

Agenda

Town of Gibsons

Special Planning & Development Committee

September 8, 2020 at 3:00pm

Council Chambers
Town Hall, 474 South Fletcher Road, Gibsons
604-886-2274 - www.gibsons.ca

Council



Mayor Bill Beamish
Councillor David Croal
Councillor Annemarie De Andrade
Councillor Aleria Ladwig
Councillor Stafford Lumley

STRATEGIC PLAN 2019 - 2022

OUR CORE OBJECTIVES

Increase Community Engagement

- We will inspire and encourage citizens of all ages to engage in the decision-making process
- We will actively listen to the ideas of all our stakeholders
- We will help our citizens understand the challenges and competing demands facing the community

Manage Our Assets

- We will focus on fiscal sustainability and support our staff in the prudent management of our natural and engineered assets, to ensure the Town can continue to deliver critical services and infrastructure in perpetuity

Plan for Sustainable Growth

- We will plan for the future in a manner that reflects our finite resources
- We will value the unique character of our Town and its neighbourhoods
- We will create spaces that promote a sense of community and are accessible to all
- We will preserve our green spaces
- We will support local business and foster a diverse economy

Advocate for and Facilitate A Range of Housing Types

- We will actively work toward increasing the supply and range of safe, secure and attainable affordable housing options

Increase Resilience to the Changing Climate

- We will apply a climate lens to the planning and development of actions, plans, policies and infrastructure projects
- We will adapt Town infrastructure to increase its resiliency to the local impacts and risks from climate change
- We will reduce the greenhouse gas emissions produced by the community and through the provision of municipal services to meet regional targets

Advocate and Collaborate on Regional Issues

- We will collaborate and partner with our neighbouring jurisdictions to effectively address shared opportunities and challenges



To view the Strategic Plan in full,
please go to: gibsons.ca/strategic-plan

visit gibsons.ca



Special Planning & Development Committee

AGENDA OF

September 8, 2020

Council Chambers, 3:00pm

474 South Fletcher Road, Gibsons, BC

*We acknowledge that we are fortunate to be able to gather on the
unceded territory of the Skwxwú7mesh Nation.*

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

3. REPORTS

- 3.1 **Katie Thomas, Planner I - Development Permit for Form and Character DP-2020-16 for 1000 Venture Way** Page(s)
7 - 49

RECOMMENDATION(S)

THAT the report titled Development Permit for form and character DP-2020-16 for 1000 Venture Way be received;

AND THAT the Planning and Development Committee recommend that Council authorize the issuance of DP-2020-16 for 1000 Venture Way.

- 3.2 **Katie Thomas, Planner I - Development Permit for Form and Character for Townhouses at 741 Hillcrest Road** Page(s)
51 - 99

RECOMMENDATION(S)

THAT the report titled Development Permit for Form and Character for Townhouses at 741 Hillcrest Road be received;

AND THAT the Planning and Development Committee recommend Covenant BK409675, dated December 1996, be discharged from the title of 741 Hillcrest Road;

AND THAT the Planning and Development Committee recommend that Council authorize the issuance of DP-2020-10 for 741 Hillcrest Road;

AND FURTHER THAT the Planning and Development Committee recommend obtaining a rear lane for public access, including vehicular and active travel between Gibsons Way and Hillcrest Road by requesting right-of-ways at the time of

- | | | |
|-----|--|-------------------------|
| 3.3 | Director of Planning - Poplar Lane-Davis Road OCP/Zoning Amendment Survey Results and Consideration of Second Reading | Page(s)
101 -
121 |
|-----|--|-------------------------|

RECOMMENDATION(S)

THAT the report titled Poplar Lane-Davis Road OCP/Zoning Amendment Survey Results and Consideration of Second Reading be received;

AND THAT Council gives OCP Amendment Bylaw 985-25, 2020, to change the Land Use Designation and Development Permit Area for the Davis Road and Poplar Lane area, Second Reading, as amended;

AND THAT Council gives Zoning Amendment Bylaw 1065-54, 2020, to rezone the Davis Road and Poplar Lane area to a new RM-7 zone to allow for a three-family dwelling and extend the Garden Suite Area to this area, Second Reading;

AND FURTHER THAT an electronic Public Hearing be scheduled to begin at 5:30 pm on October 6, 2020, as authorized under Ministerial Order M139/2020 and in accordance with Section 465(3) of the Local Government Act.

- | | | |
|-----|---|-------------------------|
| 3.4 | Bylaw Enforcement Officer - Proposed New Anti-Noise Bylaw No. 1285, 2020 | Page(s)
123 -
142 |
|-----|---|-------------------------|

RECOMMENDATION(S)

THAT the report titled Proposed New Anti-Noise Bylaw No. 1285, 2020 be received;

AND THAT Anti-Noise Bylaw No. 1285, 2020 be forwarded to Council for First, Second and Third Reading;

AND FURTHER THAT Bylaw Notice Enforcement Bylaw no. 1125-09 be forwarded to Council for First, Second and Third Reading.

- | | | |
|-----|---|-------------------------|
| 3.5 | Director of Planning - New Building Bylaw No. 1284, 2020 | Page(s)
143 -
201 |
|-----|---|-------------------------|

RECOMMENDATION(S)

THAT the report titled New Building Bylaw No. 1284, 2020 be received;

AND THAT Building Bylaw No. 1284, 2020 be forwarded to Council for First, Second and Third reading;

AND THAT Bylaw Notice Enforcement Amendment Bylaw No 1125-11, 2020 be forwarded to Council for First, Second and Third reading.

4. INQUIRIES

4.1 *The Chair provided an opportunity for public input.*

5. NEXT MEETING

5.1 *The next Regular Planning & Development Committee meeting to be held on Tuesday, October 6, 2020 in the Town Hall Council Chambers at 3:00pm.*

6. ADJOURNMENT



STAFF REPORT

TO: Planning and Development Committee **MEETING DATE:** September 8, 2020
FROM: Katie Thomas **FILE NO:** 3220-Venture 1000
Planner 1
SUBJECT: Development Permit for form and character DP-2020-16 for 1000 Venture Way

RECOMMENDATIONS

THAT the report titled Development Permit for form and character DP-2020-16 for 1000 Venture Way be received;

AND THAT the PDC recommend issuance of DP-2020-16 for 1000 Venture Way.

BACKGROUND / PURPOSE

The Town has received an application for a Development Permit for form and character for the proposed live-work buildings located at 1000 Venture Way, as shown in figure 1.



Figure 1: Location of subject lot

Council authorized a Development Permit in October 2018 – DP-2018-13, for one building which was proposed to be located along the west side of the property. The applicant decided against moving forward with a phased approach, and therefore has submitted a new proposal, which takes the entire lot into consideration.

The purpose of this report is to evaluate the form and character of the proposed new development with the Development Permit Area Number 7 – Live/Work (DPA 7) guidelines and obtain a recommendation from the Planning and Development Committee on next steps.

DISCUSSION

The property was rezoned to Live-Work in early 2018. The intent of the Live-Work (LW) zone is to allow for mixed-use development of small-sized business units which may incorporate living quarters of proprietors. This zone is intended to be a transition between contrasting land uses and provide flexibility and support for small and/or starting businesses provided that the commercial and industrial uses are compatible with residential uses on site and in adjacent areas.

The Live-Work Zone identifies specific industrial and commercial uses that are compatible with residential uses. The property is designated in DPA 7. The objective of this designation is to ensure that Live/Work development respects the existing form and character of the Town, is compatible with adjacent land uses, and provides residents with high-quality housing in combination with commercial space.



Figure 2: Site concept Sketch

The proposal looks to create three live-work units in a 2 storey townhouse form, which will front onto Venture Way. There will be approximately 11 commercial retail units at ground level, fronting onto the driveway and central plaza, and 54 rental apartment suites in two buildings over 3 levels (Buildings A and B). Building C is proposed to be a standalone, two storey building, that would enable a use with a higher fire rating, for example a distillery. Parking for the apartments is proposed to be underground, while the majority of parking for the retail units will be towards the rear of the property. The site concept is shown in figure 2 while the site plan is shown in figure 3. Figures 4-6 show renderings of the proposal.

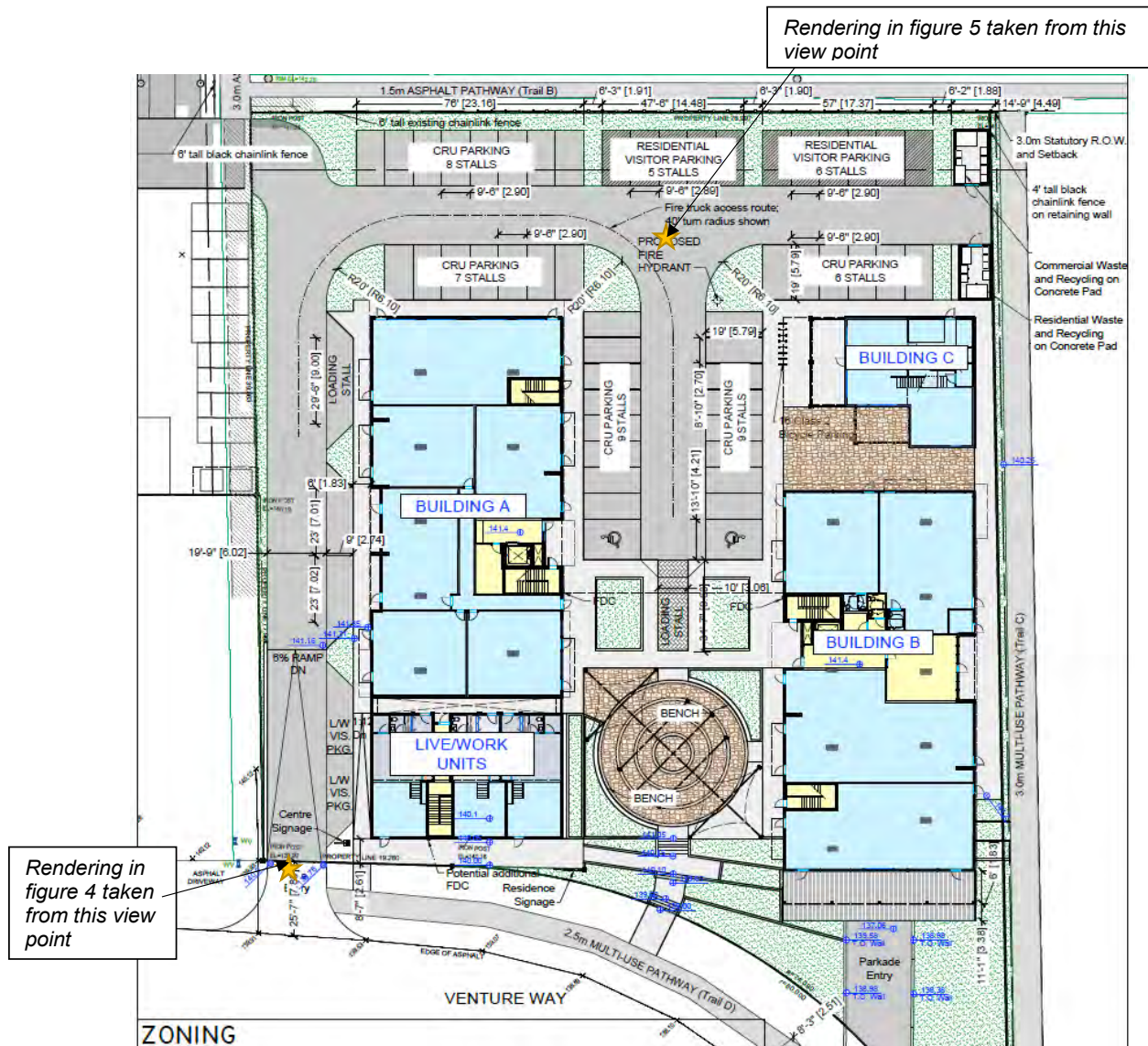




Figure 4: Rendering of the site entry, showing the live-work units and Building A behind



Figure 5: Rendering of Building A looking from the north of the property from the interior of the lot



Figure 6: Rendering of the central plaza

Zoning Requirements

Table 1 shows that the proposed development conforms to the LW zoning.

	BYLAW (LW)	PROPOSED	MET? Y/N
FRONT SETBACK (VENTURE WAY)	0m	2.6m	Yes
REAR SETBACK	6m	24.38m	Yes
INTERIOR SIDE EAST	3m	5.49m	Yes
INTERIOR SIDE WEST	0m	11.04m	Yes
HEIGHT	15m	15m	Yes
DENSITY	1.0 FSR	0.74 FSR	Yes
PARKING	Residential: 86	86	Yes
	Commercial 32	34	Yes
	Loading 2	2	Yes
LOT COVERAGE (includes footprint of underground parkade)	80%	77.9%	Yes

The application proposes a variety of apartment types consisting of 6 studio units, 27 1-bedroom units, 18 2-bedroom units and 6 3-bedroom units. This conforms with the Housing Agreement registered on title which states:

In accordance with the requirements of the "Live-Work Zone 1" as outlined in the Town of Gibsons Zoning Bylaw No. 1065, 2007, the Owner shall take all necessary steps, including the registration of additional instruments at the Land Title Office, to ensure that all housing units contained in the Development are used exclusively for market-rental tenure (the "Market-Rental Units"). The Development will contain at least thirty-nine (39) units consisting of at least fifteen (15) 1-bedroom units, eighteen (18) 2-bedroom units and six (6) 3-bedroom units.

Development Permit Area Number 7

Staff have evaluated the proposal with the DPA 7 guidelines in table 2.

DPA 7 Guidelines	Have the criteria been met? Staff Evaluation
<i>Building Form and Character</i>	
Form & Character Development should promote a small-town character by encouraging architecture, landscape design and environmental settings that respect the surrounding context.	<i>Yes - The form and character pulls elements from 1018 Venture Way to provide a "gateway" to the Town's industrial area. The frontage is proposed to be heavily landscaped.</i>
To achieve harmonious integration with surroundings, development should be sensitive to the scale, mass, and form of adjacent buildings.	<i>Yes - The proposed building is 4 storeys. The neighbouring multifamily to the east is 3 storeys. while the neighbouring strata complex to the north is 2 storeys. The</i>

DPA 7 Guidelines	Have the criteria been met? Staff Evaluation
Local and natural building materials such as timber and stone, or alternatively metal siding or concrete, or a mix of these preferred materials, should be used. The use of natural colours is also encouraged.	<i>Yes- A mix of local materials have been proposed with hardi board and batten, red brick and some corrugated metal.</i>
A variety of building materials and colours should be used to promote visual variety.	<i>Yes - The ground level is proposed to have marine blue board and batten with red brick to help break up the massing. The upper floors have a more neutral tone of off white and soft grey hardi board lap siding and board and batten. Each apartment building has a red corrugated metal portion situated at the entry of the building – this ties in with the cladding in the industrial buildings on the neighbouring lot at 1018 Venture Way.</i>
Buildings should be oriented to maximize solar exposure while minimizing shadow impacts on adjacent buildings and common areas.	<i>Yes- The buildings are proposed to be located closer to the front property line, to limit shadowing to the neighbouring property to the north.</i>
Development should make use of green infrastructure such as green building materials, thermal insulation, and green roofs, where possible.	<i>Yes - The development will be built to the 2019 BC Building Code and Step 1 of the BC Energy Step Code as per the proposed new Building Bylaw. The plaza is a green roof system, covering the underground parking.</i>
Design lighting to minimize light spill, glare and sky glow by using non-glare full cut off fixtures.	<i>Yes - All exterior lighting is proposed to be night sky friendly, while ensuring pedestrian security through the site.</i>
Screening and Landscaping	
Buildings and roadways should be sited to retain existing trees, vegetation, and other important natural features to reinforce a “green” image and provide a natural and visual amenity.	<i>n/a -The site was cleared in early 2018.</i>
If land that is designated for green space has been previously cleared, this land should be replanted with native trees and shrubs to provide a continuous buffer against adjacent properties.	<i>Yes – the landscape plan provided shows that the property lines bordering multi-family developments will be buffered with a landscaping strip. The northern property line is proposed to consist of several acer palmatum acer rubrum “bowhall” and pinus flexilis “vanderwolf’s pyramid” (2.5 metres in height) with a mixture of shrubs beneath.</i>
A minimum 30% tree cover on each lot should be retained where possible.	<i>n/a - The lot has been cleared. Areas that are not used for parking or the building are proposed to be landscaped.</i>
Street and yard trees are encouraged wherever possible and should be appropriately sourced to ensure design consistency and regularly spaced to provide adequate shade in summer and solar gain in winter. Species should be selected that are non-intrusive and damaging to adjacent pavements and underground servicing.	<i>Yes – the Landscape plan shows 6 varieties of trees with Katsura trees and Siberian spruce along the frontage. These provide visual interest throughout the year.</i>
The use of solid fencing or continuous buffers of vegetation fronting the primary dwelling unit should be avoided.	<i>Yes - No fencing or continuous buffers of vegetation is proposed.</i>

DPA 7 Guidelines	Have the criteria been met? Staff Evaluation
Landscaping should be provided for garages and parking pads that are visible from the street.	<i>n/a - The majority of parking is underground or at the rear of the property. Parking does not dominate the site, and therefore this guideline is not applicable to this proposal.</i>
Parking and Access	
A walking path providing direct access to the building should be clearly visible from the street.	<i>Yes – steps in the centre of the lot direct pedestrians to the central plaza, the development has an accessible path running along the frontage of the live work units for those with mobility issues.</i>
All lots should have direct access to the larger pedestrian circulation system via park corridors, pathways, and/or sidewalks.	<i>Yes – the property has a north-south trail on the east property line, which connects to the east-west trail to Park Road or Parkland.</i>
All lots should be designed for safe fire access.	<i>Yes – the proposal has been referred to the Gibsons and District Fire Department for comment.</i>
The use of cul-de-sacs should be avoided.	<i>Yes- the proposal looks to connect to 1018 Venture Way, providing for through traffic.</i>
Parking pads and garages should be located to the rear or side of the building wherever possible.	<i>Yes – parking for the commercial units is to the rear of the property. Residential parking is located underground.</i>

Staff considers that the form and character meets the guidelines set out under Development Permit Area Number 7 and conclude that the form and character of the building enhances the general character of the area by providing a gateway into the Town's industrial area. Staff recommend the issuance of DP-2020-16 for the property at 1000 Venture Way.

REFERRAL COMMENTS

The application was referred to the following agencies and Departments for comment on July 30, 2020:

- Squamish Nation
- Gibsons and District Volunteer Fire Department
- Town of Gibsons Infrastructure Services
- Town of Gibsons Building Department

Comments received are shown in table 3 below.

Referral Agency	Comment
Squamish Nation	No comments received
Town of Gibsons Building Department	No concerns
Town of Gibsons Infrastructure Services Department	Approval recommended. Multi-use path grade to align with Town guidelines
Gibsons and District Volunteer Fire Department	Approval recommended

NEXT STEPS

Upon issuance of a Development Permit, a Building Permit may be applied for and obtained. Once a Development Permit is issued, the applicant has two years to commence construction, before the permit expires.

RECOMMENDATIONS / ALTERNATIVES

Recommendations are listed on page one of this report, alternatively, Council may ask for changes to the form and character of the building.

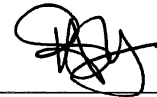
Attachments

- Attachment A – Application materials
- Attachment B – Draft Development Permit – DP-2020-16

Respectfully Submitted,



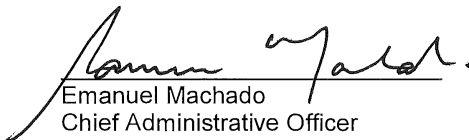
Katie Thomas
Planner I



Lesley-Anne Staats, MCIP, RPP
Director of Planning

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

I have reviewed the report and support the recommendation(s).



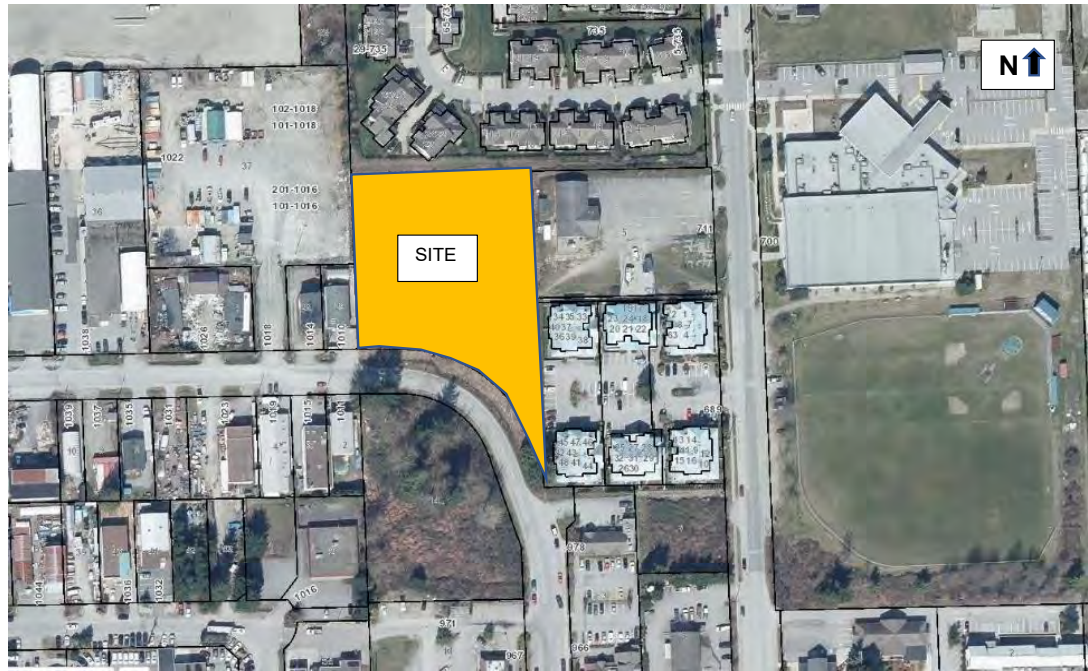
Emanuel Machado
Chief Administrative Officer

1000 & 1006 Venture Way Apartments



Development Permit Submission

July 29, 2020



Aerial Context Site Photo



Site view North from Venture Way



Site view along Venture Way

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 - Integration with Surroundings
 - Building Materials
 - Green Infrastructure
 - Lighting Design
 - Landscape Design
 - Parking and Access
- 4. Attachments
 - Architectural Drawings
 - Landscape Drawings
 - Infrastructure Service Plan

1 Background

Overview & Site Description

The subject property is zoned Live-Work Zone 1, which allows for live-work units, and provides a transition area between different land uses. As one can see from the map to the right, the area is very heterogeneous, including everything from multi-family to commercial, public assembly, and light industrial. The proposed development would be mixed use, with commercial, multi-family, and live-work, providing much needed market rental housing, and higher-density support to nearby commercial areas in a pedestrian-friendly manner. Such a transition is the perfect complement to bridge the transition between the various light industrial uses and the residential uses on either side of the site. Adding density to this urban environment with established infrastructure and public transportation networks, close to businesses, parks, and community amenities is smart growth.

A Development Permit is now required to establish Form and Character per Live/Work Development Permit Area No. 7. The proposed development would add three live-work units in townhouse format, fronting on Venture Way, Commercial Retail Units at ground level, and 54 apartment suites in two multi-family buildings, spread from floors two to four.

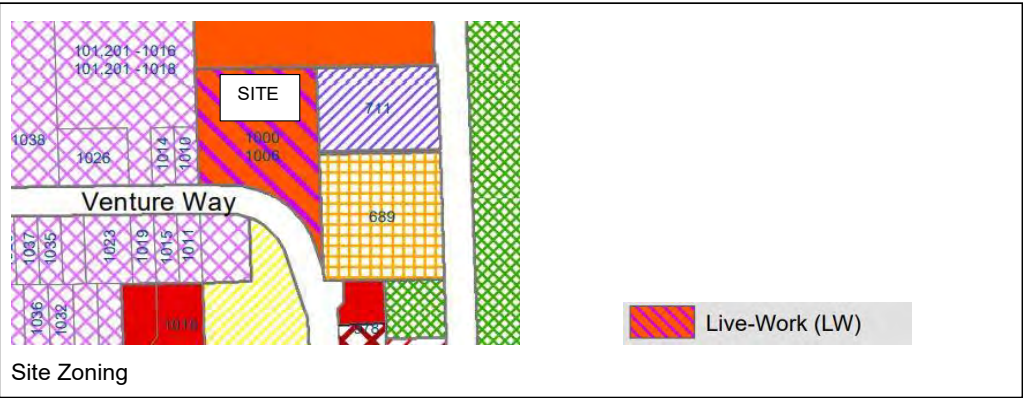
The site is fairly level but slopes down significantly toward the southeast corner of the panhandle. The photo below, taken at this lower point up Venture Way, illustrates this gradient.



View north west from Venture Way



Aerial Photograph



Site Zoning

2 Design Rationale

Site Planning

The site plan was developed with the goal of connecting and enlivening the street frontage of Venture Way, while stepping away the buildings as far as possible from adjacent multi-family residences. Additionally, the idea of an open courtyard was envisioned to provide a large public amenity space and pedestrian avenue, and to allow for greater daylighting of the businesses and apartments. The east side of the site will be a green buffer and connector for the public assembly and multi-family residences to that side. Traffic into the commercial area will enter the site from a new road adjacent to the industrial side of the site, and will also connect to the Industrial site to the west. Residential parking will enter the below-ground parkade at grade, taking advantage of the natural slope at that corner of the lot.



Site Concept Sketch

1000 & 1006 Venture Way Apartments

Architecture

Conceptually, the project was designed around the idea of melding a European model of a street-front series of small stores topped by mid-scale apartments with a West Coast aesthetic. The European model would typically have a three-tiered arrangement of the main floor façade, divided into solid base, more transparent middle, and then topped by awnings/signage. The main floor can be more colourful and the upper floors are often more neutral in tone. This type of organization provides a unique street character, more oriented to pedestrian scale and use. To adapt this idea further, the apartments were stepped back from the main floor in a West Coast podium-style, and large sloped overhangs added. Privacy-screen walls were designed to angle with the slope of the roof, with a somewhat nautical appearance. Further, a local mix of typical building materials were chosen which speak to the residential and mixed-use nature of this project.

The retail units are a marine blue cementitious board and batten grounded by a base of red brick. The brick also continues up posts and pilasters to break up the massing. Additionally, red striped fabric awnings, goose-neck lamps, and soffits pull forward to provide shelter for entries, create a sense of pedestrian scale, and a separation from the apartments above. Each apartment building has a red corrugated metal elevator and stair core at the entry which provides a separate identity from the retail units and assists in wayfinding. This colouration ties in with the cladding on the industrial site to the northwest. Other than this pop of colour, the apartments are clad with lighter, more neutral colors of off-white and soft grey cementitious board and batten and lap siding, in order to provide a lighter feel to the massing and provide a cladding more typical to residential use and similar to adjacent multi-residential neighbours.



Rendered View of Building A Concept, from the interior of the lot.

3 Development Permit Area 7 Review

Building Form and Character

- As previously noted, the context of this project is eclectic, including a variety of commercial buildings to the west and south, multi-family residential to the east and north, and public assembly to the east. This provides opportunity to create a transition space which ties together some of these disparate elements.



Industrial buildings to the west



Multi-family Residential development to the north



Multi-family Residential development to the east and Church (far left)

Integration with Surroundings

Scale, Massing, & Form:

- The scale of the context to the west is approximately two stories in height with individual larger buildings with a variety of rooflines, spread out at some distance from one another. To the north, residences are two-storey with pitched roofs and units are stacked side by side to compose larger masses sitting in close proximity to one another. The church to the east is a single-story building surrounded by parking area. The multi-residential units to the east vary between two to three stories, of densely grouped larger-mass buildings with long sloping roofs.
- The four storey scale of Buildings A and B is slightly higher than that of the surrounding context, but within the maximum height limits, and given generous setbacks from adjacent buildings which provides a buffer space. Building C and the Live/Work units are both two-storey buildings, providing an additional down-stepping of the massing. The apartments also further step back at the podium on Buildings A and B, providing additional buffer space to adjacent properties.
- Additionally, in consideration of economically feasibility and the community need for market housing, providing additional density is a necessity. Doing so in a four-storey format in an urban center, in a transitional area between industrial and multi-family residential, and in a pedestrian and transportation/infrastructure oriented manner is smart densification.



Building Materials

- A mix of materials available locally and in the lower Mainland, including cementitious board and batten and plank siding, as well as corrugated metal and brick are proposed. The palette is natural, including a deep blue typical of coastal BC, off-white, soft grey, and the warm earthy red of brick. While brighter red is more of a primary colour, it is still found in nature locally in the form of flowers and berries, and provides a suitable accent colour.



Rendered view of the site entry on Venture Way

Solar Exposure

- Buildings have been organized on the site closer to the south property line than the north line, which limits shadowing on neighbours to the north. The generous setbacks to the side property lines also do the same. Further, the courtyard format allows for air and sunlight to penetrate deeply into the site, benefitting the public space and the units which front on the courtyard, as well as the neighbours to the north.



Dec 1: 9am



Dec 1: 12pm



Dec 1: 3pm

1000 & 1006 Venture Way Apartments



Jun 1: 9am



Jun 1: 12pm



Jun 1: 4 pm

Note that the shadow studies shown above indicate expected shadow projection on a flat surface and would not extend as far if the surrounding buildings were in three dimensions. However, they do indicate that the majority of shadowing falls in the spaces beside and behind the buildings, other than near the winter solstice early in the morning and late in the afternoon.

Green Infrastructure

- The green space of the plaza is, in fact, a green roof system as it covers the middle portion of the parkade. The project will also have engineering on the consultant team to perform energy modeling to bring the buildings to the high performance standards which now form a part of the BC Building Code for Part III Buildings. In addition, attention will be paid to Architectural detailing and product selection in order to minimize heat loss and vapour transmission and provide efficient and durable buildings.

Lighting Design

- Exterior lighting will be designed in order to minimize light pollution and maintain dark skies, to avoid glare, and avoid spilling over to adjacent properties.
- Resident and visitor security will also be in the forefront of lighting design.

Landscape Design

- The focus of the landscape on this project is the meeting place under the sails. This space can be utilized for a variety of uses including outdoor seating, dining, vendors or farmers market events, small concerts, Christmas displays in the circular paved area. Next to Building C there is opportunity for outdoor dining in the courtyard between the buildings. The landscaping provides colour and texture for year round interest. The landscape cascades down the hill to the road with a variety of trees and shrubs. The perimeter of the site is used for circulation, with a 3m wide pedestrian connection along the east property line that connects to the path to the north, and a 2.5m pathway along Venture Way. Vehicular access is along the west side of the site.

Parking and Access

Pedestrians / cyclists:

- There will be a sidewalk visible from Venture Way as per the Rendered view of the site entry. In addition, a large stairway leading to the courtyard is evident from Venture Way, providing access to the courtyard and retail units, and joins up with the live/work units' sidewalk.
- As mentioned, a paved connector pathway will also be located on the east side of the property, providing connection through on the north/south axis, and a new 2.5 m multipurpose pathway will be constructed along Venture Way to accommodate cyclists and pedestrians.
- Building residents will have bicycle storage provided in the underground parkade, easily accessible from the parkade entry by way of the ramp or from the lobby of Buildings A and B.
- Visitors to the site will have bicycle parking locations right off of the courtyard.

Vehicle Parking:

- Visitor and retail parking will have convenient access at the entry roadway off Venture Way, and along the back and center of the lot. The courtyard provides a significant landscape buffer between Venture Way and the main parking areas. The stalls are further divided up in to smaller groupings with landscape buffers.
- Residents have underground parking provided with access from the southeast portion of the site off of Venture Way.
- Refer to Architectural Drawings for details and statistics.

Amenity Space

- Extensive outdoor space will be provided for residents on the site, as previously mentioned with the common courtyard.
- Private, sheltered deck space is provided for every apartment, generally in a 6'x12' deck or larger, which will accommodate patio seating.
- Building B contains a resident amenity space adjacent to the resident lobby, which can be shared amongst the residents of both buildings. It will have a kitchenette and open space with movable furnishings which can be used for recreational activities.

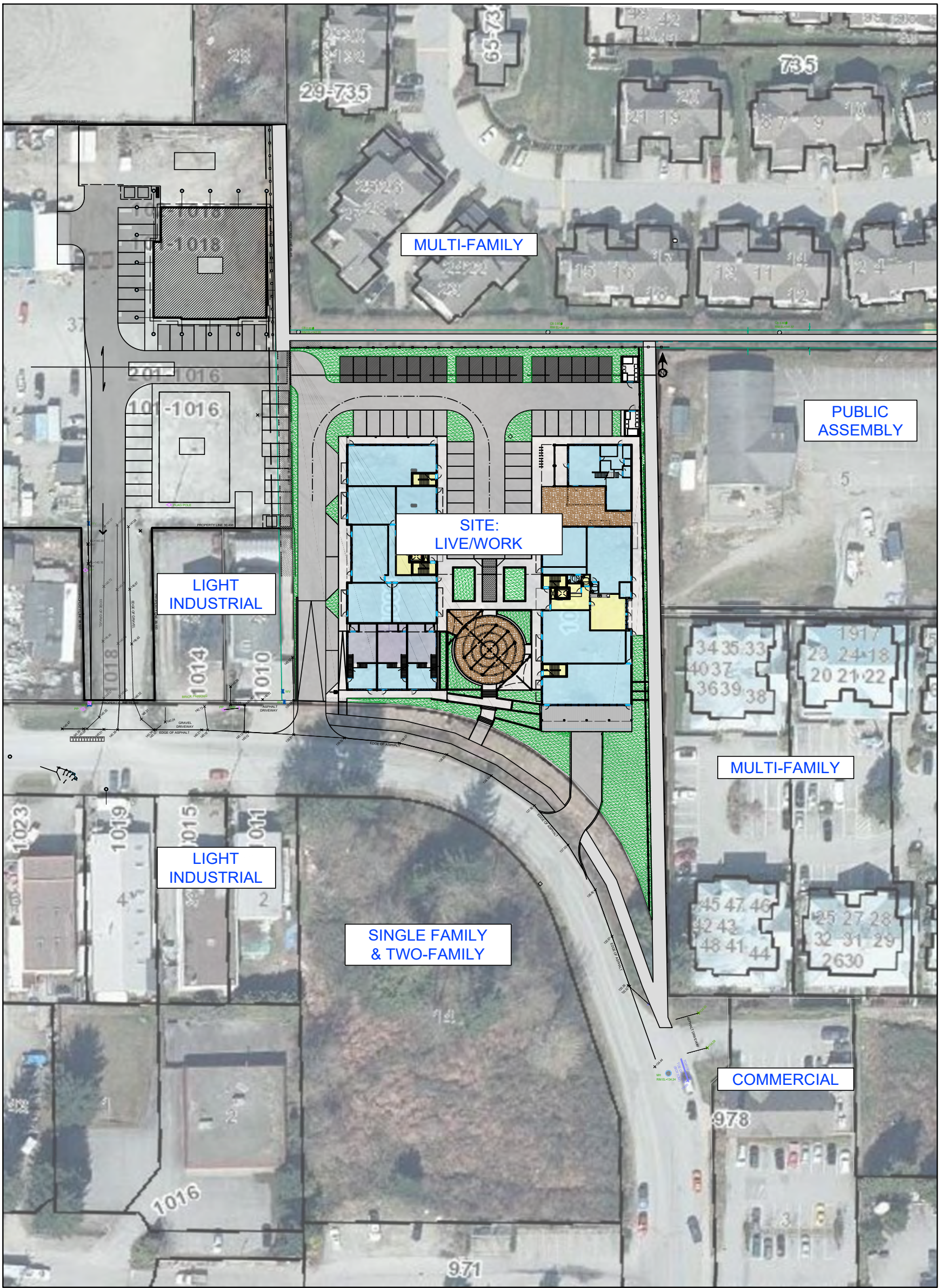
Artistic conceptual view of Courtyard (not showing all Landscape plants)



1000 & 1006 Venture Way Apartments

5 Attachments

- Architectural Drawings
- Landscape Drawings



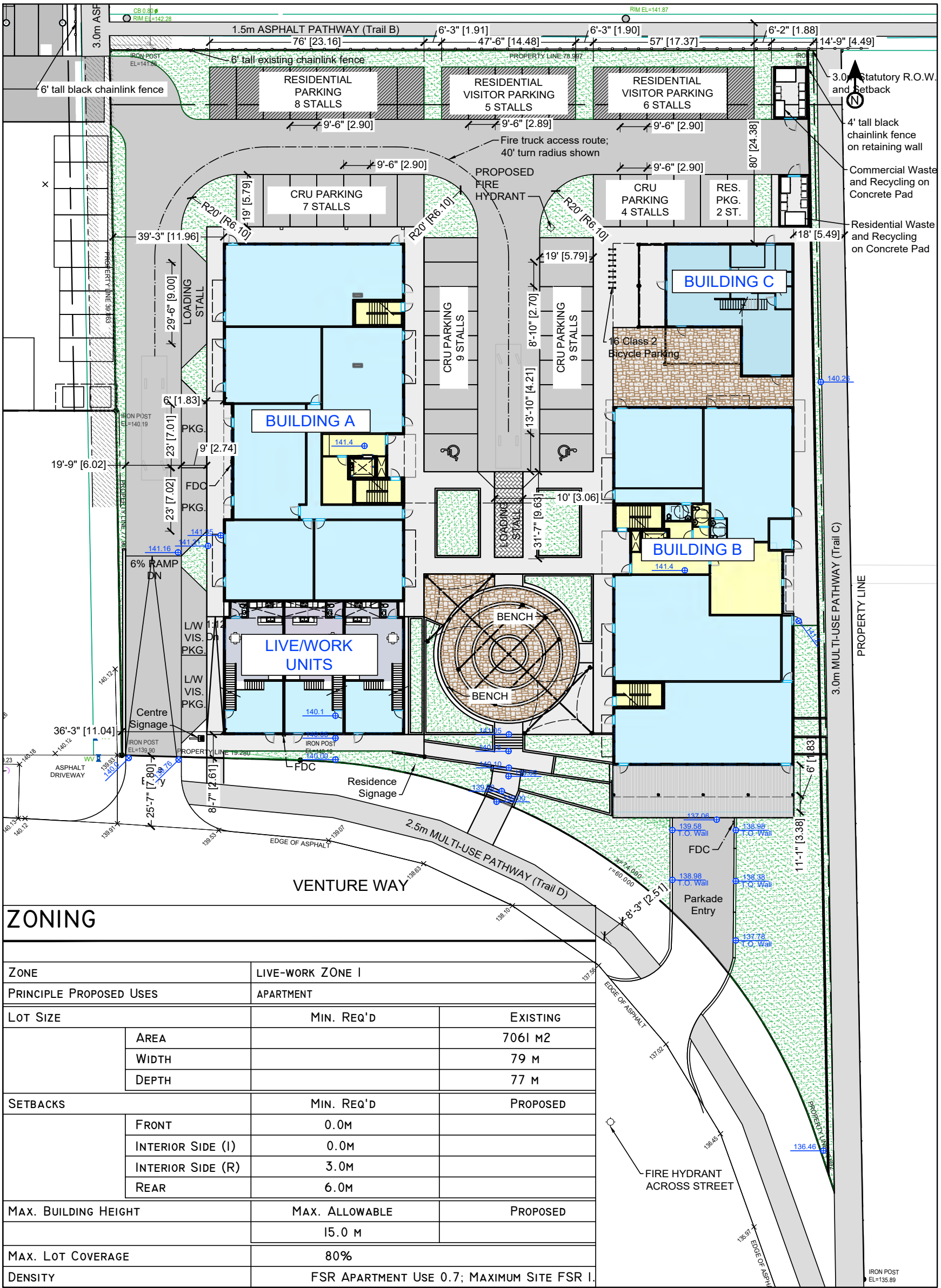
MOBIUS ARCHITECTURE



1000/1006 VENTURE WAY

SCALE: 1/32" EQ. 1'
DATE: AUG. 28, 2020
DWG: REV.

