

CURRENT DEVELOPMENT APPLICATIONS - 2018

OFFICIAL COMMUNITY PLAN BYLAW AMENDMENT APPLICATIONS

File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1703 OCP/RZ00002 PRJ-000041	2905	Heritage Revival Homes	D. Beatson	919 2 nd Street (Lot 1, Plan 3982 & Lot 2, Plan 1447)					
DETAILS: OCP Amendment from Urban Residential to Multi Residential to allow for a multi res development consisting of a four-plex building on each lot.									
STATUS: Staff meeting with applicant 3-Nov-17. Applicant having a traffic impact study prepared and wishes to hold a follow up Public Information Meeting (held on 29-Nov-17). Staff met with applicant 5-Dec-17 re: Traffic Impact Assessment. Covenant will be required (prior to final reading of Council). Application withdrawn by applicant 26-Feb-18.									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
27-Sep-18	4-Oct-17	25-Oct-17	2-Nov-17	39-Nov-17	20-Oct & 29-Nov-17	15-Jan-18	Cancelled by Applicant		
File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1704 OCP00003	2910	Harold MacKinnon	N. Gothard	468 3 rd Street					
DETAILS: OCP Amendment from Commercial to Urban Residential to allow for a secondary suite in a residential building									
STATUS: Staff preparing report to Council, will proceed to Council pending submission of revised drawing. Approved by Council 5-Feb-18.									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
6-Nov-17	9-Nov-17	30-Nov-17	N/A	5-Dec-17	30-Nov-17	18-Dec-18	15-Jan-18	5-Feb-18	5-Feb-18
File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1801 OCP00005/PRJ133	2922	Simba Investments Ltd	N. Gothard	Larsen Rd (Lot 4, Plan VIP32210)					
DETAILS: OCP Amendment from Urban Residential to Multi Residential to allow 12 unit multi residential development. (Combined app see RZ1802)									
STATUS: Review letter sent to applicant 12-Apr-18, more environmental and servicing detail required. 19-Jun-18 staff discussed/reminded applicant of outstanding review requirements. 17-July-18 staff reminded applicant of outstanding review requirements. Applicant responded forthcoming after 23rd. Ref comments sent to Min (FLRNORD) 16-Aug-18. New environmental materials submitted 17-Aug-18. Some architectural items and detailed arborist report remain outstanding. Spoke to MFRNORD re: City's S.11 referral response. 25-Sept-18 Staff reminded applicant of outstanding review requirements. New info received 23-Nov-18. 10-Dec-18 staff requested follow up info from applicant.									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
27-Mar-18	7-Mar-18	28-Mar-18	22-Mar-18	12-Apr-18	5-Jun-18				

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ZONING BYLAW AMENDMENT APPLICATIONS

File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1701	2870	Golden Life (Adam Lillejord)	D. Beatson	2850, 2890, 2902, 2910, 2920, 2924 Cliffe Ave					
DETAILS: Zoning Amendment to accommodate senior housing (to include independent living, residential care, assisted living and associated amenities).									
STATUS: Applicant required to submit updated site plan prior to referrals (received 3-Feb-17). Staff reviewing application. Application Review Letter sent March 29. Staff waiting on revisions and traffic study. Plans changed by applicant to add new use. Schedule change. Proceeding to 1st & 2nd Reading of Council 15-May-17. MOTI approval required prior to Public Hearing (received 26-Jun-17). Proceeding to Public Hearing 17-Jul-17 (Rescheduled to 8-Aug-17). Covenant required prior to Final Reading of Council (applicant reviewing draft). Received. Approved by Council 19-Feb-18									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
14-Dec-16	10-Feb-17		1-Dec-16	29-Mar-17	28-Apr-17	15-May-17	8-Aug-17	21-Aug-17	19-Feb-18
File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1707	2888	Amandio Santos	D. Beatson	2310 20 th St					
DETAILS: Zoning Amendment to rezone from R-2A to R-1D to facilitate a 2 lot subdivision									
STATUS: Further info req'd from applicant as per review letter. Mtg w/applicant 10-Nov-17, applicant revising plans (scaled drawings and exterior design for existing dwelling). Staff followed up with applicant 4-Dec-17 re: revised plans. Staff met with applicant 26-Jan-18, revised submissions rq'd indicating rq'd variances (received 26-Mar-18). Follow up w/app on 20-Apr-18 requesting a meeting with the applicant. Met with applicant on May 7, 2018. Staff sent email to applicant 14-Aug-18 to follow up with progress updates from the applicant. Housing agreement being drafted. Request from applicant to have an existing covenant removed from title.									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
29-May-17	5-Jun-17	26-Jun-17	15-Jun-17	14-Jul-17	13-Jul-17 &				
File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1709	2893	McElhanney Consulting Services Ltd.	D. Beatson	3420 Rhys Rd					
DETAILS: Zoning Amendment to (Buckstone Ph 3A & 3B) to accommodate the re-alignment of Harbourview Blvd and to reconfigure the existing park land dedication at the west end of the site to allow a full 20m wide access to Fraser Rd									
STATUS: Waiting for follow up from applicant (received 23-Aug-17, staff reviewing) Further information required from applicant (park land dedication and road network re-alignment). Revised subdivision plan received 15-Dec-17, staff reviewing. Staff sent request to applicant 5-Feb-18 for updated application submissions (received 13-Feb-18, staff reviewing) Applicant to revise submissions, plans not consistent/COMPLETED) Approved by Council 7-May-18									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council

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19-Jun-17	26-Jun-17	17-Jul-17	13-Jul-17	12-Sep-17	16-Jan-18	3-Apr-18	16-Apr-18	7-May-18	7-May-18
File No.	Bylaw No.	Applicant/Agent			Assigned Staff		Location		
1711 OCP/RZ00001 PRJ-000016	2899	Cameron Contracting Ltd (Phillipa Atwood)			T. Setta		925 Braidwood Rd		
<p>DETAILS: Zoning Amendment to rezone from C-2A to MU-2 to allow for a multi residential development consisting of two four storey apartment buildings each containing 48 units.</p> <p>STATUS: Staff reviewing application. Prelim review letter sent to applicant 3-Oct-17. A follow up review letter will be sent pending receipt of external referral comments received. Revised application plans received 6-Nov-17. Staff review comments on revised plans sent to agent 1-Dec-17 (applicant to provide revised submissions). Revised site plan received 12-Jan-18, staff reviewing. Draft Covenant required, and landscape revisions required). File closed at applicant's request.</p>									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3rd Reading of Council	4th & Final Council
16-Aug-17	23-Aug-17	13-Sep-17	1-Jun-17 & 16-Nov-17	3-Oct-17	12-Sep-17				
File No.	Bylaw No.	Applicant/Agent			Assigned Staff		Location		
1713 OCP/RZ00002 PRJ-000041	2909	Heritage Revival Homes			D. Beatson		919 2nd Street (Lot 1, Plan 3982 & Lot 2, Plan 1447)		
<p>DETAILS: Rezone from R-2 to R-4B to allow for a multi residential development consisting of a four-plex building on each lot.</p> <p>STATUS: Staff meeting with applicant 3-Nov-17. Applicant having a traffic impact study prepared and wishes to hold a follow up Public Information Meeting (held on 29-Nov-17). Staff met with applicant 5-Dec-17 re: Traffic Impact Assessment. Covenant will be required prior to final reading of Council. Application withdrawn by applicant 26-Feb-18.</p>									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3rd Reading of Council	4th & Final Council
27-Sep-17	4-Oct-17	25-Oct-17	2-Nov-17	27-Nov-17	20-Oct-17 & 29-Nov-17	15-Jan-18	22-Jan-18	Cancelled	
File No.	Bylaw No.	Applicant/Agent			Assigned Staff		Location		
1714 OCP/RZ00003	2911	Harold MacKinnon			N. Gothard		468 3 rd St		
<p>DETAILS: Rezone from C-5 to R-2B to allow a secondary suite</p> <p>STATUS: Staff preparing report to Council, will proceed to Council pending submission of revised drawing. Approved by Council 5-Feb-18.</p>									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3rd Reading of Council	4th & Final Council

