

1655 20th Street

Rezoning and DPA-1 Proposal

June 21, 2024

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

Attention:

Contact

Olusegun Ogunleye
778-647-2513
oogunleye@mcelhanney.com





Zoning Bylaw Amendment and DPA-1 Application Package

1655 20th Street

On behalf of our client, Cameron Contracting Ltd., we are pleased to apply for Zoning Amendment and Form and Character Development Permit (DPA1). The purpose of the Zoning Amendment is to enable our client to rezone the above noted property from its current Residential Small Scale Multi Unit Housing (R-SSMUH) to a Comprehensive Development Zone (CD Zone). Likewise, the Form & Character for Multi-residential with 3+ units (DPA-1) application will pave the way for the construction of a multi-family residential development.

Based on our discussion during the pre-application process and in compliance with the application forms, the following documents are attached:

1. **Letter of Intent** *(this document)*
2. **Title Search & Covenant**
3. **Rationale and Comprehensive Development Zone Proposal** *(within this document)*
4. **Completed Application Forms**
5. **Site Disclosure Statement**
6. **Site Plan, Coloured Building & Elevation Plans**
7. **Landscape Plan which includes a Tree Survey with Tree Retention and Replacement Plan**
8. **Site Servicing Report**
9. **Checklists**
10. **Agent Authorization Form**

These documents have been provided as appendices to this master document, as well as separated in electronic versions for ease of use and review.

We look forward to working with the City on this application. Please, do not hesitate to reach out if further information is required for this application as we will be happy to assist.

We thank you for considering this proposal.

Sincerely,
McElhanney Ltd.

Olusegun Ogunleye, Planner
oogunleye@mcelhanney.com



Contents

Intent of Proposal	3
Context	4
Rationale	4
OCP Alignment	5
Land Use Policies	5
Land Use Designation - Urban Residential.....	5
Zoning	6
Zoning Comparison Table.....	6
Detailed Neighbourhood Context.....	10
The Neighbourhood	10
Nearby Developments	11
Development Permit Areas	12
Site design and circulation	12
Landscape design	13
Project Summary.....	13

Appendices

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1655 20th Street – Rezoning Proposal