0 - Context Plan



MOBIUS ARCHITECTURE

1000/1006 VENTURE WAY



SCALE: 1/32" EQ. 1'

DATE: AUG. 28, 2020

DWG: REV.

1 - Site Plan

SITE COVERAGE

DESCRIPTION	TOTAL (SQFT)	TOTAL (M2)	COVERAGE (% OF SITE)
SITE AREA	76,004	7061	80
PARKADE & BUILDINGS	30,800	2,861	
SIDEWALKS & OVERHANGS	9,700	901	
PARKING & ROADS	20,066	1864	
ACCESSORY BUILDINGS & PAD	501	47	
TOTAL	61,067	5,673	80

PARKING & GFA DATA

DESCRIPTION			TOTALS M²
BUILDING A GFA			2,319
BUILDING B GFA			2,246
BUILDING C GFA			230
LIVE/WORK GFA			373
	TOTAL GFA		5,168
	GFA/SITE AREA		0.7

RESIDENTIAL SUITES	STUDIO	1 BDRM	2 BDRM	3 BDRM	TOTALS
BUILDING A	3	12	9	3	27
LIVE / WORK		3			3
BUILDING B	3	12	9	3	27
TOTALS	6	27	18	6	57

OFF-STREET PARKING	REQUIRED	PROVIDED
RESIDENTIAL	86	86
ACCESSIBLE PARKING	2	2
SMALL CAR PARKING	Max 25	19
RESIDENTIAL VISITORS	13	13
CRU PARKING (GFA CRUS: BLDG A 638SM; BLDG B 565SM; BLDG C 202SM)	31	31
ACCESSIBLE PARKING	1	2
LOADING	2	2

BICYCLE PARKING	REQUIRED	PROVIDED
RESIDENTIAL		
CLASS 1	71	71
CLASS 2	11	11
CRU PARKING (1433 SQ.M.)		
CLASS 1 (LOCKERS IN FUTURE IN INDIVIDUAL CRUS)	4	4
CLASS 2	5	5

SUITE SIZES

UNIT NO.	UNIT TYPE	GROSS SF	NET SF	NET SM
AI	STUDIO	371	337	31.3
BI	ONE BEDROOM	559	521	48.4
B2	ONE BEDROOM	572	530	49.2
CI	TWO BEDROOM	800	749	69.6
C2	TWO BEDROOM	808	756	70.2
C3	TWO BEDROOM	888	808	75.1
DI	TWO BEDROOM	1117	1055	98.0

MOBIUS ARCHITECTURE

1000/1006 VENTURE WAY

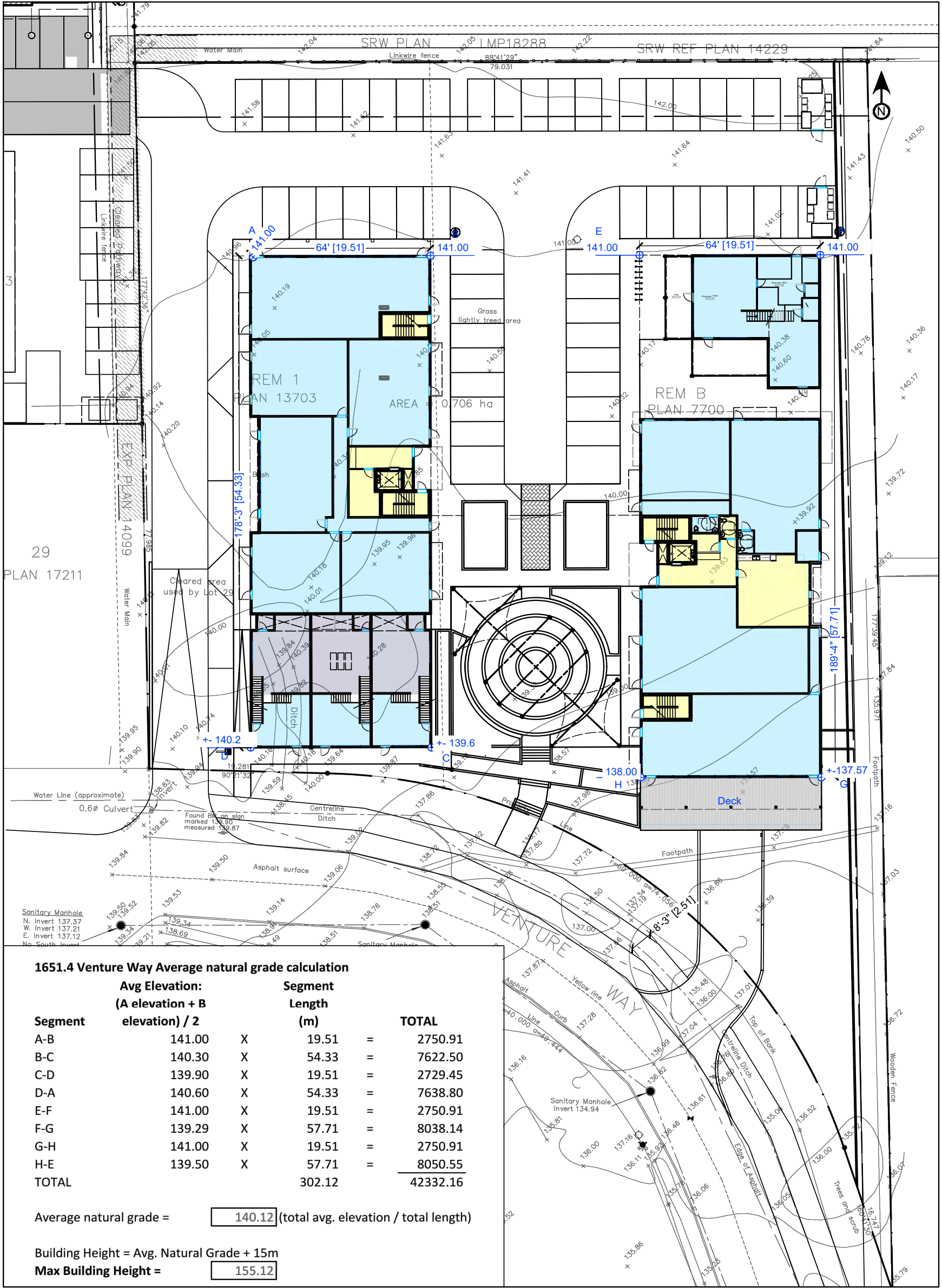


SCALE: NTS

DATE: AUG. 28, 2020

DWG: REV.

2 - Project Statistics



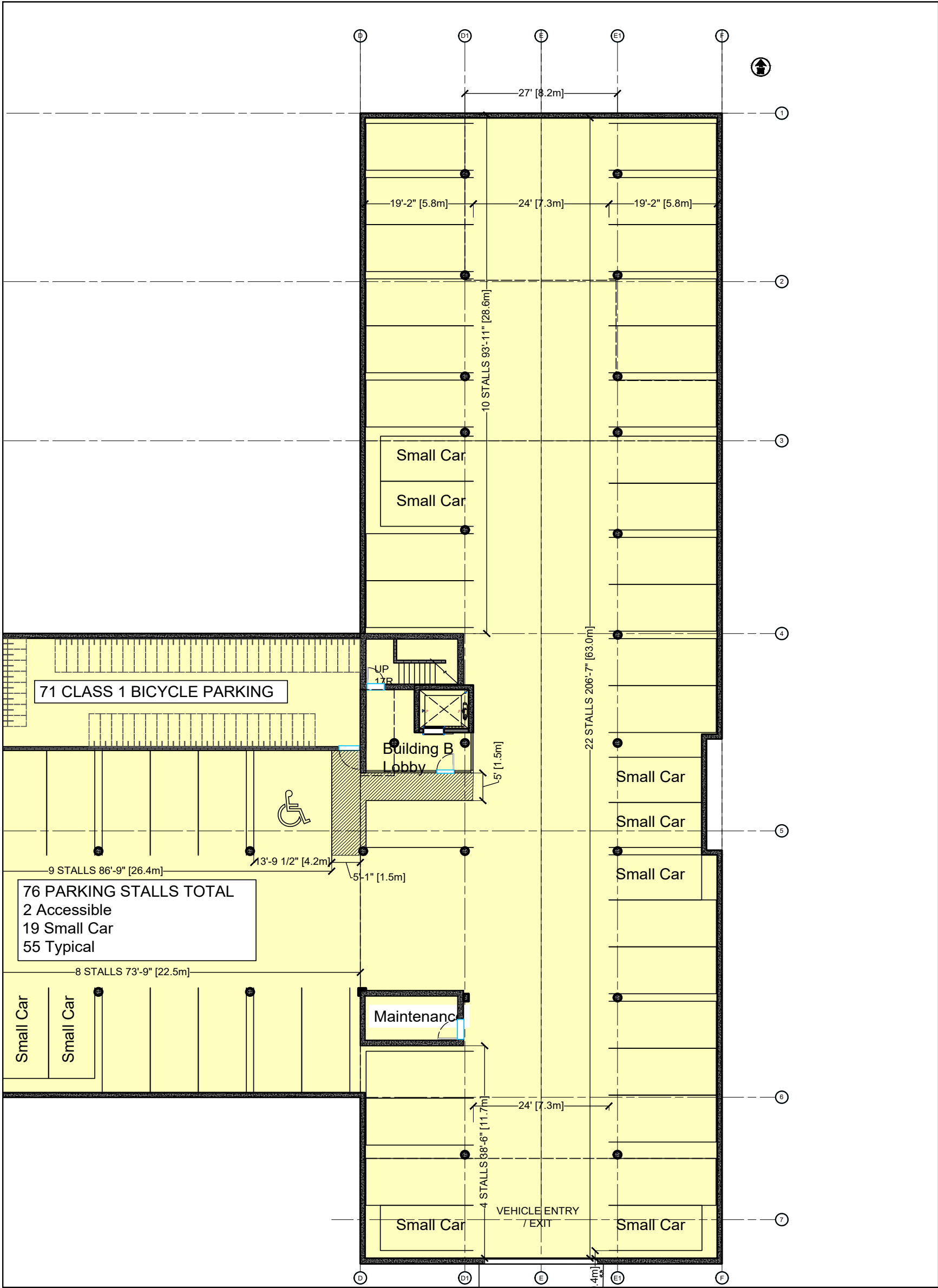
MOBIUS ARCHITECTURE

1000/I006 VENTURE WAY



SCALE: NTS
DATE: AUG. 28, 2020
DWG: REV.

3 - Maximum Height



MOBIUS ARCHITECTURE

1000/1006 Venture Way

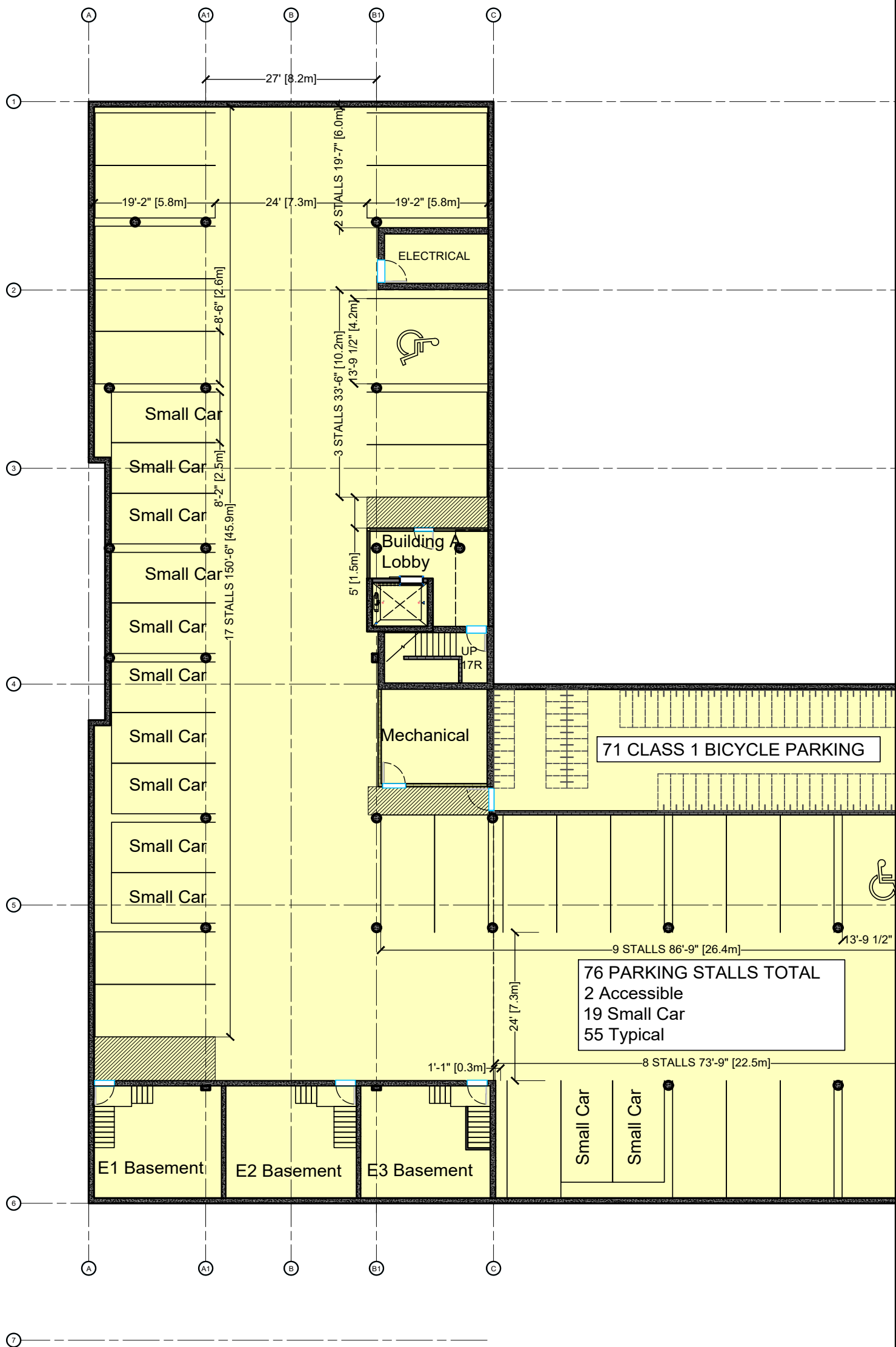


SCALE: 1/16" EQ. 1'

DATE: AUG. 28, 2020

DWG: REV.

4 - East Parkade Plan



MOBIUS ARCHITECTURE

1000/1006 Venture Way

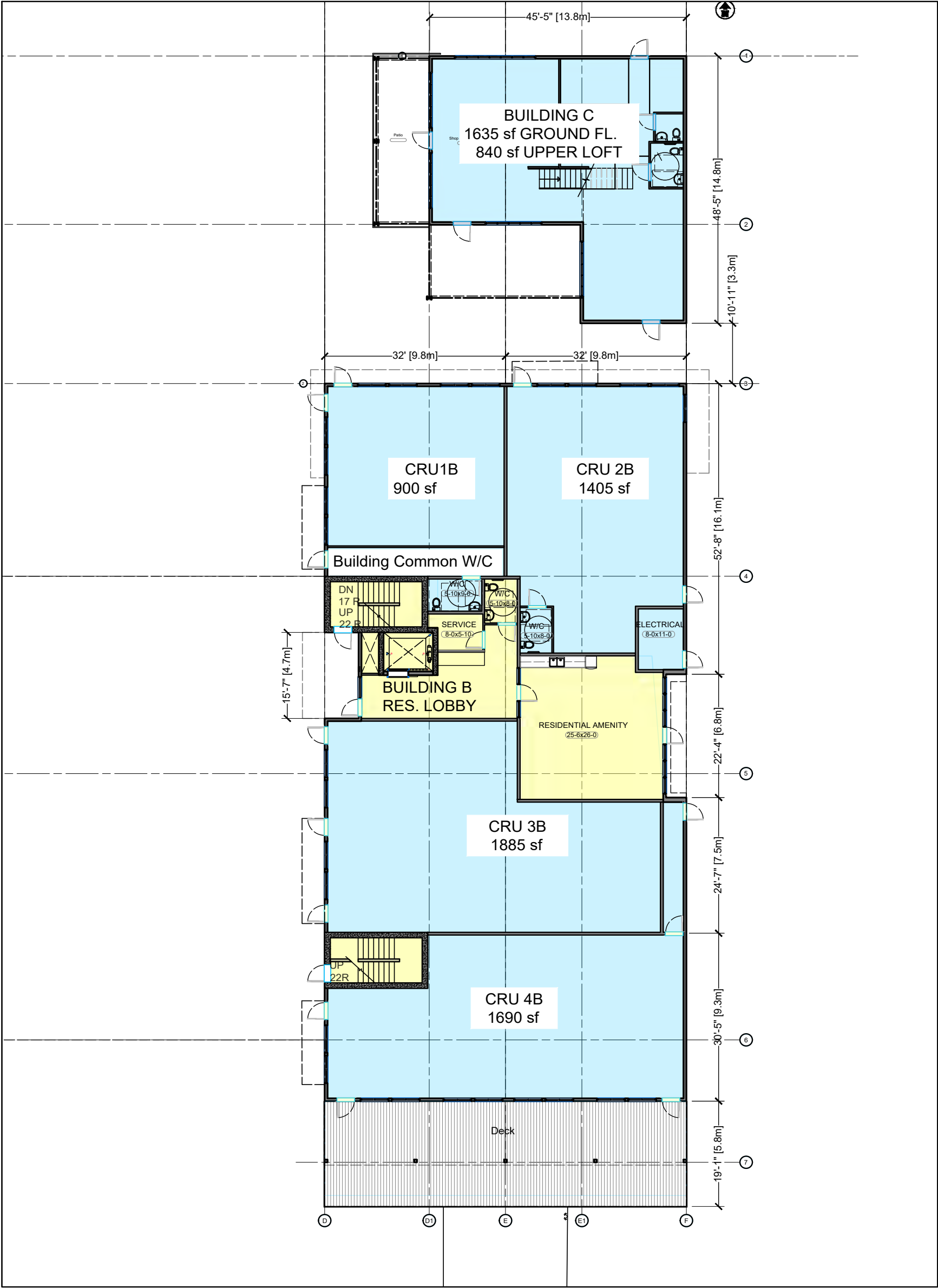


SCALE: 1/16" EQ. 1'

DATE: AUG. 28, 2020

DWG: REV.

5 - West Parkade Plan



MOBIUS ARCHITECTURE

1000/1006 Venture Way

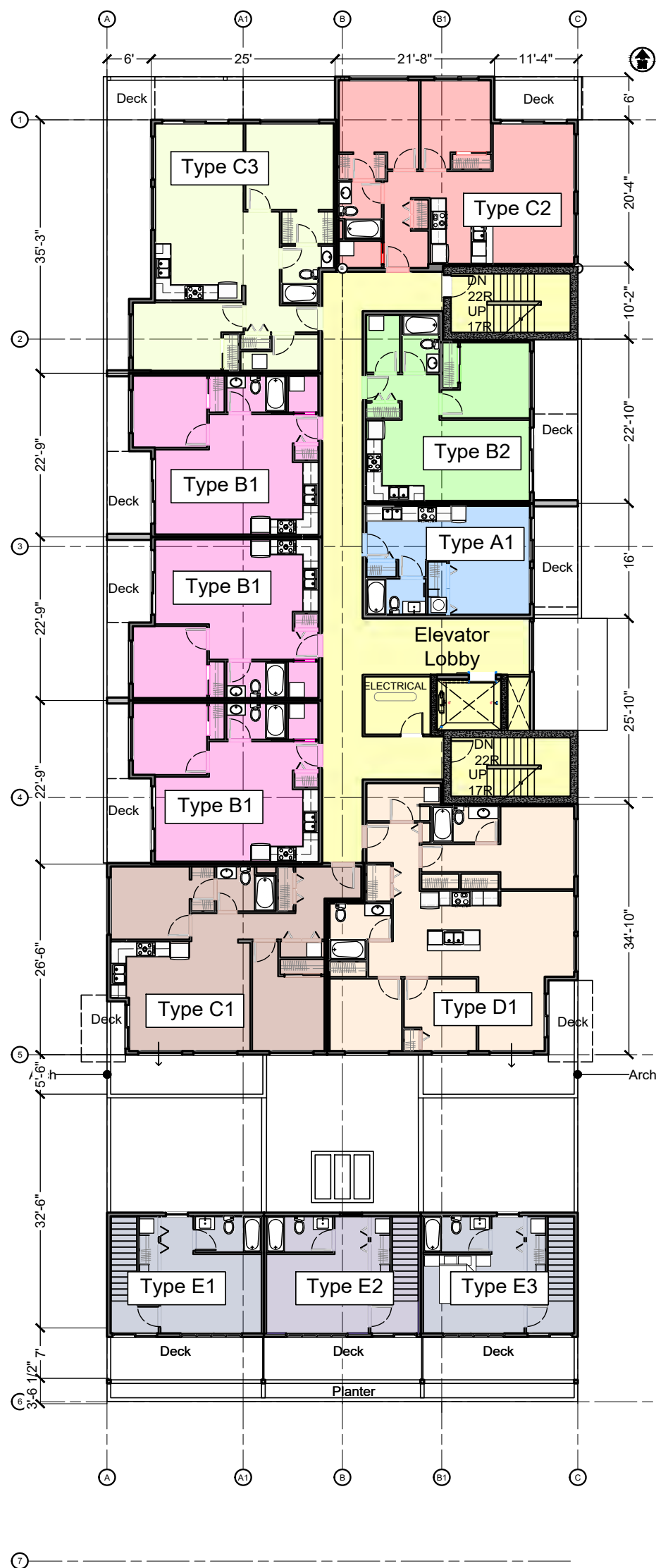


SCALE: 1/16" EQ. 1'

DATE: AUG. 28, 2020

DWG: REV.

7 - Main Floor BLDG B&C



MOBIUS ARCHITECTURE

1000/1006 Venture Way



SCALE: 1/16" EQ. 1'

DATE: AUG. 28, 2020

DWG: REV.

8 - 2nd Floor BLDG A & L/W



MOBIUS ARCHITECTURE



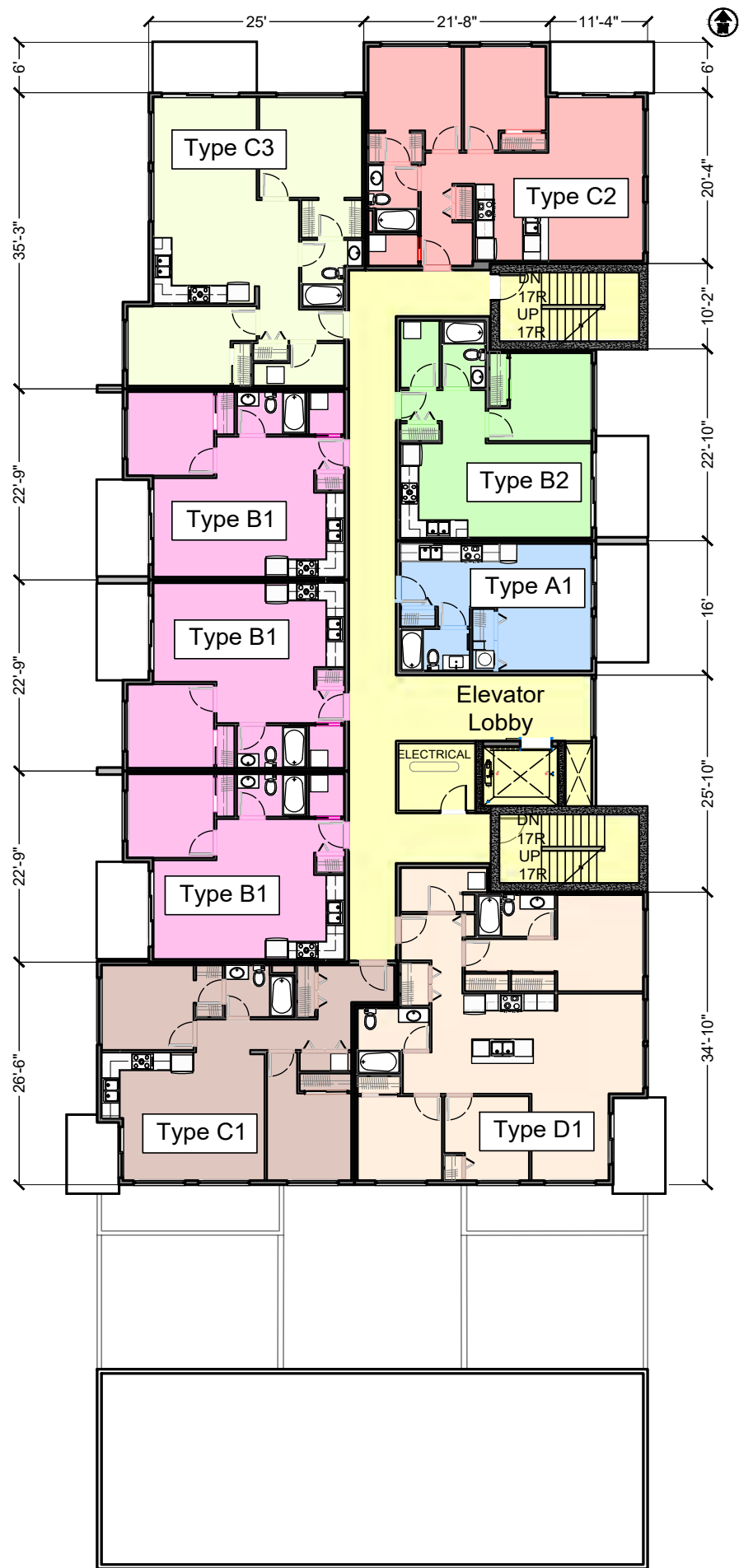
1000/1006 Venture Way

SCALE: 1/16" EQ. 1'

DATE: AUG. 28, 2020

DWG: REV.

9 - 2nd Floor BLDG B&C



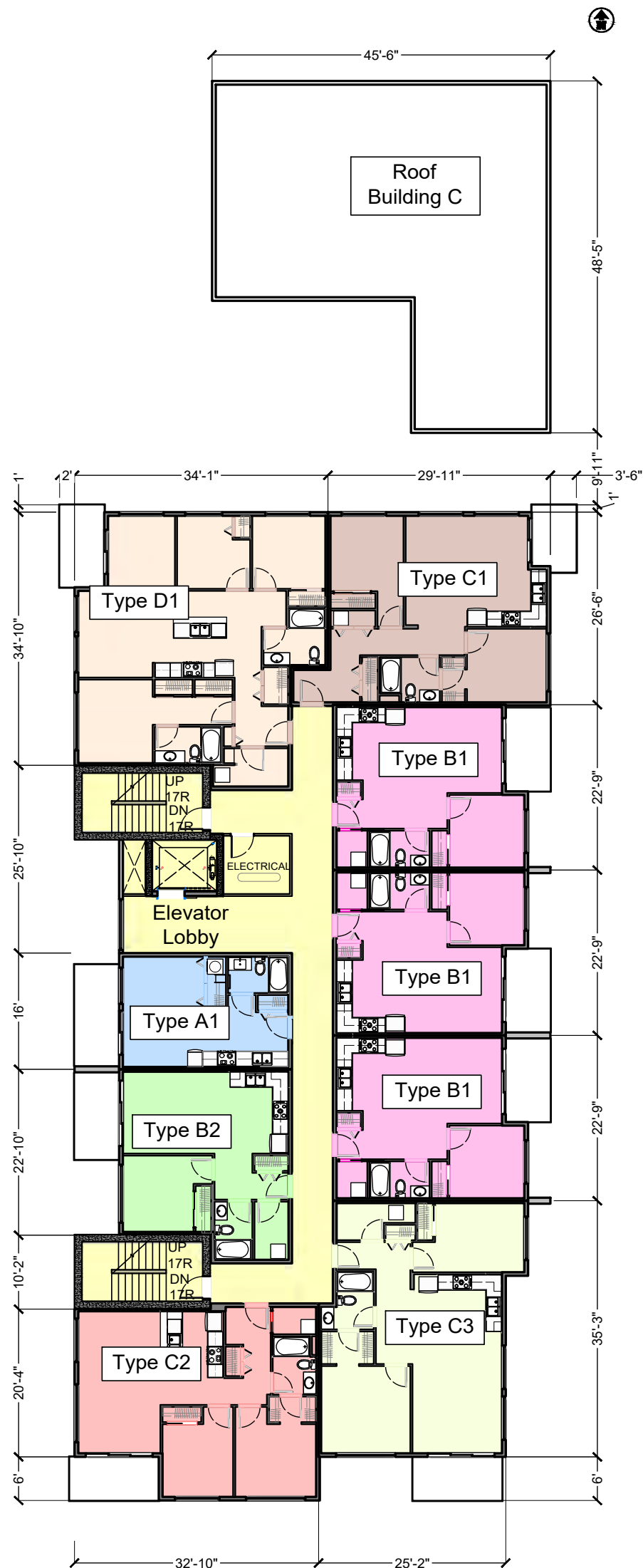
MOBIUS ARCHITECTURE

1000/1006 Venture Way



SCALE: 1/16" EQ. 1'
DATE: AUG. 28, 2020
DWG: REV.

10 - 3rd Floor BLDG A



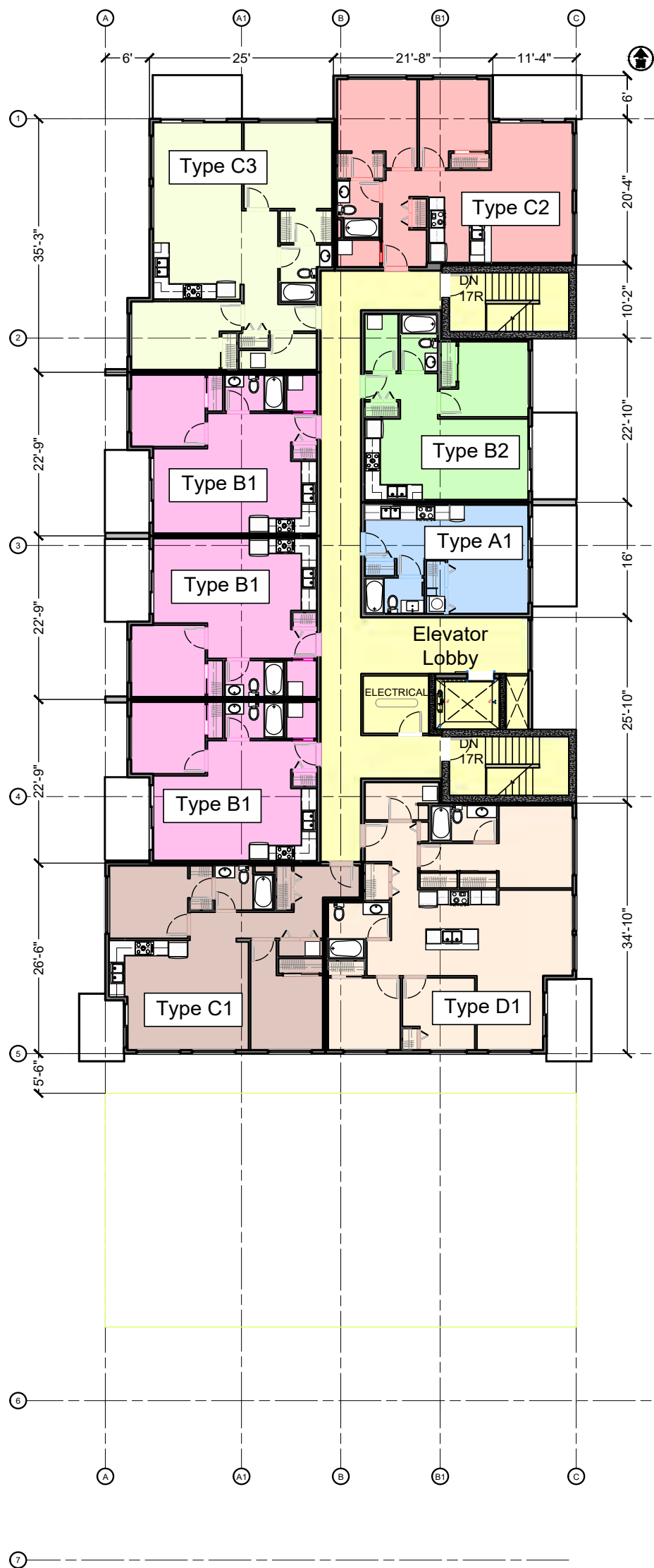
MOBIUS ARCHITECTURE

1000/1006 Venture Way



SCALE: 1/16" EQ. 1'
DATE: AUG. 28, 2020
DWG: REV.

11 - 3rd Floor BLDG B



MOBIUS ARCHITECTURE

1000/1006 Venture Way



SCALE: 1/16" EQ. 1'
DATE: AUG. 28, 2020
DWG: REV.

12 - 4th Floor BLDG A



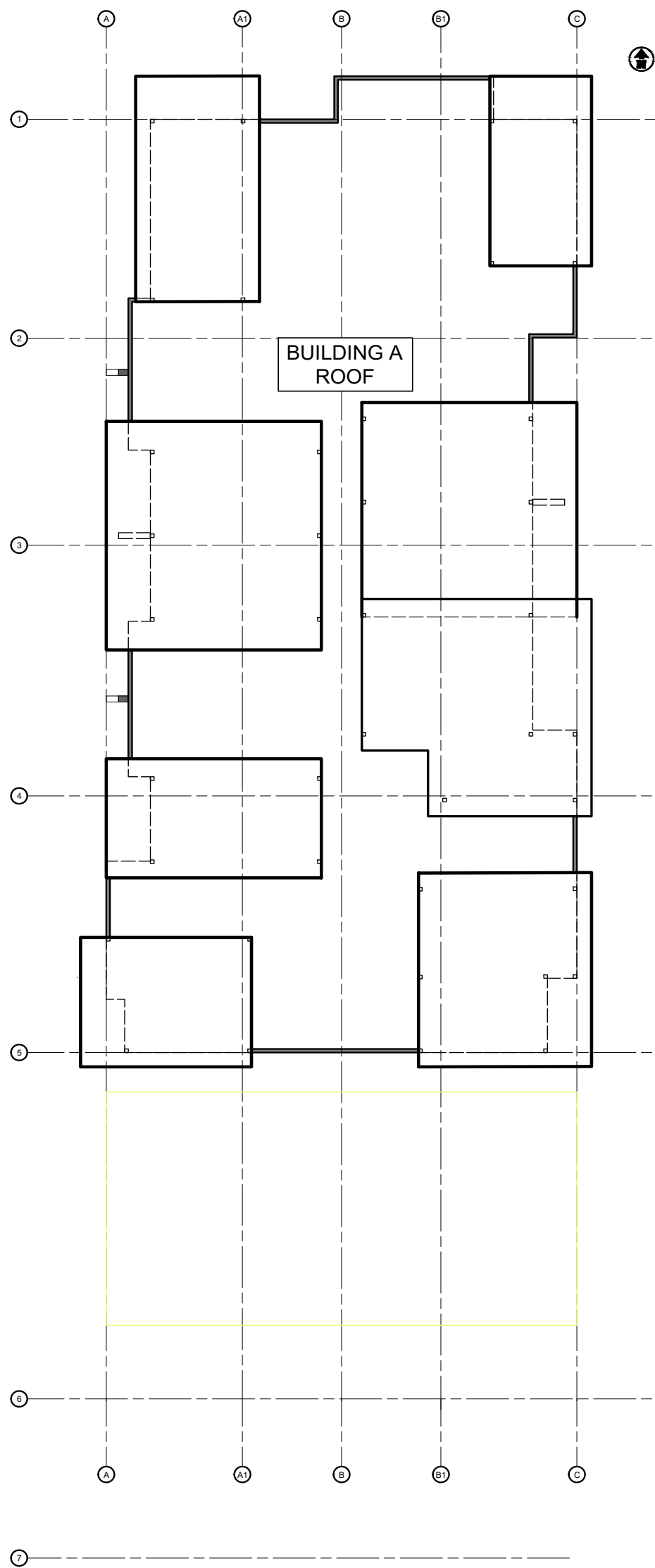
MOBIUS ARCHITECTURE

1000/1006 Venture Way



SCALE: 1/16" EQ. 1'
DATE: AUG. 28, 2020
DWG: REV.

