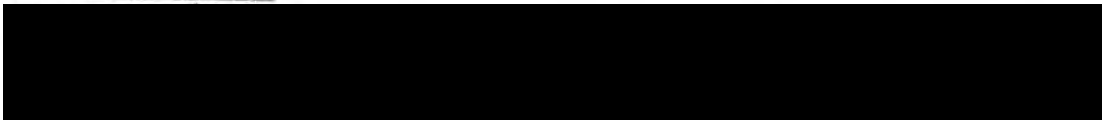
LARGE CONCERN WITH INCREASED TRAFFIC
ON RIVERSIDE BETWEEN 19TH + 17TH,
SPEEDING + LIGHT DODGING, ALREADY AN
ISSUE ON AN UNFINISHED STRIP OF ROAD!
(I.E. NO SIDEWALKS + NARROW - PARTICULARLY
WITH FULL DAYTIME PARKING)

Please return your comments by October 19, 2014.
Comment sheets can be submitted by one of the following methods:
1. Hand your comment sheet in tonight.
2. Fax your comment to (778) 484-5571 attention Alice Arsenault
3. Email your comment sheet to aarsenault@highstreetliving.ca

ATTACHMENT NO. 4

PUBLIC INFORMATION MEETING
Tuesday, October 14, 2014 at 7:00PM
Riverwalk Centre Commercial Building, 1950 Cliffe Avenue by Highstreet Ventures

COMMENT SHEET



Highstreet has applied to the City of Courtenay for a Development Variance Permit for a commercial building of two stories plus underground parking. This project is under review by staff in the Planning Department of the City of Courtenay.

Do you have any comments or questions?

- Windows will not be able to open for dust and noise creating an overheat situation in the summer
- corner balconies not used due to noise.
- Parking and traffic will be affected for building one (115)
- Noise and dust troublesome to owners and tenants
- Will there be compensation for lost tenancy
- Will there be compensation periodic cleaning of buildings (exterior & carpet)
- Potential loss of interest for buyers due to construction and there fore a decrease in property value for those currently for sale.
- will there be a superstreet access for construction vehicles
- Hours of construction must be limited to weekdays only.
- ⓧ Potential loss of tenancy due to dust & noise & heat since windows cannot be opened. (my unit faces construction site) ⓧ

A handwritten signature in black ink, appearing to read "R. White".

Please return your comments by October 19, 2014.
Comment sheets can be submitted by one of the following methods:
1. Hand your comment sheet in tonight.
2. Fax your comment to (778) 484-5571 attention: Alice Arsenault.

ATTACHMENT NO. 4

PUBLIC INFORMATION MEETING
Tuesday, October 14, 2014 at 7:00PM
Riverwalk Centre Commercial Building, 1950 Cliffe Avenue by Highstreet Ventures

COMMENT SHEET



Highstreet has applied to the City of Courtenay for a Development Variance Permit for a commercial building of two stories plus underground parking. This project is under review by staff in the Planning Department of the City of Courtenay.

Do you have any comments or questions?

I would liked to have been at the meeting, but was scheduled for another important meeting in the building I live it the same evening. I would like to say that I hope that construction doesn't bring any further cost to the building I presently live in. And I also hope that the builder keeps his area clean and brings no further cost or mess to this area. I wish I could of seen the project and I would of attended had I read this notice earlier. I can not add to this as I did not hear what was said at the meeting and Ill check with others that did attend. Homeowner,,,,Shelly Waterfield ps. I also hope this area can preserve the waterfront area in a complement build to the environment.

Please return your comments by October 19, 2014.
Comment sheets can be submitted by one of the following methods:

- 1. Hand your comment sheet in tonight.**
- 2. Fax your comment to (778) 484-5571 attention Alice Arsenault**
- 3. Email your comment sheet to aarsenault@highstreetliving.ca**

ATTACHMENT NO. 4

PUBLIC INFORMATION MEETING
Tuesday, October 14, 2014 at 7:00PM
Riverwalk Centre Commercial Building, 1950 Cliffe Avenue by Highstreet Ventures

COMMENT SHEET

Highstreet has applied to the City of Courtenay for a Development Variance Permit for a commercial building of two stories plus underground parking. This project is under review by staff in the Planning Department of the City of Courtenay.

