
Subject: RE: Request to waive DCC Fees for Construction of the Field House at Vanier Turf

From: Stefan Szkwarek [REDACTED]

Sent: Tuesday, June 20, 2023 9:58 AM

To: Wells, Bob <mayor@courtenay.ca>; Cole-Hamilton, Will <wcole-hamilton@courtenay.ca>; Frisch, David <dfrisch@courtenay.ca>; Hillian, Doug <dhillian@courtenay.ca>; Jolicoeur, Evan <ejolicoeur@courtenay.ca>; McCollum, Melanie <mmccollum@courtenay.ca>; Morin, Wendy <wmorin@courtenay.ca>; Garbutt, Geoff <ggarbutt@courtenay.ca>; Proton, Adriana <aproton@courtenay.ca>

Cc: Philip Statham [REDACTED]; Claudia Vachon [REDACTED]; Katie Schmutz [REDACTED]; Cheri Tilley <cvuscsoccer@gmail.com>; Darrin McLeod <darrin@cvusc.org>

Subject: Request to waive DCC Fees for Construction of the Field House at Vanier Turf

To: Mayor and Council, City of Courtenay
Cliffe Avenue
2J7

830
Courtenay, BC V9N

Copy: Adriana Proton, Manager of Legislative Services; Geoff Garbutt, CAO

Dear Mayor and Council,

Re: Soccer fieldhouse funding request

As you may know, in 2020 the Comox Valley United Soccer Club (CVUSC) made a proposal to build a storage/change room/washroom facility at the Vanier Turf Field and requested support from the Comox Valley Regional District. Please see the attached presentation, which outlines the proposal, the history of the Soccer Club's contributions to the community, and the benefit to our over ~~1200~~ 1500 members and the community as a whole.

The project has the support of:

- the School District to donate land to build on and conduct building maintenance;
- CVUSC to provide approx. \$145k of funding for materials;
- CVUSC volunteers to provide approx. \$150k of in-kind volunteering;
- The Regional District with a grant of \$115,000.

The project is ready to proceed but due to material and labour costs increasing substantially over the past 3 years, we have an approximate shortfall of \$100k. While we will be exploring

further grants from different levels of government to offset this unforeseen expense, once building permits are approved and our user agreement is renewed, we will be embarking with the project nonetheless.

To help defray some of the excess cost, we are requesting a grant from the City to cover the Development Cost Charges of \$14,335.24. This amount was not accounted for in our fundraising and it would cement the volunteer commitment to building this facility if we could count on the City to help us with this shortfall which, once paid, will secure the permitting required for the project.

Thanks very much for your consideration. The original presentation to the RD is attached for your reference.

Stefan Szkwarek

President

Comox Valley United SC





FIELD HOUSE AT VANIER TURF

STEFAN SZKWAREK – PRESIDENT, COMOX VALLEY UNITED SOCCER CLUB

12 MAY 2020



OUTLINE

- Background
- Field house – purpose and plans
- Summary of costs and considerations
- How and when will we get this done?
- Conclusion and Ask

BACKGROUND – WHO WE ARE

- Comox Valley United Soccer Club is a non-profit organization offering cradle-to-grave soccer programs (age 4 to 55+) in the Comox Valley.
- The club was formed in 1999 by way of a merger between 2 youth clubs and several adult teams in the Comox Valley.
- Currently the club has approximately 1200 registered players (1000 youth and 200 adults), however, this number fluctuates up to 1500 registrations depending on the season.

BACKGROUND –HOW WE GOT HERE

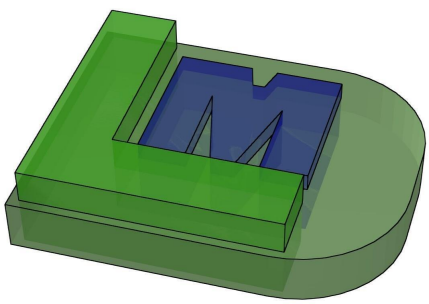
- The club is very proud to have provided significant investment in local sports infrastructure (approx. \$800K to date)
 - VV Clubhouse in 2003
 - Vanier Turf field contribution
 - Purchased soccer goals at various locations in the Valley (Valley View, Vanier, Highland)
- The field house at Vanier has been a long planned Infrastructure project
 - Initially, the turf was meant to be built at VV; 2 fields with lights at a cost of \$2.2M, however this did not come to fruition
 - Turf was eventually built at Vanier but the issue has been no change rooms or washrooms at that location

BACKGROUND – PLAN FOR INFRASTRUCTURE IMPROVEMENTS

- CVUSC has identified three key infrastructure goals to ensure that quality soccer programming can be made available for our youth and adults alike
 - **Construct a Field House at Vanier Turf (change room, washroom and storage facility)**
 - Extend our agreement with the SD on use of the turf by contributing funds (approx. \$125K for future maintenance costs)
 - Build additional soccer capable facilities in the valley to facilitate year round training and play
 - Additional Turf(s)
 - Indoor facility

WHY A FIELD HOUSE?

- Users will include youth teams, ensure privacy for women's teams, fully comply with league rules for our Div I men's team, accommodate tournament play.
- A field house at the Vanier Turf has been a goal since the turf came into operation. Currently the site lacks adequate storage for club programming and additionally there is no access to washrooms year round or change rooms and showers for home and visiting teams using the facility.
- Facility could potentially be used by other user groups, field hockey, athletics etc. **The SD is motivated to have this facility for use by G.P. Vanier students as well.**



DATE 05-03-20

DRAWING

EXTERIOR DIMENSIONS ARE TAKEN FROM OUTSIDE OF WALL SHEATHING
 INTERIOR DIMENSIONS ARE TAKEN FROM FACE OF WALL STUD OR CENTRE OF WALL AS NOTED

DO NOT SCALE DRAWINGS

ALL DRAWING ASPECTS TO BE CHECKED AND VERIFIED BY THE OWNER/BUILDER PRIOR TO PROCEEDING WITH CONSTRUCTION

ALL CONSTRUCTION TO CONFORM TO THE CURRENT EDITION OF THE BC BUILDING CODE AND MEET ALL LOCAL GOVERNMENT BY-LAWS.

STRUCTURAL ENGINEERING INCLUDING SEISMIC IS THE RESPONSIBILITY OF THE OWNER/BUILDER AND IS TO BE DONE PRIOR TO CONSTRUCTION COMMENCING.

BUILDING TO BE LOCATED ON SITE BY A BC LAND SURVEYOR

DRAWINGS REMAIN THE SOLE PROPERTY OF DM BUILDING DESIGNS AND MAY NOT BE USED WITHOUT PRIOR WRITTEN PERMISSION. THE REPRODUCTION OF THIS PLAN IN WHOLE OR PART IS PROHIBITED.