13 - 4th Floor BLDG B



MOBIUS ARCHITECTURE

1000/1006 Venture Way

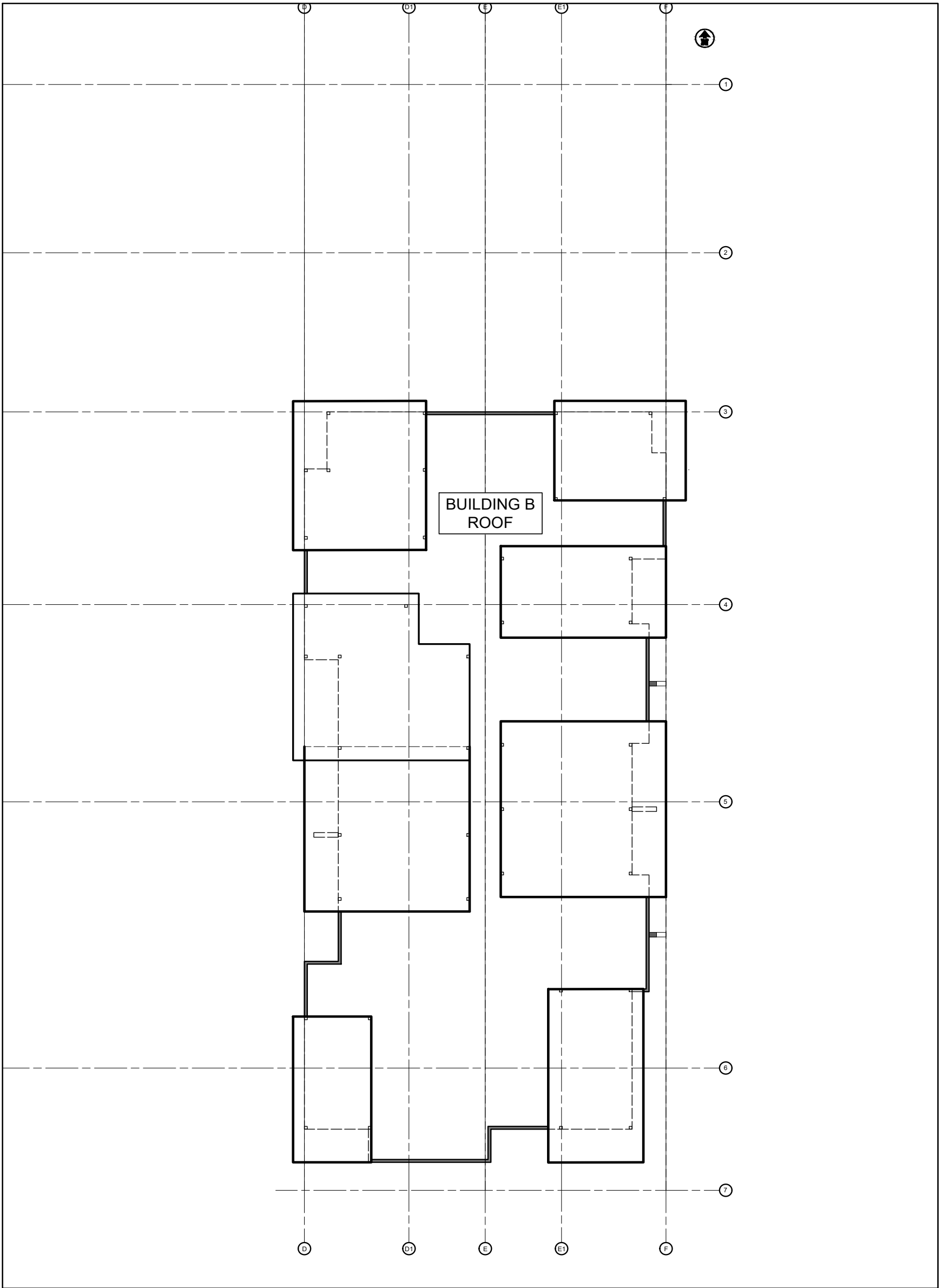


SCALE: 1/16" EQ. 1'

DATE: AUG. 28, 2020

DWG: REV.

14 - Roof BLDG A



MOBIUS ARCHITECTURE

1000/1006 Venture Way



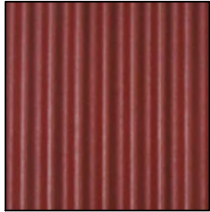
SCALE: 1/16" EQ. 1'
DATE: AUG. 28, 2020
DWG: REV.

15 - Roof BLDG B

FINISH LEGEND			
	TYPE	COLOUR	COLOUR NAME
1	Brick Veneer	Dark Red	Hebron Winston Brick
2	Vertical Corrugated Metal Siding - 7/8"	Dark Red	Tile Red
3	Cementitious Board and Batten Siding	Deep Blue	Inky Indigo
4	Cementitious Board and Batten Siding	Medium Gray	Lost in Gray
5	Cementitious Lap Siding - 5"	Medium Gray	Lost in Gray
6	Cementitious Lap Siding - 5"	White	White Smoke
7	Cementitious Board Trim	Black	Jet Black
8	Aluminum Railings	Black	Black
9	Metal Soffit	White	Cambridge White
10	Windows & Doors	Black	



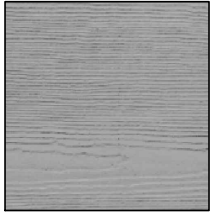
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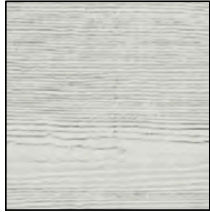
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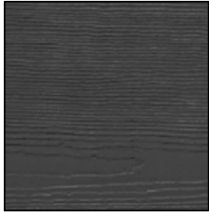
3



4



6



7



MOBIUS ARCHITECTURE

SCALE: 1/16" EQ. 1'

DATE: AUG 28, 2020

DWG: REV



1000/1006 Venture Way

16 - South Elevation

FINISH LEGEND			
	TYPE	COLOUR	COLOUR NAME
①	Brick Veneer	Dark Red	Hebron Winston Brick
②	Vertical Corrugated Metal Siding - 7/8"	Dark Red	Tile Red
③	Cementitious Board and Batten Siding	Deep Blue	Inky Indigo
④	Cementitious Board and Batten Siding	Medium Gray	Lost in Gray
⑤	Cementitious Lap Siding - 5"	Medium Gray	Lost in Gray
⑥	Cementitious Lap Siding - 5"	White	White Smoke
⑦	Cementitious Board Trim	Black	Jet Black
⑧	Aluminum Railings	Black	Black
⑨	Metal Soffit	White	Cambridge White
⑩	Windows & Doors	Black	



SCALE: 1/16" EQ. 1'
DATE: AUG. 28, 2020
DWG: REV.

17 - West Elevation



MOBIUS ARCHITECTURE
1000/1006 Venture Way

FINISH LEGEND			
	TYPE	COLOUR	COLOUR NAME
①	Brick Veneer	Dark Red	Hebron Winston Brick
②	Vertical Corrugated Metal Siding - 7/8"	Dark Red	Tile Red
③	Cementitious Board and Batten Siding	Deep Blue	Inky Indigo
④	Cementitious Board and Batten Siding	Medium Gray	Lost in Gray
⑤	Cementitious Lap Siding - 5"	Medium Gray	Lost in Gray
⑥	Cementitious Lap Siding - 5"	White	White Smoke
⑦	Cementitious Board Trim	Black	Jet Black
⑧	Aluminum Railings	Black	Black
⑨	Metal Soffit	White	Cambridge White
⑩	Windows & Doors	Black	



SCALE: 1/16" EQ. 1"
DATE: AUG. 28, 2020
DWG: **18 - North Elevation**
REV.



MOBIUS ARCHITECTURE
1000/1006 Venture Way

FINISH LEGEND			
	TYPE	COLOUR	COLOUR NAME
①	Brick Veneer	Dark Red	Hebron Winston Brick
②	Vertical Corrugated Metal Siding - 7/8"	Dark Red	Tile Red
③	Cementitious Board and Batten Siding	Deep Blue	Inky Indigo
④	Cementitious Board and Batten Siding	Medium Gray	Lost in Gray
⑤	Cementitious Lap Siding - 5"	Medium Gray	Lost in Gray
⑥	Cementitious Lap Siding - 5"	White	White Smoke
⑦	Cementitious Board Trim	Black	Jet Black
⑧	Aluminum Railings	Black	Black
⑨	Metal Soffit	White	Cambridge White
⑩	Windows & Doors	Black	



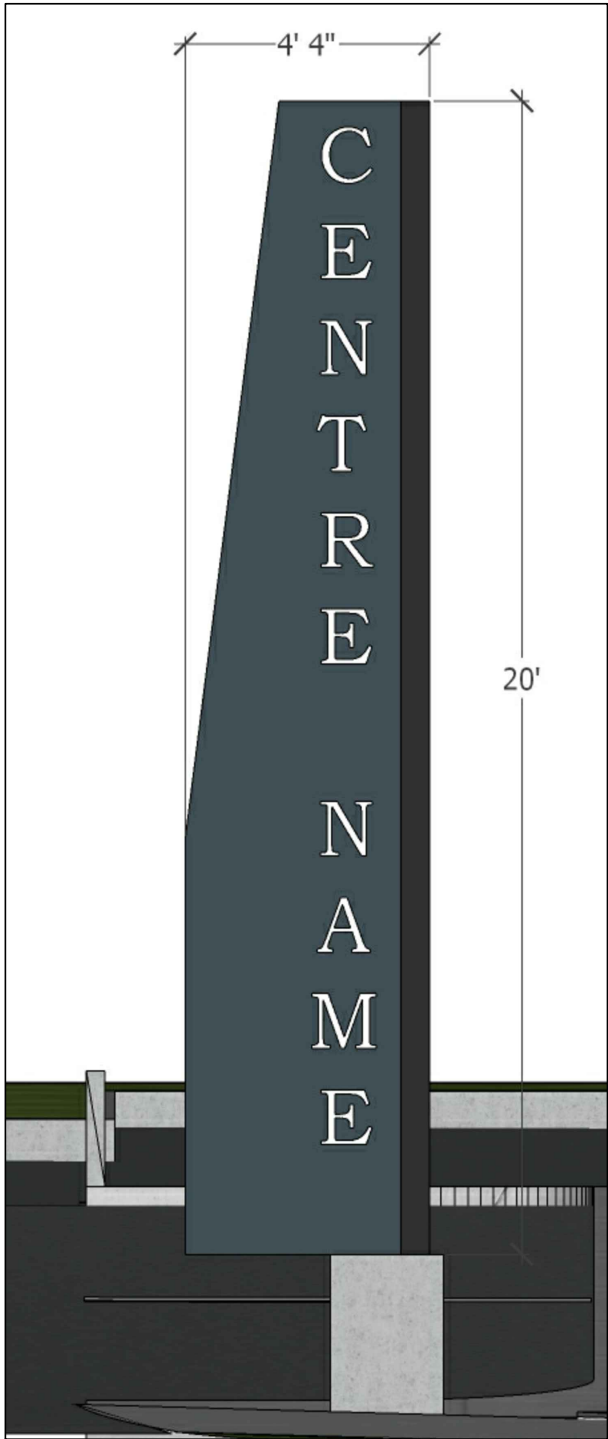
SCALE: 1/16" EQ. 1'
DATE: AUG. 28, 2020
DWG: 20 - East Elev. - Bldg A
REV.

MOBIUS ARCHITECTURE
1000/1006 Venture Way

FINISH LEGEND			
	TYPE	COLOUR	COLOUR NAME
①	Brick Veneer	Dark Red	Hebron Winston Brick
②	Vertical Corrugated Metal Siding - 7/8"	Dark Red	Tile Red
③	Cementitious Board and Batten Siding	Deep Blue	Inky Indigo
④	Cementitious Board and Batten Siding	Medium Gray	Lost in Gray
⑤	Cementitious Lap Siding - 5"	Medium Gray	Lost in Gray
⑥	Cementitious Lap Siding - 5"	White	White Smoke
⑦	Cementitious Board Trim	Black	Jet Black
⑧	Aluminum Railings	Black	Black
⑨	Metal Soffit	White	Cambridge White
⑩	Windows & Doors	Black	



SCALE: 1/16" EQ. 1'
DATE: AUG. 28, 2020
DWG: 21 - West Elev. - Bldg B
REV.



FREESTANDING COMMERCIAL CENTRE SIGN

- Area: 69 ft. sq.
- Height: 23'
- Frame: Black I-beam on concrete pedestal with dark blue aluminum can
- Lettering: Cut high density foam letterforms faced with white vinyl or Diecut powdercoated aluminum
- Lighting: LED concealed in I-beam, side wash on letters



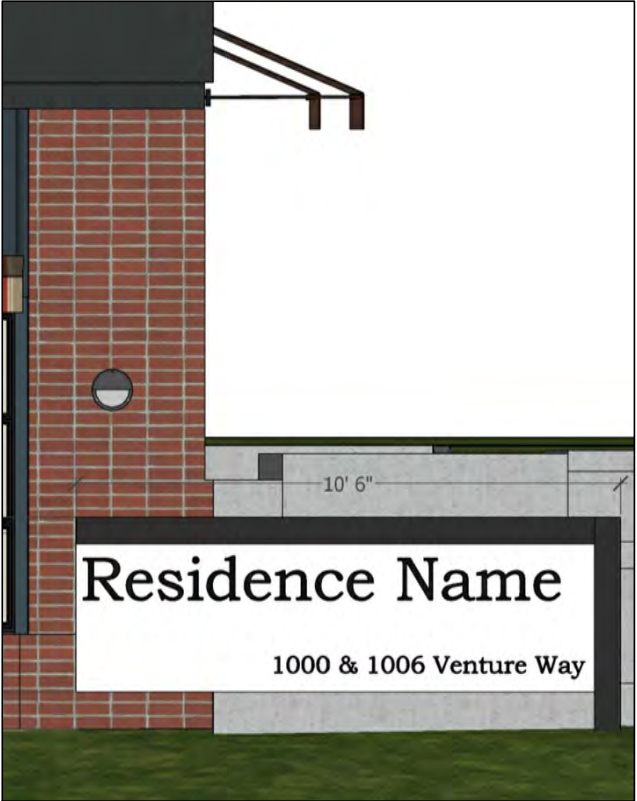
WALL MOUNTED ADDRESS MULTIFAMILY RESIDENCE

- Area: 22 ft. sq. (Including entire siding panel with enterphone)
- Height: 7'
- Frame: N/A; black panel siding
- Lettering: Cut high density foam letterforms faced with white vinyl or Diecut brushed aluminum
- Lighting: soffit lighting from above



WALL MOUNTED COMMERCIAL SIGN

- Area: 40 ft. sq.
- Height: 3'
- Frame: White aluminum can
- Lettering: Cut high density foam letterforms faced with black vinyl or Diecut powdercoated aluminum
- Lighting: Gooseneck fixture over signage



MONUMENT MULTIFAMILY RESIDENCE SIGN

- Area: 30 ft. sq.
- Height: 4'
- Frame: Black I-beam on concrete base with white aluminum can
- Lettering: Cut high density foam letterforms faced with black vinyl or Diecut powdercoated aluminum
- Lighting: LED concealed in I-beam, side wash on letters



MOBIUS ARCHITECTURE

1000/1006 Venture Way

SCALE: NTS
DATE: AUG. 28, 2020
DWG: REV.

22 - Signage

[illegible]

CLIENT:

PROJECT:

MIXED USE DEVELOPMENT

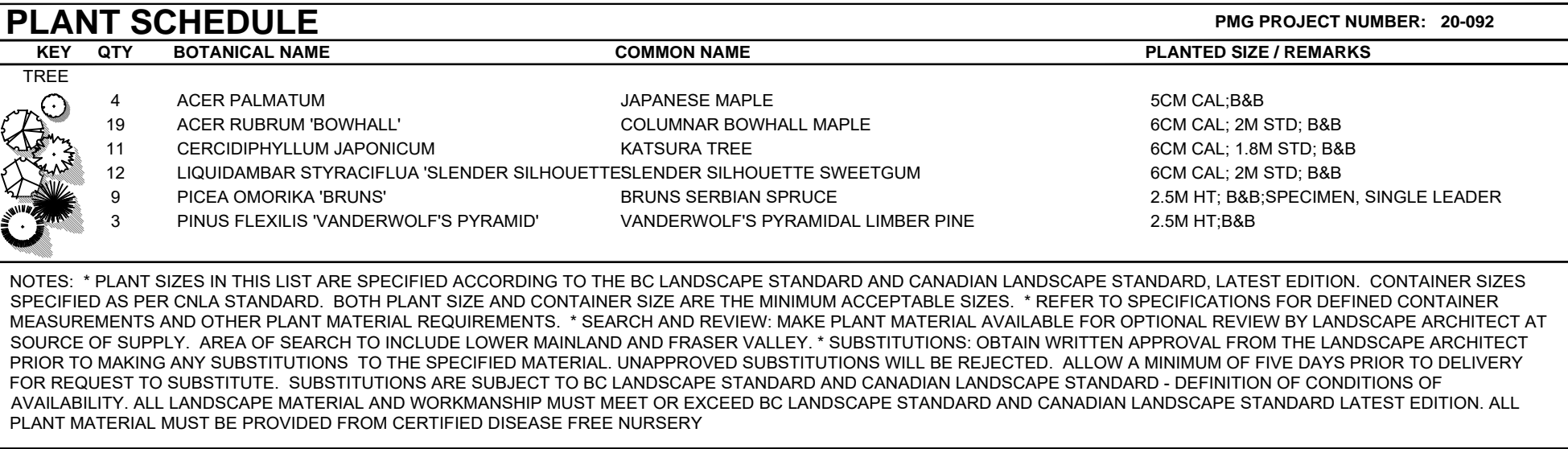
**VENTURE WAY
GIBSONS, B.C.**

DRAWING TITLE

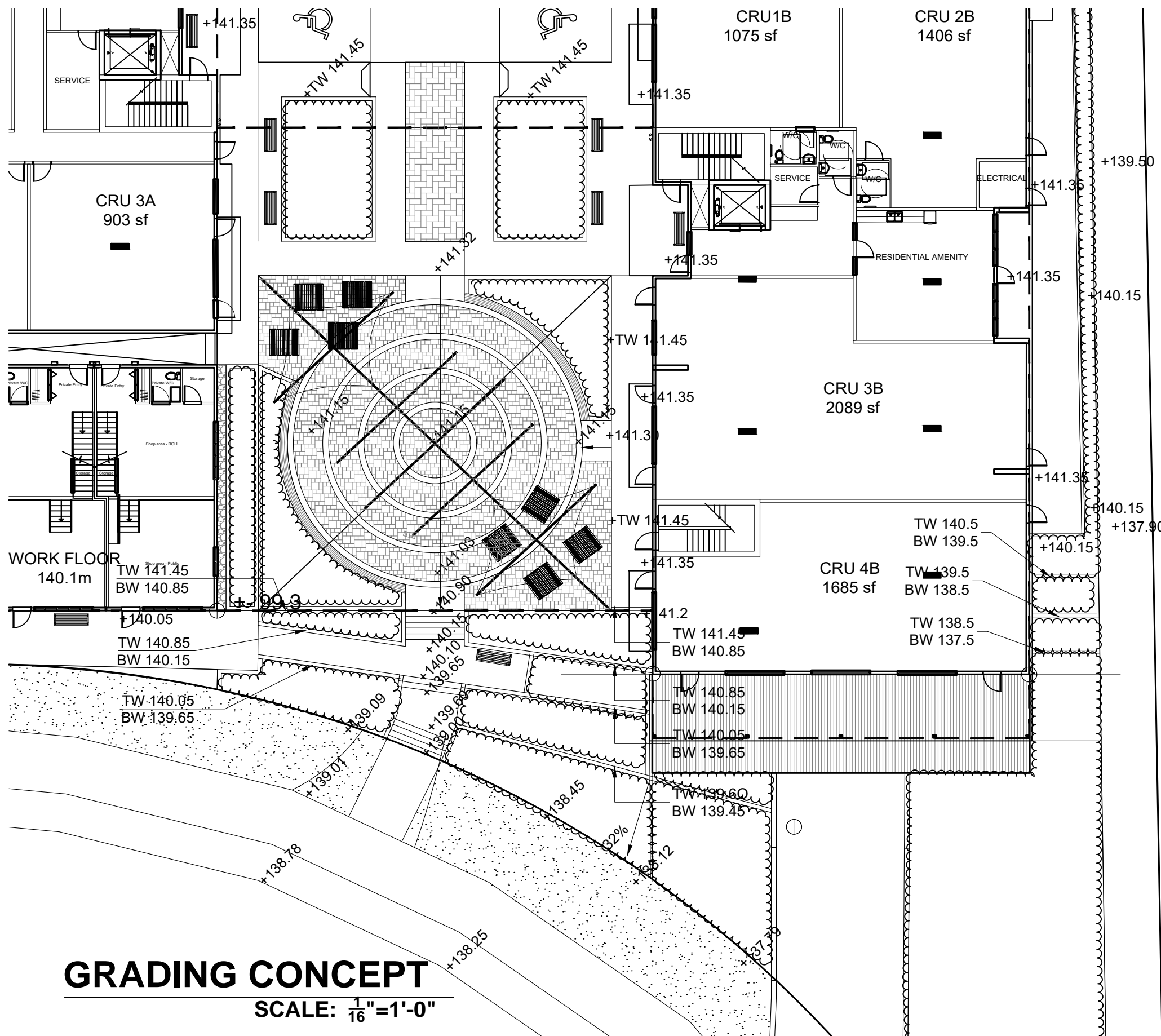
LANDSCAPE PLAN

DATE: 20.JULY.13 DRAWING NUMBER: **L1**
SCALE: AS NOTED
DRAWN: MM
DESIGN: MM
CHK'D: PCM OF 2

PMG PROJECT NUMBER: 20-92



NOTES : * PLANT LIST IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CNLA STANDARD. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. ** REFER TO SPECIFICATIONS FOR DEFINED CONTAINER TYPES. *** ALL PLANTS MUST BE OBTAINED FROM A PROPAGATOR WHOSE BUSINESS IS REGISTERED WITH THE BC COUNCIL OF NURSERY TRADE ASSOCIATIONS (BCNFTA) SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. * SUBSTITUTIONS: OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS. TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD. DEFINITION OF CONDITIONS OF GROWTH: PLANTS MUST BE GROWN UNDER OPEN SKY CONDITIONS TO MEET BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD, LATEST EDITION. ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY



GRADING CONCEPT

SCALE: $\frac{1}{16}"=1'-0"$

[illegible]

CLIENT

PROJECT:

MIXED USE DEVELOPMENT

**VENTURE WAY
GIBSONS, B.C.**

DRAWING TITLE

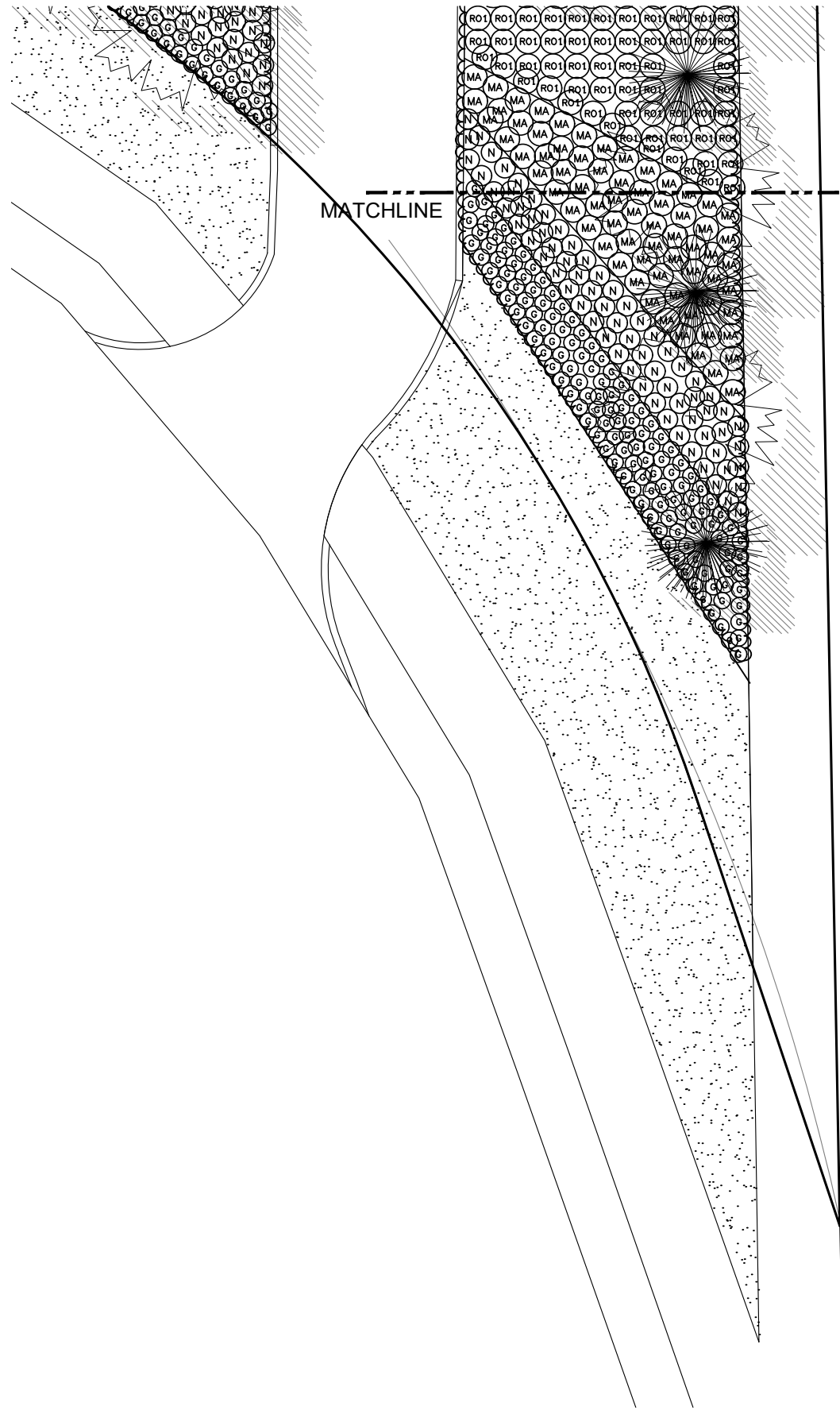
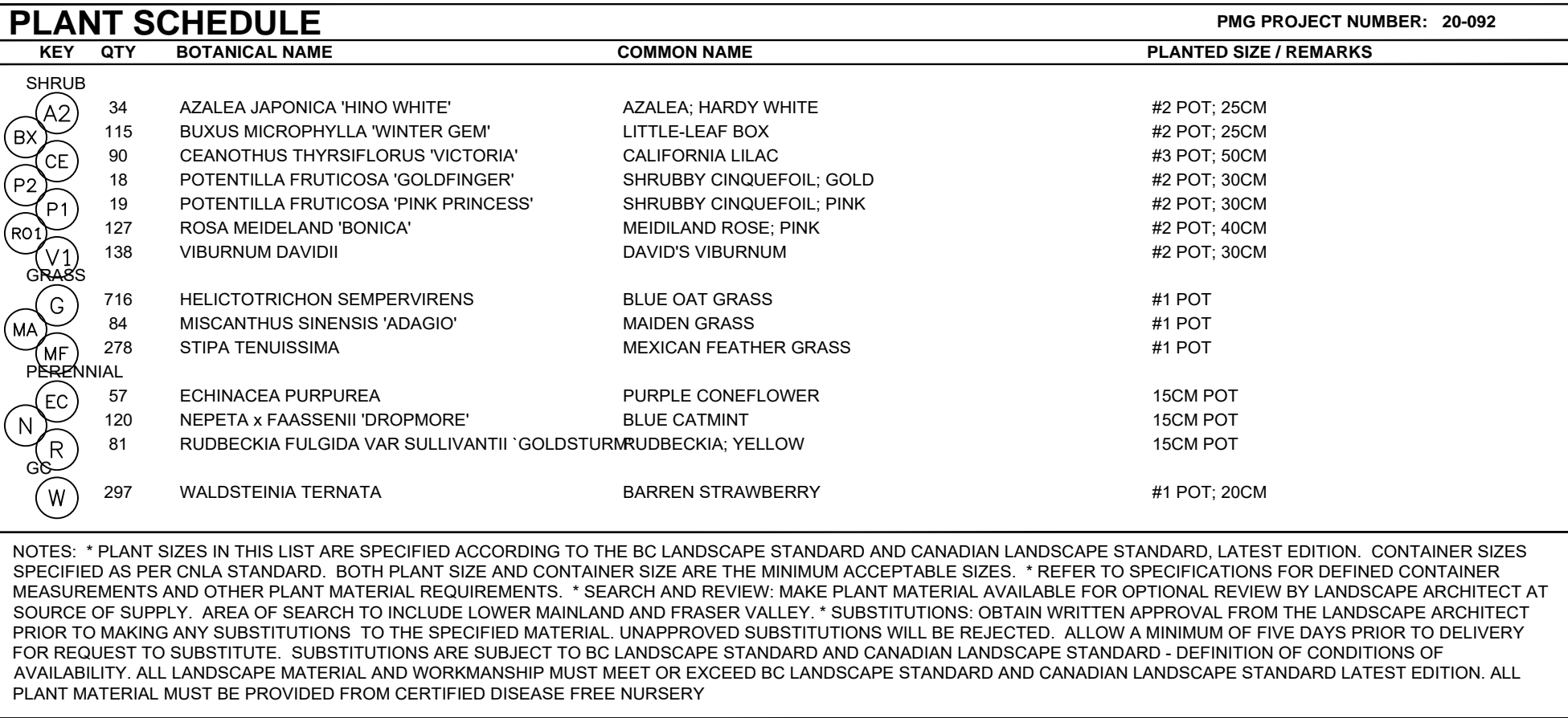
LANDSCAPE SHRUB PLAN

DATE: 20.JULY.13 DRAWING NUMBER
SCALE: 1/16"=1'-0"
DRAWN: MM L2
DESIGN: MM
CHK'D: PCM OF 2

20092-1.ZIP

PMG PROJECT NUMBER:

20-92



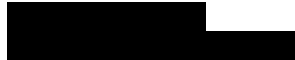


DRAFT DEVELOPMENT PERMIT

FILE NO: **DP- 2020-16**

TO: **Julian Burtnik**

ADDRESS:



(Permittee)

- 1) This Development Permit is issued subject to compliance with all of the Bylaws of the Town of Gibsons applicable thereto, except those specifically varied or supplemented by this Permit.
- 2) The Development Permit applies to those "lands" within the Town of Gibsons described below:

Parcel Identifier: 030-240-875

**Legal Description: LOT 13 DISTRICT LOT 689 GROUP 1 NEW WESTMINSTER
DISTRICT PLAN EPP75275**

Civic Address: 1000-1006 Venture Way

- 3) The lands are within Development Permit Area No. 7 for form and character.
- 4) The "lands" described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit, and any plans and specifications attached to this Permit which shall form a part thereof.
- 5) The building form and character is required to conform to the following plans:

*Development Plans titled: 1000-1006 Venture Way Development Permit Submission,
dated July 29, 2020*

Landscape Plans titled: Mixed Use Development Venture Way, dated July 13, 2020

- 6) In conjunction with the plans outlined under 5, the following further specifications apply:
 - *< list conditions or last-minute changes approved for the permit >*
- 7) This Development Permit applies to the form and character on the site. For details shown in off-site areas the plans may be subject to change following the provisions of a Servicing Agreement.
- 8) Minor changes to the aforesaid drawings that do not affect the intent of this Development Permit or the general appearance of the buildings and character of the development may be permitted, subject to the approval of the Director of Planning.
- 9) If the Permittee does not commence the development permitted by this Permit within twenty four months of the date of this Permit, this Permit shall lapse.
- 10) This Permit is NOT a Building Permit.

- 11) As a condition of the issuance of the Building Permit, Council requires that the Permittee provide security for the value of \$ **XX,XXX** to ensure that the on-site landscaping component of the development is carried out in accordance with the terms and conditions set out in this permit.
- (a) The condition of the posting of the security is that, should the Permittee fail to carry out the development hereby authorized according to the terms and conditions of this Development Permit within the time provided, the Town may carry out the development or any part of it by its servants, agents or contractors and deduct from the security all costs of so doing, it being understood that the surplus, if any, shall be paid over to the Permittee.
 - (b) If on the other hand, the Permittee carries out the landscaping component of the development permitted by this Development Permit within the time set out herein, the security shall be returned to the Permittee.
 - (c) Prior to issuance of a Building Permit, the Permittee is to file with the Town an irrevocable Letter of Credit or Certified Cheque as security for the installation of hard and soft landscaping in accordance with approved plans, such Letter of Credit to be submitted to the Town at the time of the Building Permit application.
 - (d) The Permittee shall complete the landscaping works required by this permit within six (6) months of issuance of the Building Permit.
 - (e) If the landscaping is not approved within this six (6) month period, the Town has the option of continuing to renew the security until the required landscaping is completed or has the option of drawing the security and using the funds to complete the required landscaping. In such a case, the Town or its agents have the irrevocable right to enter into the property to undertake the required landscaping for which the security was submitted.
 - (f) Upon completion of the landscaping, a holdback of 10% of the original security, plus any deficiencies, will be retained for a 1-year period, to be returned upon written final approval from the Landscape Architect.
 - (g) The following standards for landscaping are set:
 - (i) All landscaping works and planters and planting materials shall be provided in accordance with the landscaping as specified on the Site Plan and Landscaping Plan which forms part of this Permit.
 - (ii) All planting materials that have not survived within one year of planting shall be replaced at the expense of the Permittee.

AUTHORIZING RESOLUTION PASSED BY COUNCIL

THIS THE XX DAY OF <month>, 202X.

ISSUED THIS ____ DAY OF _____, 202X.

Bill Beamish, Mayor

Lindsey Grist, Corporate Officer



STAFF REPORT

TO: Planning and Development Committee **MEETING DATE:** September 8, 2020
FROM: Katie Thomas **FILE NO:** 3220-Hillcrest-741
Planner 1
SUBJECT: Development Permit for Form and Character for Townhouses at 741 Hillcrest Road

RECOMMENDATIONS

THAT the report titled Development Permit for Form and Character for Townhouses at 741 Hillcrest Road be received;

AND THAT the PDC recommend Covenant BK409675, dated December 1996, be discharged from the title of 741 Hillcrest Road;

AND THAT the PDC recommend authorization of DP-2020-10 for 741 Hillcrest Road;

AND FURTHER THAT the PDC recommend obtaining a rear lane for public access, including vehicular and active travel between Gibsons Way and Hillcrest Road by requesting right-of-ways at the time of development including Rezoning, Subdivision, Development Permit or Building Permit.

PURPOSE

The Town of Gibsons has received an application for a Development Permit for the form and character of a proposed 20-unit townhouse development located at 741 Hillcrest Road, as shown in Figure 1.

The purpose of this report is to review the proposed building design in relation to the Development Permit Area Number 4 guidelines and obtain a recommendation from the Planning and Development Committee to be forwarded to Council for consideration.

BACKGROUND

741 Hillcrest Road is a large, approximately 4970 m², property. Town files show that the property has been vacant since 1997 when the original building was demolished.

The property is designated Medium Density Residential in the Official Community Plan. The purpose of the “Medium Density Residential” designation is to permit townhouses, stacked townhouses and 2 to 4 storey apartments with an FSR of 0.7 to a maximum of 1.2 (generally between 40-75 units per hectare). The property is zoned Multi-Family Residential Zone 2 (RM-2) in the Town’s Zoning Bylaw. The intent of the RM-2 zone is to permit townhouse and apartment use. The property falls within Development Permit Area Number 4 – Multi-unit Residential Development.



Figure1: Location of Subject Property

DISCUSSION

Covenant Discharge

A Development Permit (DP-96-05) was authorized for issuance by Council on November 19, 1996 which triggered the registration of Covenant BK409675 on December 19, 1996. The Covenant outlines specific development conditions related to DP-96-05, including a limitation on the land use such that not more than 16 townhouses are permitted, and that the design must align with the Development Permit. As the development never occurred, the Development Permit has now lapsed and therefore Staff recommend that this covenant be discharged from the title of 741 Hillcrest Road. Covenant BK409675 is enclosed as Attachment A.

Application

The application is for 20 townhouses with a mix of 3- and 4-bedroom units, constructed in 3 buildings, shown in figure 2. The application materials are enclosed as Attachment B. The residential units are proposed to orient towards Hillcrest Road, with a communal road access for residents to access their own private garages. The site plan shows a green space for the residents with garden plots, picnic tables and a children's play area.

