



THE CORPORATION OF THE CITY OF COURTENAY

STAFF REPORT

To: Council

File No.: TUP2301/TUP00008

From: Director of Development Services

Date: June 28, 2023

Subject: Temporary Use Permit No. 2301 – 1885 Cliffe Avenue (BC Housing)

PURPOSE:

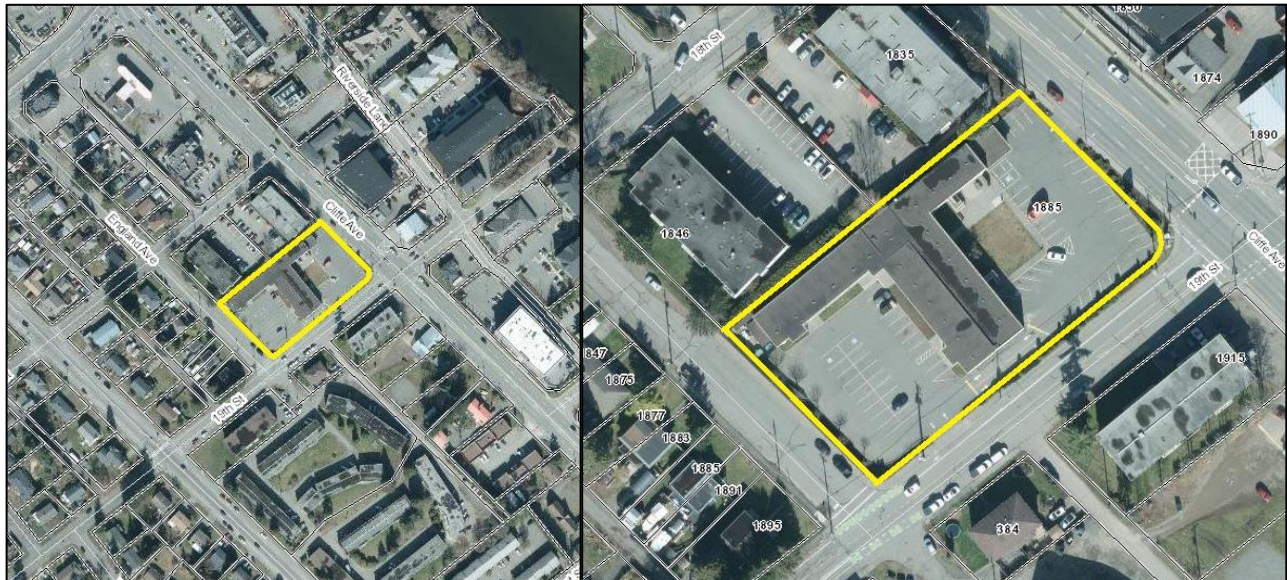
The purpose of this report is to provide Council with information and an update on the application made by BC Housing for a Temporary Use Permit to allow *Supportive Housing* as a use at 1885 Cliffe Avenue for the creation of a BC Housing supportive housing project.

Legal Description: Lot B, Section 68, Comox District, Plan 23642, Except part in Plan VIP72700.

BACKGROUND:

The subject property is located at 1885 Cliffe Avenue, is zoned Multiple Use 2 (MU-2) Zone and is currently occupied by the Super 8 Motel. The property is approximately 5152 m² (55,456 ft²) with access from Cliffe Avenue and 19th Street. (Figure 1)

Figure No. 1: Context Map



BC Housing has purchased the property to facilitate the transfer of residents from the Travelodge to the Super 8, due to the lease at the Travelodge expiring on June 30, 2023. The Super 8 hotel will house 67 residents from the Travelodge while a permanent housing solution can be created.

The existing zoning Multiple Use Two Zone (MU-2) does not permit supportive housing but the OCP has designated this property as Urban Corridor which does supportive and transitional housing. In order for

Council to consider a TUP the use must be supported in the OCP. A Temporary Use Permit (TUP) is required to permit the supportive housing use on the subject property within the Mu-2 zone. The process is guided by Division 8 Temporary Use Permits of the *Local Government Act* and the Development Applications Procedure Bylaw No. 2790.