GENERAL NOTES

PROJECT

FIELD HOUSE

COMOX VALLEY UNITED SOCCER CLUB



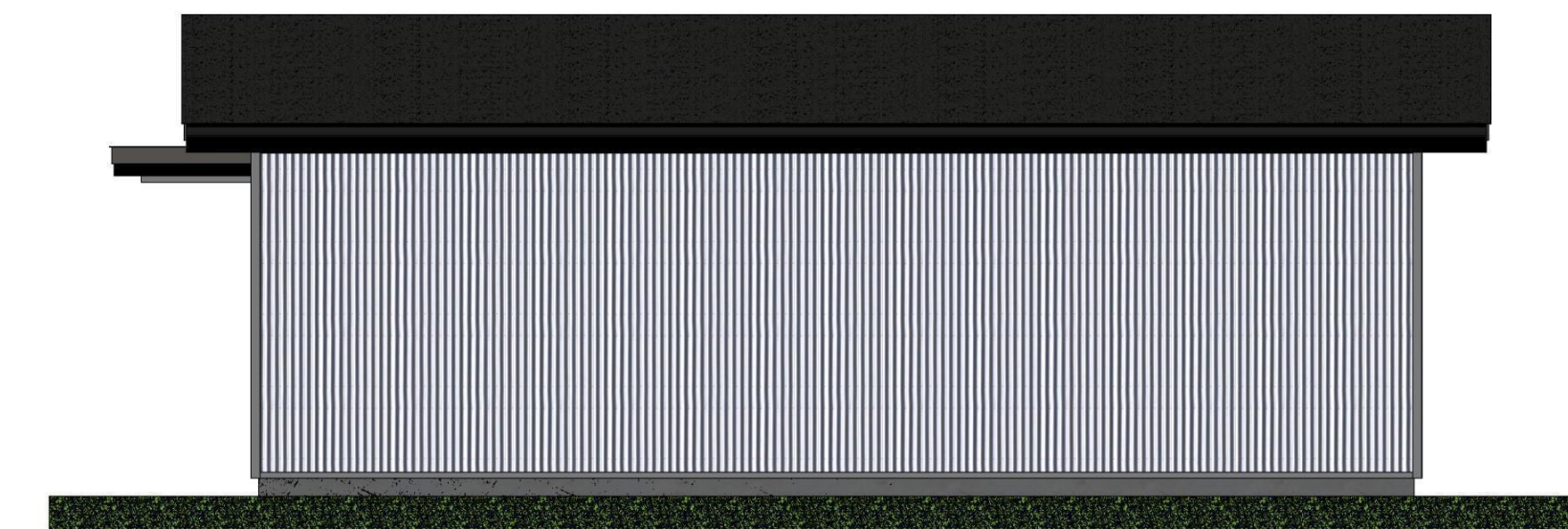
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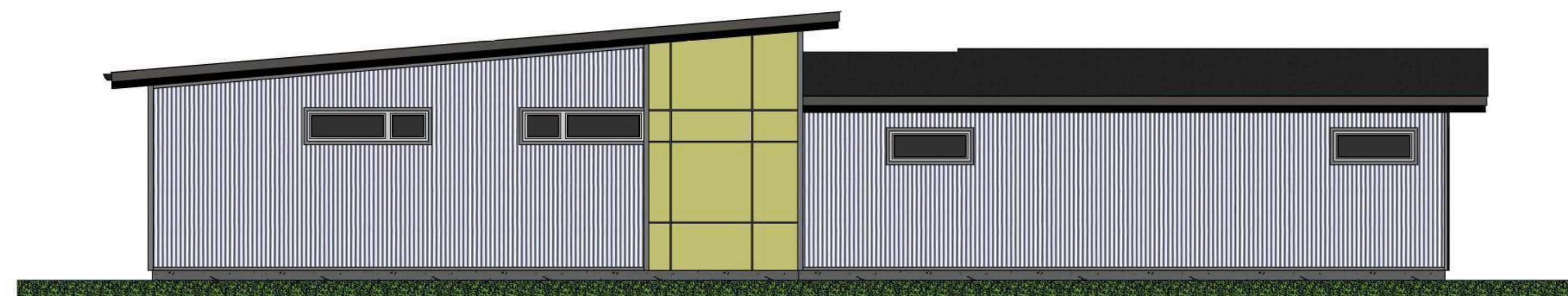
SOUTH EAST ELEVATION



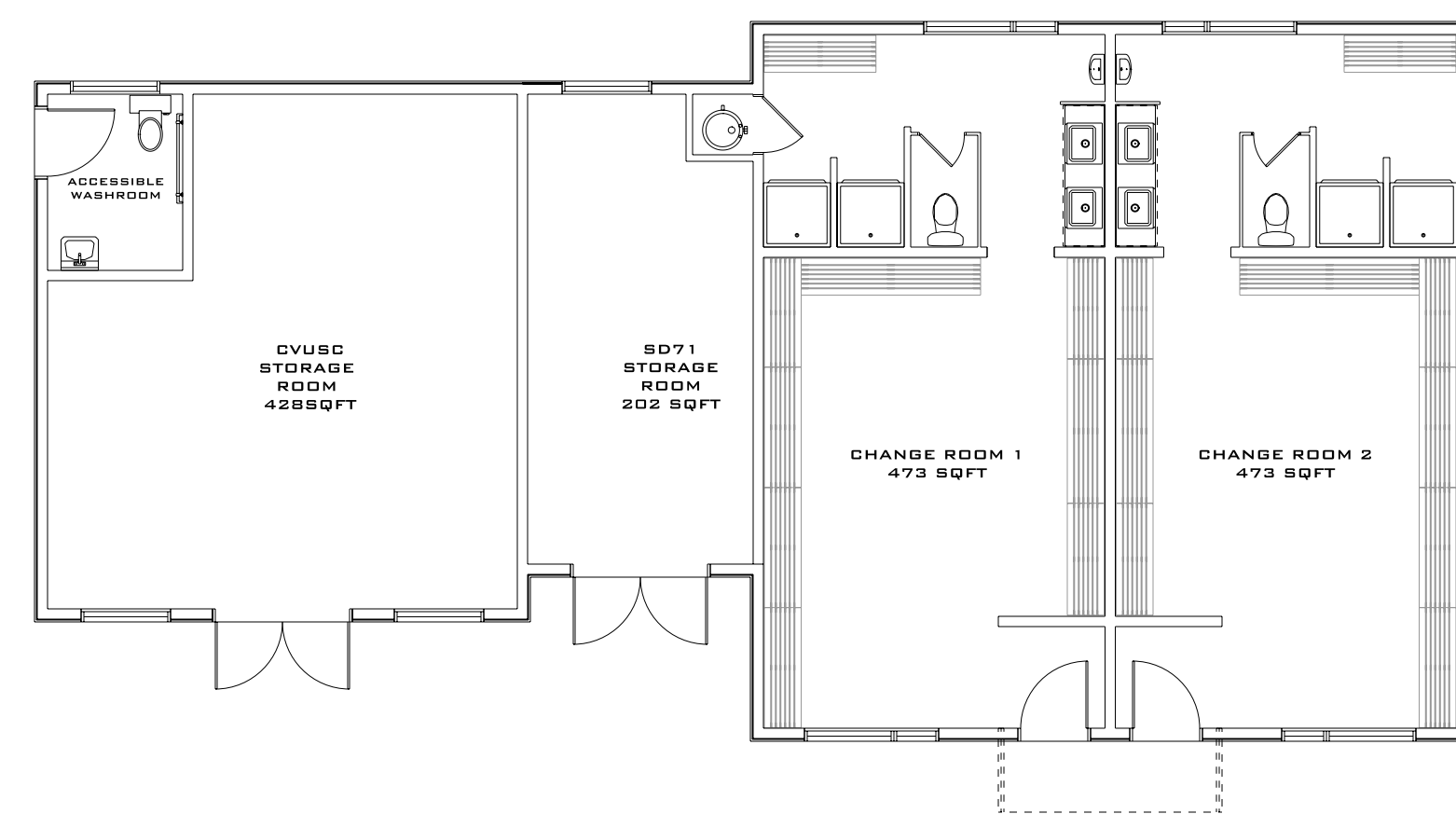
NORTH WEST ELEVATION

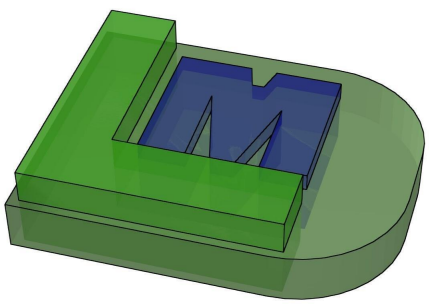


NORTH EAST ELEVATION



SOUTH WEST ELEVATION





DATE 05-03-20

DRAWING MAIN FLOOR
SCALE 1/4"=1'-0"

FOUNDATION
SCALE 1/4"=1'-0"