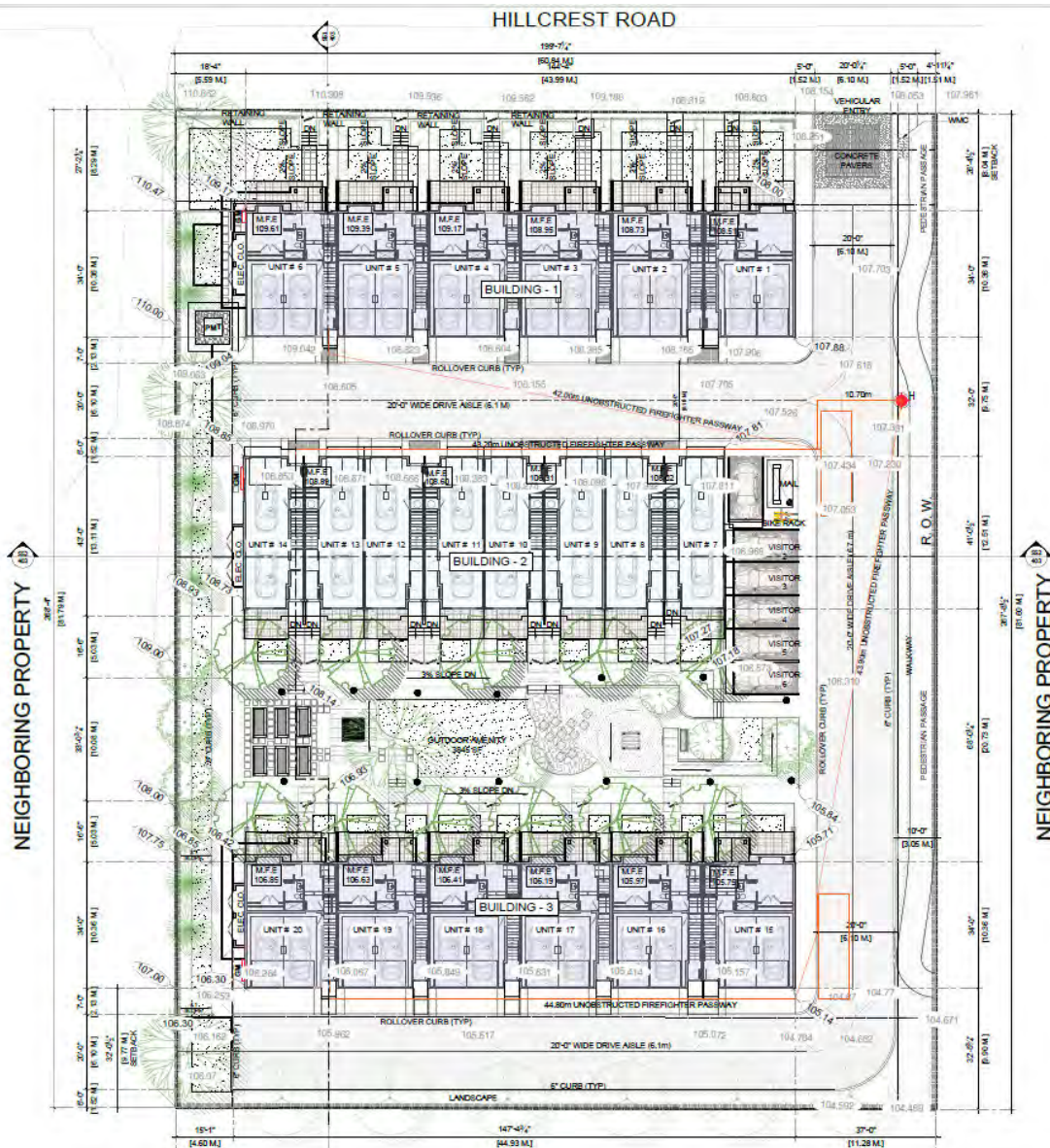


Figure 2: Proposed site plan for 741 Hillcrest Road

Zoning Requirements

Table 1 shows that the proposed development conforms to the RM-2 zoning.

	BYLAW (RM-2)	PROPOSED	MET? Y/N
FRONT SETBACK (HILLCREST RD)	8m (average height of front elevation)	8m	Yes
REAR SETBACK	7.5m	9.77m	Yes
INTERIOR SIDE EAST	4.5m	11.28m	Yes
INTERIOR SIDE WEST	4.5m	4.6m	Yes
HEIGHT	10.5m	9.5m	Yes
DENSITY (Lot area plus floor area occupied by parking within/under principal building)	22.8 townhouses	20 Townhouses	Yes
PARKING	40 Spaces with 6 Visitor parking	46 Spaces	Yes

Development Permit Area Number 4 – Multi-Family Land Uses

The objective of DPA 4 is to ensure a high standard of design, landscaping and building form is implemented for any multi-unit residential development. The guidelines aim to ensure that new development is appropriate to its surroundings and uses, and compatible to the neighbour character.

Staff have evaluated the application with the DPA 4 guidelines. Table 2 below summarizes the DPA 4 guidelines, provides staff comments, and determines whether the design criteria have been met.

DPA 4 Guidelines	Has the criteria been met? Staff Evaluation
<i>Building Form and Character</i>	
Public street edges which are characterized by low (less than 3.5 feet high), neighbourly fences, combined with extensive landscape materials at the private edge.	Yes – a 3-foot fence is proposed along Hillcrest in combination with landscaping.
Residences oriented towards the street with well-defined and welcoming entries at the street edge.	Yes – Residences are orientated to the street edge, with gates and paths leading to individual porches.
Construction materials should reflect the West Coast Design and setting.	Yes – the development proposes hardi board siding, with wood and stone elements.
Each building should appear unique or easily distinguishable from neighbouring buildings.	Yes – the building is distinguished from surrounding properties due to its multi-family architectural character
Simple exterior detailing with earth-tone colours – and primary colours only as accents.	Yes – traditional design details are proposed, with red cedar accents contrasting the dark grey facias.

DPA 4 Guidelines	Has the criteria been met? Staff Evaluation
Buildings should be oriented to maximize solar exposure while minimizing shadow impacts on adjacent buildings and common areas.	<i>Yes -Through a combination of site grading and units being orientated north-south, the applicant has maximized solar exposure</i>
Common building elements which include: <ul style="list-style-type: none"> • pitched roof line • dormers • porches • low building profiles, simple residences, set well back from the roadway and nestled into the landscape 	<i>Yes – all three buildings have common design elements including the low-profile pitched roof, porches and dormers.</i>
The inclusion of elements such as bay windows, dormers, porches and cross gables help mitigate the visual impact of larger buildings.	<i>Yes- the building massing is modulated and broken up with the step down of the roofs, recessed balconies and high-pitched gables to help accentuate the entrance.</i>
Steeper roof pitches and stepping down of roof lines to vary the height and rooflines of buildings is recommended.	<i>Yes – the building is modulated created a stepped down appearance with roof pitches and recessed balconies.</i>
Offsetting and modulating wall lines along the building elevation to allow smaller building sections to stand out. The overall building footprints on the site shall be modulated to avoid monotony and repetition and to avoid wall-like massing.	<i>Yes – the buildings is broken up with the stepping down of roofs, recessed balconies, box windows, offset dormers and high pitched gables for each entry.</i>
The general character of the development should reflect aspects of Gibsons' semi-rural coastal setting by using natural and typical local wall materials including wood siding, wood shingles, stucco, stone and brick.	<i>Yes – wood, hardi-board planks and natural stones as well as wooden window and corner trims are proposed.</i>
The number of materials used on the building exterior must achieve a balance between achieving visual interest and complexity without overpowering the surroundings.	<i>Yes</i>
Building Scale and Massing	
Larger developments should be separated into smaller groups or clusters of units to promote a sense of belonging and neighbourliness and to maintain a residential scale and image.	<i>Yes, the units are broken into 3 separate buildings.</i>
Very large single buildings more than 70 metres in length, or townhomes with more than six joined units are to be avoided.	<i>Yes/No – the buildings are 45m long. The middle building has 8 units but is under 70 metres in length.</i>

DPA 4 Guidelines	Has the criteria been met? Staff Evaluation
Roof Design	
The roof form should have a sloped appearance large areas of flat roof will not be acceptable in low or medium density multiple unit residential developments except in the case of a green (vegetated) roof.	<i>Yes – sloped roofs are proposed</i>
The roof form should be modulated and broken up with dormers, skylights and other architectural features. A continuous unbroken ridge line should be avoided.	<i>Yes – the roofscape is broken up with dormers and gables.</i>
Roof lines should include steep pitches typical of west coast building forms.	<i>Yes</i>
Secondary hipped or gabled roofs are preferable to flat roofs or mansard roofs, or segments of pitched roofs applied to the building's edge.	<i>Yes – the roof is designed as a hipped structure/</i>
Roofing materials may be metal, cedar shakes, concrete tiles or asphalt shingles.	<i>Yes – Asphalt shingles are proposed</i>
Integration with Surrounding Areas	
New developments should reflect elements of the existing neighbourhood and the prevailing residential streetscape. This may require recessing of parking areas, creation of gabled entries or porches, and highlighting individual front door entries to be similar to those on neighbouring lots.	<i>Yes – the applicant provides gabled individual entries/porches of each unit on Hillcrest Road, replicating the character along Hillcrest. One driveway is proposed to enter the site, with each unit having its own two-car garage.</i>
New residential buildings should not in general, be much larger than the surrounding buildings. A graded transition in the building height is desired to ensure adjacent properties are not confronted with a “wall”. Additional setbacks may also be required to achieve this transition.	<i>Yes, the hipped roof, in combination with the electrical closets located on the west side of the property helps the building to step down to the neighbouring property. The East side is buffered by the 6 metre driveway and landscaping.</i>
All lots must have direct access to the larger pedestrian circulation system via park corridors, pathways, and/or sidewalks.	<i>Yes, the property proposed to connect to the 2-metre-wide pedestrian pathway on 728 Gibsons way which provides a north/south connection between Hillcrest and Gibsons Way.</i>
Developments on sloped properties should be terraced with the natural slope of the land and should avoid the use of high [over 1.2 m (4 feet)] retaining walls.	<i>Yes - there is a gentle slope from the north west to the south east of the property, two 2 foot retaining walls are proposed.</i>

DPA 4 Guidelines	Has the criteria been met? Staff Evaluation
New developments should be oriented to best utilize natural light, southern exposure, and views of adjacent natural features, and to minimize loss of views and shadows cast on adjacent uses. This may require increased setbacks or terracing of buildings.	<i>Yes – all units have southern exposure; the site plan shows increased distances between buildings to help minimize overshadowing</i>
Sense of Place; Development Identity	
Multi-unit homes should provide a street orientation through features such as major entry points to provide a sense of belonging to the neighbourhood. Street level landscaping creates privacy within the development. Parking areas should be recessed to allow the pedestrian entry to predominate.	<i>Yes – individual pedestrian gabled entries are provided on Hillcrest with the driveway to the east of the buildings.</i> <i>Landscaping is provided along the property boundaries</i>
Amenity Space; Private Area	
An outdoor living space of minimum 5 m depth for townhouses and minimum size of 37 m ² (400 square feet) is recommended.	<i>Yes- each unit has a ground level private outdoor living space of 5m, as well as a second floor recessed balcony that is approximate 9 m².</i>
Dwelling units to be “clustered” in smaller groups to create more resident interaction and neighbourly surveillance.	<i>Yes – the 20 units are divided in to 3 buildings</i>
Changes in grade can provide for private areas between street edges and the development units.	<i>Yes - there is a minor grade change between Hillcrest Road and building one resulting in the need for 2-4 steps for each entry from the sidewalk.</i>
Landscaping	
All Development Permit applications must provide a professional landscape plan.	<i>Yes - provided</i>
Trees should be planted and maintained by the property owners along street frontages of new multi-unit developments to create a mature treed “boulevard” type of streetscape. This may be supplemented by other lower ornamental plantings.	<i>Yes – 7 large trees – pyrus calleryana “chanticleer” and cornus nuttalli white wonder are proposed along the street front.</i>
Native or hardy landscape species are preferred over exotic species; a mix of coniferous and deciduous species is recommended to provide effective landscaping though the seasons.	<i>Yes – plantings are proposed to be a mixture of native and adapted species.</i>
Trees, or a combination of landscape and architectural features shall be used to	<i>Yes – 7 trees proposed along the street front with a single point of entrance off Hillcrest Rd</i>

DPA 4 Guidelines	Has the criteria been met? Staff Evaluation
define the gateway or entrance to a development. Landscaped entrances however, should be low-level for better security at entrances.	
Clusters of trees, ponds, or other landscape features should be used within the development to create a meaningful common area. Central areas or courtyards should be usable and inviting to residents as a meeting place, rather than random plantings of grass and shrubs. Seating areas and appropriate lighting should be provided within these common areas. Landscaping should also create a sense of enclosure and privacy for these spaces.	<i>Yes – landscape amenity space with raised garden boxes, children's play area and a picnic table are proposed. The open green space will allow for gathering.</i>
Wherever possible, natural vegetation should be retained or enhanced as a feature of the development. This is particularly important where natural features such as streams or steep slopes are a component of the development.	<i>n/a – the site is vacant, with various invasive species and a significant amount of knotweed. The development will improve the current landscape.</i>
All public and semi-public areas should be landscaped, including entrance driveways, areas surrounding parking spaces or structures.	<i>Yes – landscaping is proposed along the frontage.</i>
Fencing	
Fences along streets should not provide a continuous wall or high barrier to the street, but should be lower profile and broken at intervals to provide pedestrian linkage and views to the street.	<i>Yes – a 1 metre wooden fence with gates to each unit fronting hillcrest is proposed along the front property line. A 1.8 metre fence is proposed along the sides and rear property line.</i>
Any fencing located along a street edge should not exceed a length greater than 20 metres without a substantive break or jog.	<i>Yes – the fence is broken up with gates.</i>
Fencing should not exceed a height of 1.2 metres within any part of the required front yard setback.	<i>Yes – the fence along the front lot line is proposed to be 1 metre.</i>
Parking Areas and Vehicle Access	
Walkways and surface parking areas should be well lit and located in an area which is observable by residents.	<i>Yes – Bollard lights are proposed around the green space area.</i>
Where possible, parking areas should be in underground structures. Small groups of parking spaces throughout the development, located near to entry doors	<i>Yes - Most of the parking is within the attached garages.</i>

DPA 4 Guidelines	Has the criteria been met? Staff Evaluation
are preferable to large, central parking areas.	
Developments should be designed to prevent parking areas, carports or garages from dominating the internal open space areas; parking should be recessed from the main building edges.	<i>n/a parking is within individual garages.</i>
Parking areas should be landscaped and screened, but sufficiently visible to provide security to residents and vehicles.	<i>n/a parking is proposed within garages</i>
Distinct, visible visitor parking areas should be provided near the entry to the development.	<i>Yes – 6 visitor spaces are proposed close to the entry.</i>
Site design should provide for emergency vehicles, moving vans and service vehicles, and should locate this use to minimize noise impacts on residents and adjacent uses.	<i>Yes- each unit is accessed from the internal access road.</i>
Signage and Lighting	
The size, siting and style of signage shall not be obtrusive or present a cluttered image.	<i>Yes – one lit address sign to be placed at the driveway entrance, each unit fronting Hillcrest will have a unit number attached to the fencing.</i>
Entry signs shall be placed at or below eye level and shall be integrated with landscaping or other feature.	<i>Yes – unit numbers to be provided on the fencing – fencing is 1m high.</i>
Site lighting of all developments should be designed so that it avoids “light-spill” upon adjoining low density residential lands and of the night sky.	<i>Yes - night sky friendly lighting is proposed.</i>

Staff find that the proposal for 741 Hillcrest Road meets the guidelines and objectives of Development Permit Area Number 4 and therefore staff recommend authorization of DP-2020-10 for 741 Hillcrest Road.

Pedestrian Connections

The OCP's trail and cycle network shown in figure 3 outlines a north-south pedestrian connection on 741 Hillcrest, connecting to 728 Gibsons Way. The development proposes a 2-metre-wide trail along the east property line, connecting the current right-of-way to the new development.



Figure 3: Excerpt of the OCP's Trail and Cycle Network map

741 Hillcrest Road

Vehicular Connections



Figure 4: Staff recommend developing a lane for vehicular access along this alignment.

Properties fronting Hillcrest Road and Gibsons Way are long and narrow lots. The OCP has designated these lots as Medium Density Residential – intending for the lots to be developed in the future from the existing single-family detached homes to apartments or townhouses. Due to the nature of the lots, in order to redevelop as per the OCP, the majority of lots need to amalgamate with their neighbour in order to develop a building that aligns with the vision of the OCP while ensuring that there is an adequate 6 metre fire lane per lot to service the future units in an emergency as well as sufficient on-site parking.

When looking at the proposed development at 741 Hillcrest Road within the bigger picture of the OCP, staff suggest creating a lane, running along the rear lot lines of the properties on Gibsons Way and Hillcrest Road. As seen in figure 4, the Town previously took a 6 metre road dedication at the rear of 747 and 753 Hillcrest Road, which lines up with the rear lane access of 741 Hillcrest Road. Staff note that another road dedication at the rear of 710 and 706 Gibsons Way was also taken by the Town. In order to maintain the intent of a vehicular lane, staff recommend that Council request a Right-Of-Way over the access lane at 741 Hillcrest Road for the purpose of creating a vehicular access lane to the rear of the properties.

The intended lane alignment is shown in figure 4. Staff recommend obtaining a rear lane access as each parcel develops to create a six-metre-wide lane. Rear lane access would provide for a more efficient use of space – enabling properties to develop garden suites, subdivide, or rezone to higher density as well as provide for a more flexible building form. The Gibsons and District Volunteer Fire Department support the rear lane proposal.

Should Council endorse the rear lane, staff would work with the proponent of 741 Hillcrest Road to integrate the north-south pedestrian connection and vehicular access into one 6 metre right of way.

Staff note that 662 North Road is Town owned land, and therefore staff would work with the tenants of the land to create a public access without impacting the parking for the Heritage Hall.

COMMUNICATION

The application was referred to the following agencies for comment on July 17, 2020:

- Squamish Nation
- Gibsons and District Volunteer Fire Department
- Town of Gibsons Infrastructure Services
- Town of Gibsons Building Department

Comments received are shown in table 2 below.

Referral Agency	Comment
Town of Gibsons Building Department	No concerns
Town of Gibsons Infrastructure Services Department	Infrastructure Services provided comments on the civil design, which have been forwarded to the applicant.
Gibsons and District Volunteer Fire Department	Approval recommended

Should Council support obtaining a rear access lane, staff will notify property owners directly affected by the new access lane.

RECOMMENDATIONS / ALTERNATIVES

Recommendations are listed on page 1 of this report. Alternatively, the PDC may request some changes to the form and character before recommending approval to Council.

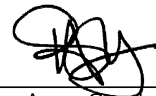
Attachments

- Attachment A – Covenant BK409675
- Attachment B – Application Materials
- Attachment C – Draft DP-2020-10

Respectfully Submitted,



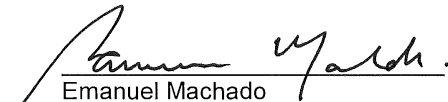
Katie Thomas
Planner I



Lesley-Anne Staats, MCIP, RPP
Director of Planning

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

I have reviewed the report and support the recommendation(s).


Emanuel Machado
Chief Administrative Officer

LAND TITLE ACT
FORM 7
(Section 219.81)

COPY

96 DEC 19 10 14

Attachment A
BK409675
2450.20
+ PID

PROVINCE OF
BRITISH COLUMBIA
GENERAL DOCUMENT

LAND TITLE OFFICE
NEW WESTMINSTER
(this area for Land Title Office use)

Page 1 of 5 pages

1. APPLICATION: (Name, address, phone number and signature of applicant, applicant's solicitor or agent)
TOWN OF GIBSONS
P.O. BOX 340
GIBSONS, B.C. V0N 1V0
886-2274
signature of applicant, applicant's solicitor or agent - Lynda Coote, Deputy Clerk
2. PARCEL IDENTIFIER(S) AND LEGAL DESCRIPTION(S) OF LAND: *
(PID) (LEGAL DESCRIPTION)
010-642-510 Lot D of Lot 1, Block 7, District Lot 688, Plan 7392
3. NATURE OF INTEREST* DOCUMENT REFERENCE PERSON ENTITLED TO INTEREST
DESCRIPTION (PAGE AND PARAGRAPH)
SECTION 215 - COVENANT ENTIRE DOCUMENT TRANSFEREE
4. TERMS: Part 2 of this instrument consists of (select one only)
(a) Filed Standard Charge Terms ☐ D.F. No.
(b) Express Charge Terms ☒ Annexed as Part 2
(c) Release ☐ There is no Part 2 of this instrument
A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument. If (c) is selected, the charge described in Item 3 is released or discharged as a charge on the land described in Item 2.
5. TRANSFEROR(S) *
JAEGAL'S HOLDINGS LTD.
3176 OAK STREET
VANCOUVER, B.C. V6H 2L1
6. TRANSFEREE(S): (including occupation(s), postal address(es) and postal code(s) *
TOWN OF GIBSONS, 474 South Fletcher Road
P.O. Box 340
Gibsons, B.C., V0N 1V0
7. ADDITIONAL OR MODIFIED TERMS: *
N/A
8. EXECUTION(S): ** This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

OFFICER SIGNATURE(S)
K. A. Crosby
K. A. CROSBY
NOTARY PUBLIC
NOTARY/SOLICITOR/COMMISSIONER
GIBSONS, B. C.

EXECUTION DATE
Y M D
96 11 28

PARTY(IES) SIGNATURE(S)
JAEGAL'S HOLDINGS LTD.
Xiangk Garland
AUTHORIZED SIGNATORY
AUTHORIZED SIGNATORY

OFFICER CERTIFICATION:
Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the Evidence Act, R.S.B.C. 1979, c. 116, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

- * If space insufficient, enter "SEE SCHEDULE" and attach schedule in Form E.
** If space insufficient, continue executions on additional page(s) in Form D.

TERMS OF INSTRUMENT - PART 2

Page 2 of 5

This Covenant granted the **15TH** day of **NOVEMBER** 1996

BETWEEN: JAEGAL'S HOLDINGS LTD.
3176 Oak Street
Vancouver, B.C., V6H 2L1

(the "Covenantor")

AND: TOWN OF GIBSONS
Municipal Hall, 474 South Fletcher Road,
P.O. Box 340
Gibsons, B.C., V0N 1V0

(the "Town")

WHEREAS the Covenantor is the owner in fee-simple of that certain parcel or tract of land and premises, situate, lying and being in the Town of Gibsons, Province of British Columbia, and more particularly known and described as:

**Lot D of Lot 1, Block 7, District Lot 688, Plan 7392,
PID 010-642-510.**

(the "Lands")

AND WHEREAS Section 215 of the Land Title Act R.S.B.C. 1979, c. 219 provides that the Covenantor may grant a covenant to the Town of a negative or positive nature respecting the use of the Lands;

AND WHEREAS the Covenantor desires to grant this Covenant to restrict the use of the Lands;

NOW THEREFORE in consideration of the premises contained herein and the sum of One (\$1.00) Dollar, now paid by the Town to the Covenantor, the receipt and sufficiency whereof is hereby acknowledged, the Covenantor covenants and agrees as follows:

1. The Covenantor covenants and agrees with the Town that:
 - (a) The Lands shall not be built on or used except in accordance with the terms and conditions as outlined on Attachment A which is attached hereto and forms part of the Covenant and which contain requirements including, but not limited to landscaping, fencing, building siting, building design, total site coverage, parking areas and driveway locations; and
 - (b) The use of the subject site shall be limited to townhouses and common areas as indicated on Attachment A; and
 - (c) The number of townhouse units shall not exceed 16; and

- (d) Minor variations to building siting may be permitted by the Town in its discretion without amendment to this Covenant, provided such works meet the requirements of Zoning Bylaw No. 555 or are permitted by Council through a Development Variance Permit; and
 - (e) Development Cost Charges for each unit for roads, water, sewer and drainage as per Town of Gibsons Bylaw No. 670 and Amendment Bylaw No. 769 will be payable prior to the issuance of the Building Permit.
- 2. This covenant is granted voluntarily by the Covenantor to the Town pursuant to Section 215 of the Land Title Act of the Province of British Columbia and shall run with the Lands.
- 3. The Covenantor hereby releases, indemnifies and saves the Town harmless from and against any and all actions, causes of action, losses, damages, costs, claims, debts and demands whatsoever by any person, arising out of or in any way due to the granting or existence or enforcement of this Covenant.
- 4. Nothing in this Covenant affects the Town's rights and powers in the exercise of its statutory functions under its statutes, bylaws, resolutions, orders and regulations, all of which may be fully exercised in relation to the Lands as if this Covenant had not been granted.
- 5. The Covenantor shall, forthwith after execution hereof by it, do so cause to be done all acts or things reasonably necessary to give proper effect to the intentions of this Covenant and to ensure that this may be registered against the title to the Lands in the New Westminster Land Title Office.
- 6. Whenever the singular or masculine is used herein, the same shall be construed as meaning the plural, feminine or body corporate or politic where the context or the parties so require; this Covenant runs with the Lands; every reference to each party hereto shall be deemed to include the officers, employees, elected officials, agents, servants, successors and assigns of that party; this covenant and each and every provision hereof shall enure to the benefit of and be binding upon the parties hereto and their respective successors and assigns, as the case may be, NOTWITHSTANDING any rule of law or equity to the contrary; and if any section, subsection, clause or phrase of this covenant is for any reason held to be invalid by the decision of a court of competent jurisdiction the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder.

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first above written.

THE CORPORATE SEAL OF)

JAEGAL'S HOLDINGS LTD.)

was hereunto affixed in)
the presence of:)

 PRES.)
AUTHORIZED SIGNATORY)

AUTHORIZED SIGNATORY)

SIGNED, SEALED AND DELIVERED)
by the above named in the)
presence of:)

Name: )

Address:)

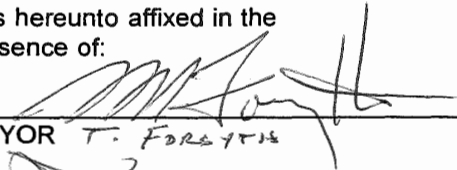
K. A. CROSBY)
NOTARY PUBLIC)


Occupation: GIBSONS, B. C.)

THE CORPORATE SEAL OF THE)

TOWN OF GIBSONS)

was hereunto affixed in the)
presence of:)

)
MAYOR T. Forsyth)

)
CLERK T. Lester)

ATTACHMENT A - SITE PLAN & PHASING PLAN

PAGE 5 of 5

SUMMARY

- SITE AREA: 83,600 S.F.
- NO. OF UNITS: 16
- DENSITY: 1 UNIT PER 3,350 S.F. = 16 UNITS PER ACRE
- SITE COVERAGE:
 - MAIN BUILDINGS: 14,607 S.F.
 - PARKING & DRIVEWAYS: 13,728 S.F.
 - ACCESSORY BUILDINGS: 120 S.F.
 - 28,455 S.F. = 34% COVERAGE

LEGEND

- EXISTING GRADE
- NEW ELEVATION
- NEW CONTOUR

Revision 3

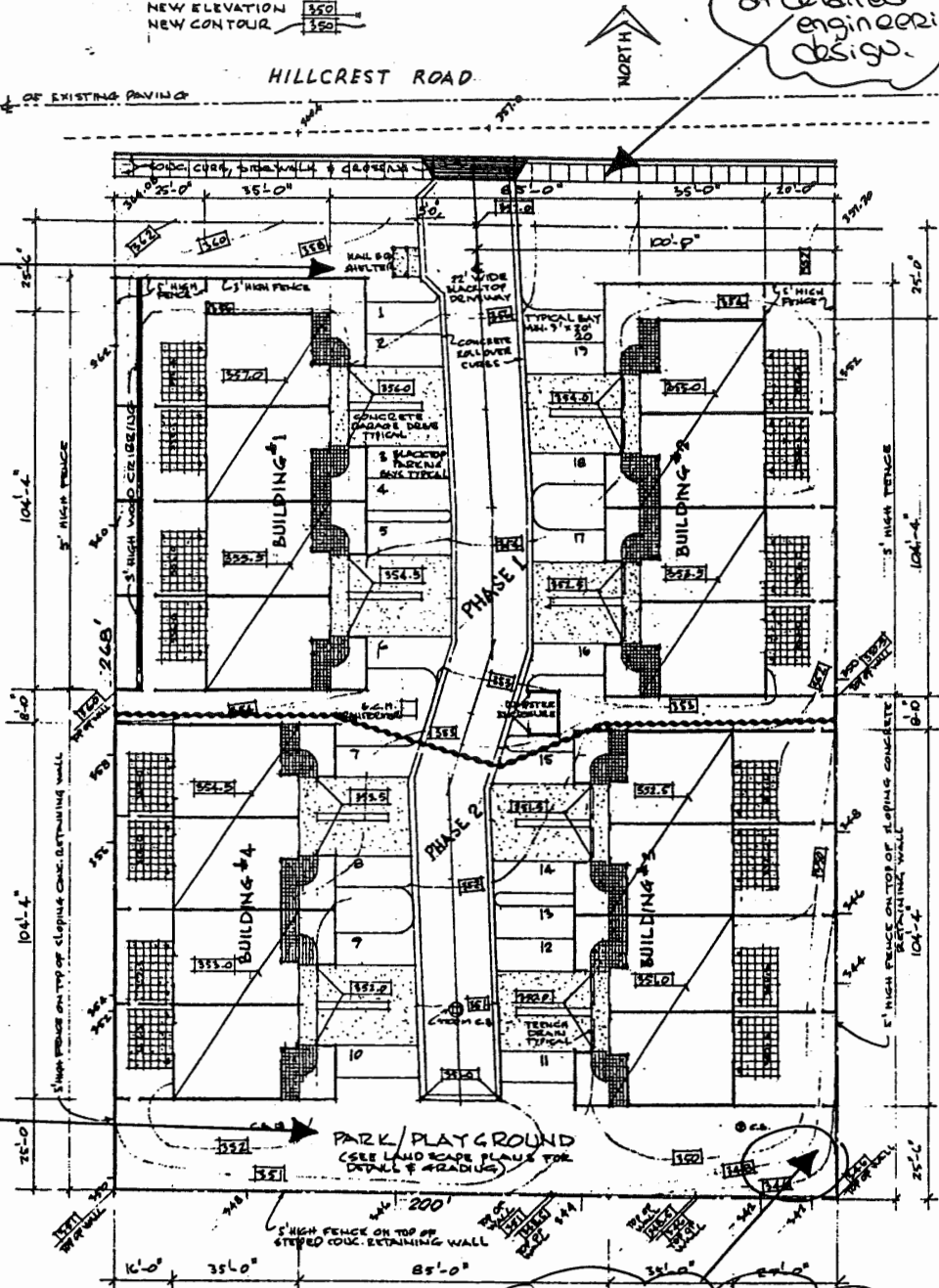
Sidewalk location to be confirmed at detailed engineering design.

Revision 2

Mail kiosk to be relocated away from driveway entrance

Revision 1

Playground to be expanded to include hard surface & basketball hoop



SITE PLAN 1"=20'

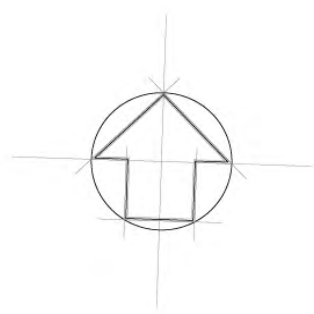
END OF DOCUMENT

Revision 4

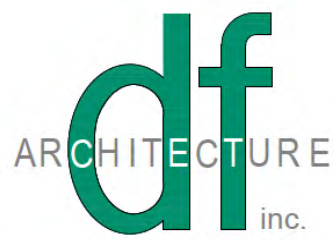
Rock pit drain design to be reviewed at detailed engineering design.



NOTES:



H	
S	
F	
E	
D	
C	
B	
A	
SECTION	



1205-4871 SHELL ROAD
RICHMOND, BRITISH COLUMBIA
CANADA V6X 3Z6
T (604)284-5104 F (604)284-5131
info@dfarchitecture.ca

PROJECT:

**PROPOSED TOWNHOUSE DEVELOPMENT
741 HILLCREST ROAD,
GIBSONS, B.C.**

CLIENT:

**GURJIT GILL / NIRMAL SANDHU /
N.GUYEN
10816 - 124 STREET,
SURREY, B.C.**

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ARCHITECT'S WRITTEN CONSENT.

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CHECKED:	YA
SCALE:	
JOB No.:	GBS 002
DATE:	FEB 2020
SHEET TITLE:	

COVER PAGE

DRAWING NO.:	
A-001	A

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PROPOSED TOWNHOUSE DEVELOPMENT

741 HILLCREST ROAD, GIBSONS
BRITISH COLUMBIA

PROJECT DIRECTORY

CLIENT:
MODERN DOORS LTD.
#109-12889 84th AVE.
SURREY, BC.
CONTACT : GARRY RANDHAWA
T 604 377 8902
garry@mordendoors.ca

PROJECT ARCHITECT:
DF ARCHITECTURE INC.
1205-4871 SHELL ROAD,
Richmond, B.C. V6X 3Z6
CONTACT: JESSIE ARORA
T 604 284 5194
jessie@dfarchitecture.ca info@dfarchitecture.ca

SURVEYOR:
WEDLER ENGINEERING LLP
#201-9300 NOWELL STREET
CHILLIWACK, BC V2P 4V7
CONTACT : SEAN MOORE
T 604 792 0651 (x 102)
chilliwack@wedler.com

LANDSCAPE ARCHITECT:
PMG LANDSCAPE ARCHITECTS
C100 – 4185 STILL CREEK DRIVE
BURNABY, BC V5C 6G9
CONTACT: DENITSA DIMITROVA
T 604 294 0011
denitsa@pmglandscape.com

CIVIL:
WEDLER ENGINEERING LLP
#201-9300 NOWELL STREET
CHILLIWACK, BC V2P 4V7
CONTACT : SEAN MOORE
T 604 792 0651 (x 102)
chilliwack@wedler.com

DRAWING SHEET SCHEDULE

A-001	COVER PAGE
A-002	PROJECT STATISTICS
A-100	SITE PLAN
A-201 TO 208	BUILDING FLOOR PLANS
A-301 TO 304	ELEVATIONS
A-401 TO 403	SECTIONS
A-501 TO 507	UNIT PLANS

PROJECT DATA				
CIVIC ADDRESS :	741 HILL CREST ROAD, GIBSONS, BC			
LEGAL DESCRIPTION :	PLAN OF LOT 'D' OF LOT 1 BK 7 DL 688 G1 NWD PLAN 7392			
LOT INFO				
GROSS SITE AREA			53,497.7 SQFT	4,970.1 SQM
DEDICATIONS, SPEA			2,677.1 SQFT	248.7 SQM
NET AREA			50,820.6 SQFT	4,721.4 SQM
			1.17 ac	0.47 ha
ZONING				
EXISTING			RF	
PROPOSED			RM-2	
SETBACKS			PROPOSED	
NORTH(FROM HILLCREST ROAD)			26.4 Ft	8.04 m
SOUTH(FROM NEIGHBORING LOT)			32.1 Ft	9.77 m
EAST(FROM NEIGHBORING LOT)			37.0 Ft	11.28 m
WEST(FROM NEIGHBORING LOT)			15.1 Ft	4.60 m
SITE COVERAGE				
PROPOSED	15,048.1 SQFT		1398.0 SQM	29.6%
DENSITY		ALLOWED		PROPOSED
NET		18.7 UPA		17 UPA

FAR CALCULATIONS									
GROSS FLOOR AREA (EXCLUDING PARKING)									
UNIT TYPE		GARAGE	LVL 1 INC. GARAGE	LVL 1	LVL 2	LVL 3	TOTAL	NO. OF UNITS	TOTAL FAR
TYPE A (ELEC.)	3 BEDROOM	420.56 Sq.Ft.	813.67 Sq.Ft.	393.11 Sq.Ft.	780.10 Sq.Ft.	764.21 Sq.Ft.	1,937.41 Sq.Ft.	2	3,874.82 Sq.Ft.
TYPE A1 (MIDDLE)	3 BEDROOM	417.44 Sq.Ft.	808.33 Sq.Ft.	390.90 Sq.Ft.	741.73 Sq.Ft.	759.82 Sq.Ft.	1,892.44 Sq.Ft.	8	15,139.54 Sq.Ft.
TYPE A2 (END)	3 BEDROOM	420.56 Sq.Ft.	813.67 Sq.Ft.	393.11 Sq.Ft.	780.10 Sq.Ft.	764.21 Sq.Ft.	1,937.41 Sq.Ft.	2	3,874.82 Sq.Ft.
TYPE B (ELEC.)	3 BEDROOM	514.87 Sq.Ft.	636.08 Sq.Ft.	121.22 Sq.Ft.	677.03 Sq.Ft.	674.47 Sq.Ft.	1,472.71 Sq.Ft.	1	1,472.71 Sq.Ft.
TYPE B1 (MIDDLE)	3 BEDROOM	512.28 Sq.Ft.	629.25 Sq.Ft.	116.97 Sq.Ft.	620.16 Sq.Ft.	687.95 Sq.Ft.	1,425.08 Sq.Ft.	3	4,275.23 Sq.Ft.
TYPE B2 (MIDDLE)	3 BEDROOM	512.28 Sq.Ft.	629.25 Sq.Ft.	116.97 Sq.Ft.	620.16 Sq.Ft.	667.63 Sq.Ft.	1,404.76 Sq.Ft.	3	4,214.27 Sq.Ft.
TYPE B3 (END)	3 BEDROOM	519.11 Sq.Ft.	636.08 Sq.Ft.	116.97 Sq.Ft.	677.03 Sq.Ft.	674.47 Sq.Ft.	1,468.47 Sq.Ft.	1	1,468.47 Sq.Ft.
								20	34,319.86 Sq.Ft.
FAR PROPOSED									0.68
FAR ALLOWED									1.00

OFF-STREET PARKING				
	NO. OF UNITS	CARS PER DWELLING	NO. OF CARS	SAY
RESIDENTIAL REQUIRED	20	2	40	40
PROVIDED				40
VISITORS CAR PARK (REQUIRED)	20	40 PS x 0.15	6	6
VISITORS CAR PARK (PROVIDED)				6
TOTAL NO. OF PARKING REQUIRED				46
NO. OF PARKING PROVIDED				46

AMENITY SPACE	
OUTDOOR AMENITY	AREA
PROVIDED	3845.0 SQFT

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inc.

1205-4871 SHELL ROAD

RICHMOND, BRITISH COLUMBIA

CANADA V6X 3Z6

T (604)284-5104 F (604)284-5131

info@dfarchitecture.ca

PROJECT:

PROPOSED TOWNHOUSE DEVELOPMENT
741 HILLCREST ROAD,
GIBSONS, B.C.

CLIENT:

GURJIT GILL / NIRMAL SANDHU /
N.NGUEN
10816 - 124 STREET,
SURREY, B.C.