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6-Nov-17	9-Nov-17	30-Nov-17	N/A	5-Dec-17	30-Nov-17	18-Dec-17	15-Jan-18	5-Feb-18	5-Feb-18
File No.	Bylaw No.	Applicant/Agent			Assigned Staff		Location		
1715 RZ000004	2912	McElhanney Consulting Services Ltd.			T. Setta		2650 Copperfield Rd		
DETAILS: Rezone from R-1A to CD Zone to allow for a the creation of a 32 single family residential subdivision									
STATUS: Staff meeting with applicant, agent & MOTI 4-Dec-17 to discuss boundary issues. Waiting for direction from Senior Government. Staff contacted agent to determine if they wish to withdraw/close this application or if they wish to put it on hold. Staff met with MOTi 30-Jan-18 to provide information on options presented. Staff working on servicing agreement. Staff met with applicant 9-Aug-18 to review staff comments and zoning details. Staff met with applicant 16-Aug-18 (applicant to revise app materials and re-submit). Staff met with applicant 31-Aug-18 to provide info on park requirements. New materials received 3-Dec-18.									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3rd Reading of Council	4th & Final Council
6-Nov-17	14-Nov-17	30-Nov-17	14-Dec-17 & 13-Dec-18	22-Dec-17	14-Mar-18				
File No.	Bylaw No.	Applicant/Agent			Assigned Staff		Location		
1801 RZ000005	2921	Central Evangelical Free Church			D. Beatson		765 McPhee Ave		
DETAILS: Text amendment to the I-2 Zone to allow "Church" as a permitted use.									
STATUS: Staff met with applicant 10-Apr-18 to discuss app review info required (detailed floor plan & further detail for parking plan). Proceeding to Council on May 22, 2018. SRW registered on Title required prior to final adoption of Council. Proceeding to Public Hearing 11-Jun-18. Approved by Council 18-Jun-18									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3rd Reading of Council	4th & Final Council
21-Feb-18	23-Feb-18	15-Mar-18	N/A	26-Mar-18	26-Mar-18	22-May-18	11-Jun-18	18-Jun-18	18-Jun-18
File No.	Bylaw No.	Applicant/Agent			Assigned Staff		Location		
1802 RZ000006/PRJ133	2922	Simba Investments Ltd			N. Gothard		Larsen Rd (Lot 4, Plan VIP32210)		
DETAILS: OCP Amendment from Urban Residential to Multi Residential to allow 12 unit multi residential development. (Combined app see RZ1802)									
STATUS: Enviro & servicing detail required. 19-Jun-18 & 17-Jul-18 staff discussed/reminded applicant of outstanding review requirements (expected) after 23rd. Ref comments sent to Min (FLRNORD) 16-Aug-18. New enviro materials submitted 17-Aug-18. Architectural items & detailed arborist report still outstanding. Spoke to MFRNORD re: City's S.11 ref response. 25-Sept-18 Staff reminded applicant of outstanding review requirements. 10-Dec-18 staff requested follow up info from applicant.									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3rd Reading of Council	4th & Final Council

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27-Mar-18	7-Mar-18	28-Mar-18	22-Mar-18	12-Apr-18	5-Jun-18				
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File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1803 RZ000007/PRJ121	2923	McElhanney Consulting	T. Setta	2310 Arden Rd					
DETAILS: Rezone from R-1A to R-1D Zone to allow a 10 lot residential subdivision									
STATUS: Staff met with applicant 9-Apr-18. Applicant to provide storm water management plan. Staff report complete and under review for Council meeting. Proceeding to Public Hearing 11-Jun-18. Approved by Council 18-Jun-18									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
1-Mar-18	6-Mar-18	20-Mar-18	22-Mar-18	29-Mar-18	21-Mar-18	22-May-18	11-Jun-18	18-Jun-18	18-Jun-18
File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1804 RZ000008	2926	Sandy Grant	D. Beatson	4697 Headquarters Rd					
DETAILS: Rezoned from R-1A to RR-5 to facilitate a 2 Lot Residential Subdivision									
STATUS: SRW will be required prior to final reading of Council. Extension requested by K'omok's First Nations & Streamkeepers for referral responses, responses received). Further submissions required from applicant (Environmental info. – received 18-Jun-18, staff reviewing submissions). Draft covenant being reviewed by applicant.									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
6-Mar-18	7-Mar-18	28-Mar-18	N/A	15-May-18	27-Mar-18	4-Sep-18	17-Sep-18	1-Oct-18	Covenant Required
File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1805 RZ000009	2928	Joseph Bowes	M. Grimsrud	570 Washington Cres					
DETAILS: Zoning amendment to rezone from R-1 to R-1S to allow for the construction of a new single family home with a secondary suite.									
STATUS: Staff preparing Report to Council. Proceeding to Public Hearing 11-Jun-18. Approved by Council 18-Jun-18									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
9-Mar-18	13-Mar-18	3-Apr-18	N/A	10-Apr-18	20-Apr-18	22-May-18	23-May-18	18-Jun-18	18-Jun-18

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File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1806 RZ000010	2929	Veyron Properties	T. Setta	911 Braidwood Rd					
DETAILS: Zoning amendment to rezone from C-2A to R-4A to facilitate a proposed 79 unit multi residential development.									
STATUS: Staff reviewing application. Review letter sent 29-May-18. Covenant to be registered on title prior to Final Reading of Council. Approved by Council 15-Oct-18									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
9-Mar-18	16-Mar-18	5-Apr-18	3-May-18	29-May-18	27-Mar-18	16-Jul-18	7-Aug-18	20-Aug-18	15-Oct-18
File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1807 RZ000011	2930	John Torry	D. Beatson	446 Qualicum Ave					
DETAILS: Zoning text amendment to the MH-1 Zone to allow a secondary suite (addition to and existing single family dwelling).									
STATUS: Staff reviewing application. Staff meeting with applicant to discuss review letter requirements 24-May-18. Applicant to provide further app info. (staff followed up with applicant regarding outstanding items 19-Jun-18). Staff met with applicant on 28-June-18 to review the timelines for the requested information. Staff to review new submissions received 13-Jul-18. Revised plans received 18-Jul-18 staff reviewing=further info required, site plan & landscaping plan. Staff followed up with applicant Sept & 2-Oct-18 & Nov 6-18. No further info from applicant. New plans received 14-Nov-18. Staff requested further revision of site plan related landscaping design and materials. Proceeding to Public Hearing 7-Jan-19.									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
20-Mar-18	21-Mar-18	11-Apr-18	N/A	14-May-18	12-May-18	17-Dec-18	7-Jan-19		
File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1808 RZ000012/PRJ138	2931	McElhanney Consulting Services Ltd.	D. Beatson	4100 Fraser Rd					
DETAILS: Zoning amendment from RU-8 to CD-21 to allow a 26 lot single residential subdivision.									
STATUS: Staff is awaiting additional referral comments in in order to complete the review letter. Staff met with application 9-Aug-18 to discuss review letter requirements. Applicant revising site plan for submission to staff.									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council