EXTERIOR DIMENSIONS ARE TAKEN FROM OUTSIDE OF WALL SHEATHING
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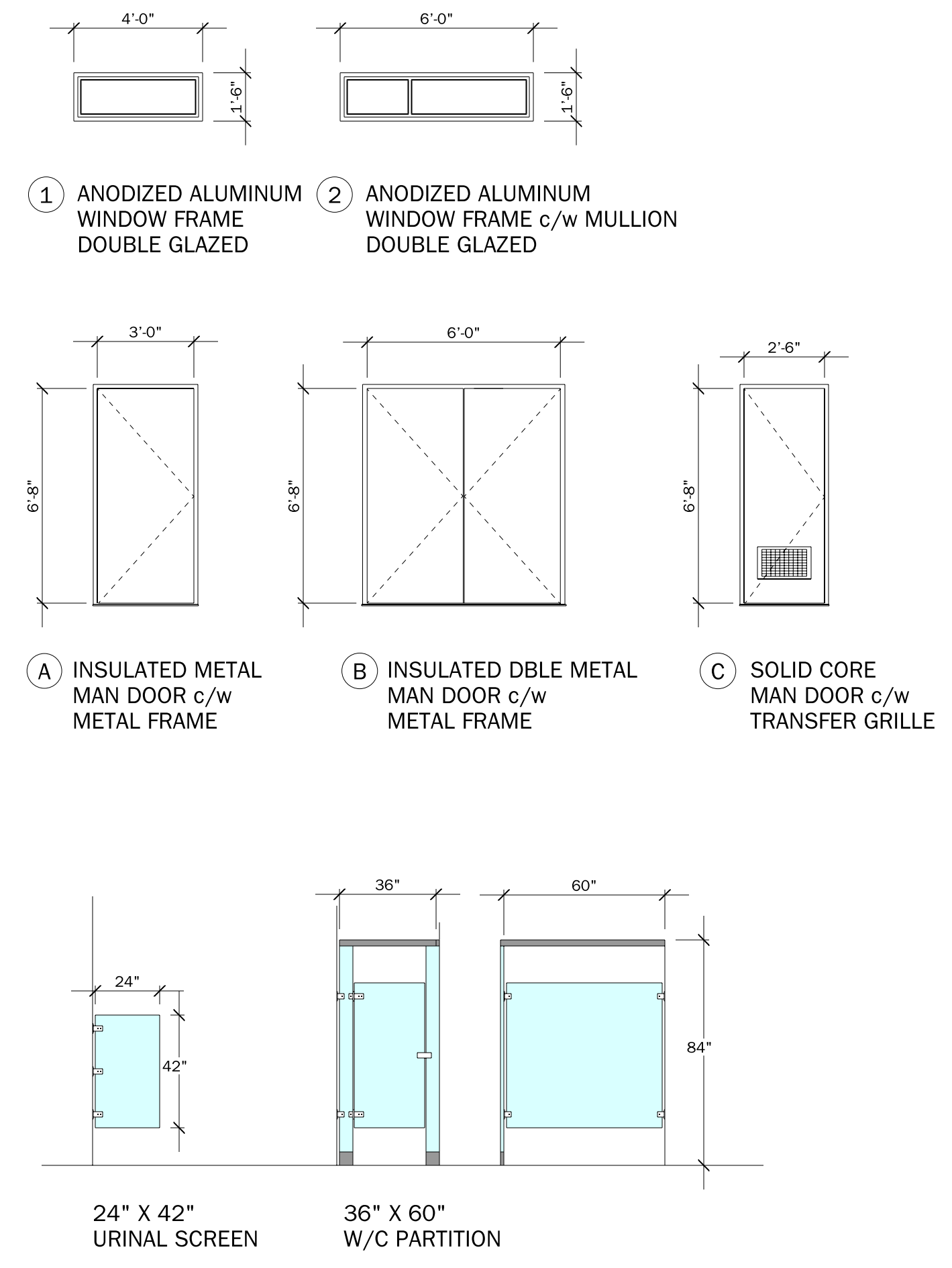
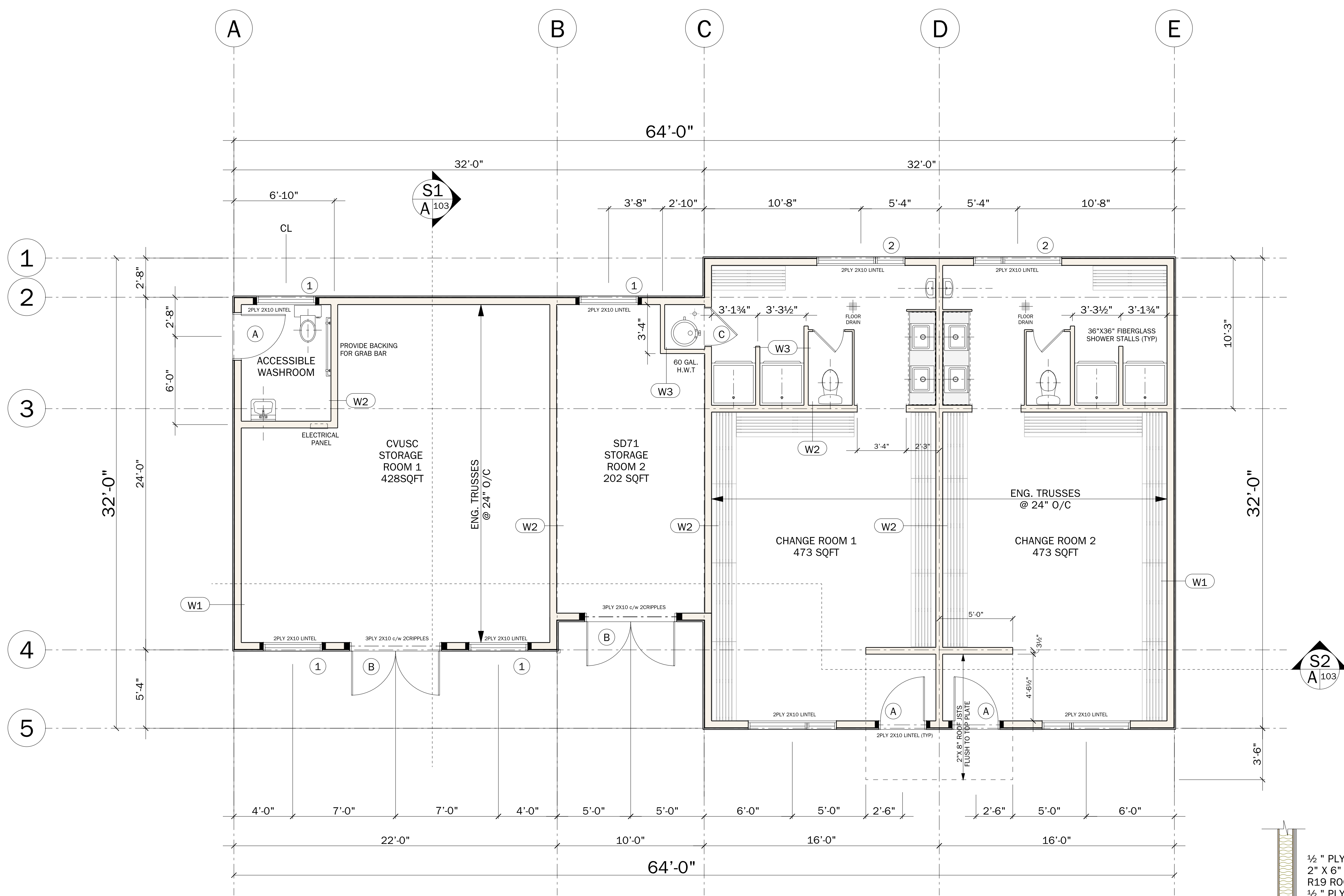
PROJECT FIELD HOUSE
COMOX VALLEY UNITED SOCCER CLUB

PROJECT FIELD HOUSE

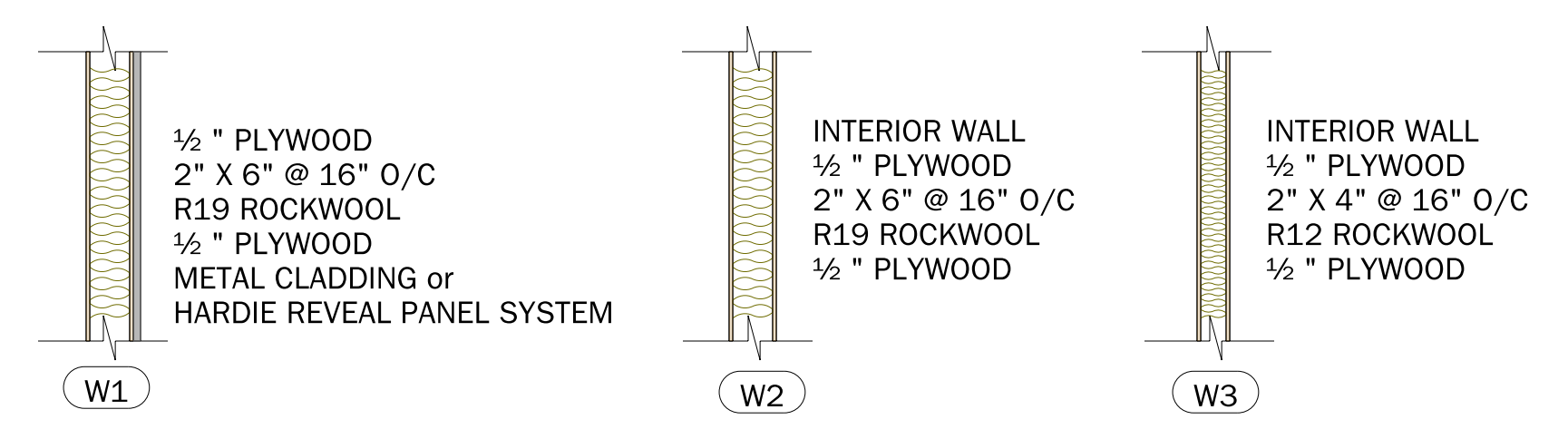
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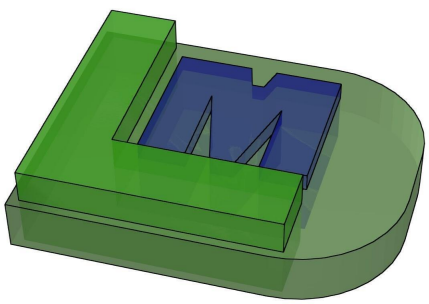