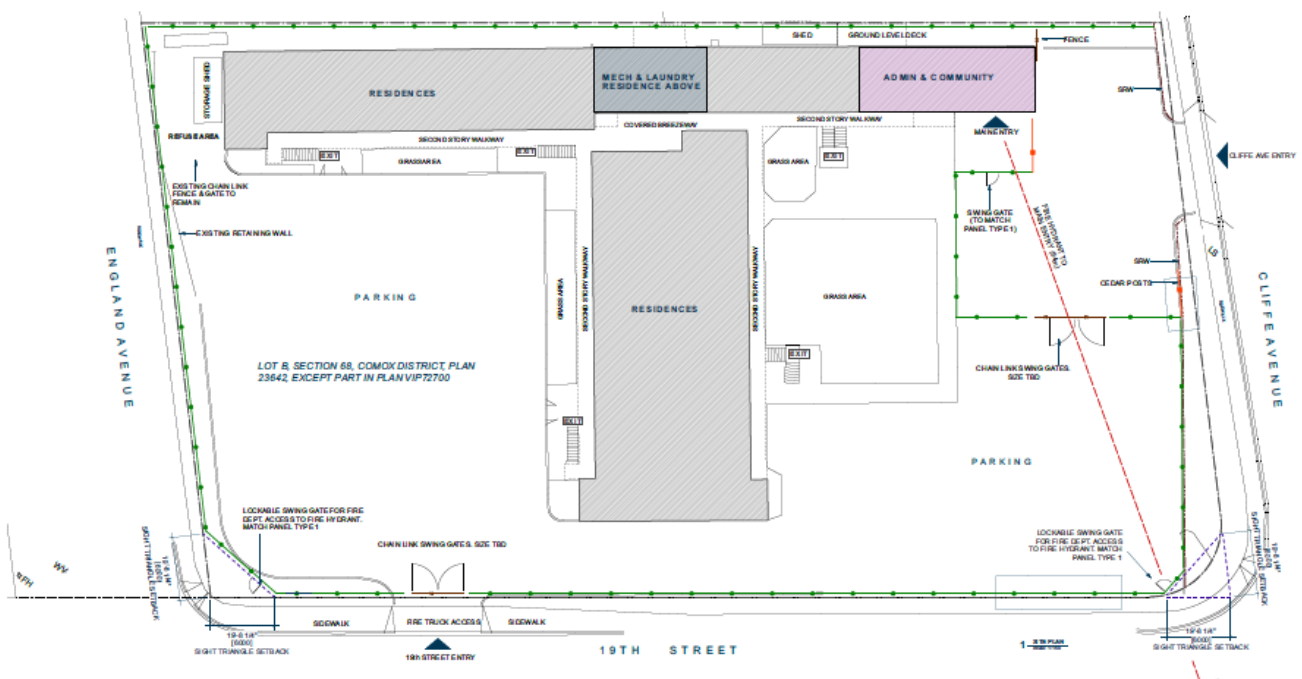
DISCUSSION:

BC Housing applied for a TUP on May 19, 2023 and it was incomplete. Staff has been working with BC Housing and their consultants to finalize documents that are required to inform the TUP. The status of these documents is outlined below.

Site Plan

The site plan (Figure 2) has a 2 metre fence which complies with the zoning bylaw and addresses sight triangles on the corners of the lot. There are two entryways identified on the plan and the uses are identified.

Figure 2 Site Plan



Operations

The property will be owned by BC Housing (Provincial Rental Housing Corp) and operated by the Comox Valley Transition Society (CVTS). The operational funding will be provided by BC Housing. CVTS will enter into an Operator Agreement with BC Housing. This operator agreement includes the requirements for a Community Advisory Committee and a good neighbour agreement. A template has been provided to the City. The TUP will require that a signed operator agreement be received prior to issuance of a TUP.

Fire Protection

The City's Fire Chief has inspected the site and has identified the need for hard wired fire alarms and sprinklers. BC Housing has proposed a two staged approach to fire plan and protection. The initial phase is to provide fire watch which consists of two staff per 24 hours. Campbell River Fire Safety has inspected the building's smoke alarms and fire extinguishers, any deficiencies have been addressed by BC Housing.

- The next phase is to hard wire the smoke alarms and install sprinklers.
- A Fire Plan will be required as part of the TUP.

Security

There is onsite staff 24/7 and BC Housing is finalizing security hours as part of the Operator agreement. There will be security cameras installed on the property. In addition, there will be a number provided for residences in the area to contact with any concerns as per the Operator agreement with CVTS.

A security plan is required as part of the TUP.