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CHECKED: YA	
SCALE:	
JOB No.: GBS 002	
DATE: FEB 2020	

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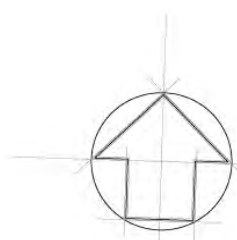
PROJECT STATISTICS

DRAWING NO.:	
A-002	A

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- NOTES:
- FOR GRADING, CURB ALIGNMENT & DRAINAGE - REFER TO CIVIL DWG
 - FOR OUTDOOR AMENITY DESIGN - REFER TO LANDSCAPE DWG
 - LANDSCAPE DESIGN, PLANTING MATERIALS, FENCE DESIGN, TYPE / COLOUR / MATERIALS OF CONCRETE PAVERS AND RETAINING WALLS FINISHING - REFER TO LANDSCAPE DWG



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PROJECT:

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741 HILLCREST ROAD,
GIBSONS, B.C.**

CLIENT:

**GURJIT GILL / NIRMAL SANDHU /
N. NGUYEN
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CHECKED:	YA
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JOB No.:	GBS 002
DATE:	FEB 2020
SHEET TITLE:	

SITE PLAN

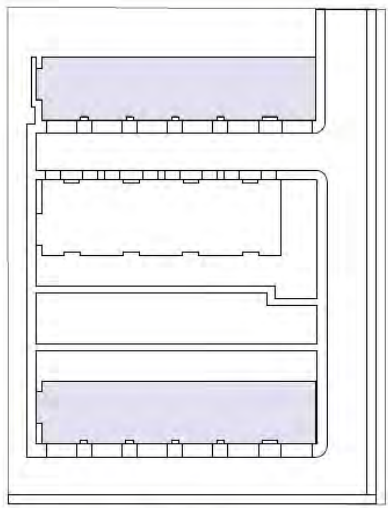
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A-100

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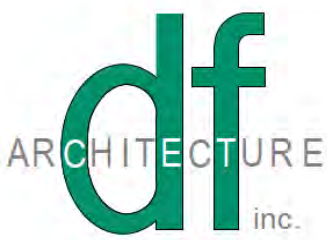
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NOTES:



KEY PLAN

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PROJECT:

PROPOSED TOWNHOUSE DEVELOPMENT
741 HILLCREST ROAD,
GIBSONS, B.C.

CLIENT:

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SCALE:	3/16" = 1'-0"
JOB No.:	GBS 002
DATE:	FEB 2020
SHEET TITLE:	

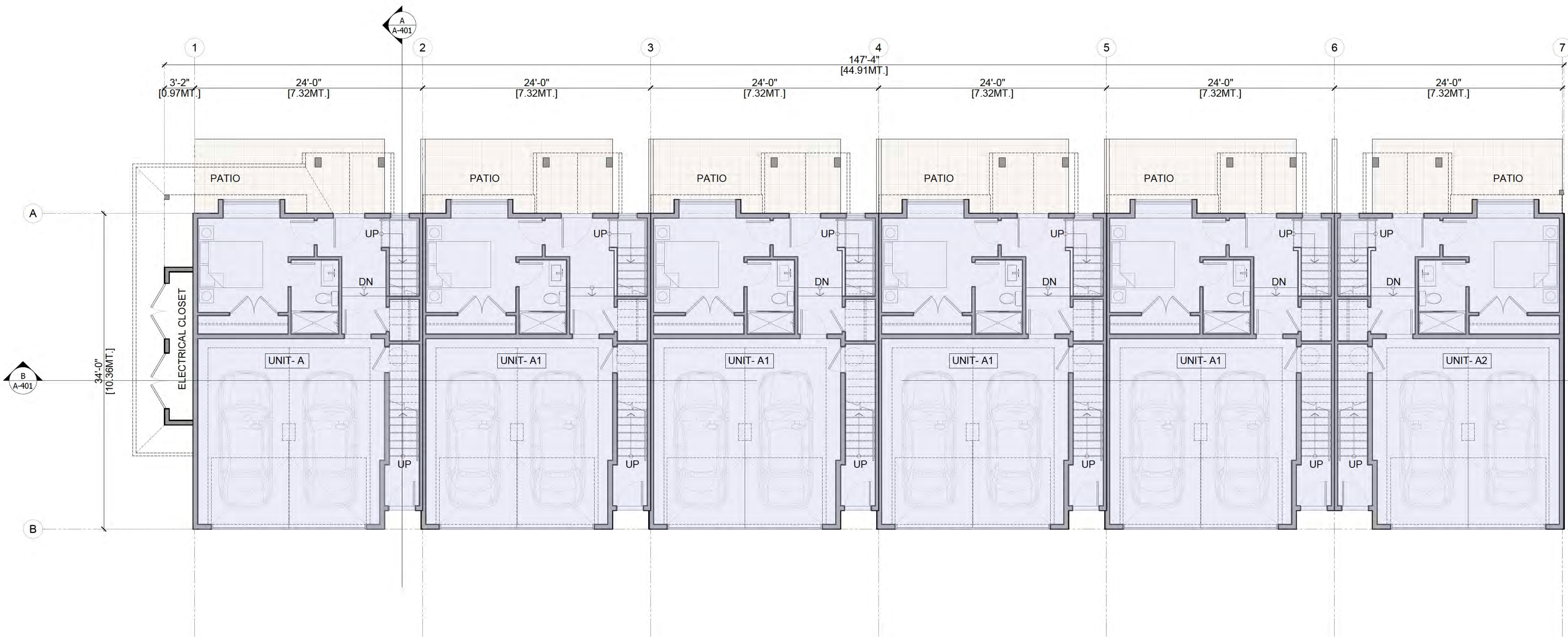
BUILDING PLANS

DRAWING NO.:

A-201

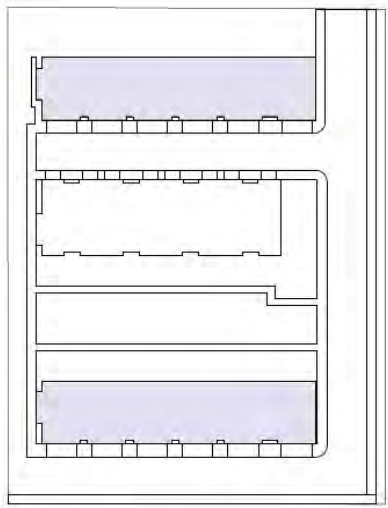
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1 BUILDING 1 & 3 - LEVEL 1
SCALE: 3/16" = 1'-0"

NOTES:



KEY PLAN

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PROJECT:

**PROPOSED TOWNHOUSE DEVELOPMENT
741 HILLCREST ROAD,
GIBSONS, B.C.**

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SCALE:	3/16" = 1'-0"
JOB No.:	GBS 002
DATE:	FEB 2020
SHEET TITLE:	

BUILDING PLANS

DRAWING NO.:

A-202

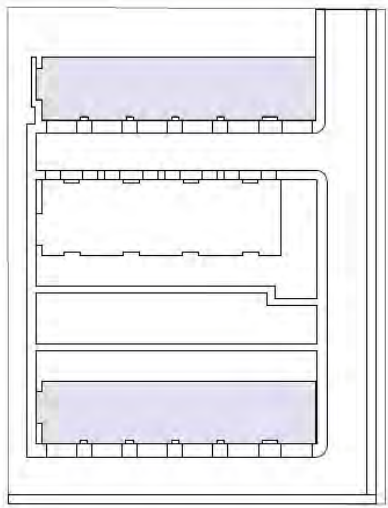
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1
BUILDING 1 & 3 - LEVEL 2
SCALE: 3/16" = 1'-0"

NOTES:



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1205-4871 SHELL ROAD
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**PROPOSED TOWNHOUSE DEVELOPMENT
741 HILLCREST ROAD,
GIBSONS, B.C.**

CLIENT:

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SCALE:	3/16" = 1'-0"
JOB No.:	GBS 002
DATE:	FEB 2020
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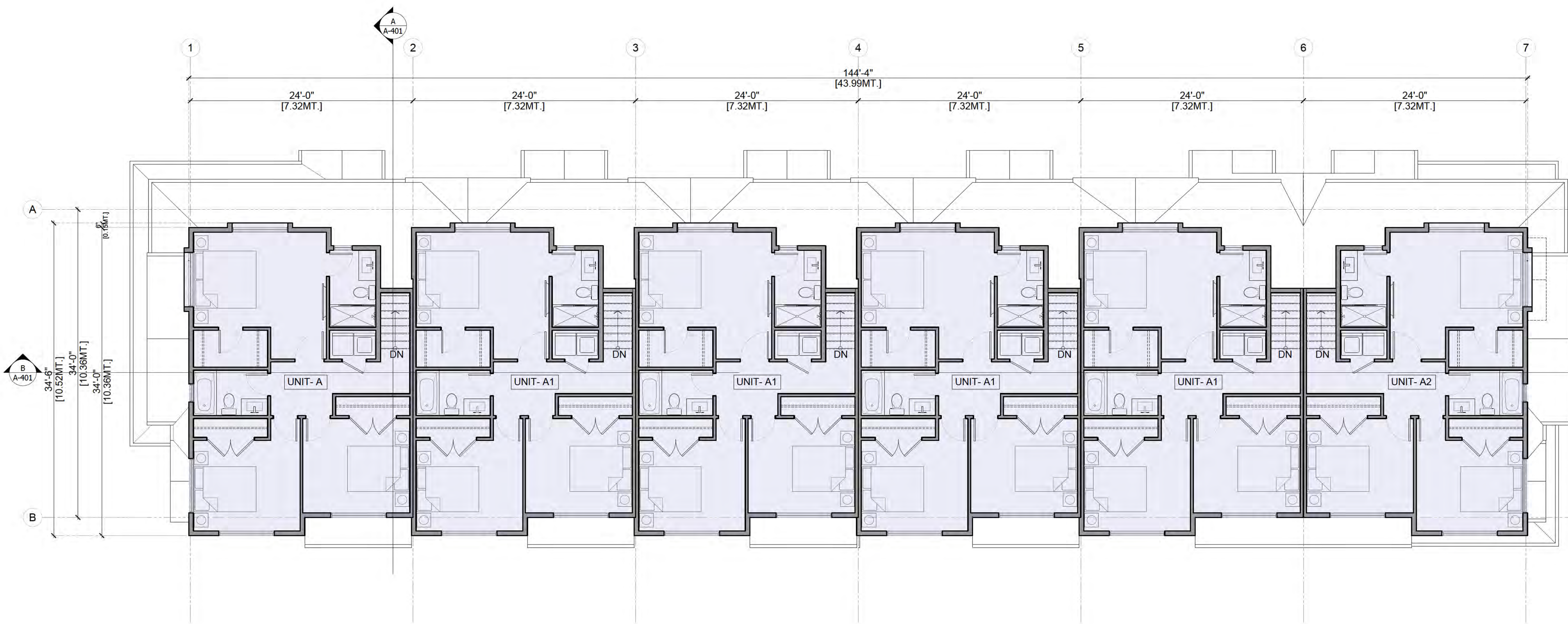
BUILDING PLANS

DRAWING NO.:

A-203

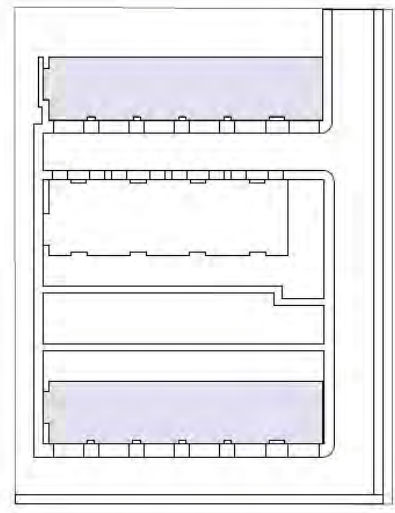
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1 BUILDING 1 & 3 - LEVEL 3
SCALE: 3/16" = 1'-0"

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CANADA V6X 3Z6
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PROJECT:

**PROPOSED TOWNHOUSE DEVELOPMENT
741 HILLCREST ROAD,
GIBSONS, B.C.**

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DATE:	FEB 2020
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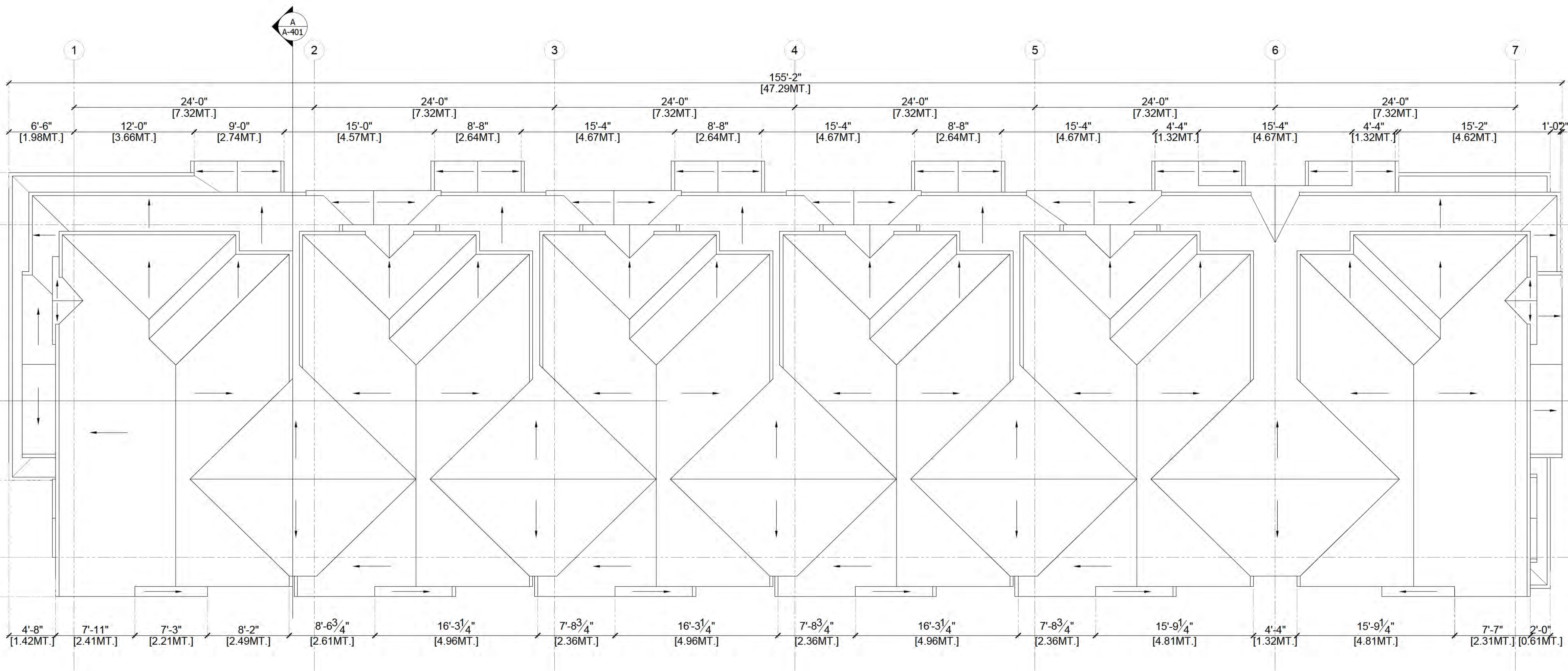
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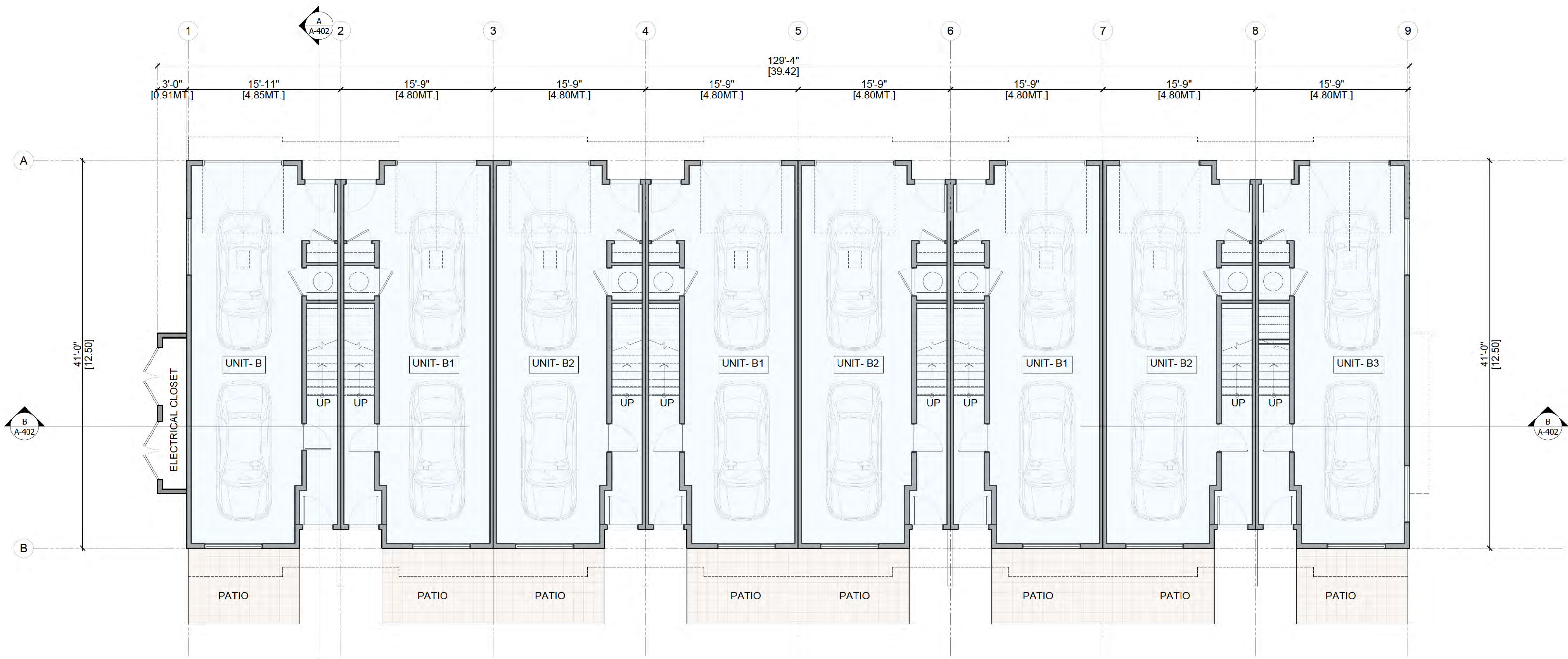
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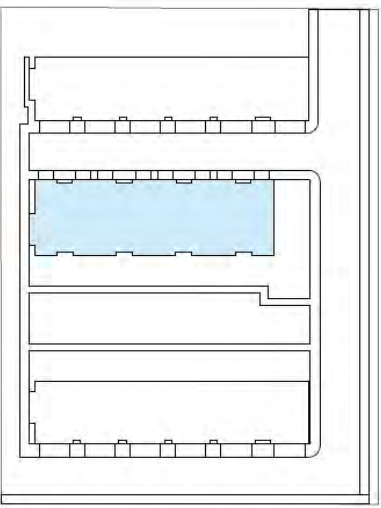


1 BUILDING 1 & 3 - ROOF PLAN
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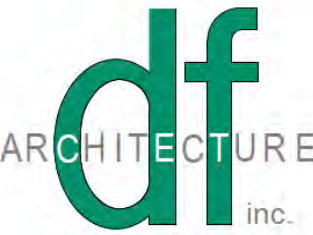


1 BUILDING 2 - LEVEL 1
SCALE: 3/16" = 1'-0"

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GIBSONS, B.C.

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SCALE:	3/16" = 1'-0"
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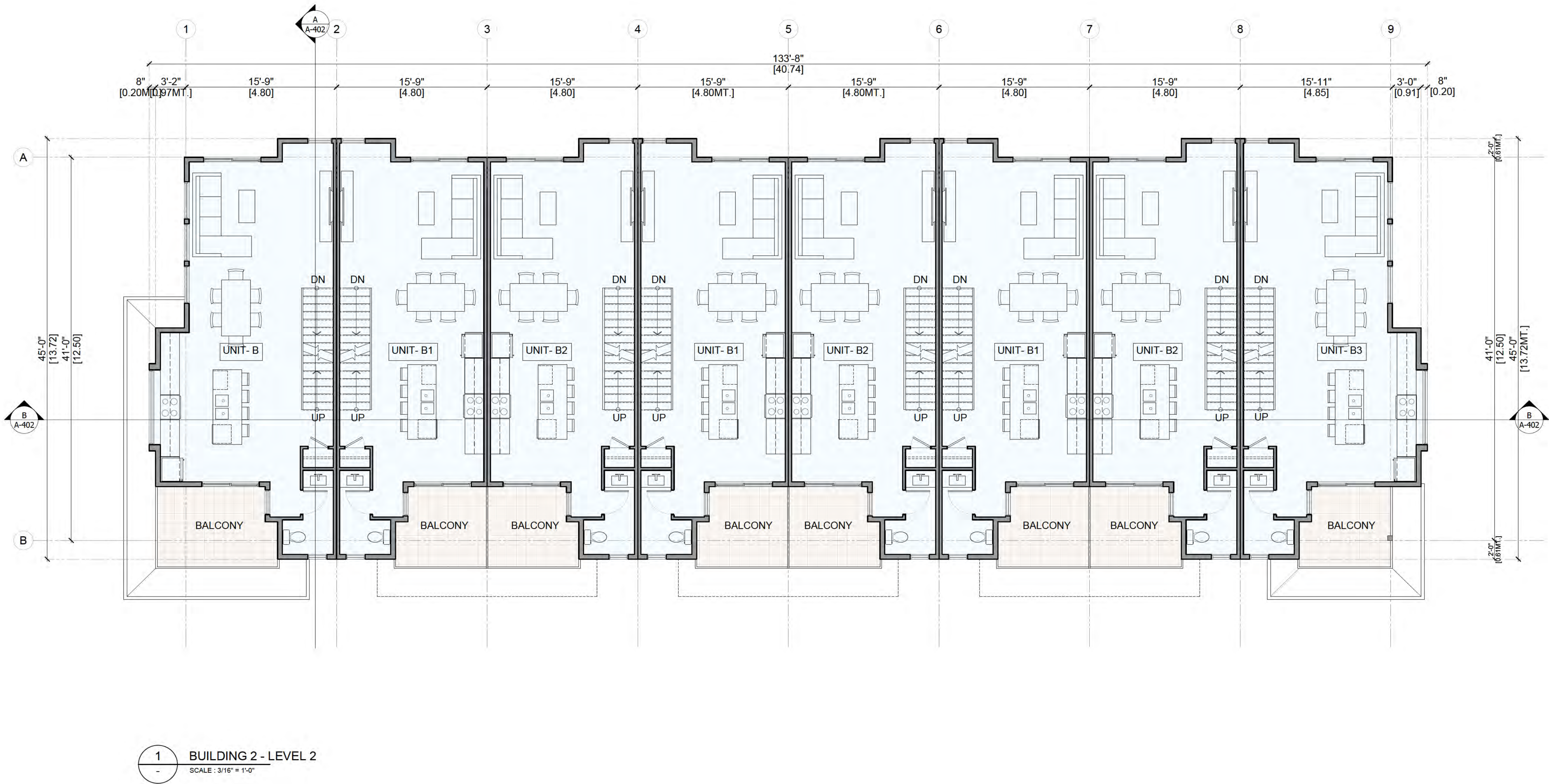
BUILDING PLANS

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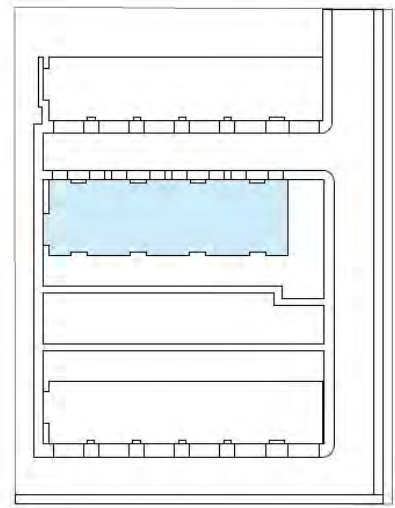
A-205

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PROJECT:

**PROPOSED TOWNHOUSE DEVELOPMENT
741 HILLCREST ROAD,
GIBSONS, B.C.**

CLIENT:

**GURJIT GILL / NIRMAL SANDHU /
N. NGUYEN
10816 - 124 STREET,
SURREY, B.C.**

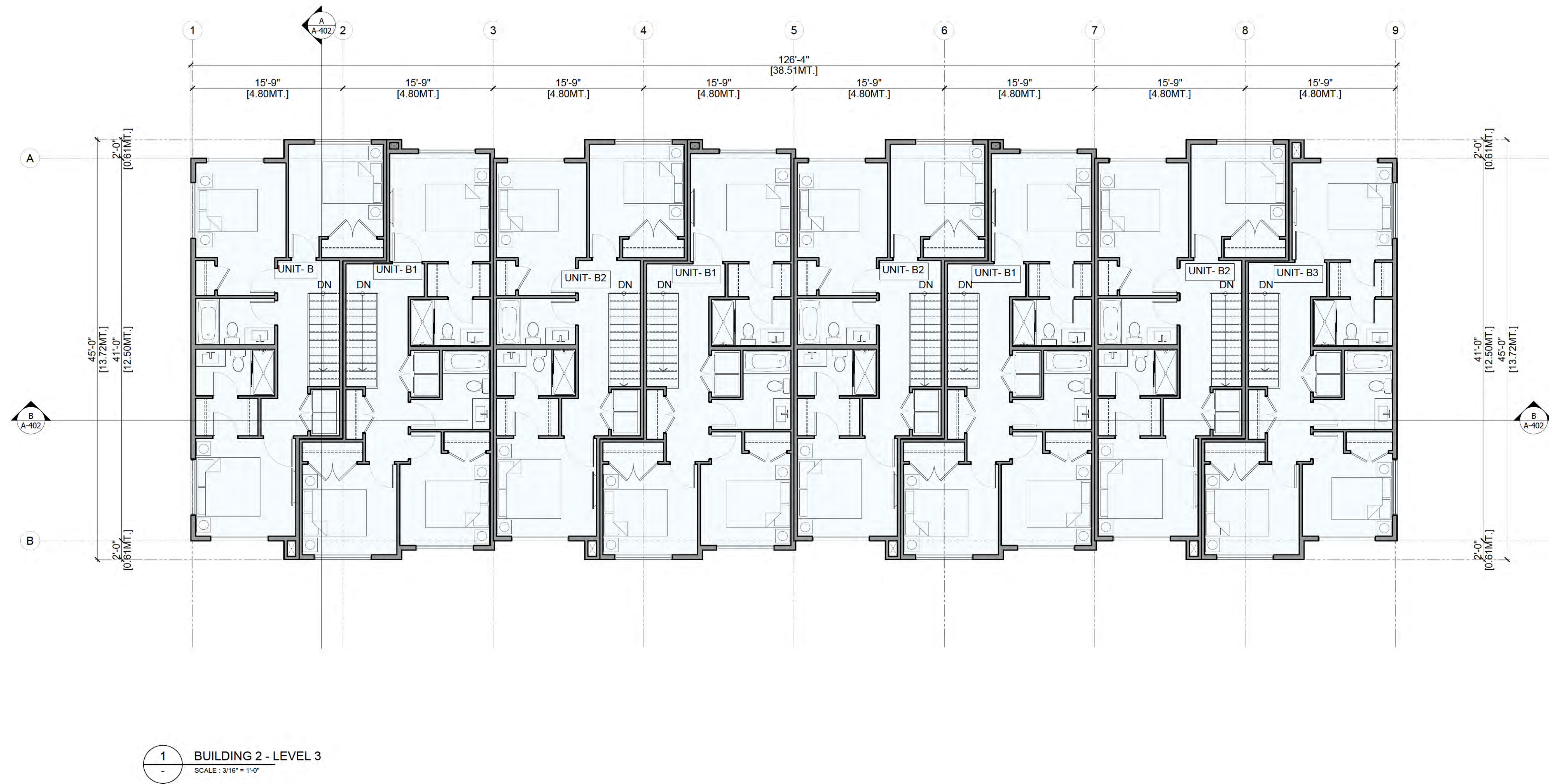
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DATE:	FEB 2020
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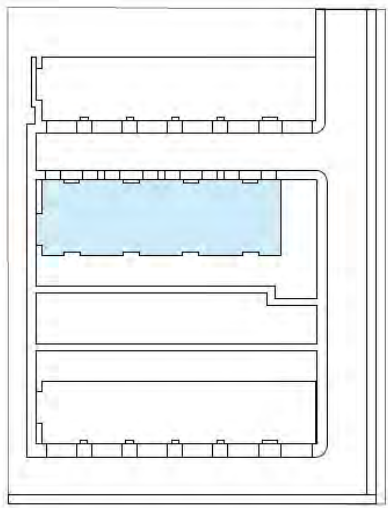
BUILDING PLANS

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741 HILLCREST ROAD,
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DATE: FEB 2020	
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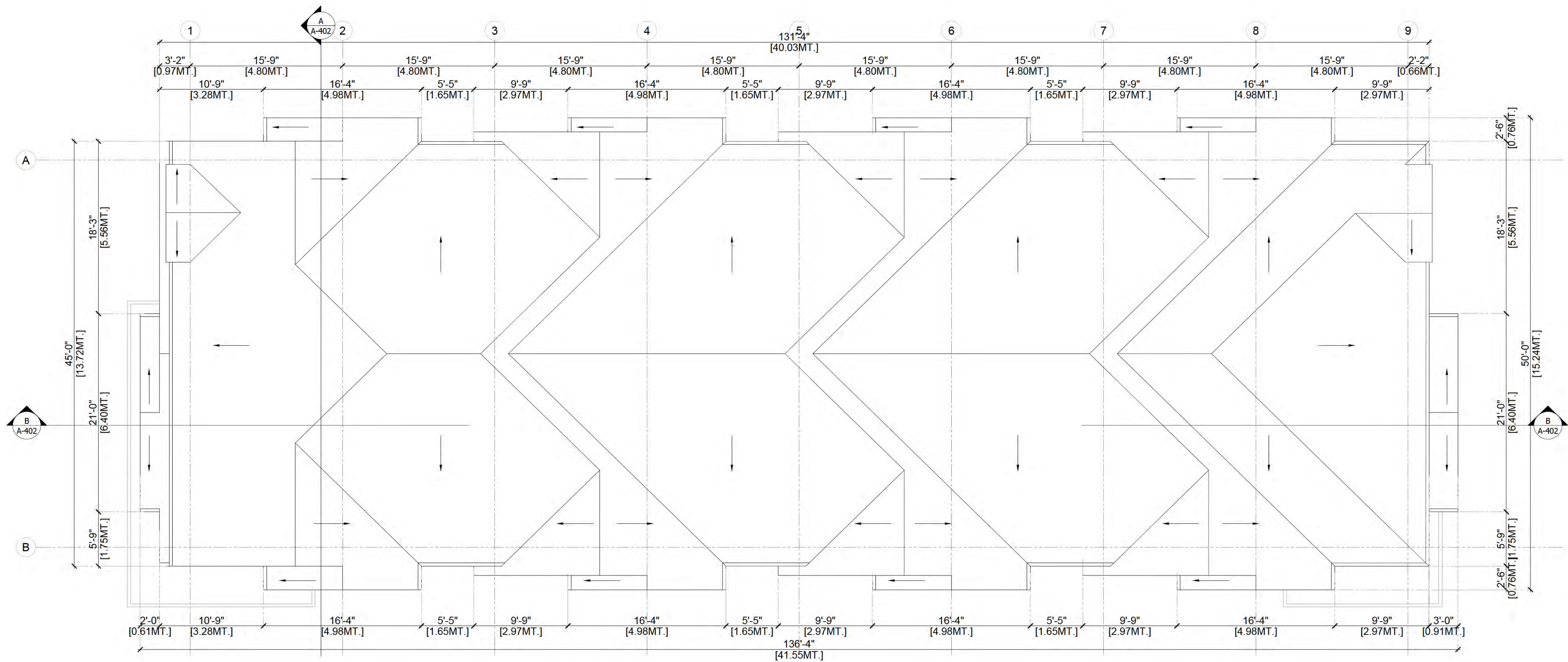
BUILDING PLANS

DRAWING NO.:

A-207

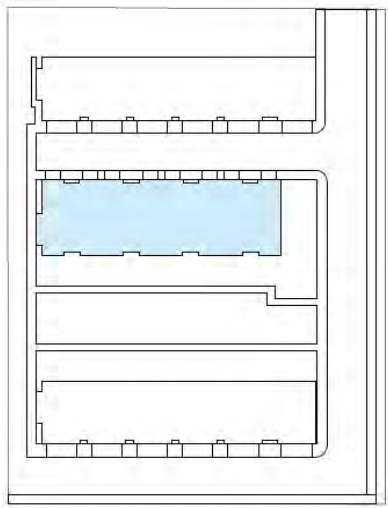
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T 1085-002 T41 H-1000 R4-2000 C/DRAWINGS CURRENT-381 BUILDING PLANS &



1 BUILDING 2 - ROOF PLAN
SCALE: 3/16" = 1'-0"

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PROJECT:

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BUILDING PLANS

DRAWING NO.:

A-208

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SCALE:	3/16" = 1'-0"
JOB No.:	GBS 002
DATE:	FEB 2020
SHEET TITLE:	

ELEVATION

DRAWING NO.:

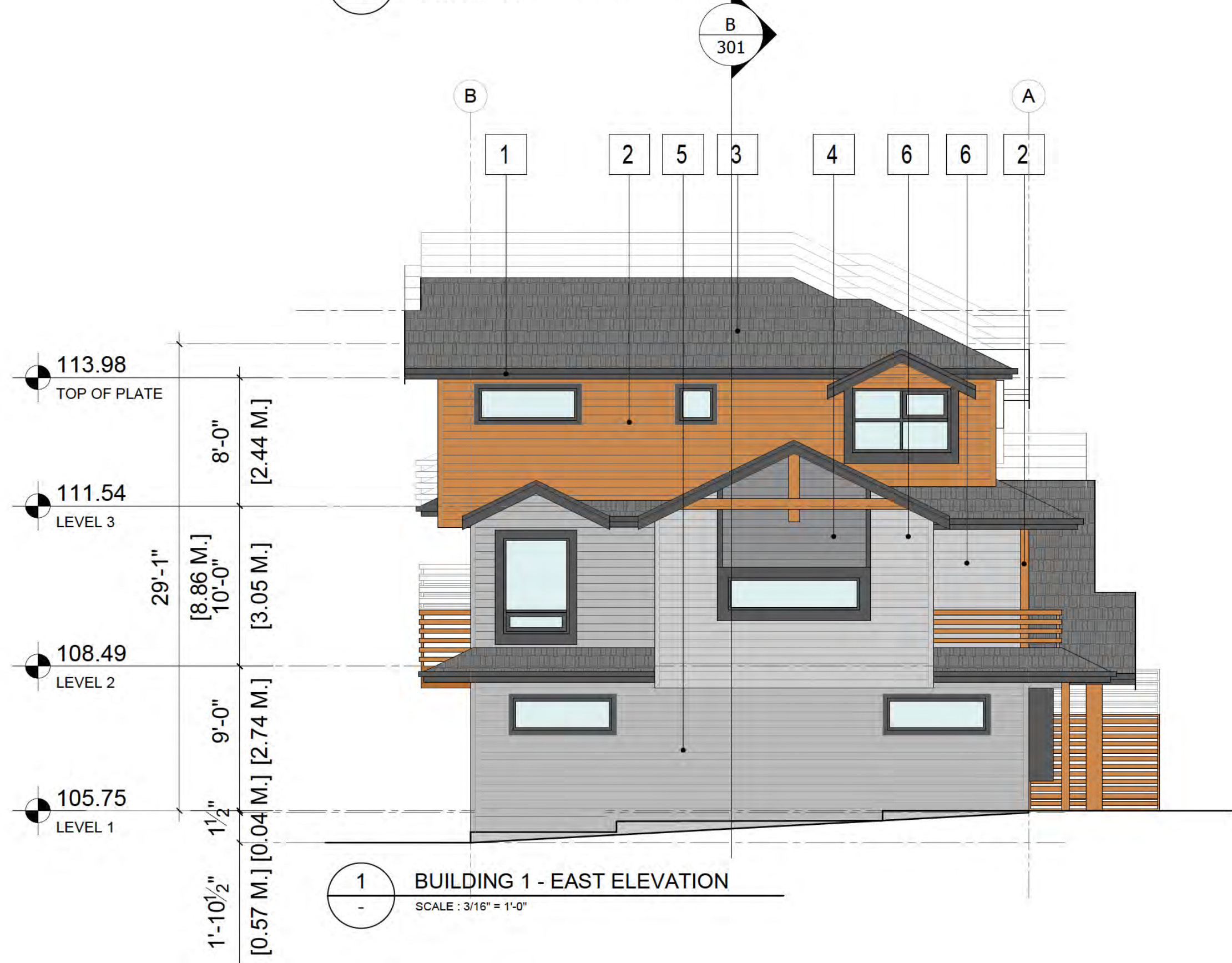
A-301

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BUILDING 1 - SOUTH ELEVATION
SCALE: 3/16" = 1'-0"



1
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BUILDING 1 - EAST ELEVATION
SCALE: 3/16" = 1'-0"