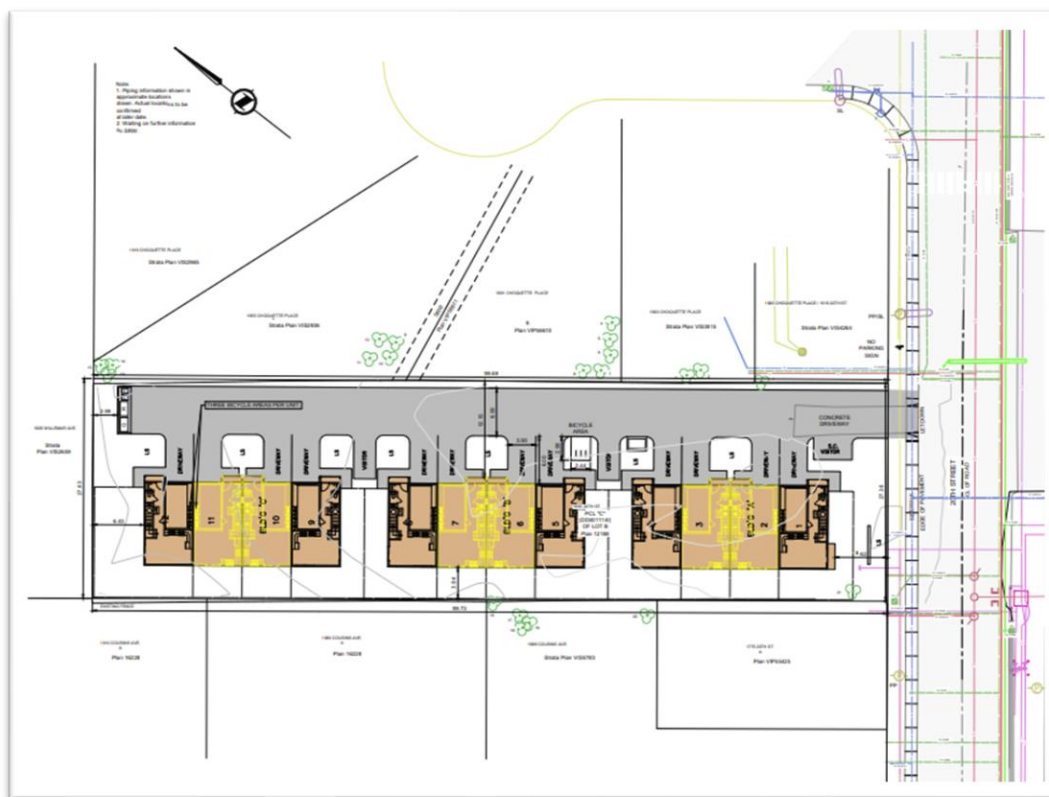
PARCEL "C" (DD 4011141) OF LOT B, DISTRICT LOT 230, COMOX DISTRICT, PLAN 12188

Intent of Proposal

On behalf of our client, Cameron Contracting Ltd., we are pleased to apply to rezone the above noted property from a Residential Small Scale Multi Unit Housing (R-SSMUH) to a Comprehensive Development Zone (CD Zone). The proposed rezoning is to allow for the construction of a multi-family residential development. We are proposing three (3) townhouse buildings, each with four (4) 3-bedroom units. This will result in the addition of twelve (12) housing units to the existing housing stock.

The proposed development is in support of several policies laid out in the *City of Courtenay Official Community Plan Bylaw No. 3070, 2022* which includes a goal of ensuring that a variety of housing options are permitted and positively integrated in all neighbourhoods.

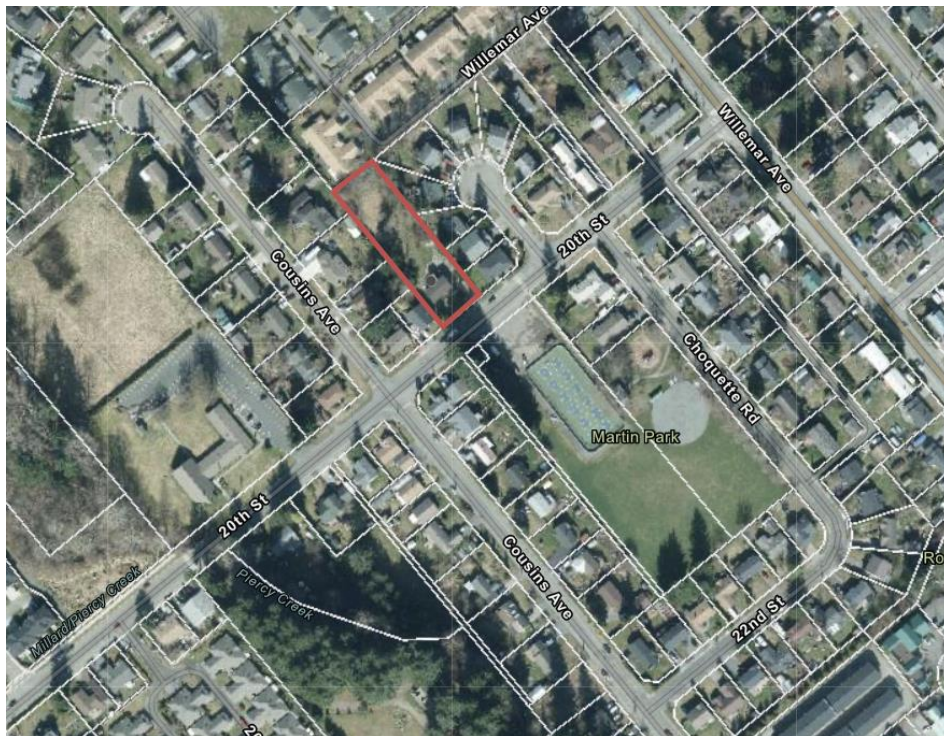
Figure 1: Site Plan



Context

The subject property is located on 20th Street and has an area of 2742.577 sqm. It is opposite Martin Park and about 0.16 Km from the Church of Jesus Christ of Latter-Day Saints. The area is mainly residential with pockets of institutional, commercial and industrial uses. The major roads in proximity to the property are Willemar Avenue to the east, Cousins Avenue to the west and Cumberland Road abutting 20th St to the west.