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27-Mar-18	11-Apr-18	2-May-18	3-May-18	20-Jul-18	3-May-18	15-Oct-18	19-Nov-18	3-Dec-18	Covenant Required
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File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1809 RZ000013	2932	City of Courtenay	I. Buck	988 8 th St					
DETAILS: 46 Unit Supportive Housing Project									
STATUS: Approved by Council 18-Jun-18									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
3-Apr-18	N/A	N/A	N/A	N/A	N/A	7-May-18	22-May-18	18-Jun-18	18-Jun-18
File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1810 RZ0000014	2933	Ronald & Mary O'Reilly	M. Grimsrud	4659 Western Rd					
DETAILS: Rezone from R-1 to R-1S to allow a secondary suite within a proposed addition to an existing single residential dwelling									
STATUS: Further info required from applicant. Approved by Council 16-Jul-18									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
20-Apr-18	25-Apr-18	15-May-18	N/A	22-May-18	12-May-18	18-Jun-18	3-Jul-18	16-Jul-18	16-Jul-18
File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1811 RZ0000015	2935	City of Courtenay	I. Buck						
DETAILS: Zoning Bylaw Amendment to create zoning regulations for the retail sale of cannabis									
STATUS: Proceeding to Public Hearing (Public Open House 4-Jul-18 5-7pm Evergreen Seniors Room at the Filberg). Approved by Council 16-Jul-18									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
14-May-18	N/A	N/A	N/A	N/A	N/A	18-Jun-18	3-Jul-18	16-Jul-18	16-Jul-18
File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1812 RZ0000016	2936	Sean & Kathleen Doran	M. Grimsrud	1081 Mantle Dr					

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DETAILS: Rezone from R-1 to R-1S to allow a secondary suite within an existing single residential dwelling									
STATUS: Approved by Council									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3rd Reading of Council	4th & Final Council
25-Jun-18	3-Jul-18	24-Jul-18	N/A	3-Aug-18	27-Jul-18	4-Sep-18	17-Sep-18	1-Oct-18	1-Oct-18

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File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1813 RZ0000017	2938	Altiveris Developments Inc.	T. Setta	925 Braidwood Rd					
DETAILS: Rezone from C-2A to R-4A to allow for a 143 suite senior's care facility									
STATUS: Further submissions required from applicant (received 7-Sep-18, staff reviewing). Staff meeting with applicant 17-Oct-18 to discuss app review letter & requirements.									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
7-Sep-18	7-Sep-18	28-Sep-18	3-May-18	12-Oct-18	25-Oct-18	17-Dec-18			
File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1814 RZ0000018	2942	Lloyd & Sylvia Garrett	M. Grimsrud	1435 Griffin Dr					
DETAILS: Rezone from R-1 to R-1S to allow a secondary suite in a proposed addition to an existing single family residence									
STATUS: Review letter concerns addressed 5-Nov-18. Applicant to hold Public info mtg mid/late November.									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
25-Sep-18	26-Sep-18	18-Oct-18	N/A	26-Oct-18	27-Nov-18	7-Jan-18	21-Jan-18		
File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1815 RZ0000019	2944	Rebecca Hardin	T. Setta	#1400-2701 Cliffe Ave					
DETAILS: Text amendment to the C-1A zone to allow a proposed Retail Cannabis Store as a permitted use. Issuance of LCRB Licence Required prior to Final reading of Council.									
STATUS:									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
18-Oct-18	19-Oct-18	9-Nov-18	N/A		15-Jan-19				

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File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1816 RZ000020	2946	Liquor Distribution Branch	T. Setta	789 Ryan Road					
DETAILS: Text amendment to the C-1A Zone to allow a Retail Cannabis Store as a permitted use at this location in an existing commercial building.									
STATUS:									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
18-Oct-18	26-Sep-18	18-Oct-18	N/A	26-Oct-18	9-Jan-18				
File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1817 RZ000021	2948	Wachiay Friendship Centre	T. Setta	1625 McPhee Ave					
DETAILS: Text amendment to the I-2 Zone to allow day care as a permitted use.									
STATUS: Public Hearing 17-Dec-18									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
13-Nov-18	14-Nov-18	21-Nov-18	1-Nov-18		N/A	3-Dec-18	17-Dec-18	7-Jan-19	7-Jan-19
File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1818 RZ000022	2949	Urban Smoke Shop Inc.	T. Setta	143 5 th St					
DETAILS: Text amendment to the C-1 Zone to allow a Retail Cannabis Store as a permitted use at this location in an existing commercial building.									
STATUS:									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
29-Nov-18	13-Dec-18	7-Jan-19	N/A		8-Jan-19				
File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1819 RZ000023	2950	Marie Landry	T. Setta	605/625 Cliffe Ave (Courtenay Mall)					
DETAILS: Text amendment to the C-1 Zone to allow a Retail Cannabis Store as a permitted use at this location in an existing commercial building.									
STATUS:									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
11-Dec-18	13-Dec-18	7-Jan-19	N/A		9-Jan-18				

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File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1820 RZ0000024	2951	Timothy Thomas	M. Grimsrud	2031 Tamarack Dr.					
DETAILS: Rezone from R-1 to R-1S to allow a secondary suite in an existing single family residence									
STATUS:									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
14-Dec-18	10-Jan-19		N/A						
File No.	Bylaw No.	Applicant/Agent	Assigned Staff	Location					
1821 RZ0000025	2952	Charles Philp	T. Setta	379 4 th Street					
DETAILS: Text amendment to the C-1 Zone to allow a Retail Cannabis Store as a permitted use in and existing commercial building at this location									
STATUS:									
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Public Info Mtg.	1st & 2nd Council	Public Hearing	3 rd Reading of Council	4 th & Final Council
21-Dec-18	24-Dec-18	14-Jan-19	N/A						

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DEVELOPMENT PERMIT APPLICATIONS