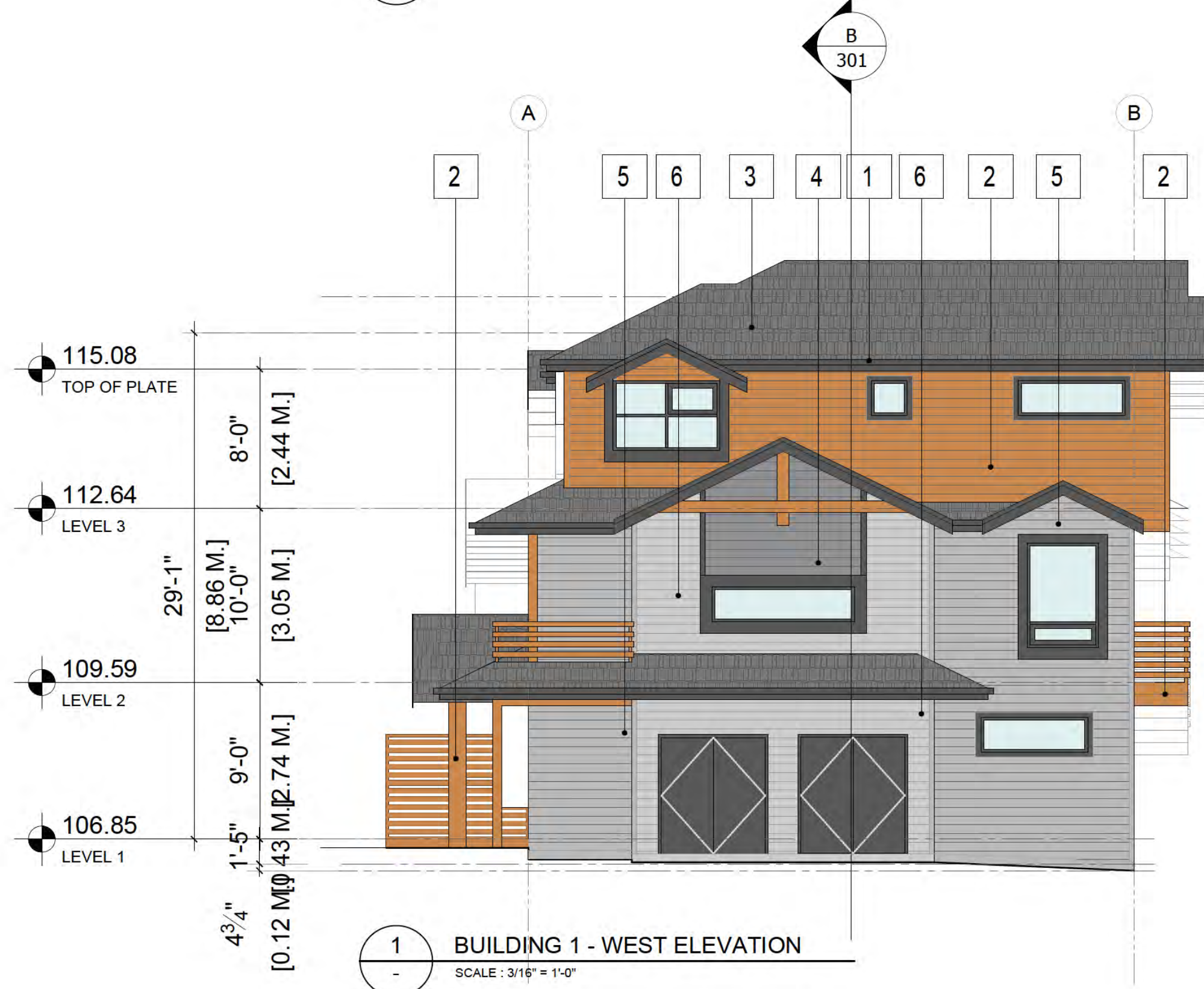
SCHEDULE OF FINISHES :

- | | | |
|---|--|--|
| 1 | | 1. COLOR: TO MATCH SHERWIN WILLIAMS SW - 7069 IRON ORE <ul style="list-style-type: none">• ROOF AND GABLES WOOD FACIA PAINTED• WOOD WINDOW AND DOOR TRIMS PAINTED• ALUMINUM GUTTERS PAINTED• PAINTED VINYL WINDOW AND DOOR WITH SAFETY GLASS (CLEAR) AND OPACI |
| 2 | | 2. COLOR: CLEAR COATED NATURAL WOOD OR SHERWIN WILLIAMS SW - 6369 TASSEL <ul style="list-style-type: none">• GABLE SCREENS, DOORS, BALCONY• HARDIE BOARD SIDING PAINTED• NATURAL WOOD COLUMNS, GABLE SCREENS, DOORS, BALCONY FASCIAS, WOOD PLATES IN FRONT OF GLAZED (SAFETY GLASS) BALCONY GUARDS, WINDOWS AND CORNER TRIMS |
| 3 | | 3. COLOR: OWENS CORNING TRUE DEFINITION DURATION ROOF SHINGLES IN ESTATE GRAY |
| 4 | | 4. COLOR: RICH ESPRESSO <ul style="list-style-type: none">• HARDIE PLANK HZ5 LAP SIDING JAMES HARDIE• WOOD TRIMS PAINTED TO MATCH |
| 5 | | 5. COLOUR: AGED PEWTER <ul style="list-style-type: none">• HARDIE PLANK HZ5 LAP SIDING JAMES HARDIE• WOOD TRIMS PAINTED TO MATCH |
| 6 | | 6. COLOR: PEARL GRAY <ul style="list-style-type: none">• HARDIE PLANK HZ5 LAP SIDING BY JAMES HARDIE• WOOD TRIMS PAINTED TO MATCH |
| 7 | | 7. COLOR: TO MATCH SHERWIN WILLIAMS SW - 6251 OUTERSPACE <ul style="list-style-type: none">• HARDIE PLANK HZ5 LAP SIDING BY JAMES HARDIE• WOOD TRIMS PAINTED TO MATCH |
| 8 | | 8. COLOR: STONE SELEX GOLDEN GRAY <ul style="list-style-type: none">• THIN STONE VENEER• TEXTURE: MODULAR THIN STACK STONE WITH ROUGH FACE |

NOTES:



1 BUILDING 1 - NORTH ELEVATION
SCALE : 3/16" = 1'-0"



1 BUILDING 1 - WEST ELEVATION
SCALE : 3/16" = 1'-0"

SCHEDULE OF FINISHES :

- | | | |
|---|--|---|
| 1 | | 1. COLOR: TO MATCH SHERWIN WILLIAMS SW - 7069 IRON ORE
• ROOF AND GABLES WOOD FACIA PAINTED
• WOOD WINDOW AND DOOR TRIMS PAINTED
• ALUMINUM GUTTERS PAINTED
• PAINTED VINYL WINDOW AND DOOR WITH SAFETY GLASS (CLEAR) AND OPACI |
| 2 | | 2. COLOR: CLEAR COATED NATURAL WOOD OR SHERWIN WILLIAMS SW - 6369 TASSEL
• GABLE SCREENS, DOORS, BALCONY
• HARDIE BOARD SIDING PAINTED
• NATURAL WOOD COLUMNS, GABLE SCREENS, DOORS, BALCONY FASCIAS, WOOD PLATES IN FRONT OF GLAZED (SAFETY GLASS) BALCONY GUARDS, WINDOWS AND CORNER TRIMS |
| 3 | | 3. COLOR: OWENS CORNING TRUE DEFINITION DURATION ROOF SHINGLES IN ESTATE GRAY |
| 4 | | 4. COLOR: RICH ESPRESSO
• HARDIE PLANK HZ5 LAP SIDING JAMES HARDIE
• WOOD TRIMS PAINTED TO MATCH |
| 5 | | 5. COLOUR: AGED PEWTER
• HARDIE PLANK HZ5 LAP SIDING JAMES HARDIE
• WOOD TRIMS PAINTED TO MATCH |
| 6 | | 6. COLOR: PEARL GRAY
• HARDIE PLANK HZ5 LAP SIDING BY JAMES HARDIE
• WOOD TRIMS PAINTED TO MATCH |
| 7 | | 7. COLOR: TO MATCH SHERWIN WILLIAMS SW - 6251 OUTERSPACE
• HARDIE PLANK HZ5 LAP SIDING BY JAMES HARDIE
• WOOD TRIMS PAINTED TO MATCH |
| 8 | | 8. COLOR: STONE SELEX GOLDEN GRAY
• THIN STONE VENEER
• TEXTURE: MODULAR THIN STACK STONE WITH ROUGH FACE |

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PROJECT:

PROPOSED TOWNHOUSE DEVELOPMENT
741 HILLCREST ROAD,
GIBSONS, B.C.

CLIENT:

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SCALE:	3/16" = 1'-0"
JOB No.:	GBS 002
DATE:	FEB 2020
SHEET TITLE:	

ELEVATION

DRAWING NO.:

A-302

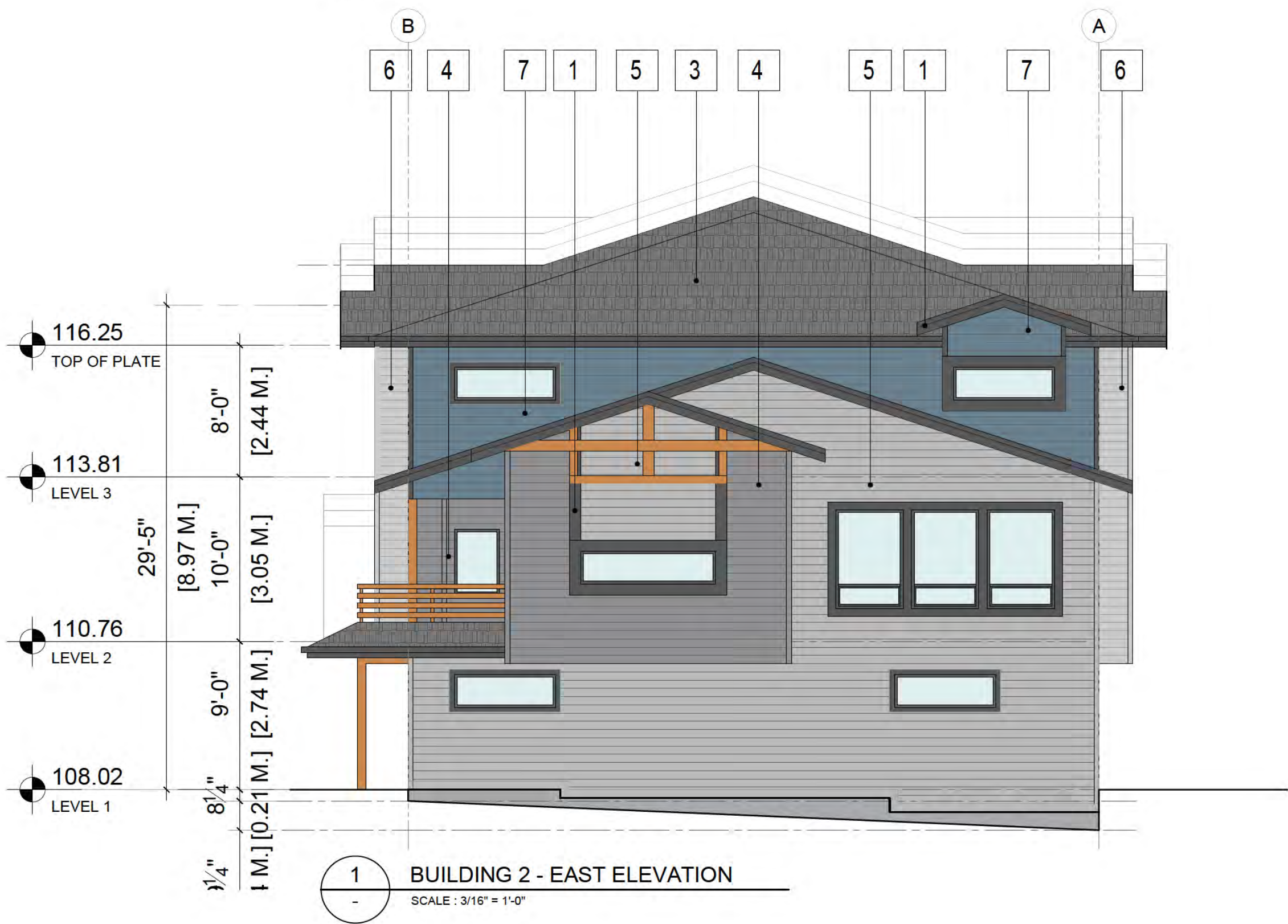
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T:\085462_741 Hillcrest Rd\Draws\GBS\085462\A-302 ELEVATIONS.dwg

NOTES:



1 BUILDING 2 - SOUTH ELEVATION
SCALE : 3/16" = 1'-0"



1 BUILDING 2 - EAST ELEVATION
SCALE : 3/16" = 1'-0"

SCHEDULE OF FINISHES :

- 1

1. COLOR: TO MATCH SHERWIN WILLIAMS SW - 7069 IRON ORE
 - ROOF AND GABLES WOOD FACIA PAINTED
 - WOOD WINDOW AND DOOR TRIMS PAINTED
 - ALUMINUM GUTTERS PAINTED
 - PAINTED VINYL WINDOW AND DOOR WITH SAFETY GLASS (CLEAR) AND OPACI
- 2

2. COLOR: CLEAR COATED NATURAL WOOD OR SHERWIN WILLIAMS SW - 6369 TASSEL
 - GABLE SCREENS, DOORS, BALCONY
 - HARDIE BOARD SIDING PAINTED
 - NATURAL WOOD COLUMNS, GABLE SCREENS, DOORS, BALCONY FASCIAS, WOOD PLATES IN FRONT OF GLAZED (SAFETY GLASS) BALCONY GUARDS, WINDOWS AND CORNER TRIMS
- 3

3. COLOR: OWENS CORNING TRUE DEFINITION DURATION ROOF SHINGLES IN ESTATE GRAY
- 4

4. COLOR: RICH ESPRESSO
 - HARDIE PLANK HZ5 LAP SIDING JAMES HARDIE
 - WOOD TRIMS PAINTED TO MATCH
- 5

5. COLOUR: AGED PEWTER
 - HARDIE PLANK HZ5 LAP SIDING JAMES HARDIE
 - WOOD TRIMS PAINTED TO MATCH
- 6

6. COLOR: PEARL GRAY
 - HARDIE PLANK HZ5 LAP SIDING BY JAMES HARDIE
 - WOOD TRIMS PAINTED TO MATCH
- 7

7. COLOR: TO MATCH SHERWIN WILLIAMS SW - 6251 OUTERSPACE
 - HARDIE PLANK HZ5 LAP SIDING BY JAMES HARDIE
 - WOOD TRIMS PAINTED TO MATCH
- 8

8. COLOR: STONE SELEX GOLDEN GRAY
 - THIN STONE VENEER
 - TEXTURE: MODULAR THIN STACK STONE WITH ROUGH FACE

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PROJECT:

PROPOSED TOWNHOUSE DEVELOPMENT
741 HILLCREST ROAD,
GIBSONS, B.C.

CLIENT:

GURJIT GILL / NIRMAL SANDHU /
N.GUYEN
10816 - 124 STREET,
SURREY, B.C.

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CHECKED:	YA
SCALE:	3/16" = 1'-0"
JOB No.:	GBS 002
DATE:	FEB 2020
SHEET TITLE:	

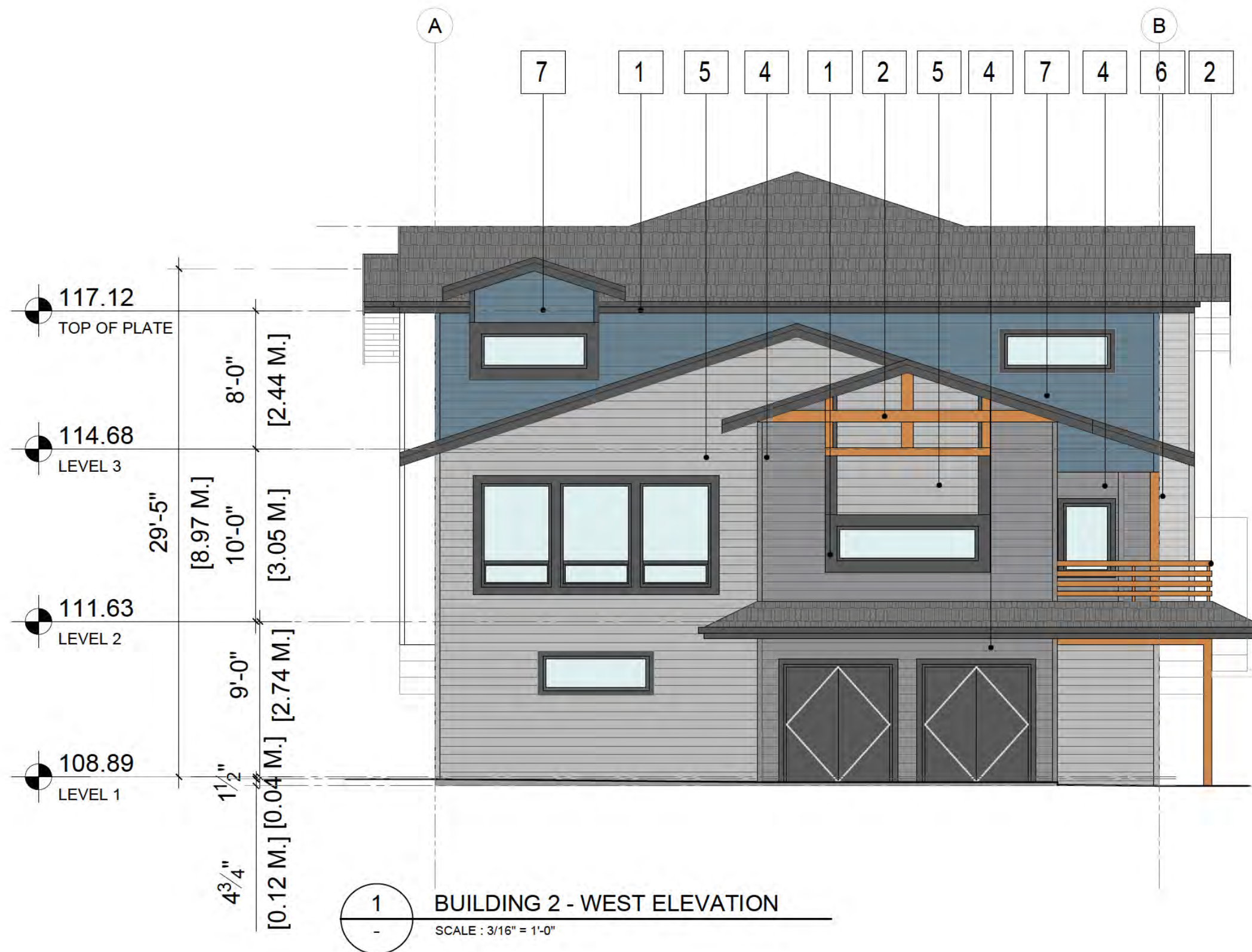
ELEVATION

DRAWING NO.:	
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1 BUILDING 2 - NORTH ELEVATION
SCALE: 3/16" = 1'-0"



1 BUILDING 2 - WEST ELEVATION
SCALE: 3/16" = 1'-0"

SCHEDULE OF FINISHES :

- | | | |
|---|--|--|
| 1 | | 1. COLOR: TO MATCH SHERWIN WILLIAMS SW - 7069 IRON ORE <ul style="list-style-type: none">• ROOF AND GABLES WOOD FACIA PAINTED• WOOD WINDOW AND DOOR TRIMS PAINTED• ALUMINUM GUTTERS PAINTED• PAINTED VINYL WINDOW AND DOOR WITH SAFETY GLASS (CLEAR) AND OPACI |
| 2 | | 2. COLOR: CLEAR COATED NATURAL WOOD OR SHERWIN WILLIAMS SW - 6369 TASSEL <ul style="list-style-type: none">• GABLE SCREENS, DOORS, BALCONY• HARDIE BOARD SIDING PAINTED• NATURAL WOOD COLUMNS, GABLE SCREENS, DOORS, BALCONY FASCIAS, WOOD PLATES IN FRONT OF GLAZED (SAFETY GLASS) BALCONY GUARDS, WINDOWS AND CORNER TRIMS |
| 3 | | 3. COLOR: OWENS CORNING TRUE DEFINITION DURATION ROOF SHINGLES IN ESTATE GRAY |
| 4 | | 4. COLOR: RICH ESPRESSO <ul style="list-style-type: none">• HARDIE PLANK HZS LAP SIDING JAMES HARDIE• WOOD TRIMS PAINTED TO MATCH |
| 5 | | 5. COLOUR: AGED PEWTER <ul style="list-style-type: none">• HARDIE PLANK HZS LAP SIDING JAMES HARDIE• WOOD TRIMS PAINTED TO MATCH |
| 6 | | 6. COLOR: PEARL GRAY <ul style="list-style-type: none">• HARDIE PLANK HZS LAP SIDING BY JAMES HARDIE• WOOD TRIMS PAINTED TO MATCH |
| 7 | | 7. COLOR: TO MATCH SHERWIN WILLIAMS SW - 6251 OUTERSPACE <ul style="list-style-type: none">• HARDIE PLANK HZS LAP SIDING BY JAMES HARDIE• WOOD TRIMS PAINTED TO MATCH |
| 8 | | 8. COLOR: STONE SELEX GOLDEN GRAY <ul style="list-style-type: none">• THIN STONE VENEER• TEXTURE: MODULAR THIN STACK STONE WITH ROUGH FACE |

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ELEVATION

DRAWING NO.:

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ELEVATION

DRAWING NO.:

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1
-
BUILDING 3 - SOUTH ELEVATION
SCALE: 3/16" = 1'-0"

SCHEDULE OF FINISHES :

1



1. COLOR: TO MATCH SHERWIN WILLIAMS SW - 7069 IRON ORE
- ROOF AND GABLES WOOD FACIA PAINTED
 - WOOD WINDOW AND DOOR TRIMS PAINTED
 - ALUMINUM GUTTERS PAINTED
 - PAINTED VINYL WINDOW AND DOOR WITH SAFETY GLASS (CLEAR) AND OPACI

2



2. COLOR: CLEAR COATED NATURAL WOOD OR SHERWIN WILLIAMS SW - 6369 TASSEL
- GABLE SCREENS, DOORS, BALCONY
 - HARDIE BOARD SIDING PAINTED
 - NATURAL WOOD COLUMNS, GABLE SCREENS, DOORS, BALCONY FASCIAS, WOOD PLATES IN FRONT OF GLAZED (SAFETY GLASS) BALCONY GUARDS, WINDOWS AND CORNER TRIMS

3



3. COLOR: OWENS CORNING TRUE DEFINITION DURATION ROOF SHINGLES IN ESTATE GRAY

4



4. COLOR: RICH ESPRESSO
- HARDIE PLANK HZ5 LAP SIDING JAMES HARDIE
 - WOOD TRIMS PAINTED TO MATCH

5



5. COLOUR: AGED PEWTER
- HARDIE PLANK HZ5 LAP SIDING JAMES HARDIE
 - WOOD TRIMS PAINTED TO MATCH

6



6. COLOR: PEARL GRAY
- HARDIE PLANK HZ5 LAP SIDING BY JAMES HARDIE
 - WOOD TRIMS PAINTED TO MATCH

7

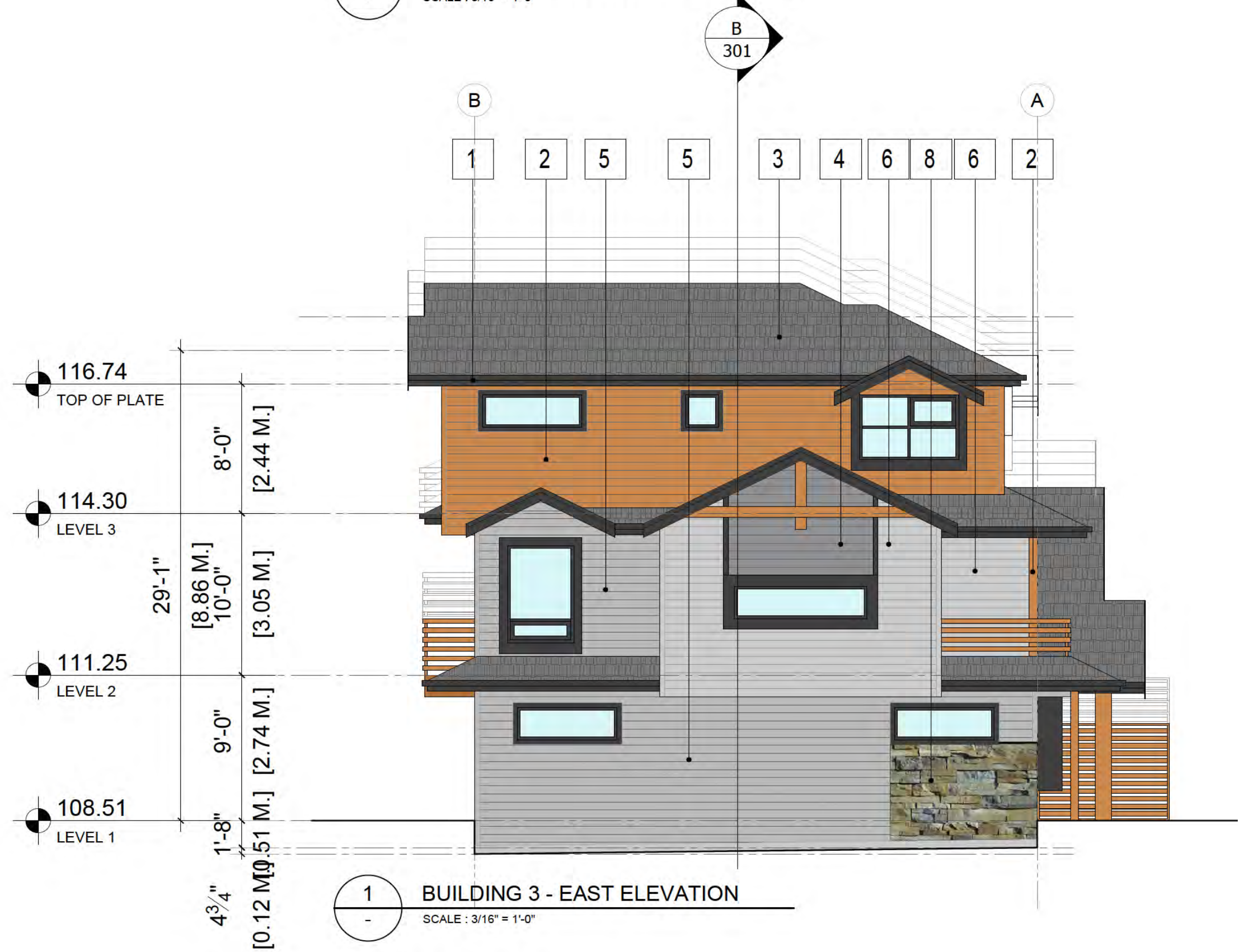


7. COLOR: TO MATCH SHERWIN WILLIAMS SW - 6251 OUTERSPACE
- HARDIE PLANK HZ5 LAP SIDING BY JAMES HARDIE
 - WOOD TRIMS PAINTED TO MATCH

8



8. COLOR: STONE SELEX GOLDEN GRAY
- THIN STONE VENEER
 - TEXTURE: MODULAR THIN STACK STONE WITH ROUGH FACE



1
-
BUILDING 3 - EAST ELEVATION
SCALE: 3/16" = 1'-0"

NOTES:



3 BUILDING 3 - NORTH ELEVATION
SCALE: 3/16" = 1'-0"

SCHEDULE OF FINISHES :

- | | | |
|---|--|--|
| 1 | | 1. COLOR: TO MATCH SHERWIN WILLIAMS SW - 7069 IRON ORE <ul style="list-style-type: none">• ROOF AND GABLES WOOD FACIA PAINTED• WOOD WINDOW AND DOOR TRIMS PAINTED• ALUMINUM GUTTERS PAINTED• PAINTED VINYL WINDOW AND DOOR WITH SAFETY GLASS (CLEAR) AND OPACI |
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| 3 | | 3. COLOR: OWENS CORNING TRUE DEFINITION DURATION ROOF SHINGLES IN ESTATE GRAY |
| 4 | | 4. COLOR: RICH ESPRESSO <ul style="list-style-type: none">• HARDIE PLANK HZ5 LAP SIDING JAMES HARDIE• WOOD TRIMS PAINTED TO MATCH |
| 5 | | 5. COLOUR: AGED PEWTER <ul style="list-style-type: none">• HARDIE PLANK HZ5 LAP SIDING JAMES HARDIE• WOOD TRIMS PAINTED TO MATCH |
| 6 | | 6. COLOR: PEARL GRAY <ul style="list-style-type: none">• HARDIE PLANK HZ5 LAP SIDING BY JAMES HARDIE• WOOD TRIMS PAINTED TO MATCH |
| 7 | | 7. COLOR: TO MATCH SHERWIN WILLIAMS SW - 6251 OUTERSPACE <ul style="list-style-type: none">• HARDIE PLANK HZ5 LAP SIDING BY JAMES HARDIE• WOOD TRIMS PAINTED TO MATCH |
| 8 | | 8. COLOR: STONE SELEX GOLDEN GRAY <ul style="list-style-type: none">• THIN STONE VENEER• TEXTURE: MODULAR THIN STACK STONE WITH ROUGH FACE |

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SCALE:	3/16" = 1'-0"
JOB No.:	GBS 002
DATE:	FEB 2020
SHEET TITLE:	

ELEVATION

DRAWING NO.:

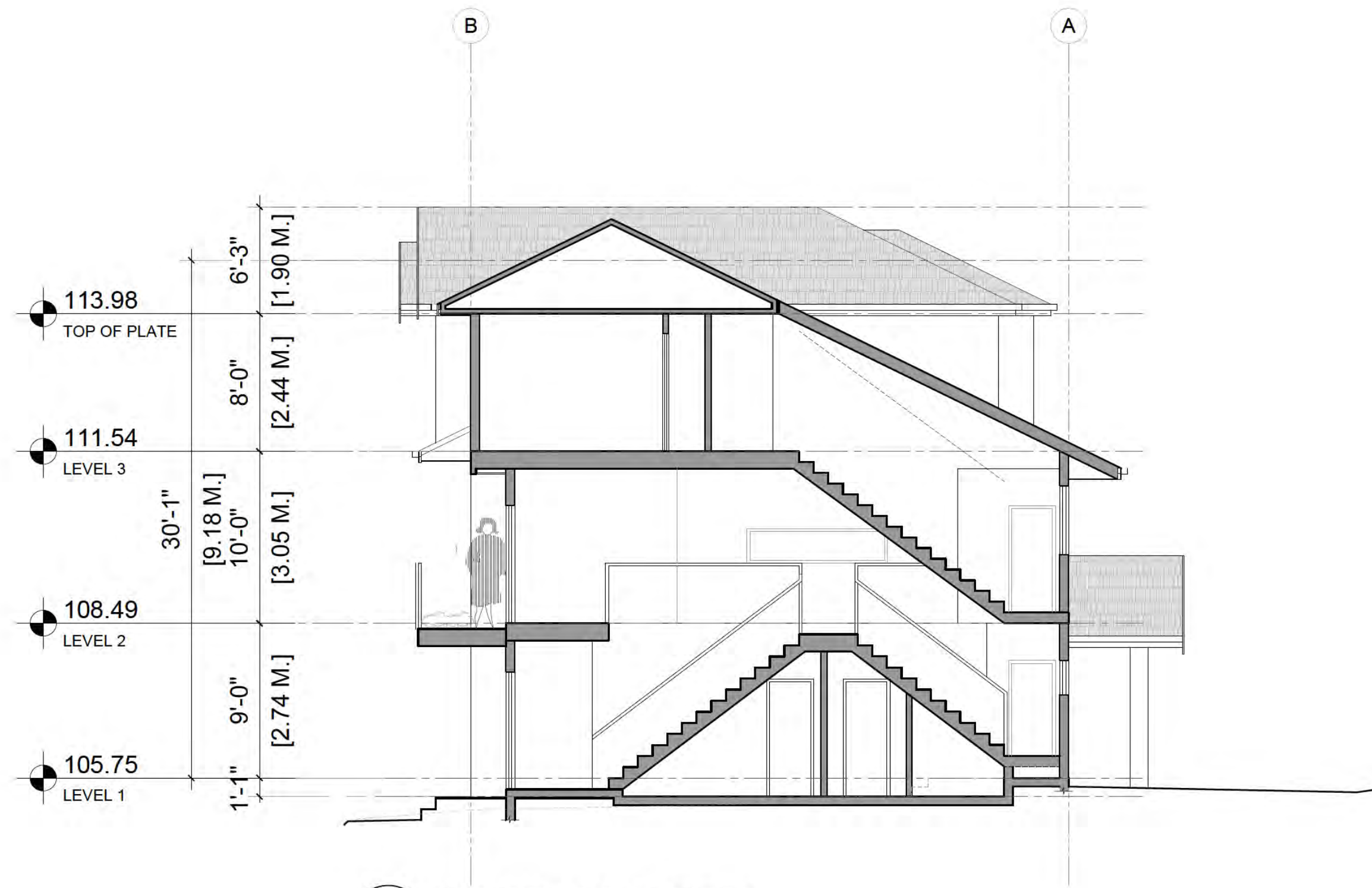
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1
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BUILDING 1 & 3 - SECTION B
SCALE : 3/16" = 1'-0"



1
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BUILDING 1 & 3 - SECTION A
SCALE : 3/16" = 1'-0"

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N. NGUYEN
10816 - 124 STREET,
SURREY, B.C.**

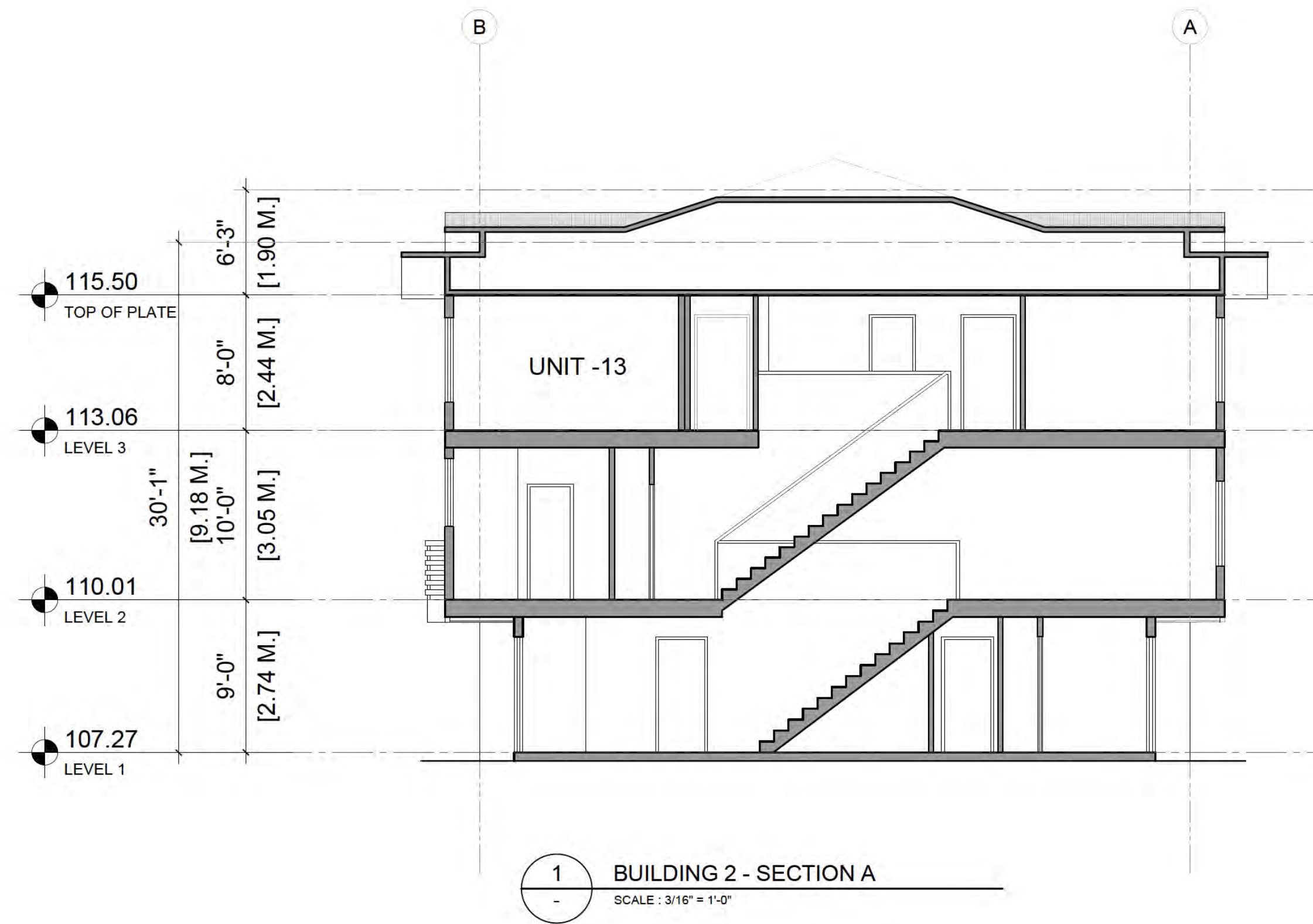
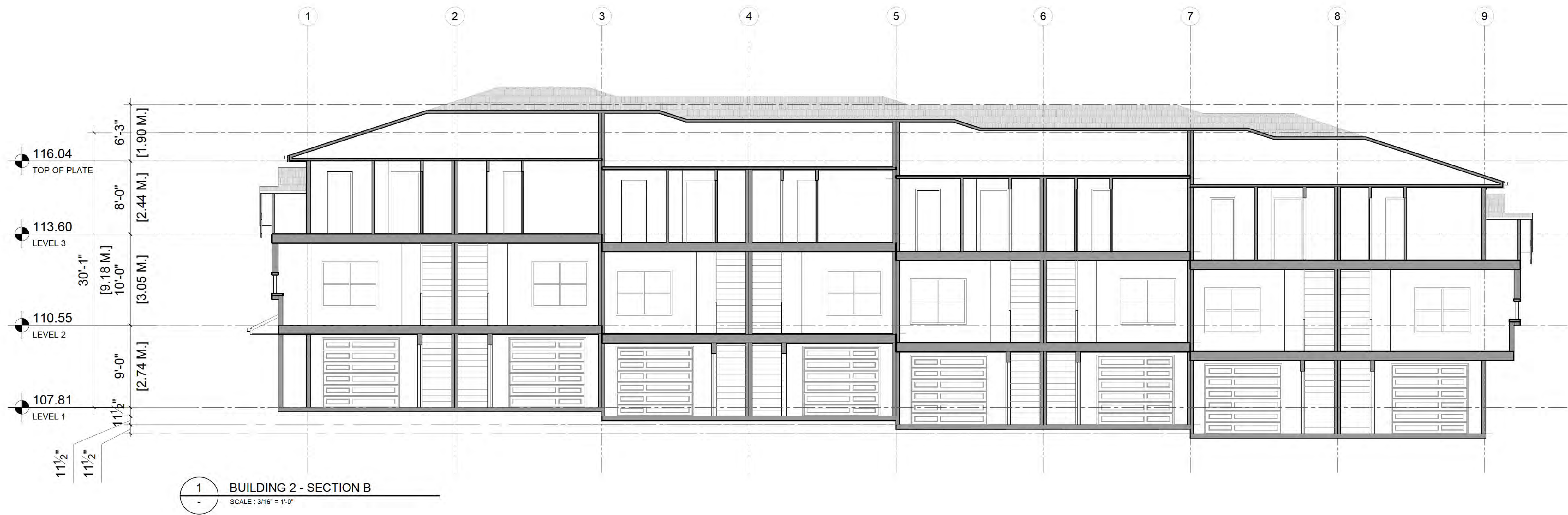
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SECTIONS