Figure 2: Area Context



Rationale

The 2020 Comox Valley Regional Housing Needs Assessment projected that 1,010 housing units, which included 570 3+ bedroom units, would be required in the city of Courtenay by 2025. The report further indicates a wider variety of housing options and forms are required in all communities of the Comox Valley, including Courtenay. Based on this evidence, the City of Courtenay has committed to ensuring that a variety of housing options are permitted and positively integrated in all neighbourhoods. Our client's proposal to increase the housing stock by constructing twelve 3-bedroom units, aligns with the commitment of the City and will contribute towards meeting the projected housing needs.



OCP Alignment

Land Use Policies

The City's land use policies provide the vision for how and where development will occur. The City of Courtenay OCP is premised on the following three key land use concepts: 1) mixing land uses, 2) increasing densities, and 3) supporting high-quality urban form and design. The OCP acknowledges that many areas in Courtenay do not have the residential density to support bus transit and local businesses as well as create more compact communities.

In addition, the OCP identified three growth locations. These are the primary Growth Locations, Secondary Growth Locations, and Outside of Growth locations (Infill areas). the subject property falls within Outside of Growth locations (Infill areas) which includes all lower density residential zones referred to as single residential. A key land use objective related to this category is to ensure:

"Moderate infill development occurs across the entire city outside of growth centres."

And

LU 3 Support and encourage infill housing choices across the city through distribution of new residential growth in existing neighbourhoods outside of – and in support of – primary and secondary growth centres and in accordance with the land use designations contained within this Plan.

Through the process of densification, hence building more compact communities, the City hopes to address several issues such as cost of municipal services, housing, transportation and energy, as well as increase housing affordability.

Furthermore, while objective 1 of the Affordable Housing policy is to ensure that a variety of housing options are permitted and positively integrated in all neighbourhoods, policy AH 6 aims to:

Encourage the provision of 3+ bedroom units as part of a mix of unit types in new multi-residential buildings to create more housing choices for families.

Land Use Designation - Urban Residential

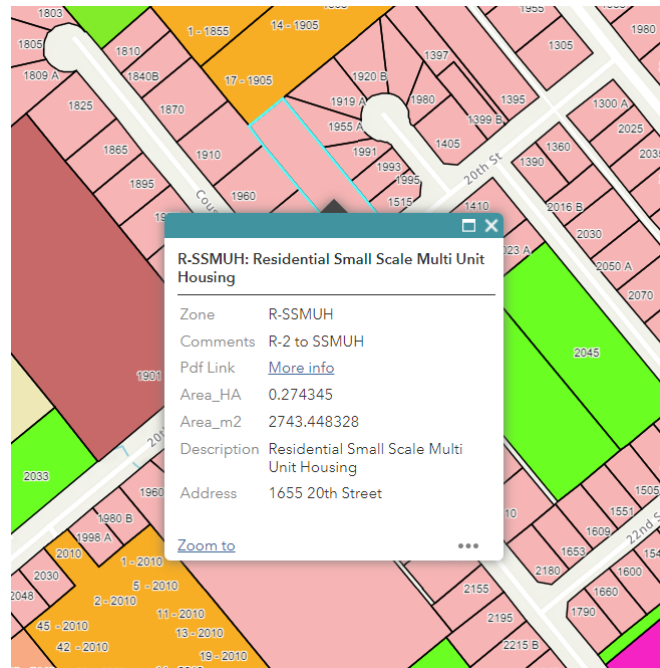
The subject property is designated Urban Residential in the *City of Courtenay Official Community Plan Bylaw No. 3070, 2022*. These are neighbour areas which are largely residential neighbourhoods comprised mainly of ground oriented single-detached residential buildings where

“Gentle infill” will be permitted through the construction of different forms of housing types including townhomes and multi-unit residential dwellings.