File No.	Applicant/Agent	Assigned Staff	Location			
1720 (DP00004)	McElhanney Consulting Services Ltd.	N. Gothard	2077 20th St			
DETAILS: Environmental Development Permit – Piercy Creek Phase 3 (bareland strata development consisting of 40 residential units)						
STATUS: Waiting for information re: Building Permit from applicant prior to sending out for referrals (received 27-Sep-17). Review letter to applicant 15-Nov-17. Additional materials received 20-Dec-17. Staff response 31-Jan-18 requesting additional information. Staff met on site 6-Feb-18 with Millard Piercy Watershed Stewards. New materials provided by applicant on 16-Feb-18. Applicant applying for a Section 11 WSA (Water Sustainability Act). Submitted securities for pond works July 11 2018. Approved by DDS						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
22-Dec-16	2-Oct-17	23-oct-17	18-Feb-16 & 12-Jan-17	15-Nov-17		12-Jul-18
File No.	Applicant/Agent	Assigned Staff	Location			
1723 (DP00006)	Brandon Reid	N. Gothard	2662 Conrad Rd			
DETAILS: Environmental DP for a proposed new Single Family Dwelling						
STATUS: Staff reviewing application. Waiting for required storm water study, environmental report and clarity on layout). Staff met with applicant 20-Dec-17, applicant proposing revisions to application. New biologist report submitted 2-Feb-18. Staff reviewing. Approved by DDS 23-Feb-18						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
11-Oct-17	16-Oct-17	6-Nov-17	N/A	15-Nov-17		23-Feb-18
File No.	Applicant/Agent	Assigned Staff	Location			
1727 (DP000010)	Finlayson Bonet Architecture	D. Beatson	1599 Cliffe Ave			
DETAILS: Internal Development Permit to allow the renovation & alteration to an existing commercial building to facilitate the relocation of Thrifty's Liquor						
STATUS: Staff reviewing application. Staff preparing Report to Director of Development Services. Further information required from applicant (noise attenuation study to address new loading bay). Applicant was informed of the requirement on 14-Dec-17 (anticipated from applicant mid to end of Feb/received Mar 2018) and window decals proposed. Staff meeting with applicant 18-Apr-18. New info received from applicant 18-Apr-18. Staff preparing report to DDS. Approved						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
30-Oct-17	10-Nov-17	30-Nov-17	N/A	5-Dec-17		28-May-18

CURRENT DEVELOPMENT APPLICATIONS - 2018

File No.	Applicant/Agent	Assigned Staff	Location			
1728 (DP000011)	Silverado Land Corp.	N. Gothard	333 Clubhouse Dr			
DETAILS: Environmental Development Permit for proposed subdivision consisting of 67 single family residential lots.						
STATUS: New subs 4-Dec-17. Refs sent 22-Dec-17 (awaiting revised subs. RAR required, & revised drawings showing enviro features on drawings. New subs received 4-Apr-18. Environmental securities and updated reports to be submitted prior to issuance. Approved						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
16-Nov-17	22-Dec-17	18-Jan-18	N/A	29-Jan-18 & 13-Apr-18		16-May-18
File No.	Applicant/Agent	Assigned Staff	Location			
1729 (DP000012)	1080969 BC Ltd.	D. Beatson	3040 & 3070 Kilpatrick Ave			
DETAILS: Development permit for Building 1 (Combined Commercial & Residential 70 units) and Building 3 (Commercial)						
STATUS: Staff reviewing application. New application info received 10-Jan-18, staff reviewing. Approved 5-Feb-18						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
24-Nov-17	1-Dec-17	20-Dec-17	14-Dec-17			5-Feb-18
File No.	Applicant/Agent	Assigned Staff	Location			
1802 (DP000013)	1112971 BC Ltd (Ryan McQueen)	N. Gothard	1211 Ryan Rd			
DETAILS: Internal DP for the a façade upgrade to an existing commercial building						
STATUS: Further landscape info required from applicant. New materials received May 7, 2018. Further info required from applicant.						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
1-Feb-18	27-Mar-18	17-Apr-18	N/A	27-Apr-18		21-Jun-18
File No.	Applicant/Agent	Assigned Staff	Location			
1803 (DP000014)	Dark Horse Holdings Ltd.	T. Setta	2525 Mission Rd			
DETAILS: Development permit for 65 unit multi residential development with combined commercial.						
STATUS: Staff met with applicant 12-Apr-18. Updated review letter sent to applicant on May 11. Approved						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
15-Feb-18	26-Feb-18	19-Mar-18	22-Mar-18	12-Apr-18	12-Jun-18	28-Jun-18

CURRENT DEVELOPMENT APPLICATIONS - 2018

File No.	Applicant/Agent	Assigned Staff	Location			
1804 (DP000015)	McElhanney Consulting Services	N. Gothard	721 Cumberland Rd & 754 9th St			
DETAILS: Development permit to allow a steel storage container with a sundeck and a storage shed.						
STATUS: Revised plans received from applicant 20-Apr-18. Further siting and Site Profile information required from applicant. Staff contacted applicant July 6, 23, August 16 to inquire when may expect required submissions. Have not received update since July 23. 25-Sept-18 – Staff indicated to applicant that enforcement options were being explored. 25-Sept-18 – Outstanding materials submitted. New submissions received 16-Oct-18.						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
8-Mar-18	20-Mar-18	10-Apr-18	N/A	23-apr-18		16-Nov-18
File No.	Applicant/Agent	Assigned Staff	Location			
1805 (DP000015)	Heritage Revival Homes	E. Ferguson	919 2nd St			
DETAILS: Internal DP for a duplex dwelling						
STATUS: Approved						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
9-Apr-18	16-Apr-18	23-Apr-18	N/A	3-May-18		14-May-18
File No.	Applicant/Agent	Assigned Staff	Location			
1806 DP000017/PRJ133	Simba Investments Ltd.	N. Gothard	Larsen Rd (Lot 4, Plan VIP32210)			
DETAILS: Environmental DP for proposed 12 unit multi-residential development						
STATUS: OCP1801 & RZ1802 to be approved prior to proceeding with DP. (App subs required) As per review letter, more environmental & servicing detail required. Ref comments sent to Min (FLRNORD) 16-Aug-18. New environmental materials submitted 17-Aug-18. Architectural items remain outstanding.						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
27-Mar-18	See RZ/OCP	See RZ/OCP	22-Mar-18	12-Apr-18		
File No.	Applicant/Agent	Assigned Staff	Location			
1807 DP000018/PRJ138	McElhanney Consulting Services	D. Beatson	4100 Fraser Rd			
DETAILS: Proposed 26 lot single residential subdivision.						
STATUS: OCP1801 & RZ1802 must be approved prior to proceeding with DP. Applicant to provide amended submissions.						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
10-Apr-18	11-Apr-18	2-May-18	3-May-18		N/A	