2 DOORS AND WINDOWS
SCALE 1/4" = 1'-0"



3 WALL ASSEMBLIES

1 FLOOR PLAN
SCALE 1/4" = 1'-0"
GROSS FLOOR AREA 1772 SQ.FT.
SR1 428 SQ.FT SR2 202 SQ.FT.
CR1 473 SQ.FT. CR2 473 SQ.FT.



DATE 05-03-20

DRAWING FOUNDATION
SCALE 1/4"=1'-0"

DETAIL SCALE 3/4"=1'-0"

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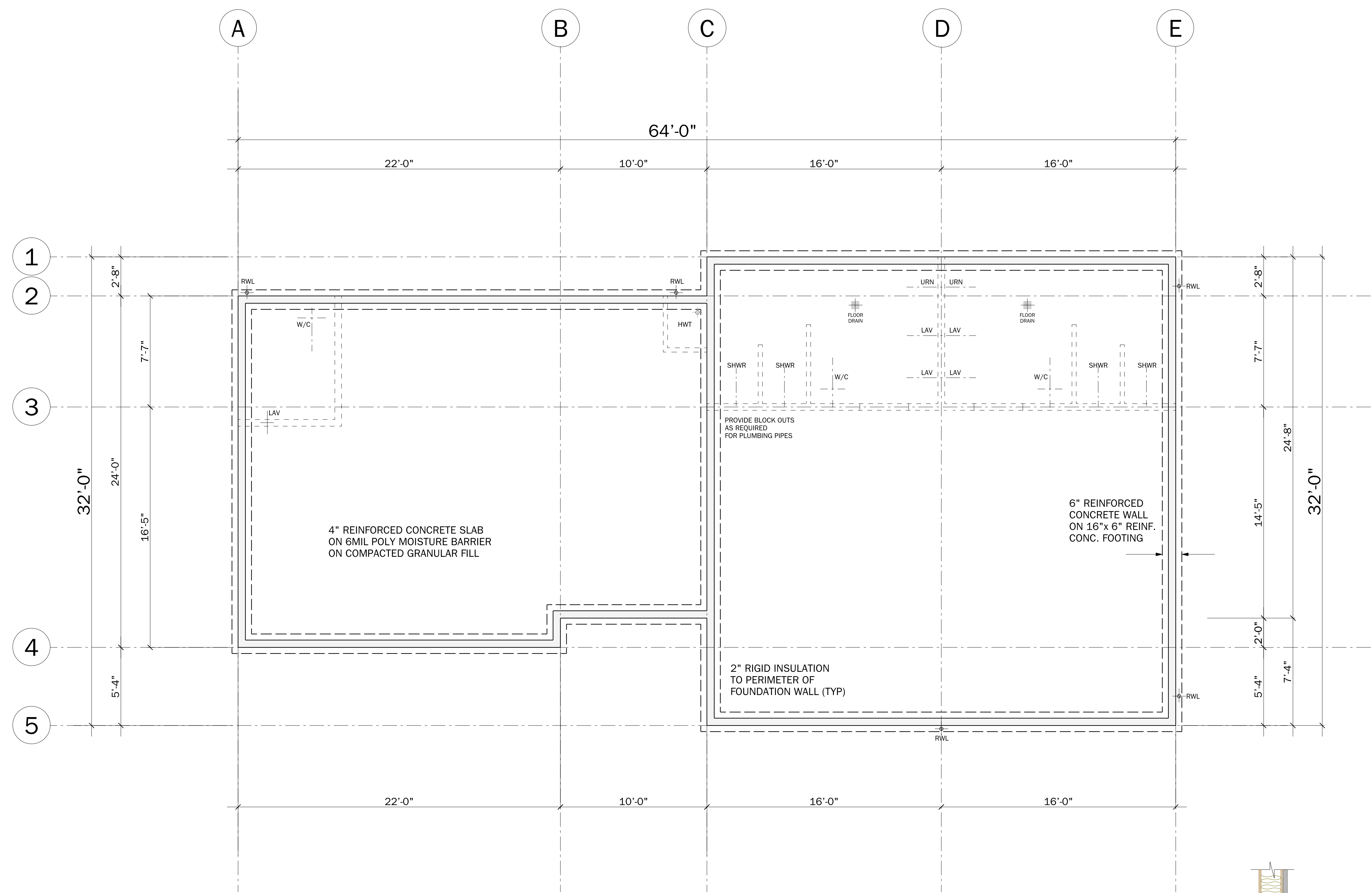


PROJECT FIELD HOUSE
COMOX VALLEY UNITED SOCCER CLUB

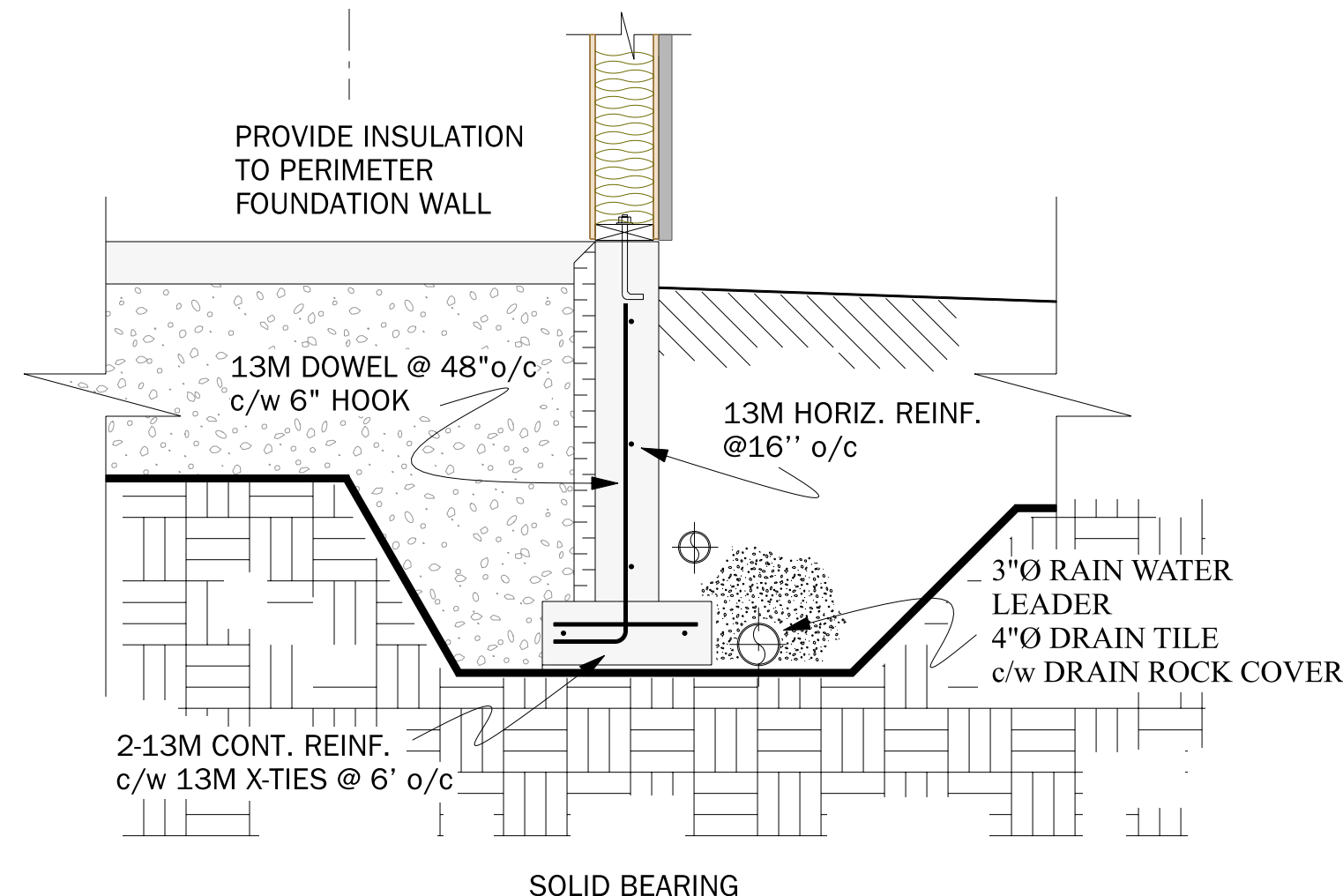
PROJECT FIELD HOUSE

DM BUILDING DESIGNS

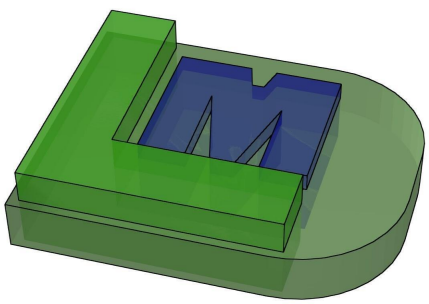
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1 FOUNDATION PLAN
SCALE 1/4" = 1'-0"