Zoning

The subject property is currently zoned as Residential Small Scale Multi Unit Housing (R-SSMUH) in the *City of Courtenay Zoning Bylaw No. 2500, 2007*, as is shown on the zoning map below.

Figure 3: Zoning Context



Zoning Comparison Table

Table 1 is the Zoning Comparison Table which provides a review of the existing zone, proposed zones and other comparable zones. Comparable zones were selected based on the criteria that they permit townhouses (CD-3), multi-residential development(R-4), and the zone associated with most of the strata units located within the neighbourhood where the subject property is located (R-3A).

Table 1: Zoning Comparison Table

	R-SSMUH (present zone)	R-3A	R-4	(CD-3)	Proposed CD zone
Permitted Uses	Principal Uses (1) Single residential dwelling (2) Duplex (3) Townhouse dwelling	includes Townhouse dwellings	includes multi-residential	includes Townhouse dwellings	Townhouse dwellings
Minimum Lot Size	(1) Single Residential: 300 m ² (2) Multiple unit form and being subdivided along a party wall, the minimum lot area for a fee simple party wall subdivision is 270 m ²	1,250 m ²	1,250 m ²	1,250 m ²	2700 m ²
Minimum Lot Frontage	(1) 10.0 m except for a corner lot where the frontage shall be not less than 13 m. (2) Where lots are being subdivided along a party wall, the minimum lot frontage shall be 9 m.	30 m	30 m	30 m	25 m
FAR		0.50.	(1) Apartments - 1.2 floor area ratio (2) All other residential - .70 floor area ratio		0.75
Minimum Lot Depth	30.0 m.				35.0 m.
Max Lot Coverage	60			40	40

Setbacks	<p>(1) Front yard: 4.0 m</p> <p>(2) Rear yard: 5.0 m</p> <p>(3) Side yard: total of 1.5 m except that</p> <p>(a) Where a side yard flanks a street, excluding a lane, the minimum side yard shall be 3.0 m, and</p> <p>(b) Where a secondary residence or accessory dwelling unit located behind the principal building lacks side or rear lane access, the minimum side yard setback distance for the principal building on one side shall be 3.0 m.</p> <p>(c) Where units are separated by a party wall subdivision, the side yard setback along the party wall shall be 0 m</p>	<p>(1) Front yard: 7.5m</p> <p>(2) Rear yard: 7.5 m</p> <p>(3) Side yard: 4.5 m except where the back of a building is adjacent to or faces a side lot line the minimum side yard setback shall be 6.0 m</p>	<p>(1) Front yard: 7.5 m</p> <p>(2) Rear yard: 9.0 m, except for apartments where the following is required: 9.0 m - 2nd storey 10.0 m - 3rd storey 13.5 m - 4th storey</p> <p>(3) Side yard: 4.5 m - 2 or less storeys 6.0 m - 3rd storey 7.5 m - 4th storey And further, where the back of a building is adjacent to or faces a side lot line the minimum side yard setback shall be 6.0 m</p>	<p>(1) Front yard: 7.5 m</p> <p>(2) Rear yard: 9.0 m</p> <p>(3) Side yard: 4.5 m</p> <p>(4) Exterior Side: 4.5 m</p>	<p>(1) Front yard: 6.0 m</p> <p>(2) Rear yard: 6.0 m</p> <p>(3) Side yard (one side): 4.5 m with a minimum side yard setback on one side of 1.5 m except Where a side lot is adjacent to the back of a building or faces a side lot line the minimum side yard setback on that side shall be 3.5 m</p>
Height of Buildings	<p>(1) Principal building = 11.0 m.</p> <p>(2) Secondary residence building = 6.5 m.</p>	5 m	<p>(1) 14.0 m for an apartment building,</p> <p>(2) not exceed 9.0 m for townhouses, single residential dwellings and duplexes.</p>	8 m	8 m
Useable Open Space		Useable open space shall be provided on a lot in the amount of 20.0 m ² per dwelling unit.	Useable open space shall be provided on a lot in the amount of:	Every lot occupied by a multi residential dwelling shall include a minimum of 15 m ² of useable open space for each dwelling unit on the lot	Useable open space shall be provided on a lot in the amount of 20.0 m ² per dwelling unit.