CURRENT DEVELOPMENT APPLICATIONS - 2018

File No.	Applicant/Agent	Assigned Staff	Location			
1808 DP000019	Joseph Turner	D. Beatson	1165 Willemar Ave			
DETAILS: Internal DP for the relocation of a duplex dwelling onto this property						
STATUS: Outstanding info received 23-Jul-18. Email to applicant 17 & 20-Aug-18 re: outstanding issues (special separation calculations required, due to possible encroachment issues). Staff met with applicant 17-Sep-18 to review outstanding app submissions, follow up email to app 18-Dec-18. Approved by DDS 3-Jan-19						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
16-Apr-18	24-Apr-18	15-May-18	N/A	15-Jun-18	2-Jan-19	3-Jan-19
File No.	Applicant/Agent	Assigned Staff	Location			
1809 (DP000020)	McElhanney Consulting	N. Gothard	2650 Arden Rd			
DETAILS: Environmental DP for the Streams Phase 3 (11 Single Family Residential Lots)						
STATUS: Waiting for info from construction drawing process through Development Engineering division process. Approved						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
25-Apr-18	24-Apr-18	15-May-18	N/A			28-Aug-18
File No.	Applicant/Agent	Assigned Staff	Location			
1810 (DP000021)	Mike Croonen	E. Ferguson	480 3rd St			
DETAILS: New single family dwelling with a secondary suite within the Old Orchard DP Area						
STATUS: Revised plans received 28-May-18, staff to review. Approved						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
25-Apr-18	22-May-18	8-Jun-18	N/A	5-Jun-18		12-Jun-18
File No.	Applicant/Agent	Assigned Staff	Location			
1811 (DP000022)	Kokomo Investments Ltd.	M. Grimsrud	1545 Willemar Ave			
DETAILS: Internal DP for a duplex dwelling						
STATUS: Approved						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
1-May-18	9-May-18	30-May-18	N/A	4-Jun-18		25-Jun-18

CURRENT DEVELOPMENT APPLICATIONS - 2018

File No.	Applicant/Agent	Assigned Staff	Location			
1812 (DP000023)	ByrCyn Enterprises Ltd.	D. Beatson	784 7th St			
DETAILS: Internal DP for new 4-plex development						
STATUS: Further info. req'd from applicant. Staff met with applicant 10-Aug-18 to discuss variance required for parking. Waiting for applicant to submit info and Variance App. Auto turn analysis and revised drawings required for variance portion (Variance no longer required),						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
4-May-18	23-May-18	8-Jun-18	N/A	28-Jun-18		16-Nov-18
File No.	Applicant/Agent	Assigned Staff	Location			
1813 (DP000024)	Newport Village Courtenay Dev	T. Setta	3070 Kilpatrick Ave			
DETAILS: Phase 2 - Building B Combined Commercial (989 m2) with 50 Residential Units above						
STATUS: Further info received from applicant 15-Jun-18. As per review letter, further info. still required. Staff met with applicant 20-Sep18 to review outstanding required submissions & plan revisions. Staff meeting with applicant 1-Nov-18						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
11-May-18	30-May-18	12-Jun-18	N/A	3-Jul- & 11-Sep-18	16-Nov-18	16-Nov-19
File No.	Applicant/Agent	Assigned Staff	Location			
1815 (DP000025)	J.S.C.V Construction	M. Grimsrud	231 1st St			
DETAILS: Alterations to a single family dwelling in the Old Orchard Local Area						
STATUS: Approved						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
11-Jun-18	18-Jun-18	6-Jul-18	N/A	9-Jul-18		19-Jul-18
File No.	Applicant/Agent	Assigned Staff	Location			
1816 (DP000026)	Fit Chiropractic	M. Grimsrud	505 Fitzgerald Ave			
DETAILS: Internal DP for façade upgrade to an existing commercial building in the Downtown DP Area						
STATUS: Info received from review letter sent to applicant (13-Aug-18). Approved						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
21-Jun-18	26-Jun-18	17-Jul-18	N/A	25-Jul-18		22-Aug-18

CURRENT DEVELOPMENT APPLICATIONS - 2018

File No.	Applicant/Agent	Assigned Staff	Location			
1817 DP000027/PRJ180	BC Housing	I. Buck	988 8th St			
DETAILS: 46 Unit Multi Residential Development (Zoning Amendment Bylaw No. 2932 to allow this care facility, with meal services, 24/7 support and staffing services for individuals who are homeless or are at risk of homelessness)						
STATUS: Approved						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
21-Jun-18	N/A	N/A	N/A	N/A		29-Jun-18
File No.	Applicant/Agent	Assigned Staff	Location			
1818 (DP000028)	Martin Hagarty Architects	T. Setta	453 Cumberland Rd			
DETAILS: Internal DP for façade upgrade to an existing commercial building						
STATUS: Review letter sent to applicant 12-Jul-18 with further info requirements re: landscape cost est clarification (received 20-Jul-18). Approved						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
26-Jun-18	3-Jul-18	17-Jul-18	N/A	12-Jul-18		16-Aug-18
File No.	Applicant/Agent	Assigned Staff	Location			
1819 PRJ193/DP000029	McElhanney Consulting Services	D. Beatson	3420 Rhys Rd			
DETAILS: Internal DP for Buckstone Ph 3A (48 lot residential subdivision)						
STATUS: Staff had informal meeting with applicant to discuss review letter requirements. Staff sent formal review letter. Approved						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
17-Jul-18	23-Jul-18	30-Jul-18	N/A	20-Aug & 12-Oct-18		20-Nov-18
File No.	Applicant/Agent	Assigned Staff	Location			
1820 (DP000030)	Cedar Grove Roofing	D. Beatson	1421 McPhee Ave			
DETAILS: Internal DP to allow an addition to an existing industrial building.						
STATUS: Arborist Report Required (for landscape screening retention along greenway). Reminder to app re: further info still required 25-Sep-18 (applicant waiting to hear back from arborist).						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
18-Jul-18	23-Jul-18	13-Aug-18	N/A	21-Sep-18		

CURRENT DEVELOPMENT APPLICATIONS - 2018

File No.	Applicant/Agent	Assigned Staff	Location			
1821 (DP000031)	All Secure Storage	N. Gothard	3610 Christie Parkway			
DETAILS: Environmental DP for a culvert to be constructed between Lot 2 and Lot B						
STATUS: Further info required (rationale). Staff met with applicant 30-Sept-18. Applicant deciding whether to proceed with application.						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
25-Jul-18	8-Aug-18	17-Aug-18	N/A	7-Aug-18		
File No.	Applicant/Agent	Assigned Staff	Location			
1822 (DP000032)	JDR Solutions Ltd	D. Beatson	1790 Cliffe Avenue			
DETAILS: Internal DP to allow a 294 m ² office building						
STATUS: Arborist Report Required (for proposed tree retention). Further info still required from applicant. New submissions received 22-Nov-18.						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
6-Sep-18	7-Sep-18	28-Sep-18	20-Sep-18	26-Oct-18		
File No.	Applicant/Agent	Assigned Staff	Location			
1825 (DP000033)	Westurban Developments Ltd.	M. Grimsrud	605 Crown Isle Dr			
DETAILS: 96 Unit Multi Residential Development (56 Unit Apartment Bldg & 40 Townhouse Units)						
STATUS: Met with applicant Nov. 5, working through review concerns.						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
6-Sep-18	7-Sep-18	28-Sep-18	20-Sep-18	26-Oct-18		
File No.	Applicant/Agent	Assigned Staff	Location			
1826 (DP000034)	Urban Design Group	M. Grimsrud	1661 (1599) Cliffe Ave			
DETAILS: Façade upgrade to an existing commercial building and addition of a covered patio area						
STATUS: Approved						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
7-Sep-18	7-Sep-18	28-Sep-18	N/A	2-Oct-18		4-Oct-18

