



# REPORT

**TO:** Lorraine Hilton  
Chief Administrative Officer

**Date:** April 30, 2019  
**File:** DVP-03-19

**FROM:** Laura Beckett  
Planner

To Council  
May 6, 2019

**RE: DEVELOPMENT VARIANCE PERMIT DVP-03-19**  
**3613 Woodridge Place – East Fire Hall**

## PURPOSE

To present Development Variance Permit application DVP-03-19 for a training structure at the East Fire Hall.

## SUMMARY

<b>Location:</b>	3613 Woodridge Place – East Fire Hall
<b>Zone:</b>	Public 2 (P2)
<b>Zoning Bylaw Section to Vary:</b>	<ul style="list-style-type: none"> <li>9.2.2 (2) ...no <i>building</i> or <i>structure</i> shall be sited within <b>20m</b> of a <i>front lot line</i></li> </ul>
<b>Additional Relevant Regulations and/or Development Permit Areas:</b>	<ul style="list-style-type: none"> <li>#6 (Water and Energy Conservation and Reduction of GHGs) – connected to the Building Permit Application process (would be issued by staff)</li> </ul>
<b>Applicant Requests:</b>	<ul style="list-style-type: none"> <li>To install building used for training at <b>6m</b> from the front lot line</li> </ul>
<b>Purpose:</b>	To install building on existing parking lot area

## BACKGROUND

Please find attached application excerpts and draft Development Variance Permit DVP-03-19. The District, through the Highlands Volunteer Fire Department, seeks to install three sea containers that would be used for training purposes. The sea containers would be configured such that two would be stacked on top of each other with the third container adjacent on the long side. Please see Location Map below.

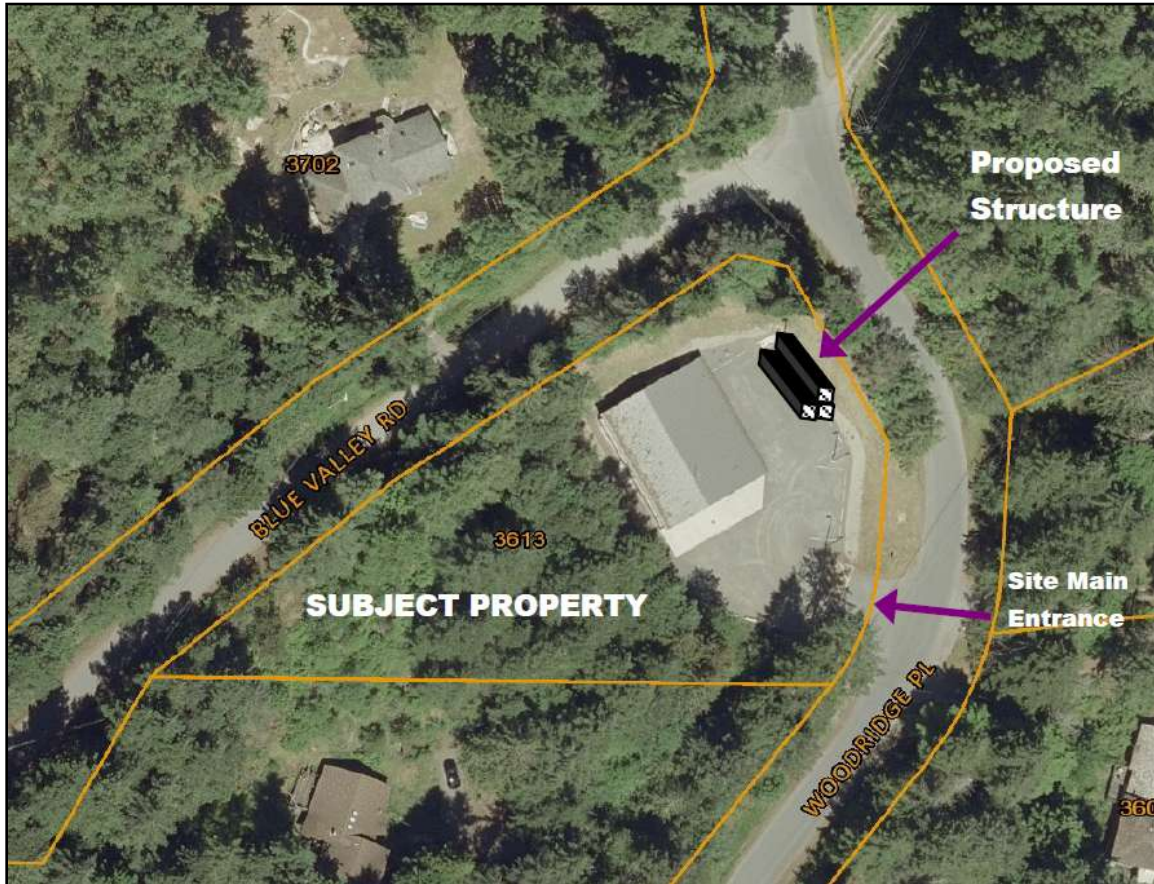
Due to delivery issues, staff notes that the structures have been placed on site in the preferred location and configuration. They will be moved should the variance be denied.