<p>Accessory Buildings and Structures</p>	<p>(1) Shall not exceed 4.5 m in height (2) Shall be permitted in the side and rear yard provided they shall conform to all relevant siting regulations of this bylaw (3) Shall be permitted at the front of a principal residence provided they shall conform to all relevant siting regulations of this bylaw (4) Shall not be located within 1.5 m from the side and rear lot line except where the side or rear yard flanks a street, excluding a lane, in which case the minimum yard distance shall be 3.0 m.</p>	<p>Refer to page 61 of the bylaw</p>	<p>Refer to page 64 of the bylaw</p>	<p>(1) Shall not exceed 4.5 m in height (2) Shall have a total floor area not exceeding 45 m² or 10% of the area of the required rear yard, for all accessory buildings combined (3) Shall be permitted rear yard provided they shall confirm to all relevant siting regulations of this bylaw. (4) Shall not be located within 1.5 m from the side and rear lot line except where the side or rear yard flanks a street, excluding a lane, in which case the minimum yard distance shall be 4.5 m</p>	
<p>Off-Street Parking</p>	<p>(1) Except as provided in this section, off-street parking shall be provided and maintained in accordance with the requirements of Division 7 of this bylaw. (2) Where more than one access point to a property is available, such as a front street and laneway, required parking stalls must be distributed in such a manner as to prevent a continuous row of parking stalls</p>	<p>Refer to page 61 of the bylaw</p>	<p>Off-street parking and loading shall be provided and maintained in accordance with the requirements of Division 7 of this Bylaw.</p>	<p>Shall be provided and maintained in accordance with the requirements of Division 7 of this Bylaw and further, no more than 50% of the front yard can be used for off-street parking.</p>	<p>2 / unit + 1 visitor stall for every 4 units</p>

Bicycle Parking					(1) Class II Bicycle Parking Spaces per dwelling unit – 2 (2) Class I Bicycle Parking Spaces – calculated as 10% of the minimum number of Class II spaces required
Landscaping and Screening	(1) In addition to the Landscape Requirements identified in Division 6, Part 14 of this bylaw, a vegetated buffer or screen fence not more than 1.5 m high shall be provided along rear or side property lines adjoining other properties	Refer to page 61 of the bylaw	Refer to page 65 of the bylaw	Refer to page 144 of the bylaw	Landscape designed to meet the requirements of identified in Division 6 Part 14 of the bylaw

The desire to conform with the spirit of the OCP of densifying neighbourhoods through the construction of a of higher density development than that permitted by R-SSMUH necessitate the need to apply for Zoning Amendment. Furthermore, the unique characteristics and location of the subject property made it impracticable to rezone to other existing zones. These necessitate the proposal of a Comprehensive Development (CD) zone.

The proposed site design will contribute to the neighbourhood's sense of place through the site design and circulation, building design and material, and landscape design. This is inline with the objective of the OCP to ensure positive integration of new developments in all neighbourhoods.