CURRENT DEVELOPMENT APPLICATIONS - 2018

File No.	Applicant/Agent	Assigned Staff	Location			
1827 (DP000035)	Shizen Home Design	M. Grimsrud	468 3rd St			
DETAILS: Exterior alterations and upgrades to an existing residence in the Old Orchard DP Area						
STATUS: Review letter concerns addressed Nov. 2. Approved						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
28-Sep-18	1-Oct-18	15-Oct-18	N/A	17-Oct-18	19-Nov-18	20-Nov-18
File No.	Applicant/Agent	Assigned Staff	Location			
3060-20-1831 (DP000037)	Kokomo Investments Ltd.	N. Gothard	496 Puntledge Rd			
DETAILS: Façade upgrade to an existing commercial building						
STATUS: Approved						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
6-Nov-18	7-Nov-18	28-Nov-18	N/A	26-Nov-18	3-Dec-18	4-Dec-18
File No.	Applicant/Agent	Assigned Staff	Location			
3060-20-1832 (DP000038) PRJ261	Caprice Harshey	D. Beatson	963 Webb Rd			
DETAILS: Environmental DP for the construction of a wheel chair ramp at an existing daycare with a proposed location within assessment area of a roadside ditch (channelized reach of Arden Creek).						
STATUS:						
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to App	Staff Memo to DDS	DDS Decision
19-Dec-18	21-Dec-18	14-Jan-19	N/A			

CURRENT DEVELOPMENT APPLICATIONS - 2018

DEVELOPMENT PERMITS WITH VARIANCES APPLICATIONS

File No.	Applicant/Agent	Assigned Staff		Location			
1707	Benco Ventures Ltd.	E. Ferguson/D. Beatson		2485 Idiens Way			
DETAILS: Development permit with variances to accommodate a multi residential development consisting of 6 Four Plex Buildings							
STATUS: Review Letter Sent to Applicant 22-May-17 (further info required from applicant). Staff met with applicant 30-Oct-17. Applicant providing revised submissions (received arborist report, staff reviewing, applicant to provide revised landscape plans. Revised submissions received 16-Jan-18, staff reviewing. Staff meeting with applicant 7-Mar-18 to review. Staff met with applicant on 11-May-18 to review application status. (4-Jun-18) Waiting for response from applicant. Staff met with applicant on 27-June 18 to review the requested application materials. Approved by Council on August 20, 2018.							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
20-Mar-17	28-Mar-17		N/A	22-May-17	10-May-16	10-Aug-18	20-Aug-18
File No.	Applicant/Agent	Assigned Staff		Location			
1719 DPV00004/PRJ16	Cameron Contracting	T. Setta		925 Braidwood Rd			
DETAILS: Development Permit with Variance to allow two 48 unit multi residential apartment buildings							
STATUS: Application subject to RZ1711 Approval prior to review and approval. File closed at applicant's request.							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
17-Aug-17							
File No.	Applicant/Agent	Assigned Staff		Location			
1721 DPV00004	Early Childhood Development Centre	D. Beatson		237, 243, 255 3 rd St			
DETAILS: Development Permit with Variances to accommodate the removal of an existing storage building and constructing a new building for additional Early Child Hood Development Centre facility space.							
STATUS: Staff reviewing application. Further information required from applicant. Applicant has amended application to include a variance to required parking (waiting for written rationale). Staff reviewing parking requirements based on recent information provided by applicant on 13-Dec-17. Application revisions provided 26-Jan-18, staff reviewing. Elevations drawings and site plan showing parking still required. (received 7-Feb-18) Staff to review. Approved by Council 19-Mar-18							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
1-Sep-17	11-Sep-17	2-Oct-17	N/A	6-Oct-17	16-Oct-17	5-Mar-18	19-Mar-18

CURRENT DEVELOPMENT APPLICATIONS - 2018

File No.	Applicant/Agent	Assigned Staff	Location				
1722 DPV00005	Chances Casino	D. Beatson	361 Hunt Rd				
<p>DETAILS: Development Permit with Variances to construct an addition to the south west façade of the Chances Casino. The addition will be a partially covered 'Match' patio and will be accessible from the restaurant interior only.</p> <p>STATUS: Staff reviewing application. Further information required from applicant (plan revisions required to address noise attenuation). Additional info received 15-Jan-18. approved by Council 19-Mar-18</p>							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
20-Sep-17	21-Sep-17	18-Oct-17	N/A	17-Nov-17	9-Nov-17	5-Mar-18	19-Mar-18
File No.	Applicant/Agent	Assigned Staff	Location				
1730 DPV00007	Manna Wescott	N. Gothard	332 2 nd St				
<p>DETAILS: Development permit with variance to accommodate an addition to an existing single family dwelling in the Old Orchard with variance to front yard setback from 7.5m to 4.97m</p> <p>STATUS: Further information required from applicant. App to provide landscape plan and color renderings. Applicant provided requested information 31-Jan-18. Staff reviewing. Approved by Council 5-Mar-18</p>							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
8-Dec-17	11-Dec-17	4-Jan-17	N/A	9-Jan-18	4-Jan-18	19-Feb-18	5-Mar-18
File No.	Applicant/Agent	Assigned Staff	Location				
1731 DPV00008	Joy Magnusson	N. Gothard	191 Willemar Ave				
<p>DETAILS: Development/Environmental permit with variances to accommodate a new secondary residence with variance to side yard setback facing a street from 4.5m to 1.0 m.</p> <p>STATUS: Further information required from applicant. App to provide RpBio info. Applicant provided all necessary info. Approved by Council 19-Feb-18</p>							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
7-Dec-17	14-Dec-17	5-Jan-17	N/A	9-Jan-18	8-Sep-17 (RZ1712)	6-Feb-18	19-Feb-18

CURRENT DEVELOPMENT APPLICATIONS - 2018

File No.	Applicant/Agent	Assigned Staff	Location				
1801 DPV00009/PRJ94	John Verrier	N. Gothard	508 3rd Street				
DETAILS: Development permit with variances to accommodate a new duplex with variance to lot size, frontage and setback requirements.							
STATUS: Further applications submissions required prior to referrals. Information must be submitted by April 12, 2018 or application will be closed and application fee returned. Required info received from applicant 3-Apr-18, staff reviewing. Amended drawings required from applicant. Staff contacted applicant July 6 to inquire when may expect required submissions. Applicant said shortly. Staff contacted applicant July 23 and Aug 16 to inquire on timeline again. Applicant responded that they are working on it. 07-Sept-18 Staff reminded of outstanding review requirements.							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
3-Apr-18	12-Apr-18	3-May-18	N/A	16-May-18	17-May-18		
File No.	Applicant/Agent	Assigned Staff	Location				
1814 DPV00011	Four Paws Investments Ltd.	D. Beatson	344 & 356 12 th St				
DETAILS: Proposed 4 plex multi residential development on each lot with variance requested for reductions to side yard setbacks (from 4.5m to 2.4m)							
STATUS: Review letter sent to applicant 23-Jul-18, further info. required from applicant (useable open space plan). Received. Follow up email sent to applicant 14-Aug-18 requesting further clarification (received 14-Aug-18) staff reviewing. Staff met with applicant 12-Sep-18. New application submissions being reviewed by staff. Staff mtg with applicant 27-Sep-18. Approved							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
13-Aug-18	N/A	N/A	N/A	N/A		5-Nov-18	19-Nov-18
File No.	Applicant/Agent	Assigned Staff	Location				
1823 DPV00012	Veyron Properties Group	T. Setta	911 Braidwood Rd				
DETAILS: New 79 Unit Apartment Building (78,617 sq ft) with variance for height							
STATUS: Zoning approval required prior to proceeding to Council for Variance (see RZ1806 above). Approved							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
13-Aug-18	N/A	N/A	N/A	N/A		5-Nov-18	19-Nov-18