Do you have any comments or questions?

- concerned about increased traffic to an already very busy area due to the marina, airport, trails, & current residents.
- concerned about loss of green space & vegetation along the river. (wild life habitat)
- construction will cause noise that will be especially disruptive to those of us who are shift workers

Please return your comments by October 19, 2014.

Comment sheets can be submitted by one of the following methods:

1. Hand your comment sheet in tonight.
2. Fax your comment to (778) 484-5571 attention Alice Arsenault
3. Email your comment sheet to aarsenault@highstreetliving.ca

ATTACHMENT NO. 4

PUBLIC INFORMATION MEETING
Tuesday, October 14, 2014 at 7:00PM
Riverwalk Centre Commercial Building, 1950 Cliffe Avenue by Highstreet Ventures

COMMENT SHEET

Highstreet has applied to the City of Courtenay for a Development Variance Permit for a commercial building of two stories plus underground parking. This project is under review by staff in the Planning Department of the City of Courtenay.

Do you have any comments or questions?

- I have 3 major concerns: 2 boundary + 1 financial.
- ① Earlier this year, White Survey stakes appeared - some are inside the fence and grounds. We need to know our legal responsibilities regarding residents, maintenance taxes. Please clarify.
 - ② Riverside lane is NOT a through lane at this time. Our property line is in the middle of the lane. What changes when the lane becomes a through road, are the buildings #119 in particular + the garbage enclosure legal - after the changes you propose are effected.
 - ③ Expenses could be legal (consultation with lawyers) filing property boundary changes; ditto on all buildings as a consequence of construction in the 2 areas. Clearly and possibly part of the hard work would be the responsibility of the developer.
 - ④ PS What units might directly be impacted review

Please return your comments by October 19, 2014. Surbly

Comment sheets can be submitted by one of the following methods:

1. Hand your comment sheet in tonight.
2. Fax your comment to (778) 484-5571 attention Alice Arsenault
3. Email your comment sheet to aarsenault@highstreetliving.ca

ATTACHMENT NO. 4

PUBLIC INFORMATION MEETING
Tuesday, October 14, 2014 at 7:00PM
Riverwalk Centre Commercial Building, 1950 Cliffe Avenue by Highstreet Ventures

COMMENT SHEET

Highstreet has applied to the City of Courtenay for a Development Variance Permit for a commercial building of two stories plus underground parking. This project is under review by staff in the Planning Department of the City of Courtenay.

Do you have any comments or questions?

I have noticed survey stakes along the Riverway. I am against any variation to this existing Riverway. This trail is used 24/7 by citizens and tourists alike. It would be lacking in vision to alter it in any way.

BAZ

Please return your comments by October 19, 2014.

Comment sheets can be submitted by one of the following methods:

- 1. Hand your comment sheet in tonight.**
2. Fax your comment to (778) 484-5571 attention Alice Arsenault
3. Email your comment sheet to aarsenault@highstreetliving.ca

ATTACHMENT NO. 4

PUBLIC INFORMATION MEETING
Tuesday, October 14, 2014 at 7:00PM
Riverwalk Centre Commercial Building, 1950 Cliffe Avenue by Highstreet Ventures

COMMENT SHEET

Highstreet has applied to the City of Courtenay for a Development Variance Permit for a commercial building of two stories plus underground parking. This project is under review by staff in the Planning Department of the City of Courtenay.

Do you have any comments or questions?

owner #32-119 20th St

- parking traffic flow (large trucks etc. in on 20th out on 19th)
- time frame for construction
- * work hours
- location of garbage & recycling containers
- clean up - dust on buildings in parking lot, diesel fumes
- any use of solar or thermal
- runoff
- is the agreement with ^{owner of property} (Fed-erg) (Govt) complete?
- if handicap parking is on 19th won't sidewalk need to be redesigned?

Please return your comments by October 19, 2014.

Comment sheets can be submitted by one of the following methods:

1. Hand your comment sheet in tonight.
2. Fax your comment to (778) 484-5571 attention Alice Arsenault
3. Email your comment sheet to aarsenault@highstreetliving.ca