D5 FOUNDATION DETAIL
SCALE 3/4" = 1'-0"



DATE 05-03-20

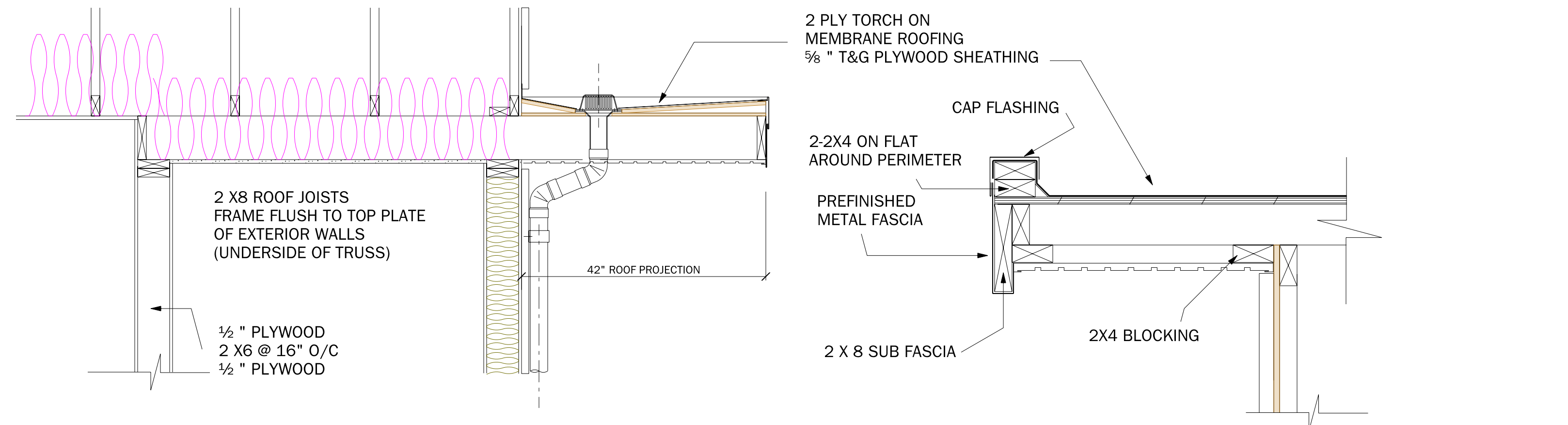
DRAWING BUILDING SECTIONS
SCALE 1/4"=1'-0"

GENERAL NOTES
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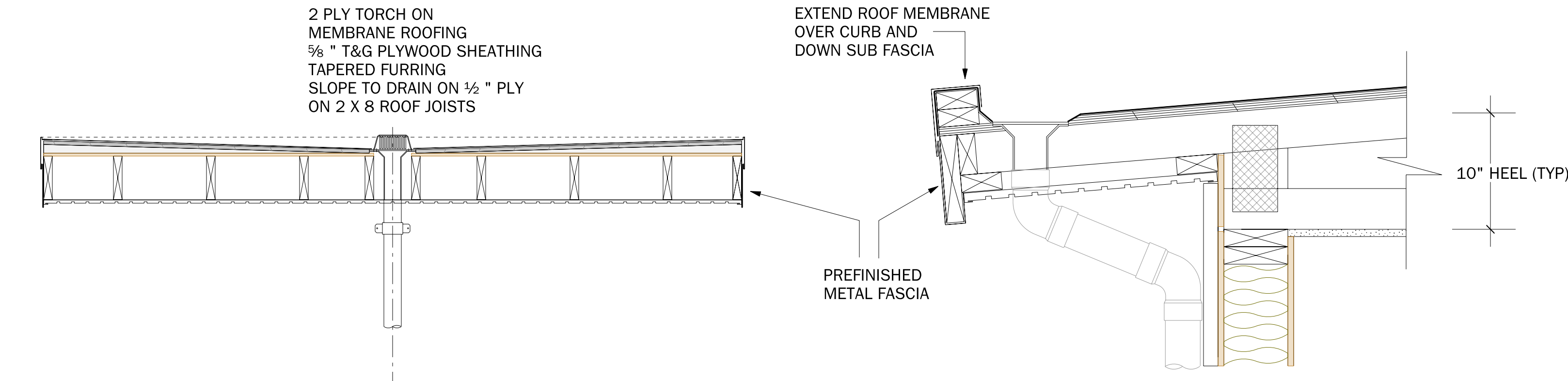
PROJECT FIELD HOUSE
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PAGE DM BUILDING DESIGNS
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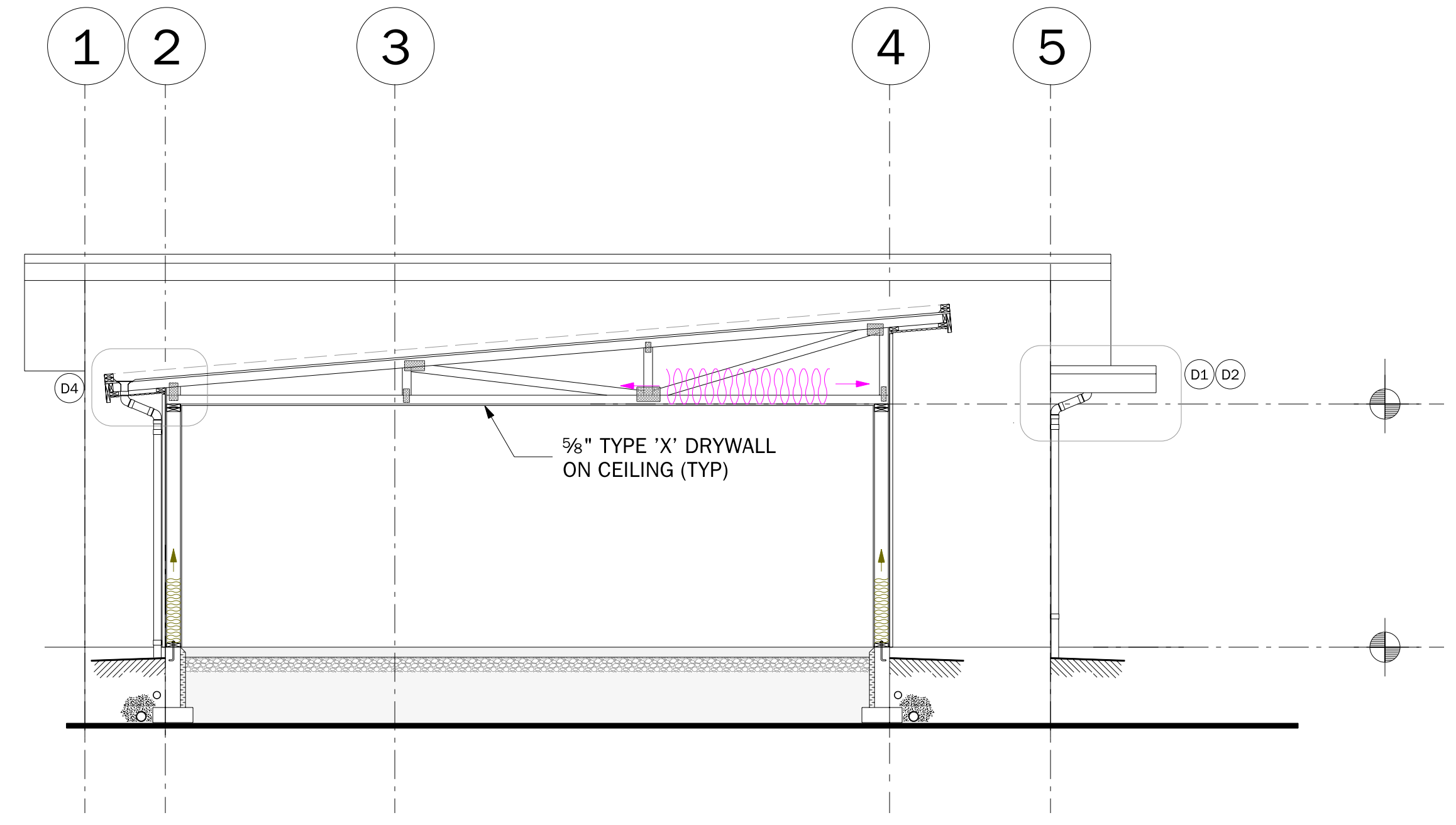
D1 ROOF CANOPY SIDE VIEW
SCALE 3/4" = 1'-0"

D3 OVERHANG
SCALE 1 1/2" = 1'-0"