CURRENT DEVELOPMENT APPLICATIONS - 2018

File No.	Applicant/Agent	Assigned Staff	Location				
1824 DPV00012	Carsten Jensen Architect Inc.	D. Beatson	344, 356, 370 14 th St & 1450, 1480, 1508 England Ave				
DETAILS: Phase 1 - New 16 Unit Multi Residential Development (consisting of two 5-plex buildings and two 3-plex buildings) with request for side yard setback variance (from 4.5m to 2.1m). Revised plans received 5-Dec-18.							
STATUS: Road closure and lot consolidation required prior to issuance of DP. Further info. required from applicant as per review letter.							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
22-Aug-18	29-Aug-18	19-Sep-18	29-Nov-18	18-Oct-18	Jan-19		
File No.	Applicant/Agent	Assigned Staff	Location				
1828 DPV00016	ABC Printing & Signs	D. Beatson	301 Puntledge Rd				
DETAILS: Commercial DP for apx 872sq ft addition to an existing building with variances to lot coverage and rear yard setback							
STATUS: Road closure and lot consolidation required prior to issuance of DP. Further info. required from applicant as per review letter. 13-Dec-18 mtg with app (further info required).							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
9-Oct-18	12-Oct-18	2-Nov-18			6-Nov-18		Covenant Rq'd
File No.	Applicant/Agent	Assigned Staff	Location				
1829 DPV00017	Woynic Properties Ltd.	M. Grimsrud	2109 13 th Street				
DETAILS: Amendment to DPwV1508 - foundations for buildings 11 and 12 were constructed in the reverse locations originally approved which has now created a non-conforming side yard setback for building 11, The current reduced siting for building 11 is 4.82m.							
STATUS: Approved by Council 17-Dec-18							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
5-Nov-18	7-Nov-18	12-Nov-18	N/A	19-Nov-18	13-Nov-18	3-Dec-18	17-Dec-18
File No.	Applicant/Agent	Assigned Staff	Location				
1830 DPV00018	McElhanney Consulting Services	D. Beatson	3420 Rhys Rd				
DETAILS: The Ridge Ph 3B (61 lot residential subdivision) with variances to 5 lots fronting cul-de-sacs, lots 51, 56-59.							
STATUS:							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
19-Oct-18	25-Oct-18	15-Nov-18	N/A		28-Nov-18		

CURRENT DEVELOPMENT APPLICATIONS - 2018

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

File No.	Applicant/Agent	Assigned Staff	Location				
1702	Amandio Santos	D. Beatson	2310 20 th Street				
DETAILS: Variance application contingent on Zoning Application (RZ1707 above) request to relax the required frontage to accommodate a two lot subdivision (SEE RZ1707)							
STATUS: Rezoning required prior to proceeding to Council (RZ App 3360-20-1707).							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
29-May-17	5-Jun-17	26-Jun-17	15-Jun-17				
File No.	Applicant/Agent	Assigned Staff	Location				
1706 DVP00002	Josh Fayerman	3300 Mission Road	3300 Mission Rd				
DETAILS: Variance to lot depth for proposed Lots 4 & 6 and lot frontage for proposed lots 28 & 29 of a proposed new 34 lot subdivision.							
STATUS: Rezoning required prior to proceeding to Council - see RZ1411, approved by Council 4-Dec-17.. Approved by Council 15-Jan-18							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
23-Aug-17	28-Aug-17	11-Sep-17	12-Jan-17		N/A	5-Jan-18	15-Jan-18
File No.	Applicant/Agent	Assigned Staff	Location				
1707 DVP00003	Courtenay Lodge Ltd.	D. Beatson	1590 Cliffe Ave				
DETAILS: Variance to front yard setback requirement for the location of a temporary traffic direction sign (2 metres to .5 metres)							
STATUS: Staff reviewing application. Applicant will need to revise plans (location and type of sign) in order for staff to review the application. Staff followed up with applicant 23-Jan-18 to see how this wish to proceed. File Closed 4-Apr-18, Withdrawn by Applicant.							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
2-Nov-17			N/A	5-Dec-17			

CURRENT DEVELOPMENT APPLICATIONS - 2018

File No.	Applicant/Agent	Assigned Staff	Location				
1708 DVP00004	Comox Valley Regional District	D. Beatson	770 Harmston Ave				
DETAILS: New CVRD administration offices with variances to setbacks and parking							
STATUS: Revised site plan to be provided showing all required variances. Staff followed up with applicant regarding revised application submissions required 30-Jan-18. Proceeding to Council 7-May-18. Application approved 7-May-18, applicant potentially revising plans, permit issuance on hold until this is worked out by applicant. Permit issued 1-Jun-18							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
10-Nov-17	29-Nov-17	20-Dec-17	14-Dec-17	22-Dec-17 & 29-Jan-18	5-Dec-17	16-Mar & 26-Apr-18	16-Jul-18
File No.	Applicant/Agent	Assigned Staff	Location				
1709 DVP00005	H.A. Martyn	N. Gothard	1290 10th St E				
DETAILS: Variances to accommodate a proposed subdivision of lot with an existing residence.							
STATUS: Applicant had requested a hold on this application until further decision has been made regarding subdivision. Applicant indicated in late May that they will proceed with the application. Applicant proceeding with Public Info Meeting. Approved by Council 16-Jul-18							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
5-Dec-17	12-Dec-17	5-Jan-18	11-Jan-18	9-Jan-18	13-Jun-18	29-Jun-18	16-Jul-18
File No.	Applicant/Agent	Assigned Staff	Location				
1710 DVP00006	Hi Lite Signs	N. Gothard	1350 England Ave				
DETAILS: Variance to the sign bylaw to reduce the setback to the front yard property line for a freestanding sign							
STATUS: Approved by Council 19-Feb-18							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
19-Dec-17	28-Dec-17	12-Jan-18	N/A	N/A	N/A	5-Feb-18	19-Feb-18
File No.	Applicant/Agent	Assigned Staff	Location				
1710 DVP00006	Hi Lite Signs	N. Gothard	1350 England Ave				
DETAILS: Variance to the sign bylaw to reduce the setback to the front yard property line for a freestanding sign							
STATUS: Approved by Council 19-Feb-18							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date