The proposed location is on a gravel area used primarily for training exercises, and occasionally for overflow parking. It is preferred because:

- It minimizes earth disturbance and tree cutting;
- Is optimal for site circulation;
- Makes use of existing exterior light for safety and security;
- It does not visually impact any nearby neighbours.

The site would have nine parking spaces with the proposed structure in place; four overflow spots would be lost as a result of the placement of the sea containers. The District's Zoning Bylaw does not have a parking space requirement for fire halls. The Fire Chief advises that the four spots lost would not impact parking on the site.

## LOCATION MAP



## OPTIONS

1. That Council direct staff to issue notification for the consideration of application DVP-03-19 at a future Council Meeting.
2. That Council request more information from the applicant.
3. That Council deny application DVP-03-19.

## DISCUSSION

### Legal/Bylaw/Regulatory

- Despite being defined as the “front lot line,” the subject lot line functions as a side lot line, with the main entrance to the property on what is defined as a “side lot line”. Both lot lines are on Woodridge Place. In this zone, P2, the side lot line setback requirement for buildings and structures is 6m, which equates to the variance request.
- Due to an ephemeral creek running through the property on the west side of the fire hall, the alternative location would also require a variance.

...3

Environmental

- This location allows for siting on an existing cleared and gravel area. The alternative location on the west side of the fire hall would involve tree cutting, site grading and a variance request due to the adjacent creek.

Social

- The structure is proposed to be painted to complement the existing colours of the East Fire Hall.
- The proposed location is below the elevation of the adjacent road and buffered by trees for reduced visual impact.
- The alternative location on the west side of the fire hall has a higher likelihood of a visual impact to a nearby neighbour.

Consultation

- Notification of surrounding property owners is required through the *Local Government Act*.

**CONCLUSION**

A front lot line variance from 20m to 6m would accommodate the siting of three sea containers to be used for training purposes. The proposed location is preferred.

**RECOMMENDATION**

That Council direct staff to issue notification for the consideration of application DVP-03-19 at a future Council Meeting.

Respectfully submitted,

Concurrence



Laura Beckett, MCIP, RPP  
Planner

Lorraine Hilton  
Chief Administrative Officer

Attachments:

- Application excerpts
- Draft DVP-03-19

**FORM B - NATURE OF VARIANCE(S) REQUESTED**

RECEIVED

MAR 14 2019

**COMPLETE THE FOLLOWING SECTIONS**

- Is one or more variance being sought to the Zoning Bylaw?
- Is one or more variance being sought to the Subdivision and Development Bylaw? **District of Highlands**
- For what sections of the Bylaws is a variance requested, and by how much? Please attach a separate sheet of paper if necessary, showing each variance in the format below.

1. Section 9.2.2.(2) of the Zoning Bylaw is variance  
 from: no building or structure shall be sited within 20m of front line  
 to: \*\*\* shall be sited within 6m of a front lot line

2. Section \_\_\_\_\_ of the Zoning Bylaw is variance  
 from: \_\_\_\_\_  
 to: \_\_\_\_\_

3. Section \_\_\_\_\_ of the Zoning Bylaw is variance  
 from: \_\_\_\_\_  
 to: \_\_\_\_\_

4. Section \_\_\_\_\_ of the Zoning Bylaw is variance  
 from: \_\_\_\_\_  
 to: \_\_\_\_\_

For each variance sought, please provide a rationale for the request in the space below (i.e. why is the variance being sought and why can't the bylaw standard be addressed?):

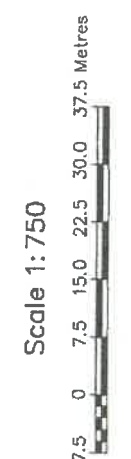
- 1) The lot is an irregular shape and siting in an alternate location would require the removal of approx 20 trees and ground disturbance within riparian area
- 2) Requested location is an existing parking lot
- 3) Allows for better access to building for training

A written description of the proposal, outlining the impact the proposed variance (if granted) would have on adjacent properties, and what would be done by the Applicant to reduce the impact.