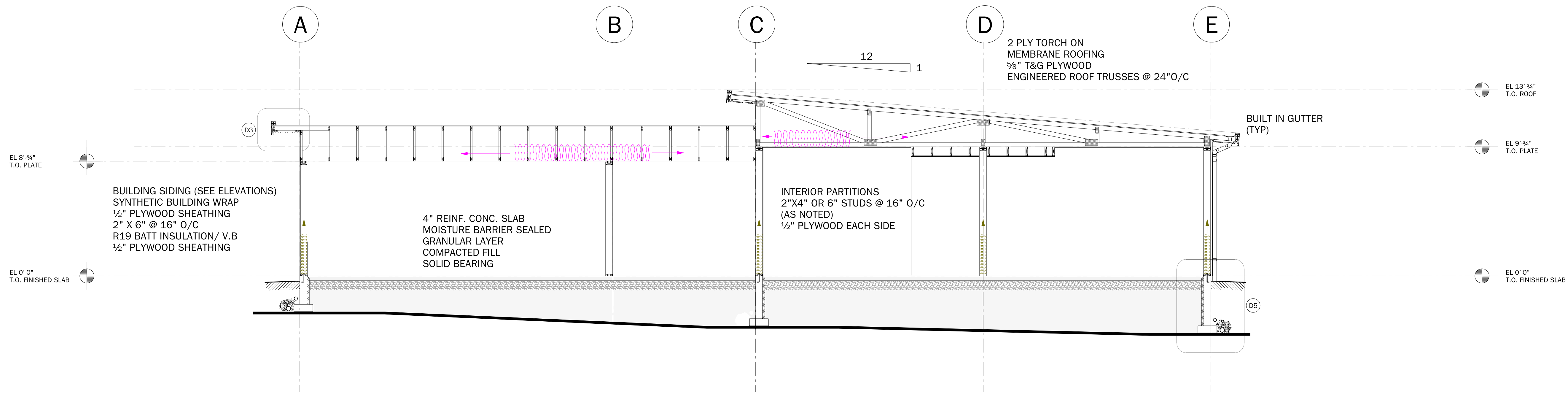


D2 ROOF CANOPY FRONT VIEW
SCALE 3/4" = 1'-0"

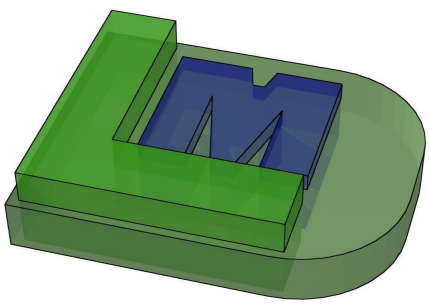
D4 GUTTER
SCALE 1 1/2" = 1'-0"



1 BUILDING SECTION S1
SCALE 1/4" = 1'-0"



2 BUILDING SECTION S2
SCALE 1/4" = 1'-0"



DATE 05-03-20

DRAWING ELEVATIONS
SCALE 1/4"=1'-0"
PERSPECTIVE
N.T. SCALE

EXTERIOR DIMENSIONS
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OF WALL SHEATHING
INTERIOR DIMENSIONS
ARE TAKEN FROM FACE OF
WALL STUD OR CENTRE
OF WALL AS NOTED

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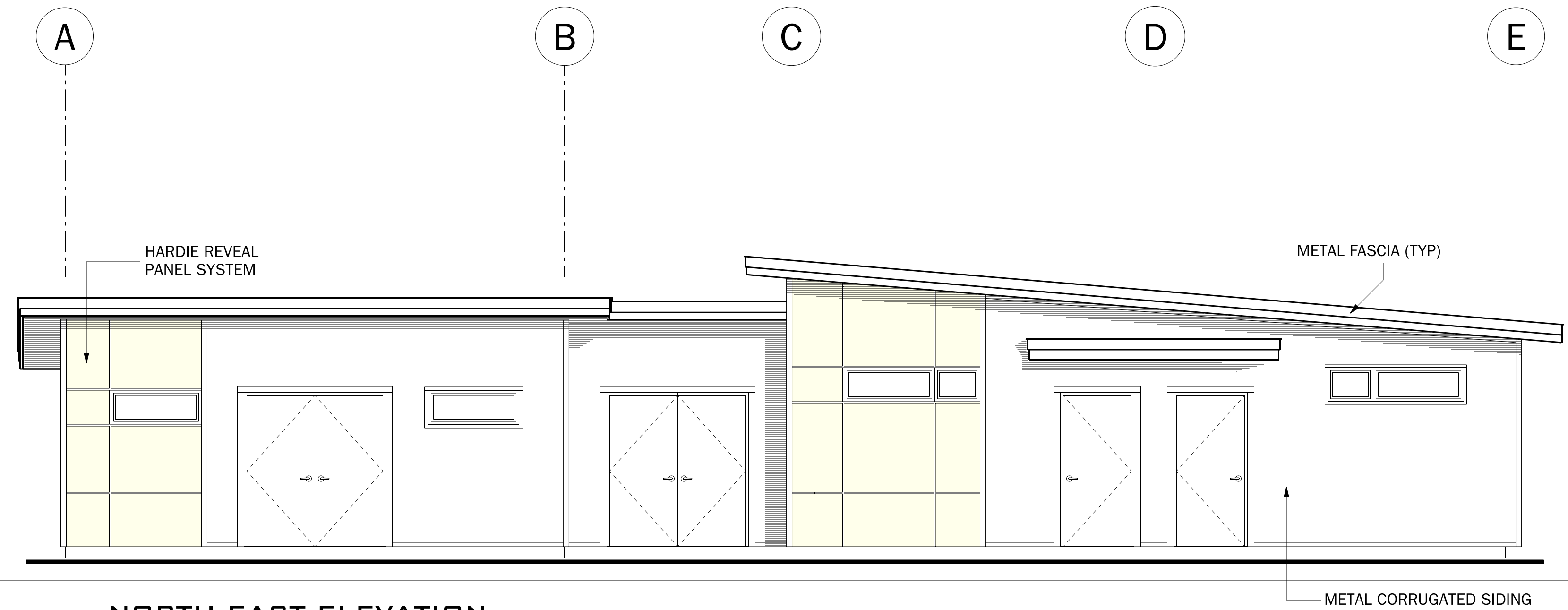
GENERAL NOTES