Code Compliance

As per the BC Building Code, a coordinating professional is required to oversee renovations and to ensure the building meets the building code requirements for life and safety as per the proposed use. A schedule A (coordinating professional) has been received by the City which is a requirement of the TUP. BC Housing has retained a code consultant to perform the code review for the Coordinating professional. City's Building Services is working with the Coordinating Professional to ensure BC Building Code compliance. The Coordinating Professional is a registered Architect.

POLICY ANALYSIS:

The Official Community Plan LU 1 supports housing affordability and diversity. Urban Corridor policy #1 supports mix of land uses and a diversity of multi-residential housing choices to promote establishment of a complete community. The Urban Corridor permitted uses include supportive and transitional housing.

FINANCIAL IMPLICATIONS:

There is no financial impact at this time.

ADMINISTRATIVE IMPLICATIONS:

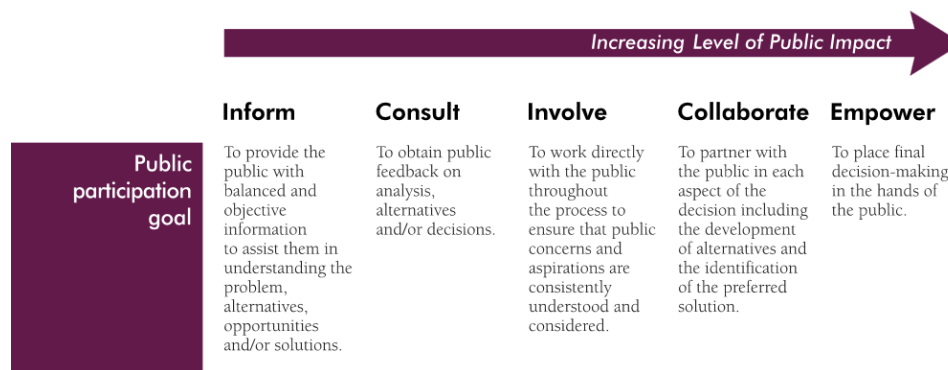
The TUP requires input from various city departments but processing and issuance is part of Development Services responsibilities.

STRATEGIC PRIORITIES REFERENCE:

The 2023-2026 Strategic Priorities are organized and reflect the four cardinal points of Community Well Being, Equity, Reconciliation and Climate Adaptation and this application is consistent with and supports the first three points. The TUP addresses the Affordable Housing strategic priority and provides temporary housing within the overall continuum of housing options.

PUBLIC ENGAGEMENT:

Staff would inform and consult the public based on the IAP2 Spectrum of Public Participation:



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Public Information Meeting

As part of the Development Applications Procedure Bylaw requirements for processing TUP, BC Housing held a public meeting on June 8, 2023 at the Native Sons Hall from 6-8 pm. BC Housing has provided an initial summary of this meeting and the report is attachment 1.

This event was placed in social media, a mail out to owners and occupants within 200 metre of the property was done (335 notices mailed), posted public meeting and project information on Let's Talk Housing webpage hosted by BC Housing, and noted in media press releases. An advertisement was placed in the June 7th edition of the Comox Valley Record. This is all included in the summary report.

Approximately 110 residents of neighbourhood attend the public information meeting and the summary report list key themes. These include but not limited to: safety concerns, support of additional supportive housing in the area, more should be done to help people experiencing homelessness, fencing and security, and long-term plan for supportive housing.

BC Housing has indicated an update to the June 12, 2023 summary report will be provided prior to Council consideration of the TUP. (Attachment 1)

Next Steps

As per the *Local Government Act* and the Development Applications Procedure Bylaw, public notice will be given that Council will consider the TUP at the July 12 regular council meeting at 4pm at the CVRD Council Chambers in two forms:

- One is by public notice in the newspaper June 28 and July 5; and
- Second with a mail out to occupants and owners within 200 meters of the site. The total number of notices to be sent is approximately 600.

In addition, the City will utilize our social media platform to inform the public of the meeting date and where they can provide comments to.

OPTIONS:

1. THAT Council receive the report for information. (Recommended)
2. THAT Council not receive the report for information.

Prepared by: Marianne Wade, Director of Development Services

Concurrence: Geoff Garbutt, M.Pl., MCIP, RPP, City Manager (CAO)

Attachment 1 BC Housing Community Engagement Summary Report June 12, 2023