CURRENT DEVELOPMENT APPLICATIONS - 2018

19-Dec-17	28-Dec-17	12-Jan-18	N/A	N/A	N/A	5-Feb-18	19-Feb-18
File No.	Applicant/Agent	Assigned Staff	Location				
1801 DVP00007	Corae Bracken	N. Gothard	758 16 th St				
DETAILS: Variance to the side and rear property line for existing non-conforming deck.							
STATUS: Approved. Passed by Council March 19, 2018.							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
3-Jan-18	15-Jan-18	5-Feb-18	N/A	7-Feb-18	29-Jan-18	6-Mar-18	19-Mar-18
File No.	Applicant/Agent	Assigned Staff	Location				
1802 DVP00008	Andrew Thomas	D. Beatson	1902 Robert Lang Dr				
DETAILS: Variance to rear yard set back for the proposed addition of an existing single family dwelling to facilitate a secondary suite.							
STATUS: Applicant to provide parking dimensions and design considerations for privacy. Applicant revising parking plans (received). Approved by Council							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
20-Feb-18	26-Feb-18	19-Mar-18	N/A	27-Mar-18	15-Mar-18	20-Jul-18	7-Aug-18
File No.	Applicant/Agent	Assigned Staff	Location				
1803 DVP00009/PRJ121	McElhanney Consulting Services	T. Setta	2310 Arden Rd				
DETAILS: Variances to lot depth for cul de sac configuration and required road dedication for a proposed 10 lot residential subdivision							
STATUS: Rezoning required prior to proceeding to Council (RZ App 3360-20-1803). Approved by Council 3-Jul-18.							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
1-Mar-18	6-Mar-18	20-Mar-18	22-Mar-18		See RZ1803	18-Jun-18	3-Jul-18
File No.	Applicant/Agent	Assigned Staff	Location				
1804 DVP00010	Norman & Carol Schlosser	D. Beatson	1964 Dogwood Dr.				
DETAILS: Variances to accommodate an addition of a covered side deck, a rear uncovered deck. and a carport addition							
STATUS: Updated plans required. Staff waiting for revised submissions from applicant. Staff followed up with applicant 19-Jun-18 for follow up on required submissions) Applicant contacted staff on 20-June-18 and is working on providing the required submissions. Staff met with applicant to review outstanding items 19-Jul-18. Approved by Council							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date

CURRENT DEVELOPMENT APPLICATIONS - 2018

14-Mar-18	23-Mar-18	13-Apr-18	N/A	30-Apr-18	7-Apr-18	4-Sep-18	17-Sep-18
File No.	Applicant/Agent		Assigned Staff		Location		
1805 DVP00011	Greg Beeusaert		D. Beatson		4737 Oakridge Dr		
DETAILS: Variances to accommodate the construction of a detached carport.							
STATUS: Staff preparing review letter. Further info received July 10, 2018. Approved by Council							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
16-Mar-18	23-Mar-18	13-Apr-18	N/A	8-Jun-18	31-Jan-18	20-Jul-18	7-Aug-18
File No.	Applicant/Agent		Assigned Staff		Location		
1806 DVP00012	Dr. Patrick Johnson		M. Grimsrud		4952 Topland Rd		
DETAILS: Variances to the maximum floor area of a proposed accessory building							
STATUS: Approved by Council 7-Aug-18							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
24-May-18	25-May-18	8-Jun-18	N/A	20-Jun-18	17-Jun-18	20-Jul-18	7-Aug-18
File No.	Applicant/Agent		Assigned Staff		Location		
1807 DVP00013	Freedom Mobile		D. Beatson		2200 Cliffe Ave		
DETAILS: Variance to max height in the C-2 Zone to accommodate the installation of 4 panel antennas & 1 microwave dish on rooftop							
STATUS: Further information required from applicant. Info received 15-Oct-18, staff reviewing application. Referral response required from Transport Canada prior to proceeding to Council.							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
6-Sep-18	7-Sep-18	28-Sep-18	N/A	22-Oct-18	13-Sep-18		
File No.	Applicant/Agent		Assigned Staff		Location		
1808 DVP00014	Steve Allardice		M. Grimsrud		2940 Comox Logging Rd		
DETAILS: Variance to Subdivision Control Bylaw requirement to accommodate the subdivision of this property without water and sewer connection (well & septic proposed instead)							
STATUS: Further info req'd as per 13-Dec-18 review letter							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date

CURRENT DEVELOPMENT APPLICATIONS - 2018

2-Oct-18	9-Oct-18	30-Oct-18	N/A	13-Dec-18			
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CURRENT DEVELOPMENT APPLICATIONS - 2018

File No.	Applicant/Agent	Assigned Staff	Location				
1809 DVP00015	North Island College	D. Beatson	2300 Ryan Road				
DETAILS: Sign Bylaw Variance to increase the max allowable height, total sign area and max size of electronic message board on a proposed freestanding sign.							
STATUS:							
File Opened	Referrals Out	Responses Due	DART Meeting	Review Letter to Applicant	Applicant's Public Info Meeting	30m Notices Mailed Out	Council Meeting Date
6-Nov-18	26-Nov-18	7-Dec-18	N/A		7-Dec-18		

CURRENT DEVELOPMENT APPLICATIONS - 2018

BOARD OF VARIANCE APPLICATIONS

File No.	Application Date	Applicant/Agent	Assigned Staff	Location	BOV Meeting Date
1801	5-Feb-18	Wille Scott	N. Gothard	1215 10 th St	23-Feb-18
DETAILS: Request to relax the front yard setback from 7.5m to 4.4m for a deck					
STATUS: Approved by Board of Variance 23-Feb-18					
File No.	Application Date	Applicant/Agent	Assigned Staff	Location	BOV Meeting Date
1802	17-May-18	Greg Masuda	M. Grimsrud	1098 4 th St	5-Jun-18
DETAILS: Request to relax the side yard setback for an addition to an existing residence					
STATUS: Approved by Board of Variance 5-Jun-18					
File No.	Application Date	Applicant/Agent	Assigned Staff	Location	BOV Meeting Date
1803	13-Aug-18	Wille Scott	M. Grimsrud	1215 10 th ST	13-Aug-18
DETAILS: Request to relax the front yard setback (revision from previous application, due to error during construction)					
STATUS: Approved by Board of Variance 4-Sep-18.					
File No.	Application Date	Applicant/Agent	Assigned Staff	Location	BOV Meeting Date
1804 BOV00006	19-Oct-18	Mark Beeler	D. Beatson	4097 Chancellor Cres	4-Dec-18
DETAILS: Request to vary height allowance for retaining all fence, allowing a 4.0m height allowance on the street side of fence/wall.					
STATUS: Proceeding to Board of Variance meeting 4-Dec-18. Approved					
File No.	Application Date	Applicant/Agent	Assigned Staff	Location	BOV Meeting Date
1805 BOV00007	19-Oct-18	Marguerite Horn	M. Grimsrud	610 5 th St	4-Dec-18/18-Dec-18
DETAILS: Request to vary height for a fence in the front yard, allowing a height increase from 1.25m to 1.83m					
STATUS: Proceeding to Board of Variance meeting 4-Dec-18, follow up meeting 18-Dec-18. Approved					
File No.	Application Date	Applicant/Agent	Assigned Staff	Location	BOV Meeting Date
1806 BOV00008 PRJ000261	19-Dec-18	Caprice Harshey	M. Grimsrud	963 Webb Rd	
DETAILS: Request to vary side yard setback flanking a street from 4.5m to 4.0m to accommodate the construction of a wheel chair ramp for the existing daycare.					
STATUS:					

CURRENT DEVELOPMENT APPLICATIONS - 2018