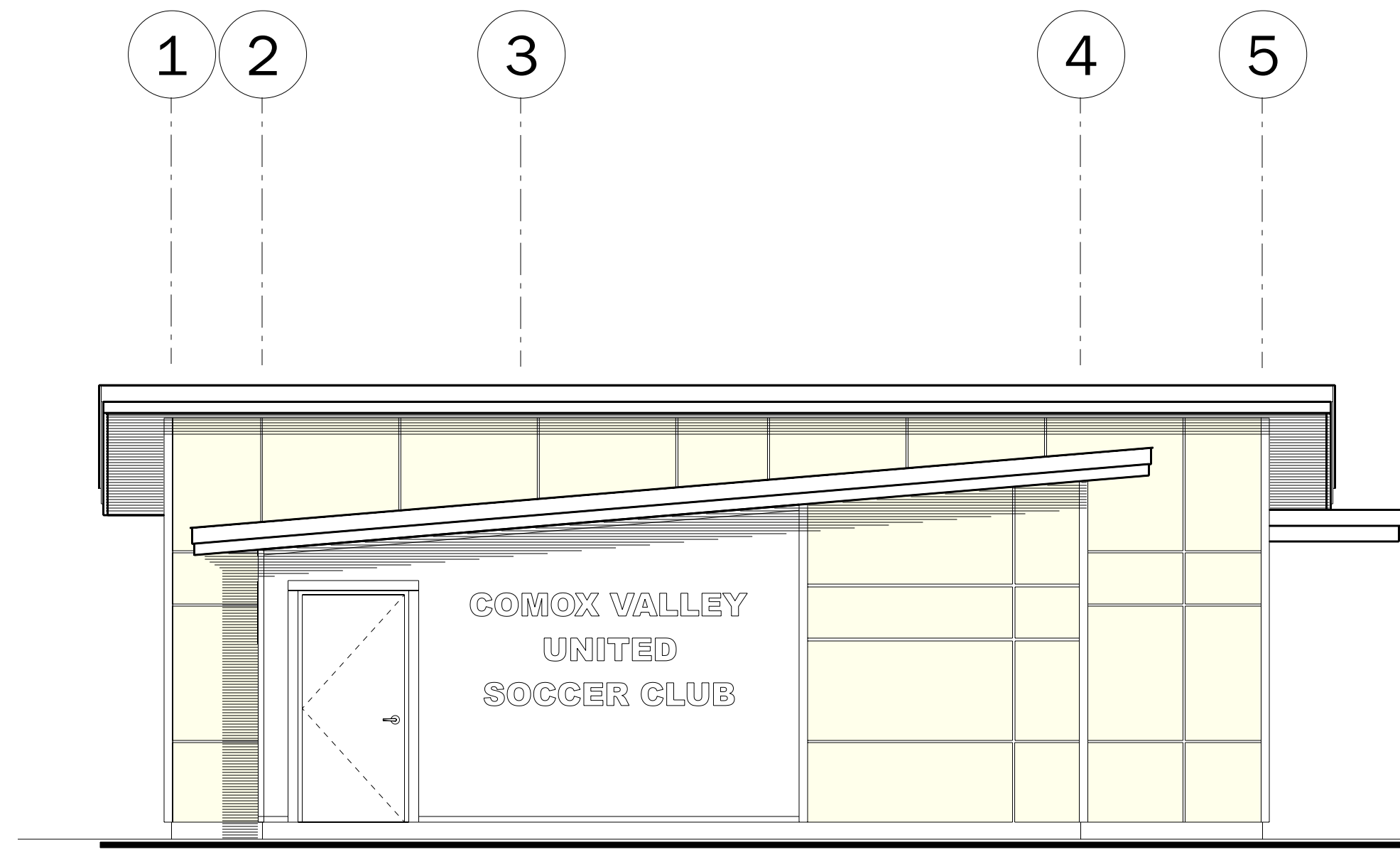
PROJECT
FIELD HOUSE
COMOX VALLEY UNITED
SOCCER CLUB

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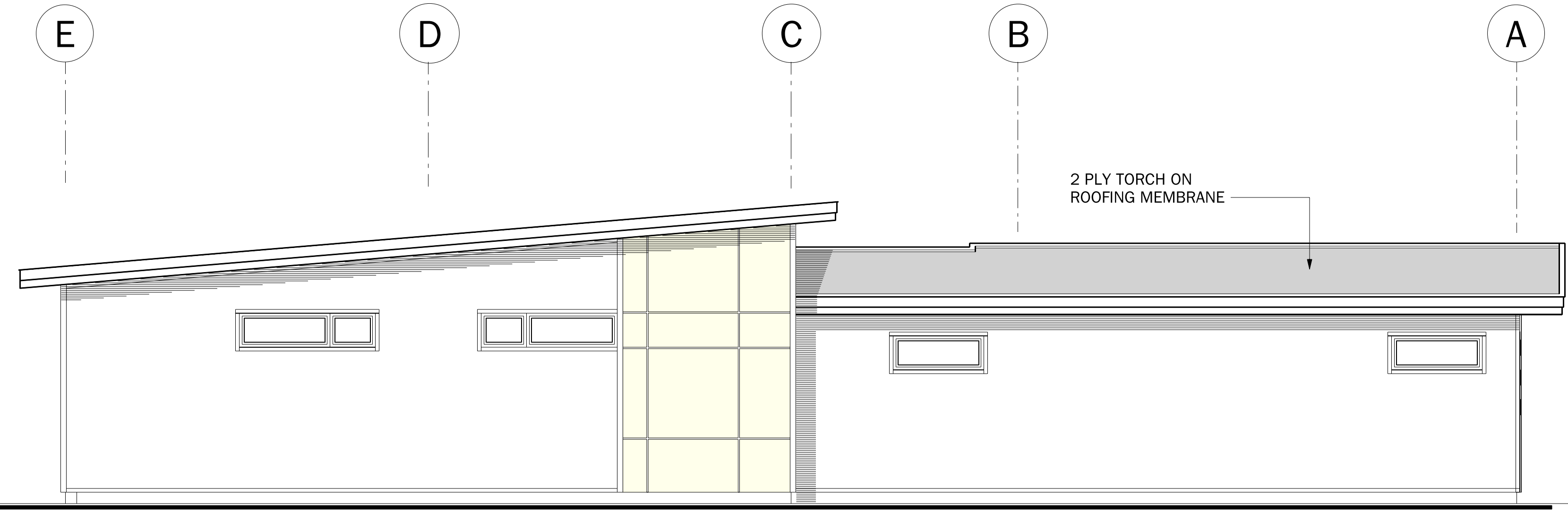
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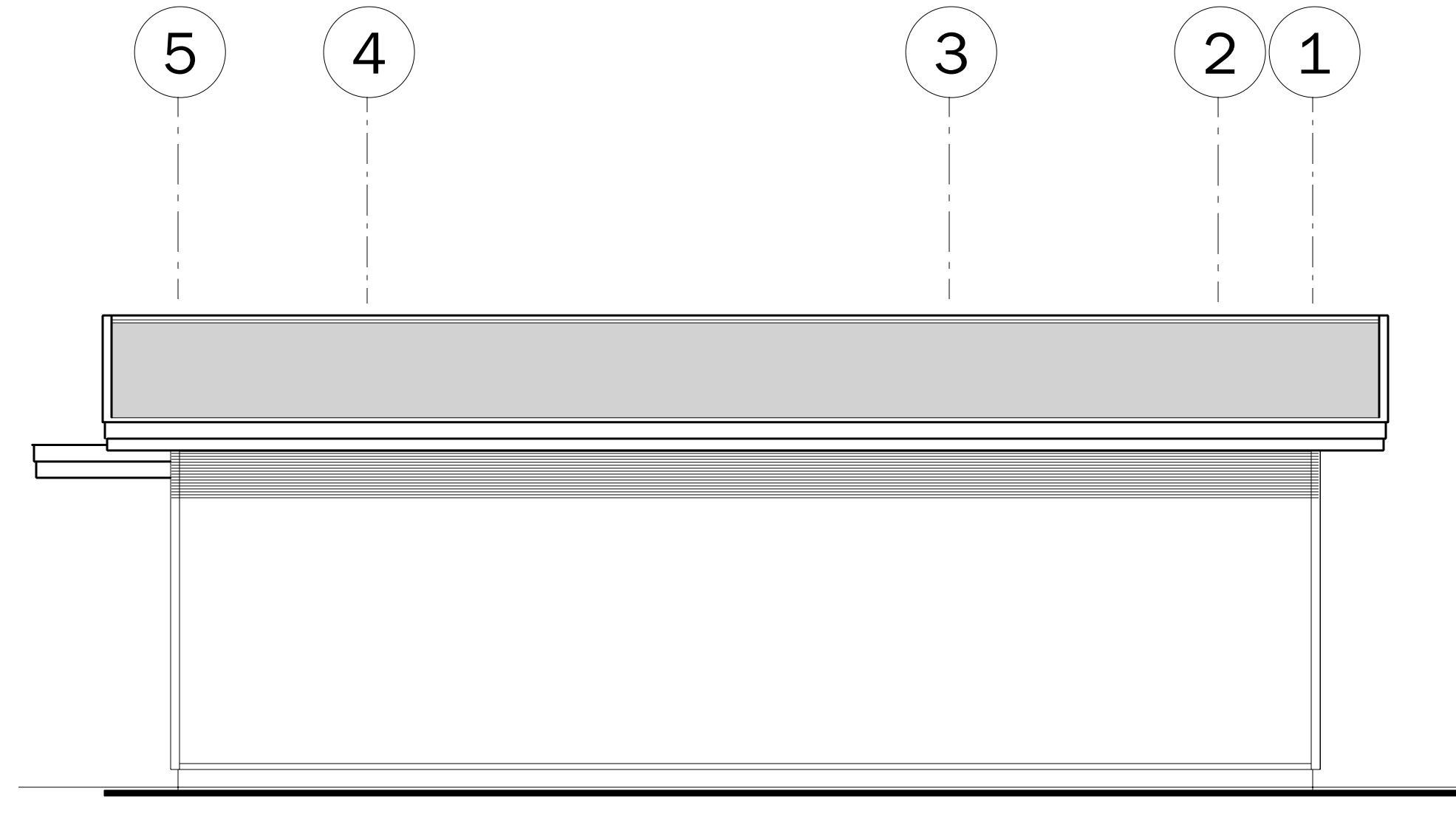
1 NORTH EAST ELEVATION
SCALE 1/4" = 1'-0"



1 SOUTH EAST ELEVATION
SCALE 1/4" = 1'-0"



1 SOUTH WEST ELEVATION
SCALE 1/4" = 1'-0"



1 NORTH WEST ELEVATION
SCALE 1/4" = 1'-0"



Project: comox valley soccer
 Owner: sd 71/regional district
 Architect: Dennis M
 Location: _____