Structure is composed of 3 "sea cans" and will be utilized for Fire Dept training, this structure would be visible to passerbys but not to neighbours  
- Propose painting structure to match existing Fire Hall or natural landscape colours (greens, browns)

**B.C. Land Surveyor's Building Location Certificate  
Showing Location of Improvements Situated on  
Lot 1, (PID 000 288 152), Section 39,  
Highland District, Plan 34289.**

Structure is  
12 m x 5.4 m



**Legend:**

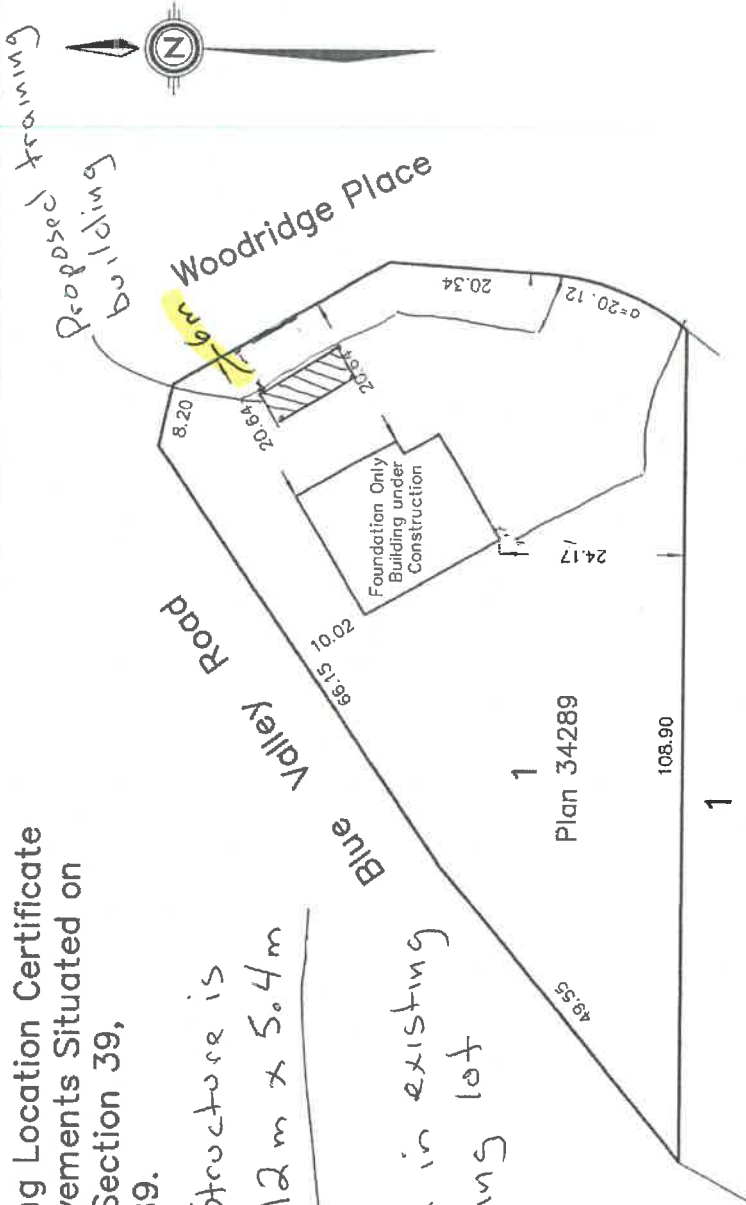
All distances are in metres and decimals thereof unless otherwise indicated. Dimensions are derived from Land Title Office records and field survey.

The following documents are registered on title and may affect the location of improvements.  
Covenants  
G58853

**Civic Address:**  
3613 Woodridge Place

**McIlvaney Riley  
Land Surveying Inc.**  
#113 - 2244 Sooke Road  
Victoria, B.C. V9B 1X1  
(250) 474-5538

**File:** 48726LC  
**Client:** District of Highlands



This plan was prepared for municipal purposes and is for the exclusive use of our client. This document shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property lines or property corners. This building location certificate has been prepared in accordance with the Professional Reference Manual and is certified correct this 7th day of October 2014.

*(Handwritten signature)*

**B.C.L.S.**  
This document is not valid unless originally signed and sealed  
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**DISTRICT OF HIGHLANDS**  
**DEVELOPMENT VARIANCE PERMIT**  
**NO. DVP-03-19**

**ISSUED TO:** District of Highlands  
**MAILING ADDRESS:** 1980 Millstream Road, Victoria BC V9B 6H1

1. The "Lands" are:

**LOT 1, SECTION 39, HIGHLAND DISTRICT, PLAN 34289**  
***PID: 000-288-152 ("3613 Woodridge Place")***

2. This Permit is issued subject to compliance with all the Bylaws of the District applicable thereto, except as specifically varied or supplemented by this Permit. Specifically:

**Highlands Zoning Bylaw No. 100, 1998 is varied as follows:**

**Section 9.2.2 (2)**

**FROM:** No *building* or *structure* shall be sited within **20m** of a *front lot line*.

**TO:** No *building* or *structure* shall be sited within **6m** of a *front lot line*.

3. If the Permit Holder does not substantially start construction of the structure within 24 months of the date of this Permit, the Permit will lapse.

**RESOLUTION PASSED BY THE COUNCIL OF THE DISTRICT OF HIGHLANDS**  
**THE XX<sup>TH</sup> DAY OF XXXX, 2019.**

**AUTHORIZED THIS XX<sup>TH</sup> DAY OF XXXX, 2019**

Loranne Hilton  
Chief Administrative Officer