Detailed Neighbourhood Context

The Neighbourhood

The neighbourhood is mainly residential with pockets of institutional, commercial and industrial uses. The subject property is opposite Martin Park and about 0.16 Km from the Church of Jesus Christ of Latter-Day Saints. There are also several other parks within walking distance of the subject property. Accessibility within the neighbourhood is enhanced by the presence of major roads and trails. The major roads in proximity to the property are Willemar Avenue to the east, Cousins Avenue to the west and Cumberland Rd abutting 20th St to the west. The Trail of Mase

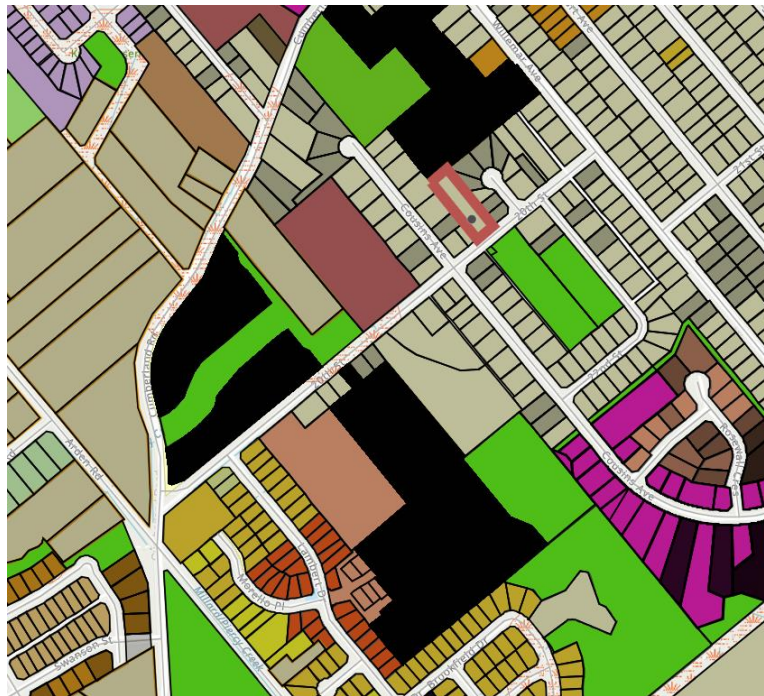
Oh is approximately 0.3 km from the subject site and several unnamed trails also exists. These provide popular, walkable amenities that can help support a growing residential neighbourhood and the current plan for developing the area through infill as indicated in the OCP.