Section	Description	Control Budget	NOTES
	DIVISION 1 - General Requirements		
01000	Staff Overhead	\$1,200	
01100	Monthly Site Costs	\$800	
01200	Fixed Site Costs	\$2,500	
01300	Temporary Services	\$500	
01400	Weather Conditions	\$600	
01500	Equipment	\$7,400	
01700	Subsistence/Travel	\$0	
01800	Design Costs	\$4,200	
01900	Land Acquisition	\$3,000	
01990	Miscellaneous General Requirements	\$0	
	TOTAL DIVISION 1	\$20,200	
	DIVISION 2 - Site work		
02050	Demolition	\$0	
02080	Hazardous Material Abatement	\$0	
02100	Site Preparation	\$0	
02200	Earthwork	\$9,000	
02500	Paving and Curbs	\$4,000	
02600	Site Services	\$12,500	
02700	Foundation Drains	\$3,200	
02800	Site Improvements	\$3,000	
02900	Landscaping & Irrigation	\$2,000	
02990	Miscellaneous Division 2	\$0	
	TOTAL DIVISION 2	\$33,700	
	DIVISION 3 - Concrete		
03010	Concrete Supply	\$21,420	
03100	Concrete Formwork	\$4,000	
03200	Concrete Reinforcing	\$5,000	
03300	Concrete Placing	\$0	
03400	Concrete Finishing	\$2,700	
03500	Specialty Concrete finishes	\$0	
03600	Concrete Accessories	\$0	
03700	Grout	\$0	
03800	Concrete Restoration and Cleaning	\$0	
03900	Precast Concrete	\$0	
03990	Miscellaneous Concrete	\$0	
	TOTAL DIVISION 3	\$33,120	
	DIVISION 4 - Masonry		
04100	Unit Masonry	\$0	
04200	Masonry Refit	\$0	
04300	Wind Bracing	\$0	
04400	Exterior Stone	\$0	
04500	Masonry Restoration & Cleaning	\$0	
04600	Facade Work	\$0	
04990	Miscellaneous Masonry	\$0	
	TOTAL DIVISION 4	\$0	
	DIVISION 5 - Metals		
05100	Structural Steel & Metal Joists	\$0	
05200	Steel Trusses	\$0	
05300	Metal Decking	\$0	
05400	Metal Fabrications	\$3,000	
05500	Metal Fabrications Installation	\$0	
05600	Embedded Metals Install	\$0	
05700	Ornamental Metal	\$0	
05800	Expansion Joints	\$0	
05990	"Miscellaneous" Metals	\$0	

	TOTAL DIVISION 5	\$3,000
	DIVISION 6 - Wood & Plastics	
06010	Wood and Plastics	\$300
06200	Rough Carpentry	\$75,000
06400	Finish Carpentry	\$8,000
06600	Architectural Woodwork	\$2,300
06990	Miscellaneous Wood & Plastics	\$0
	TOTAL DIVISION 6	\$85,600
	DIVISION 7 - Thermal & Moisture Protection	
07100	Waterproofing	\$0
07200	Insulation	\$0
07300	Shingles and Roofing Tiles	\$0
07400	Preformed Roofing & Siding	\$56,240
07500	Membrane Roofing & Flashings	\$45,000
07600	Firestopping	\$0
07700	Roof Specialties & Accessories	\$1,200
07800	Skylights	\$0
07900	Caulking & Sealants	\$0
07990	Misc.Moisture & Thermal	\$0
	TOTAL DIVISION 7	\$102,440
08000	DIVISION 8 - Doors & Windows	
08100	Metal Doors & Frames	\$19,870
08200	Wood Doors & Frames	\$0
08300	Special Doors	\$0
08400	Entrances and Storefronts	\$0
08500	Metal Windows	\$0
08600	Wood and Plastic Windows	\$6,800
08700	Hardware	\$0
08800	Glazing	\$0
08900	Curtain Walls	\$0
08990	Miscellaneous Doors & Windows	\$0
	TOTAL DIVISION 8	\$26,670
09000	DIVISION 9 - Finishes	
09200	Steel stud and Drywall	\$8,700
09300	Tile	\$0
09500	Ceiling Systems	\$0
09600	Interior Flooring	\$8,900
09700	Special Flooring	\$0
09900	Painting/Wall Covering	\$12,600
09990	Miscellaneous Finishes	\$0
	TOTAL DIVISION 9	\$30,200
10000	DIVISION 10 - Specialties	
10100	Visual Display Boards	\$0
10150	Compartments & Cubicles	\$0
10200	Louvre's and Vents	\$0
10300	Fireplaces	\$0
10400	Identifying Devices	\$0
10500	Lockers	\$0
10600	Demountable Partitions	\$2,600
10700	Operable Partitions	\$0
10800	Toilet and Bath Accessories	\$3,750
10900	Wardrobe & Closet Specialties	\$0
10990	Miscellaneous Specialties	\$0
	TOTAL DIVISION 10	\$6,350
11000	DIVISION 11 - Equipment	
11001	Vault and Bank Equipment	\$0
11100	Loading Docks/Dock levelers	\$0
11200	Waste Handling	\$0
11400	Food/Restaurant	\$0
11500	Health/Spa Equipment	\$0

11600	Laboratory	\$0	
11700	Medical	\$0	
11990	Miscellaneous Equipment	\$0	
	TOTAL DIVISION 11	\$0	
12000	DIVISION 12 - Furnishings		
12100	Artwork	\$0	
12200	Laboratory Casework	\$4,000	
12300	Residential Cabinets	\$0	
12500	Window treatment	\$0	
12600	Furniture	\$0	
12700	Multiple Seating	\$0	
12800	Interior Plants and Planters	\$0	
12990	Miscellaneous Furnishings	\$0	
	TOTAL DIVISION 12	\$4,000	
13000	DIVISION 13 - Special Construction		
13100	Pools, rinks and Kennels	\$0	
13200	Special Purpose rooms	\$0	
	TOTAL DIVISION 13	\$0	
14000	DIVISION 14 - Conveying Systems		
14100	Dumbwaiters	\$0	
14200	Elevators	\$0	
14300	Escalators/Moving Wlkwys	\$0	
14400	Lifts	\$0	
14500	Mat.Handling Systems	\$0	
14600	Hoists & Cranes	\$0	
14700	Turntables	\$0	
14800	Scaffolding	\$0	
14900	Linen/Garbage chutes	\$0	
14990	Misc. Conveying Systems	\$0	
	TOTAL DIVISION 14	\$0	
15000	DIVISION 15 - Mechanical		
15100	Mechanical System	\$0	
15300	Fire Protection	\$0	
15400	Plumbing	\$20,000	
15500	H.V.A.C (curb)	\$0	
15600	Refrigeration	\$0	
15700	Controls/Instrumentation	\$0	
15800	Testing & Balancing	\$0	
15990	Misc.Div15 Items	\$11,025	
	TOTAL DIVISION 15	\$31,025	
16000	DIVISION 16 - Electrical		
16100	Electrical System	\$17,500	
16200	Security	\$0	
16400	Service & Distribution	\$8,000	
16500	Lighting	\$4,000	
16700	Special Systems	\$0	
16800	Communications	\$0	
16900	Controls/Instrumentation	\$0	
16990	Misc.Div16 Items	\$0	
	TOTAL DIVISION 16	\$29,500	
17000	DIVISION 17 - Contractors Fee		
17110	Contractors Fee	\$24,348	6%
	TOTAL DIVISION 17	\$24,348	
18000	DIVISION 18 - Contingency		
18100	Contingency 3.5% of contract	\$15,050	
	TOTAL DIVISION 18	\$15,050	

19000	DIVISION 19 - Cash Allowances		
19200	Permits		
	TOTAL DIVISION 19		\$0
	SUBTOTAL DIVISION 1 - 19		\$445,203
	DIVISION 92 - Change Orders		
A	Pending		
B	Approved		
	TOTAL DIVISION 92		\$0
	TOTAL INCLUDING CHANGE ORDERS		\$445,203

COSTS – WHERE WE STAND

- CVUSC to provide approx. \$145k of funding for materials.
- CVUSC volunteers to provide approx. \$150k of in-kind volunteering.
- SD has agreed in principle to donate land for us to build on and conduct building maintenance.
- Still short approx. \$150k – looking for support from regional partners to get this done!

GOING FORWARD; HOW AND WHEN

- **How?** Team Effort (Club, Volunteers, RD, SD)
 - Legacy of community coming together to build the turf field etc. Soccer club has a culture of volunteering to build rec facilities for the benefit of the valley and has an extensive volunteer base who are professionals in the construction industry. Businesses and private organizations have a history of supporting youth and recreation.
- **When?** As soon as we can, but....
 - Appreciative of COVID 19 and restrictions etc. we are confident that when the time is right that this could be a really positive community project to rally around. Agreement in principle from the three main stakeholders, followed by in-kind commitments, finalization of the plan and construction schedule. Likely build to start in spring-summer 2021.

CONCLUSION AND ASK

- CVUSC is an engaged and committed community partner that has contributed over \$800K in capital and in-kind investments to local sports infrastructure and is looking to build on this in the years to come (fieldhouse, turf improvements, additional facilities).
- CVUSC is looking for the following from the RD:
 - An agreement in principle for this project to commence when possible, mindful of COVID19 related restrictions and constraints.
 - Funding of up to \$150k to support the nearly \$300k contributed by CVUSC and in-kind volunteer contributions.

QUESTIONS?