Figure 4: Neighbourhood Context

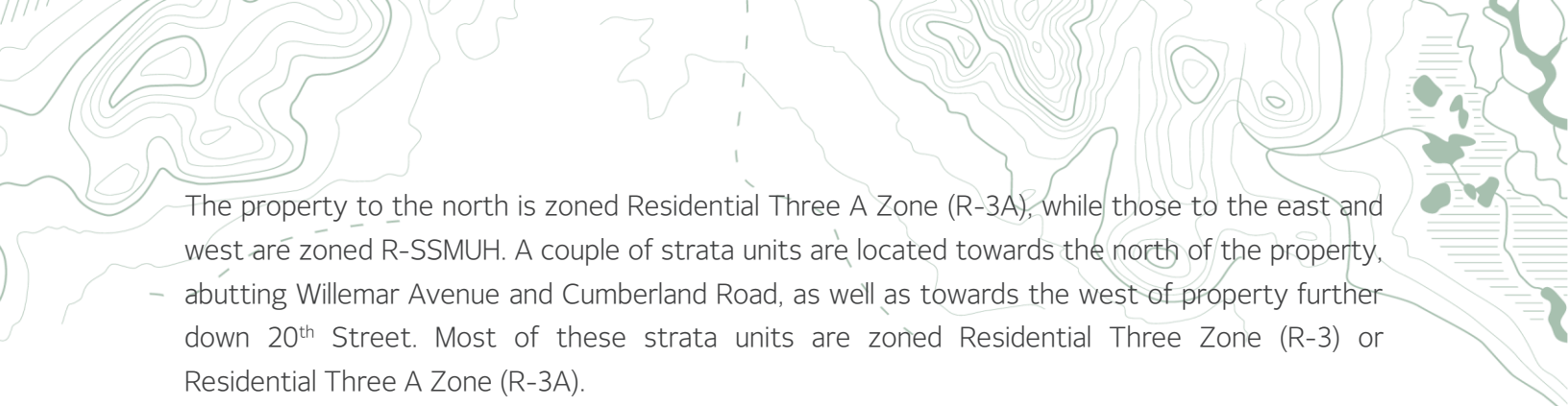


Nearby Developments

Figure 5: Map showing strata lots close to the subject property



Subject site is outlined red while strata lots are highlighted in black

The property to the north is zoned Residential Three A Zone (R-3A), while those to the east and west are zoned R-SSMUH. A couple of strata units are located towards the north of the property, abutting Willemar Avenue and Cumberland Road, as well as towards the west of property further down 20th Street. Most of these strata units are zoned Residential Three Zone (R-3) or Residential Three A Zone (R-3A).

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Development Permit Areas

The subject property falls within the Commercial, Industrial, Mixed-Use & Multi-Residential Form and Character Development Permit Area (DPA-1) as identified in the *City of Courtenay Official Community Plan*. This DPA applies to multi-residential buildings with more than three dwelling units and aims to achieve a number of objectives with the following being specifically related to multi-residential development:

11. *To support a greater diversity of housing choices and affordability*

And

12. *To ensure a high standard of livability and well-being within multi-residential developments*

The Development permit application is being submitted concurrently with the rezoning application. The following subsection provide some details about the site design and circulation, building design and material, and landscape design.

Site design and circulation

The site is designed to enhance safety, accessibility, streetscape while ensuring minimal impact to the environmental. The site will consist of three separates buildings. Each building will consist of four dwelling units (fourplexes), making a total of twelve (12) dwelling units.

The main entrance and exit from the property will be through a concrete driveway onto 20th street. We are proposing to locate visitor parking stall close to the entrance and another two (2) visitor parking stalls close to the buildings. In addition, each dwelling unit will have a parking garage, which can contain one (1) car and three (3) bicycle stalls which can be accessed through a driveway. Additionally bicycle stalls will be located at the rear of the property as well as the garbage area. Areas that are not covered with asphalt will be either landscaped, covered with broom finish concrete or exposed aggregate concrete. Landscape will be used to screen the property along with solid wood fences that are 6 inches and 4 inches high.

A decorative background featuring a topographic map with green contour lines and some green foliage on the right side.

Landscape design

The landscape is designed to contribute to the neighbourhood's aesthetics and character, increase site permeability, and contribute to GHG reduction as well as energy and water conservation. It will also provide both active and passive open space for dwellers, while enhancing the public realm. It will further be used to buffer areas like the garbage area from the public realm and screening at the front yard.

Effort was made to ensure proposed trees and plant complement existing trees that are retained. The landscape will consist of trees, deciduous shrubs with edible berries, groundcovers edible leaves/flowers and grass. Native species of trees, such as Garry Oak will increase the probability of plant survival.

The flooring will consist of broom finish concrete, exposed aggregate concrete and lawn. The frontage and other locations will be lawned. Furthermore, an automatic irrigation system will be used to water the plants.

Project Summary

The proposed application is consistent with the current OCP and Rezoning bylaws with the intent of diversify the housing stock and creating more compact communities. This project aims to support the OCP's objective to gently densify housing in neighbours within urban Residential land use type.

Thank you in advance for considering our proposal.

Sincerely,
McElhanney Ltd.

Prepared by:

Olusegun Ogunleye

A handwritten signature in black ink that reads "olusegun ogunleye".

Olusegun Ogunleye, Planner

oogunleye@mcelhanney.com

778-647-2513

Reviewed by:

Kevin Brooks, MPlan, RPP

A handwritten signature in black ink that appears to be "K. Brooks".

Kevin Brooks, Division Manager – Planning

kbrooks@mcelhanney.com

778-560-2371

Thank You

For considering our proposal.