DRAWING NO.:
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DATE:	FEB 2020
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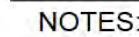
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741 HILLCREST ROAD,
GIBSONS, B.C.**

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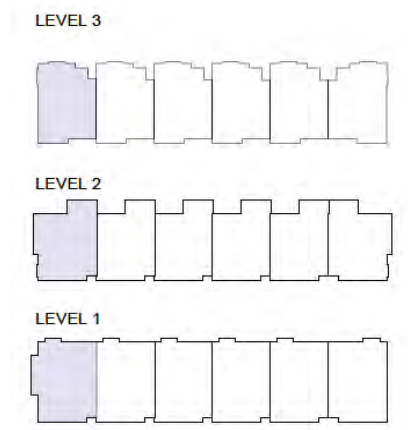
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TIGES-002_741 Hilsenrath Rd-Durham GORAWINGSCURRENTVA-401 SECTIONS 4

NOTES:



KEY PLAN

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DATE:	FEB 2020
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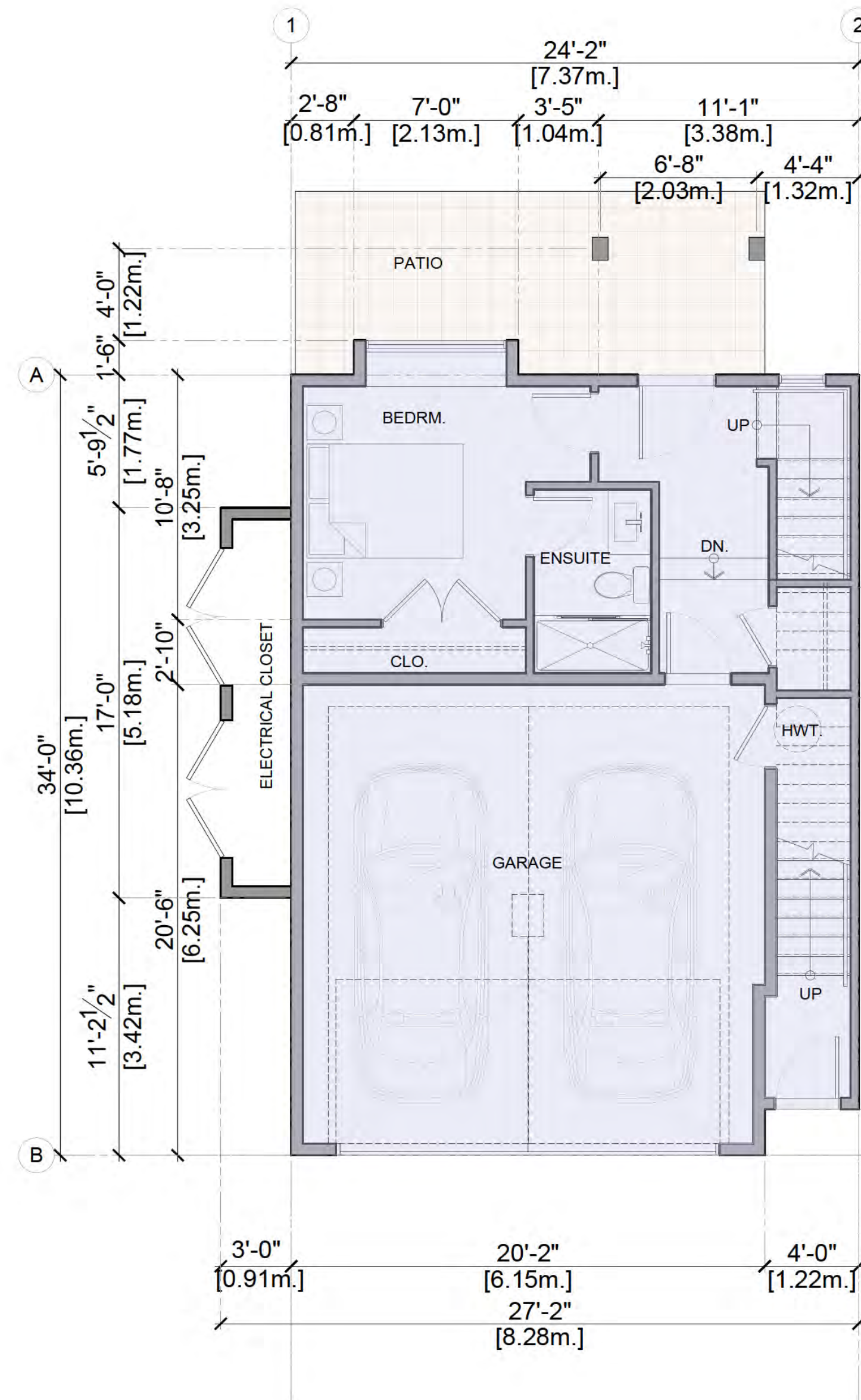
**UNIT PLANS
BUILDING 1 & 3**

DRAWING NO.:

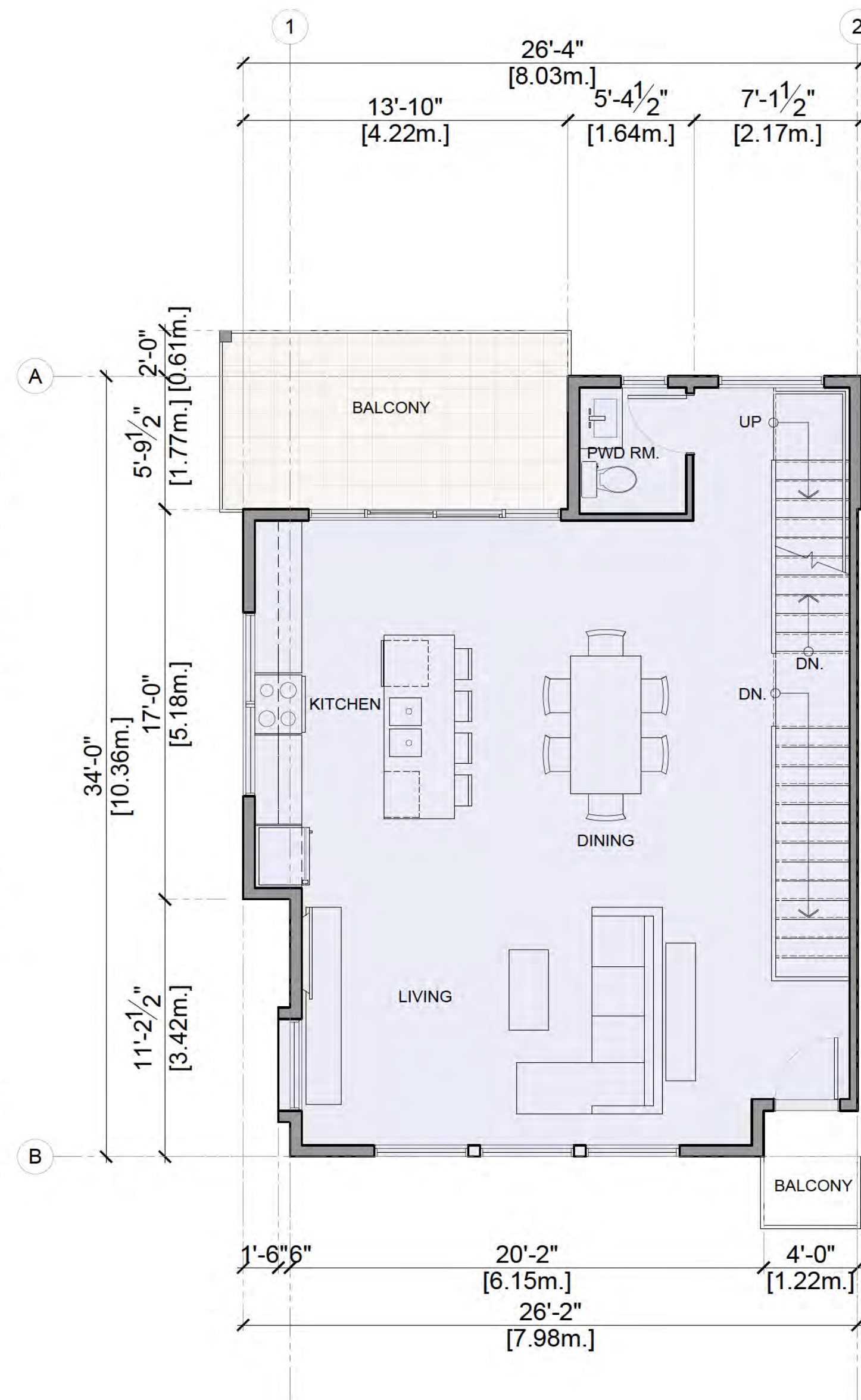
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1 UNIT A - LEVEL 1
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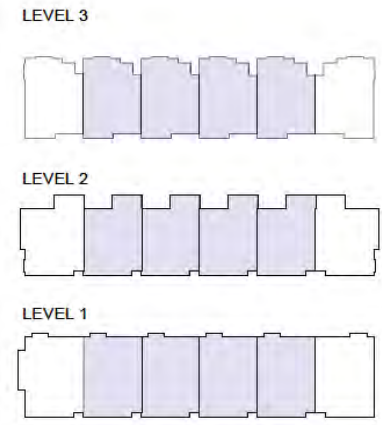


1 UNIT A - LEVEL 2
SCALE: 1/4" = 1'-0"



1 UNIT A - LEVEL 3
SCALE: 1/4" = 1'-0"

NOTES:



KEY PLAN

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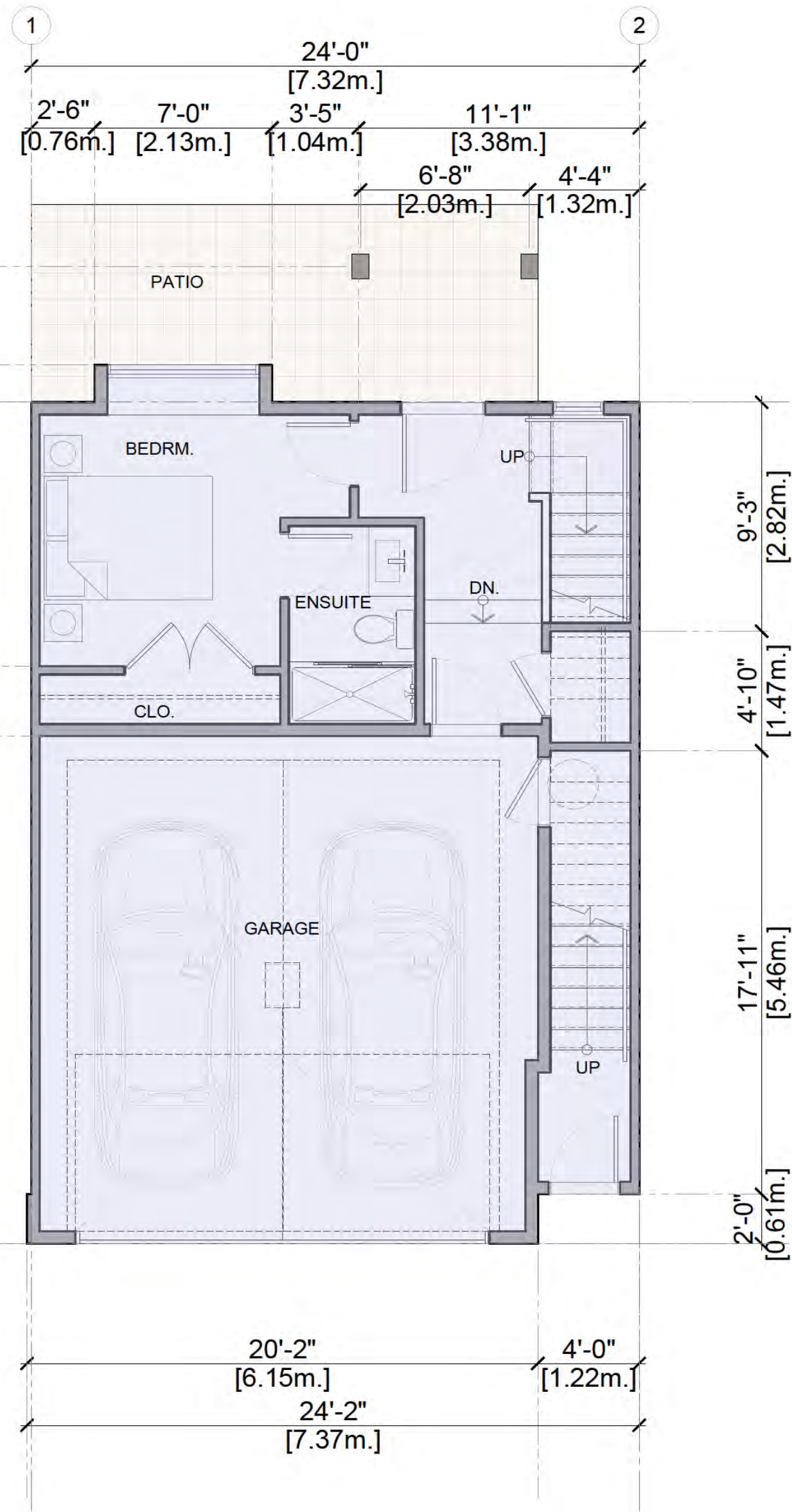
UNIT PLANS
BUILDING 1 & 3

DRAWING NO.:

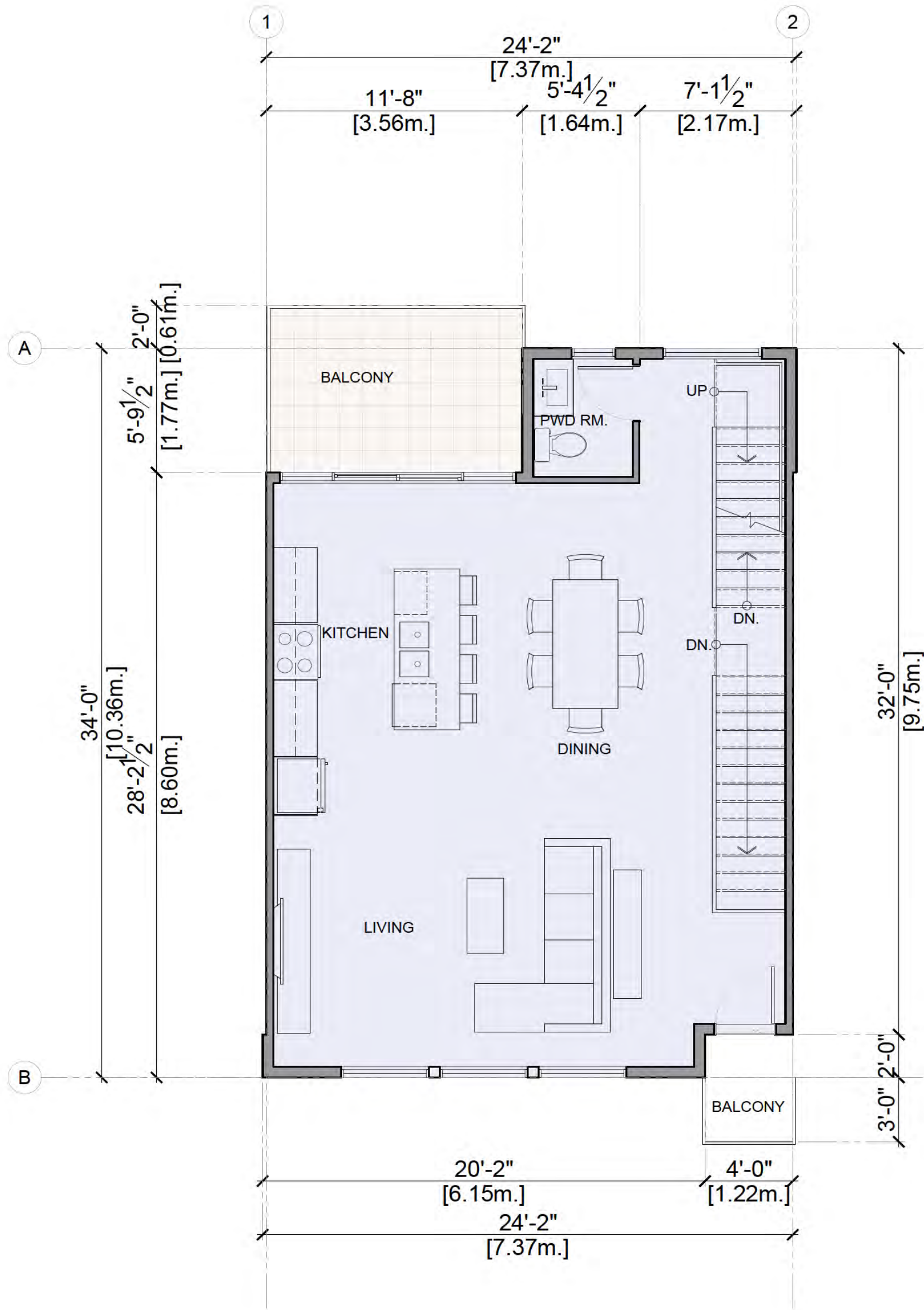
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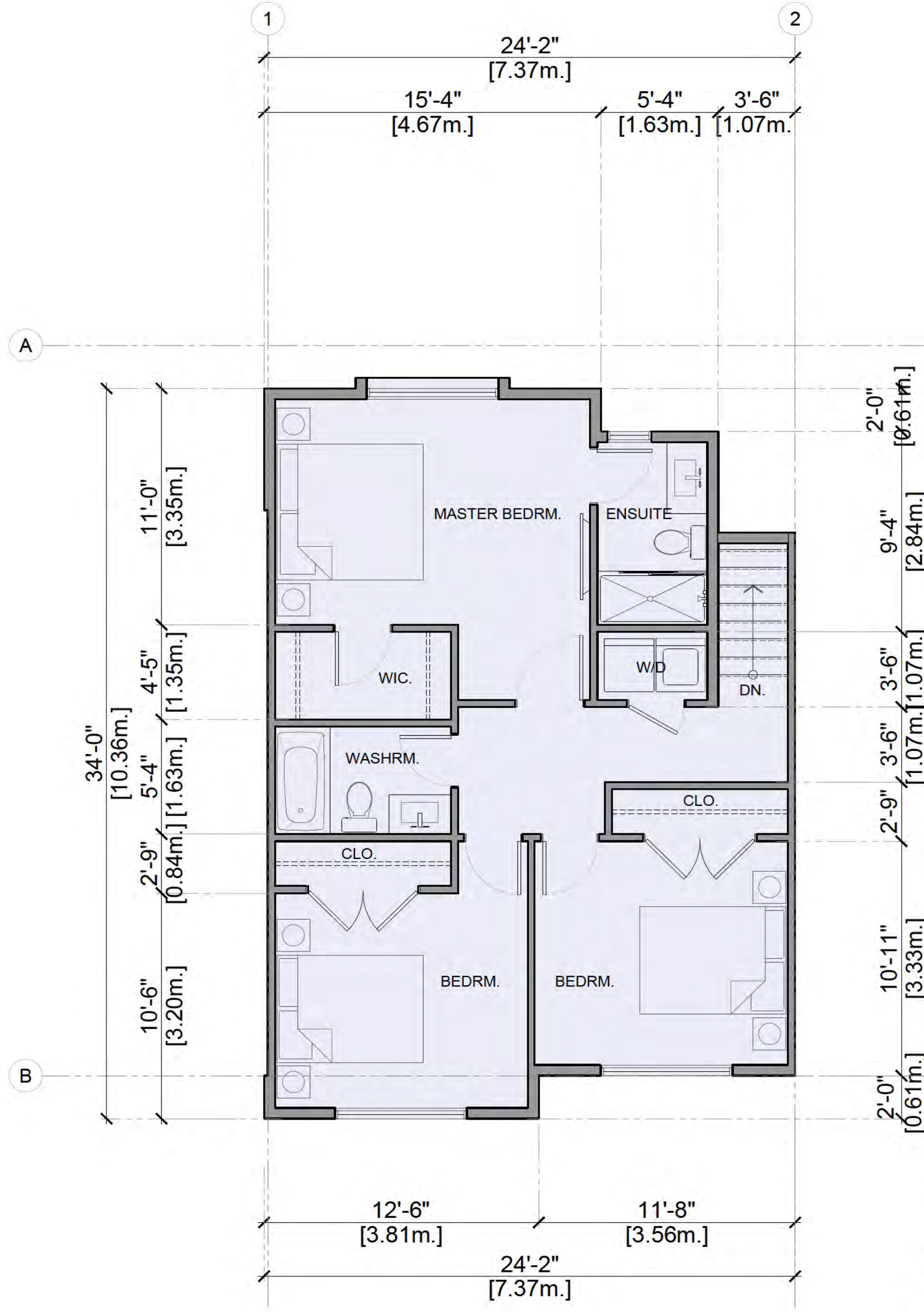
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1 UNIT A1 - LEVEL 1
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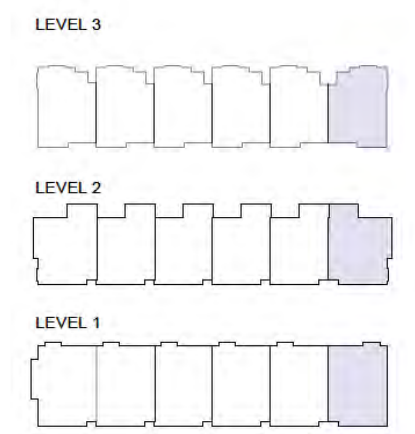


1 UNIT A1 - LEVEL 2
SCALE: 1/4" = 1'-0"



1 UNIT A1 - LEVEL 3
SCALE: 1/4" = 1'-0"

NOTES:



KEY PLAN

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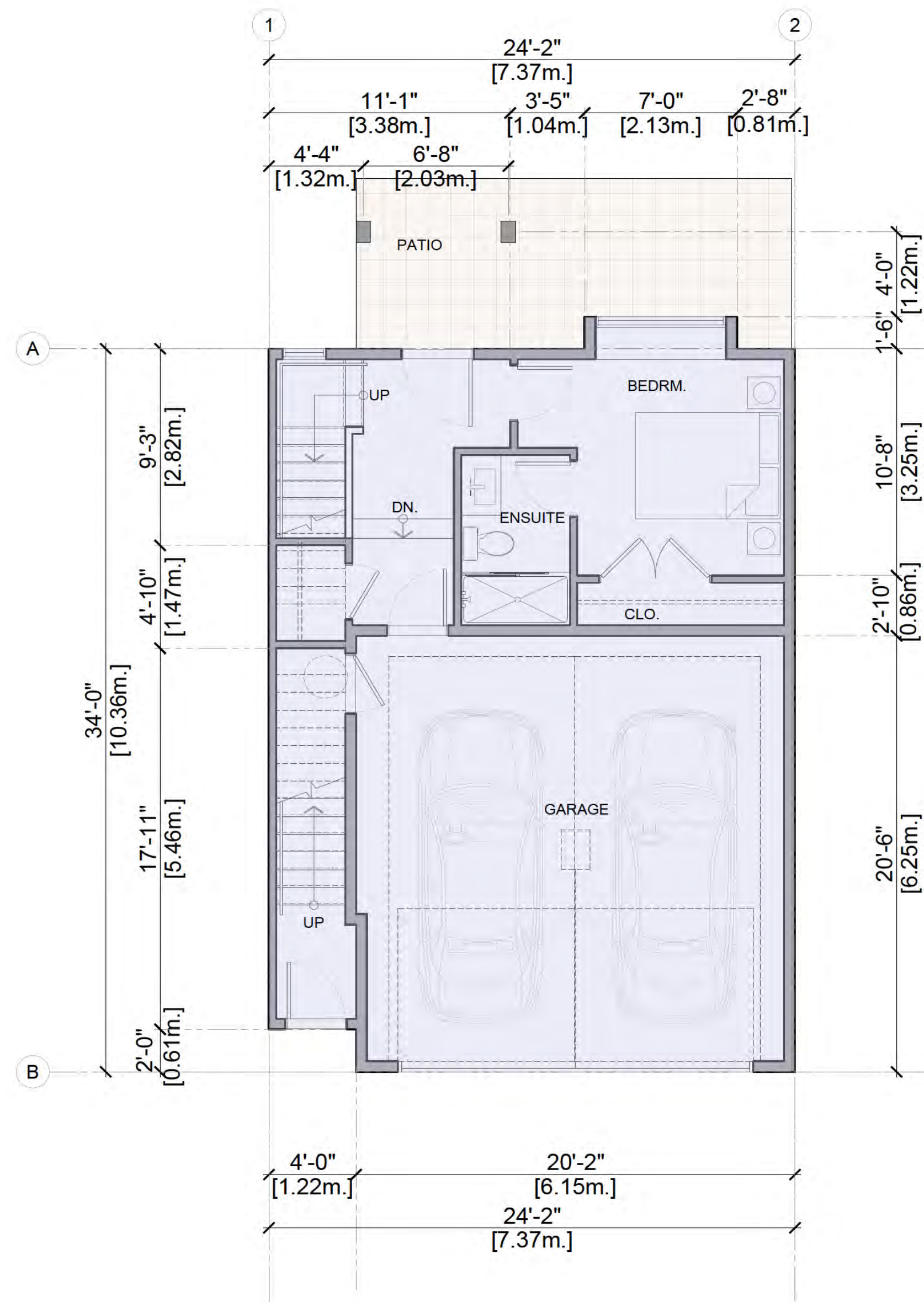
UNIT PLANS
BUILDING 1 & 3

DRAWING NO.:

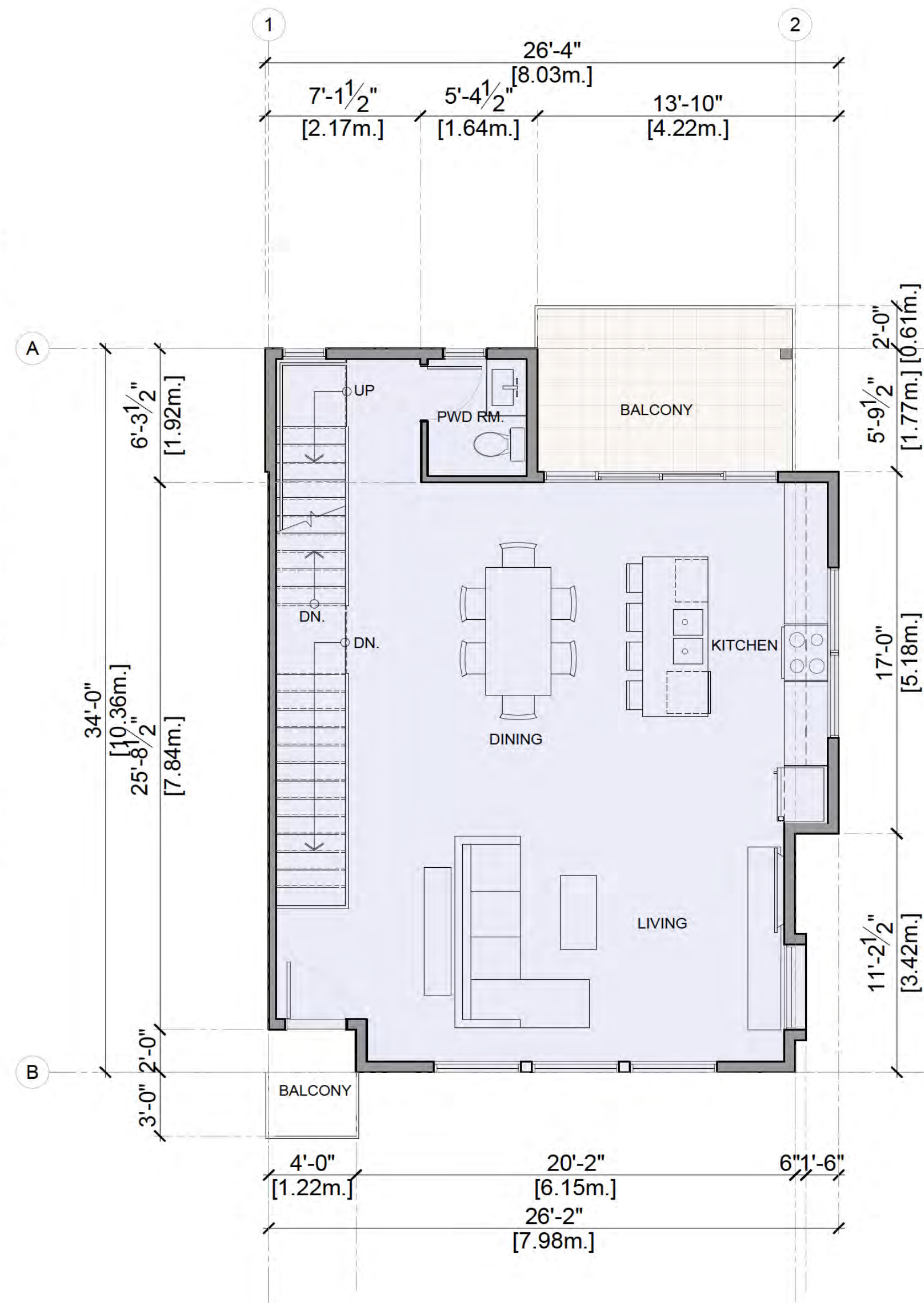
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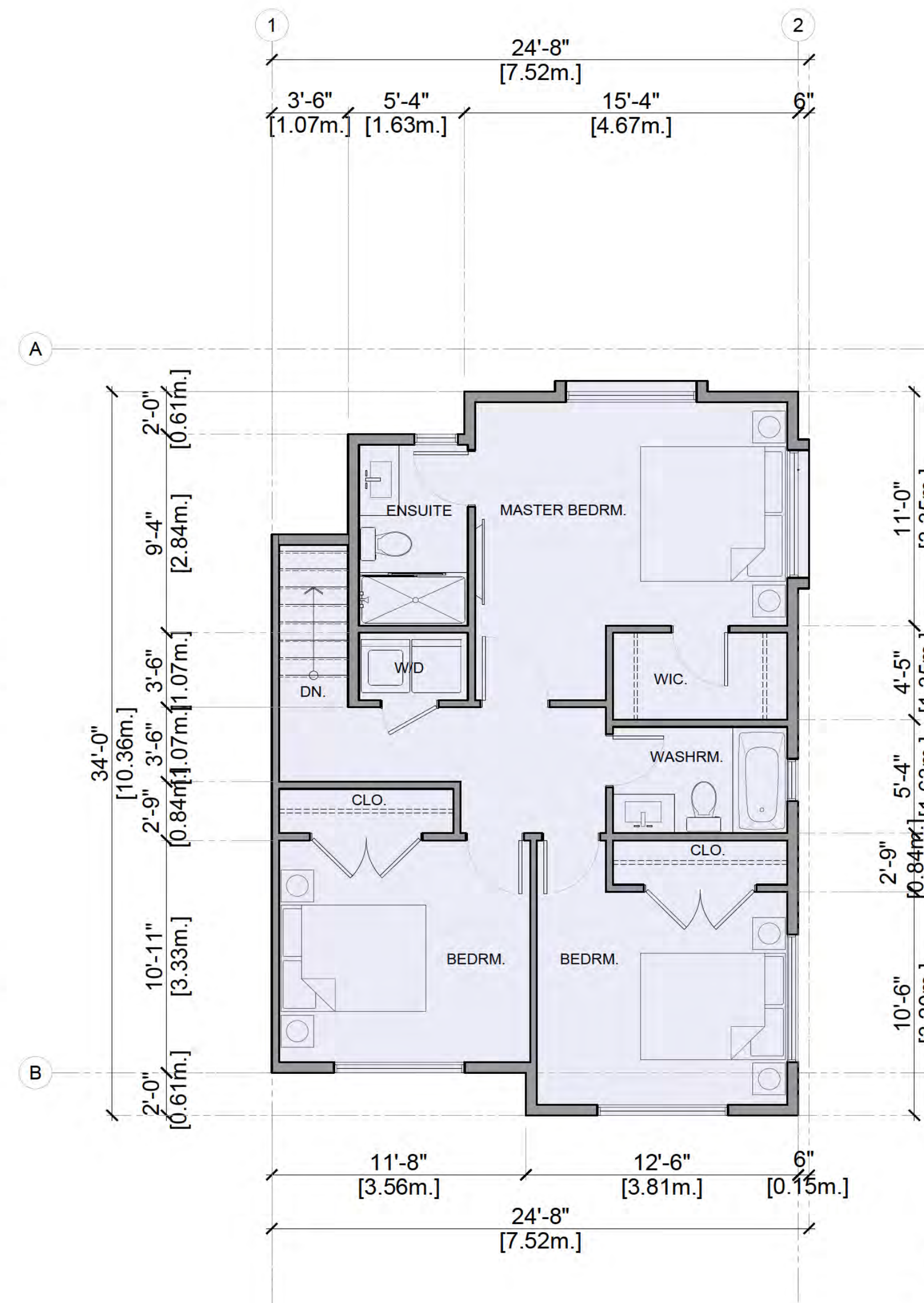
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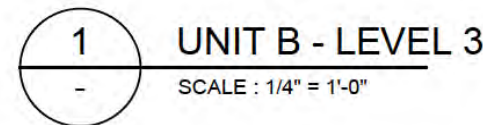
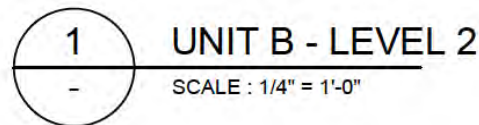
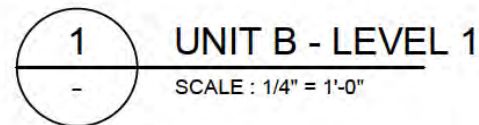
1 UNIT A2 - LEVEL 1
SCALE: 1/4" = 1'-0"



1 UNIT A2 - LEVEL 2
SCALE: 1/4" = 1'-0"



1 UNIT A2 - LEVEL 3
SCALE: 1/4" = 1'-0"



KEY PLAN

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N. NGUYEN
10816 - 124 STREET,
SURREY, B.C.**

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DRAWN:	SS
CHECKED:	YA
SCALE:	1/4" = 1'-0"
JOB No.:	GBS 002
DATE:	FEB 2020

SHEET TITLE:

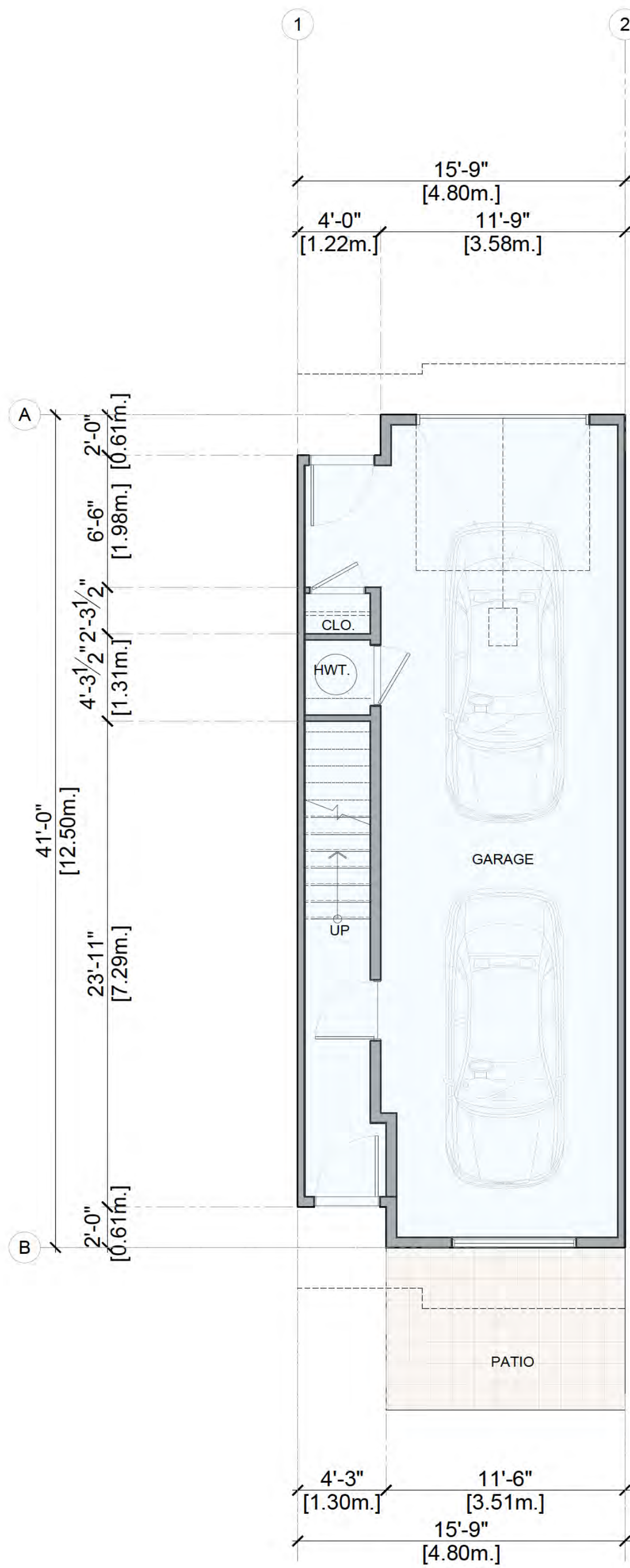
UNIT PLANS
BUILDING 2

DRAWING NO.:

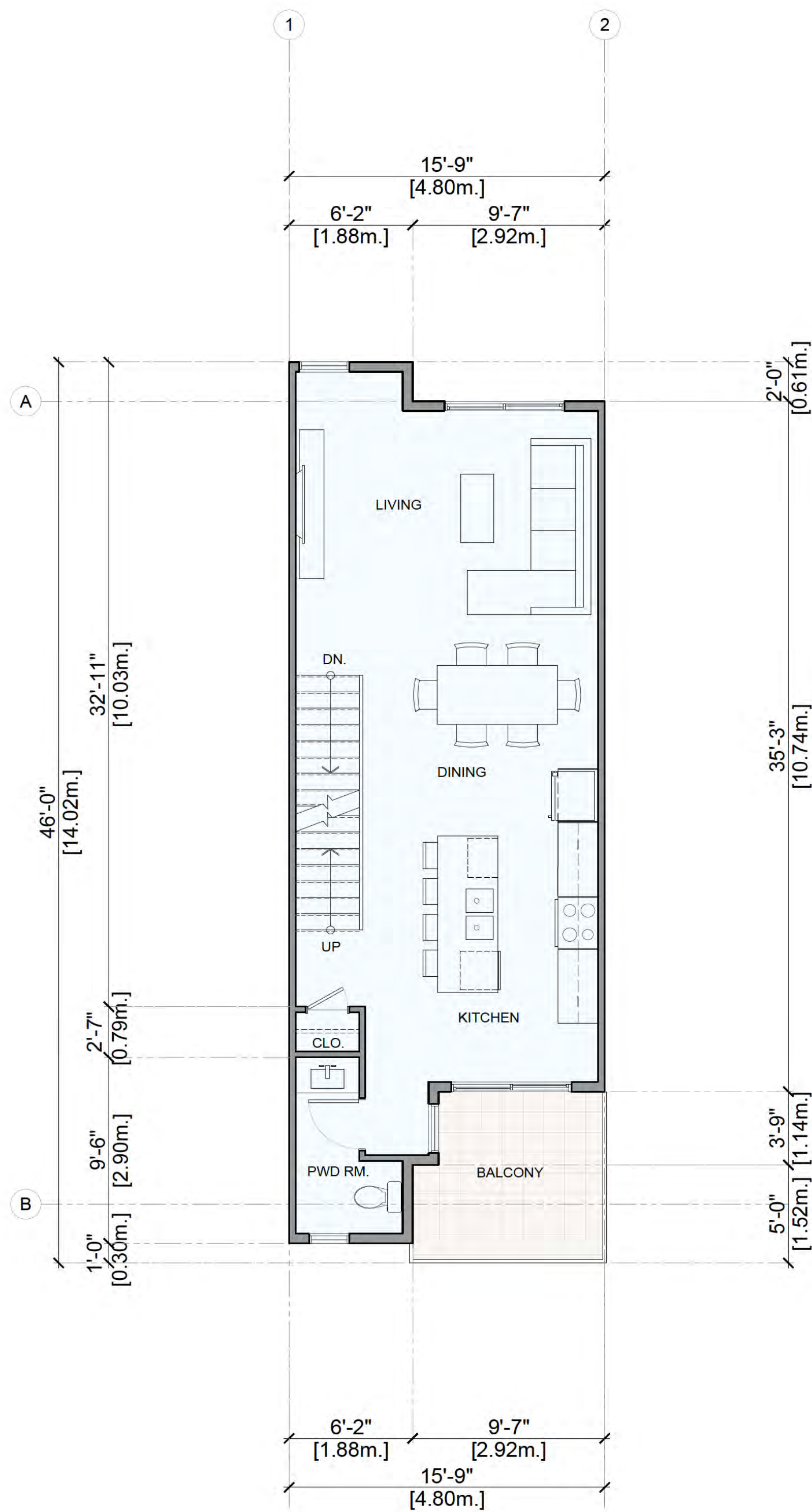
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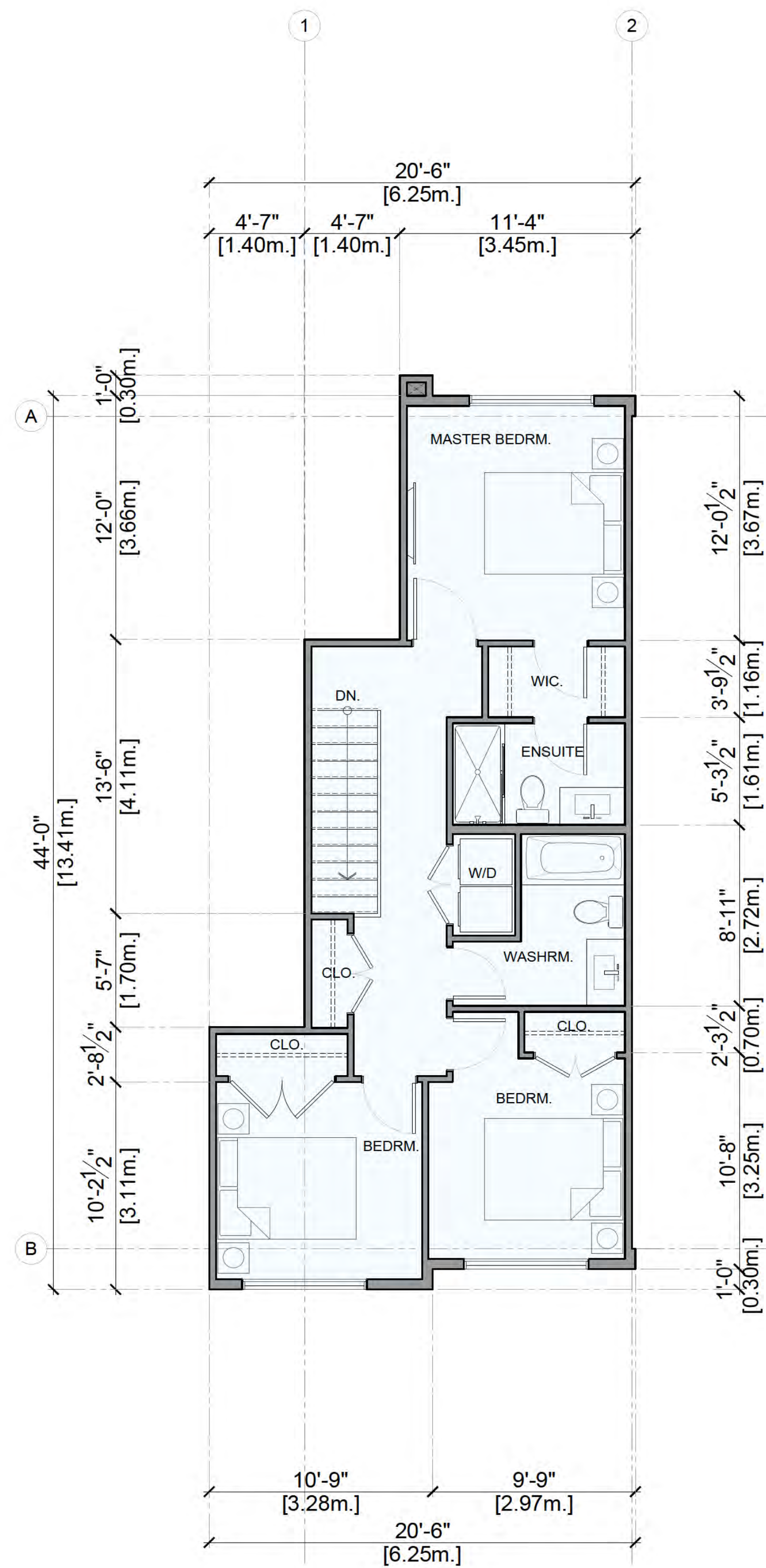
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1 UNIT B1 - LEVEL 1
SCALE: 1/4" = 1'-0"



1 UNIT B1 - LEVEL 2
SCALE: 1/4" = 1'-0"



1 UNIT B1 - LEVEL 3
SCALE: 1/4" = 1'-0"

NOTES:



KEY PLAN

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df
ARCHITECTURE
inc.

1205-4871 SHELL ROAD
RICHMOND, BRITISH COLUMBIA
CANADA V6X 3Z6
T: (604) 284-5194 F: (604) 284-5131
info@dfarchitecture.ca

PROJECT:

**PROPOSED TOWNHOUSE DEVELOPMENT
741 HILLCREST ROAD,
GIBSONS, B.C.**

CLIENT:

**GURJIT GILL / NIRMAL SANDHU /
N. NGUYEN
10816 - 124 STREET,
SURREY, B.C.**

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SHEET TITLE:	

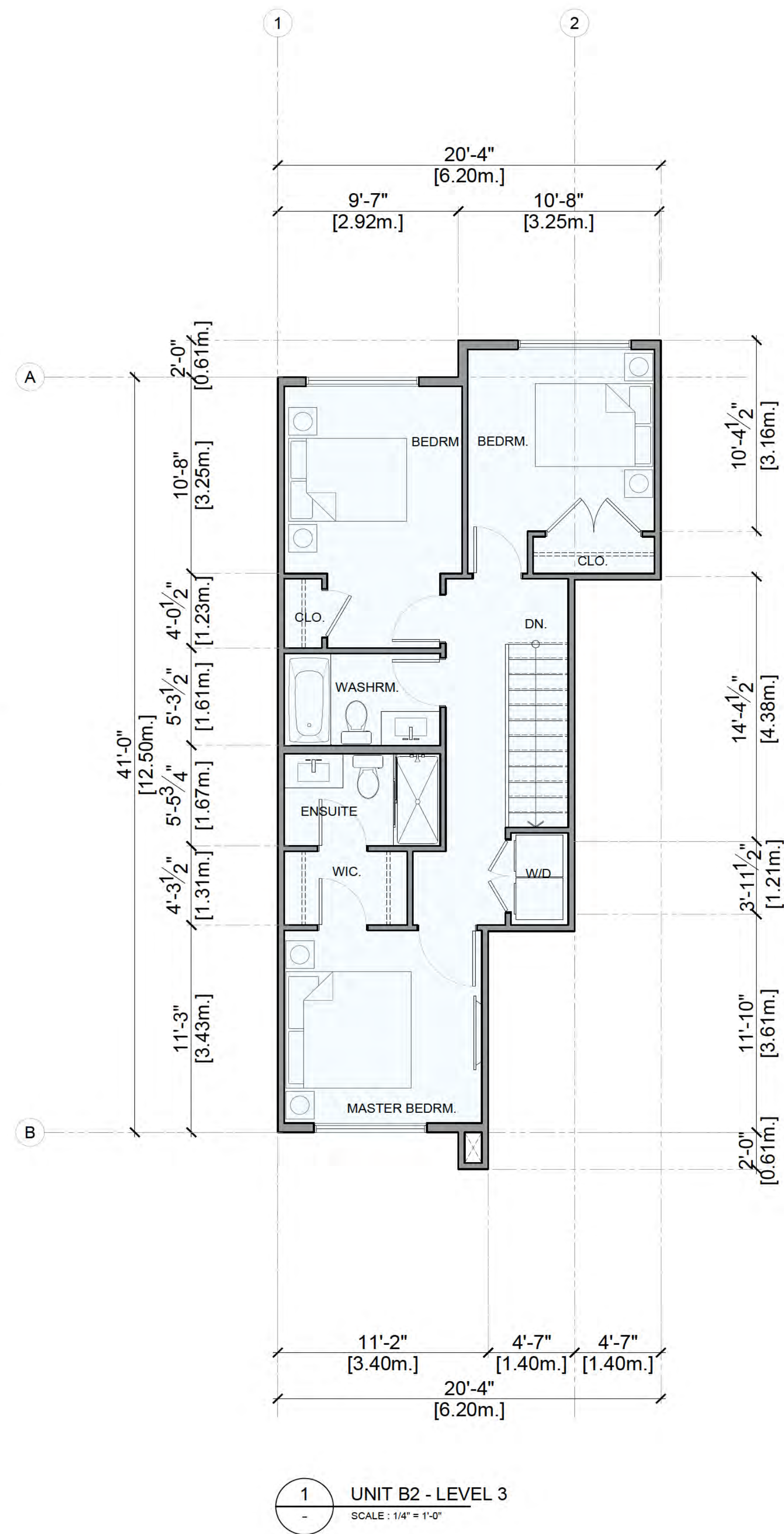
**UNIT PLANS
BUILDING 2**

DRAWING NO.:

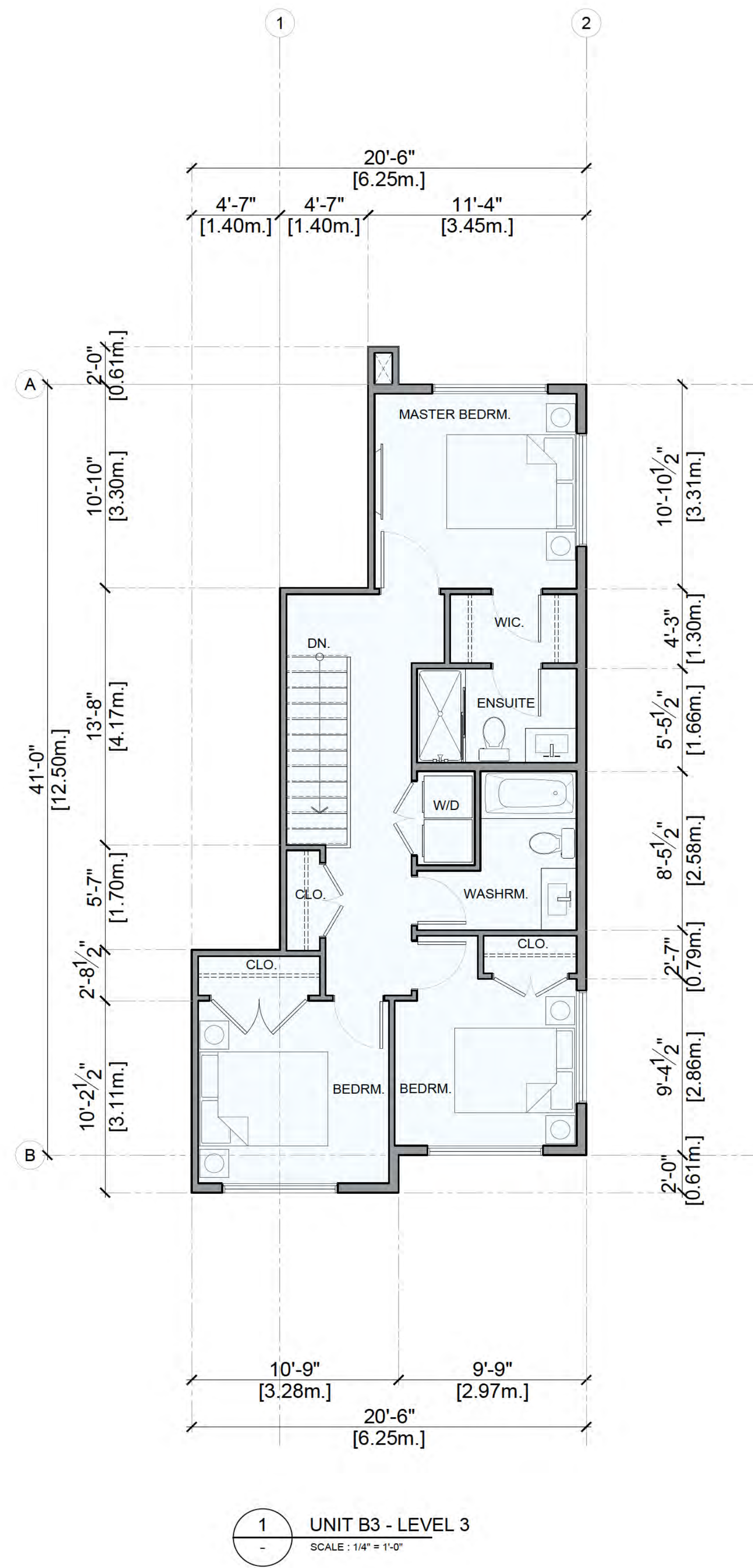
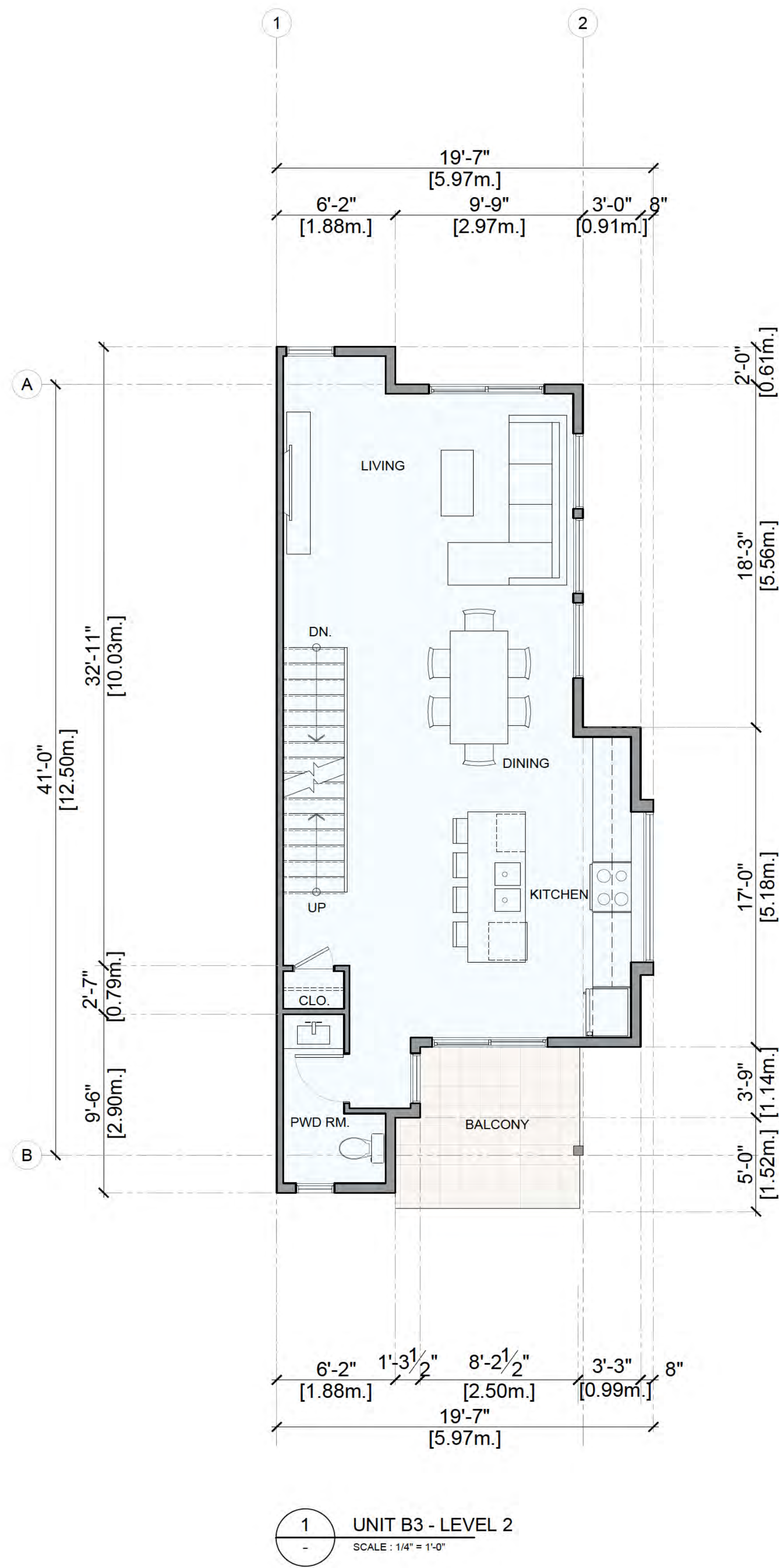
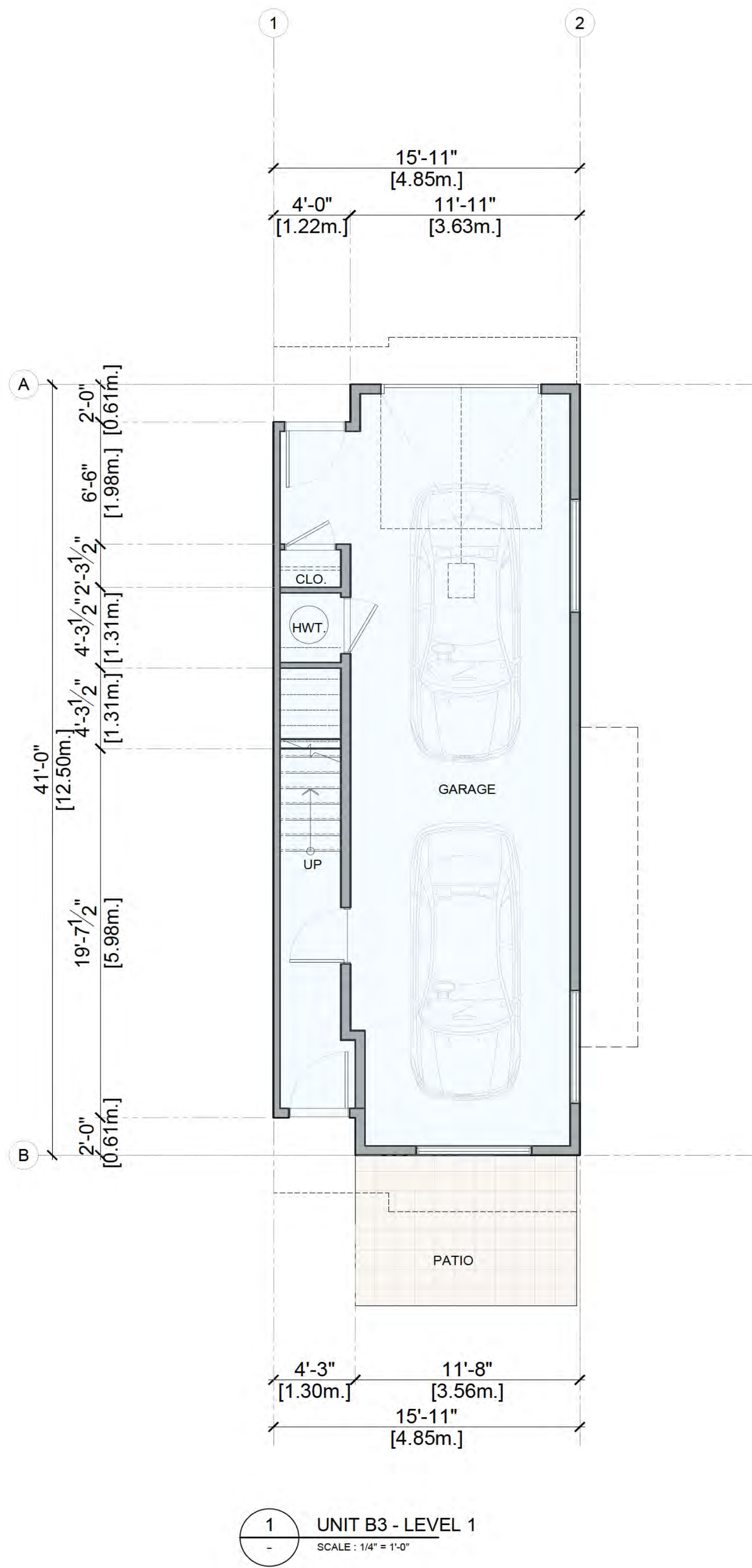
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KEY PLAN

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df
ARCHITECTURE
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1205-4871 SHELL ROAD
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info@dfarchitecture.ca

PROJECT:

PROPOSED TOWNHOUSE DEVELOPMENT
741 HILLCREST ROAD,
GIBSONS, B.C.

CLIENT:

GURJIT GILL / NIRMAL SANDHU /
N. NGUYEN
10816 - 124 STREET,
SURREY, B.C.

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DRAWN:	SS
CHECKED:	YA
SCALE:	1/4" = 1'-0"
JOB No.:	GBS 002
DATE:	FEB 2020
SHEET TITLE:	

UNIT PLANS
BUILDING 2

DRAWING NO.:

A-507

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PAVER KEY:



FURNITURE :



PLANT SCHEDULE- TREES

KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANTED SIZE / REMARKS
TREE	11	AMELANCHIER x G 'AUTUMN BRILLIANCE'	AUTUMN BRILLIANCE SERVICEBERRY	5CM CAL; #10 POT; B&B
	2	MAGNOLIA KOBUS STELLATA 'ROYAL STAR'	ROYAL STAR MAGNOLIA	5CM CAL; 1.8M STD; B&B
	4	MALUS 'DOLGO'	FLOWERING CRABAPPLE	5CM CAL; 1.5M STD; B&B
	8	PINUS FLEXILIS 'VANDERWOLF'S PYRAMID'	VANDERWOLF'S PYRAMIDAL LIMBER PINE	2M HT; B&B
	4	CORNUS NUTTALLI WHITE WONDER	DOGWOOD	5CM CAL; 1.2M STD; B&B
	12	PYRUS CALLERYANA 'CHANTICLEER'	CHANTICLEER PEAR	9CM CAL; 1.5M STD; B&B

PLANT SCHEDULE- SHRUBS & GROUNDCOVERS * QUANTITIES TO BE CONFIRMED

AZALEA JAPONICA 'INDO CRIMSON'	AZALEA (SINGLE DEEP CRIMSON)	#2 POT
AZALEA MOLLIS HYBRIDS	DECIDUOUS AZALEAS VARIETIES	#3 POT; 40CM
BERBERIS THUNBERGII 'MONOM'	CHERRY BOMB BARBERRY	#2 POT
BUXUS MICROPHYLLA 'WINTER GEM'	LITTLE-LEAF BOX	#2 POT; 25CM
BUXUS SEMPERVIRENS GREEN VELVET	BOXWOOD	#3 POT; 40CM
CHOISYA TERNATA	MEXICAN MOCK ORANGE	#3 POT; 50CM
CORNUS SERICEA 'KELSEY'	DWARF KELSEY DOGWOOD	#2 POT; 50CM
HYDRANGEA MACROPHYLLA 'PIA'	DWARF BIGLEAF HYDRANGEA; PINK	2 POT; 30CM
KALMIA LATIFOLIA 'ELF'	DWARF MOUNTAIN LAUREL	#3 POT; 50CM
NANDINA DOMESTICA 'HARBOR DWARF'	HARBOR DWARF NANDINA	#1 POT
NANDINA DOMESTICA 'MOONBAY'	DWARF 'HEAVENLY' BAMBOO	#3 POT; 50CM
PIERIS TAIWANENSIS 'PRELUDE'	TAIWAN PIERIS, DWARF; WHITE BLOOMS	#2 POT; 25CM
PINUS MUGO 'MOPS'	MOPS DWARF MUGO PINE	#2 POT; 25CM
RHODODENDRON 'NAOMI'	NAOMI RHODODENDRON	#3 POT; 50CM
RIBES SANGUINEUM	RED FLOWERING CURRANT	#3 POT; 80CM
SPIRAEA X BUMALDA 'GOLDMOUND'	GOLDMOUND SPIREA	#2 POT; 40CM
WEIGELA FLORIDA 'MIDNIGHT WINE'	DWARF WEIGELA	#2 POT; 40CM
CALAMAGROSTIS ACUTIFLORA 'KARL FOERSTER'	FEATHER REED GRASS	#1 POT
CAREX 'OSHIMENSI' EVERGOLD'	SILVER VARIEGATED SEDGE	#1 POT
HAKONECHLOA MACRA 'ALLGOLD'	ALLGOLD JAPANESE FOREST GRASS	#1 POT
HELIOTRICHON SEMPERVIRENS	BLUE OAT GRASS	#2 POT
MISCANTHUS SINENSIS 'LITTLE KITTEN'	COMPACT MAIDEN GRASS	#1 POT
MISCANTHUS SINENSIS 'MORNING LIGHT'	MORNING LIGHT JAP. SILVER GRASS	#2 POT
OPHIPOGON PLANISCAPUS 'NIGRESCENS'	BLACK MONDO GRASS	#1 POT
PENNISETUM ALOPECUROIDES 'HAEMEL'	DWARF FOUNTAIN GRASS	#1 POT
CLEMATIS ARMANDII	EVERGREEN CLEMATIS	#2 POT; 60CM; STAKED
CIMICIFUGA R. 'ATROPURPUREA'	PURPLE BUGBANE	15 CM POT
COREOPSIS V. 'MOONBEAM'	MOONBEAM TICKSEED	15 CM POT
HEUCHERA 'PALACE PURPLE'	PALACE PURPLE CORAL BELLS	10CM POT
HOSTA 'PATRIOT'	HOSTA; GREEN AND WHITE VARIEGATED	#1 POT; 1 EYE
LIRIOPE MUSCARI	BLUE LILY-TURF	11 CM POT
RUDBECKIA F. SULLIVANTII 'GOLDLOCKS'	RUDBECKIA; YELLOW-ORANGE	15 CM POT
SEDUM TELEPHIUM 'HERBSTFREUDE'	AUTUMN JOY STONECROP	9CM POT
ARCTOSTAPHYLOS UVA-URSI	KINKINNICK	10CM POT
CALLUNA VULGARIS 'DARK BEAUTY'	DARK BEAUTY HEATHER	15CM POT
COTONEASTER DAMMERII	BEARBERRY COTONEASTER	#1 POT; 25CM
EUONYMUS JAPONICA 'EMERALD GAIETY'	EUONYMUS; SILVER VARIEGATED	#1 POT; 25CM
MAHONIA NERVOSA	LONGLEAF OREGON GRAPE	#1 POT
POLYSTICHUM MUNITUM	WESTERN SWORD FERN	#1 POT; 25CM

NOTES: * PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CNLA STANDARD. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. * REFER TO SPECIFICATIONS FOR DEFINED CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS. * SEARCH AND REVIEW: MAKE PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. * SUBSTITUTIONS: OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD - DEFINITION OF CONDITIONS OF AVAILABILITY. * ALL LANDSCAPE MATERIAL AND WORKMANSHIP MUST MEET OR EXCEED BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD LATEST EDITION. * ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY. * BIO-SOLIDS NOT PERMITTED IN GROWING MEDIUM UNLESS AUTHORIZED BY LANDSCAPE ARCHITECT.

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ARCHITECTS
Suite C100 - 4185 Still Creek Drive
Burnaby, British Columbia, V5C 6G9
p: 604 294-0011 ; f: 604 294-0022

SEAL:

2	20 JULY 14	FOR ISSUE	PC
1	20 JUN 01	NEW SITE PLAN	DD

NO. DATE REVISION DESCRIPTION DR.

CLIENT: 1245672 BC LTD.
WITH: DF ARCHITECTURE INC.

PROJECT:
**20-UNIT TOWNHOUSE
DEVELOPMENT**

**741 HILLCREST ROAD
GIBSONS**

DRAWING TITLE:
**LANDSCAPE
PLAN**

DATE: May 14, 2014
SCALE: 1/16"=1'-0"

DRAWN: DD
DESIGN: DD

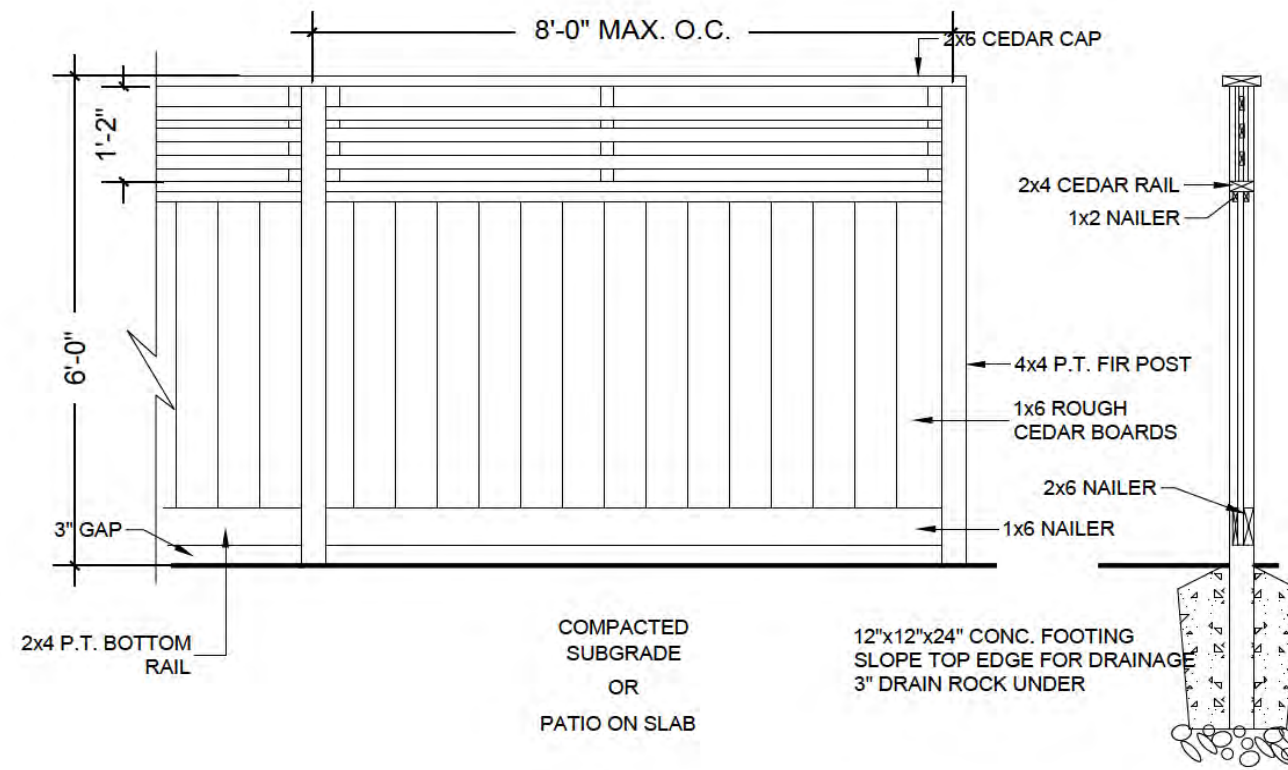
CHKD: PCM

OF 2

PMG PROJECT NUMBER: 20-066

NOTES:

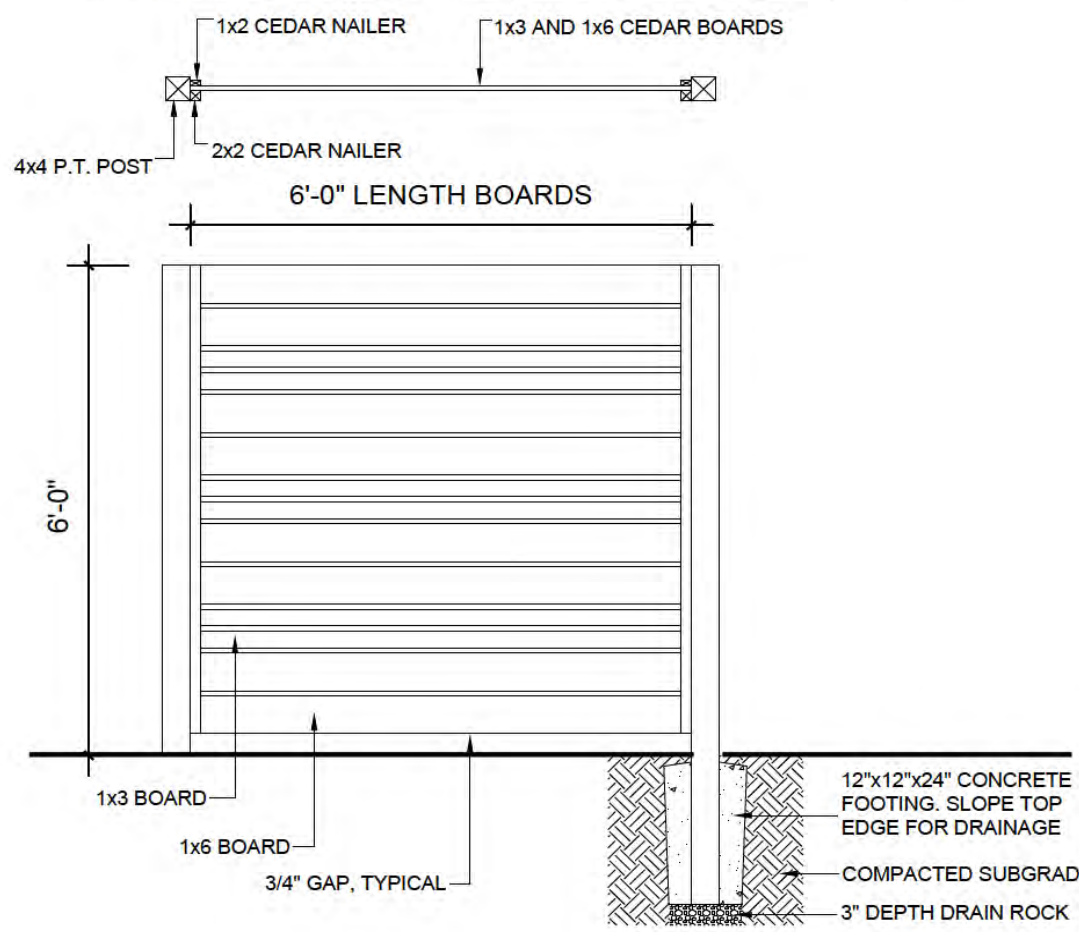
1. ALL POSTS PRESSURE TREATED TO CSA STANDARD AND END CUTS TREATED WITH PRESERVATIVE.
2. ALL OTHER MEMBERS TO BE CEDAR, #2 (CONSTRUCTION) GRADE MINIMUM.
3. ALL HARDWARE HOT DIPPED GALVANIZED.
4. APPLY 2 COATS EXTERIOR STAIN TO MANUFACTURERS SPECIFICATION. FINISH SELECTION AS APPROVED BY PROJECT ARCHITECT.
5. ALL FENCES TO BE LEVEL. CHANGES IN GRADE TO BE IN 12"-18" STEPS (MAX.). GAPS TO GRADE TO FOLLOW FINISH GRADE. GAP TO BE 3-6".
6. All dark brown to match the craftsman brown of the Heritage House and New House shingles.



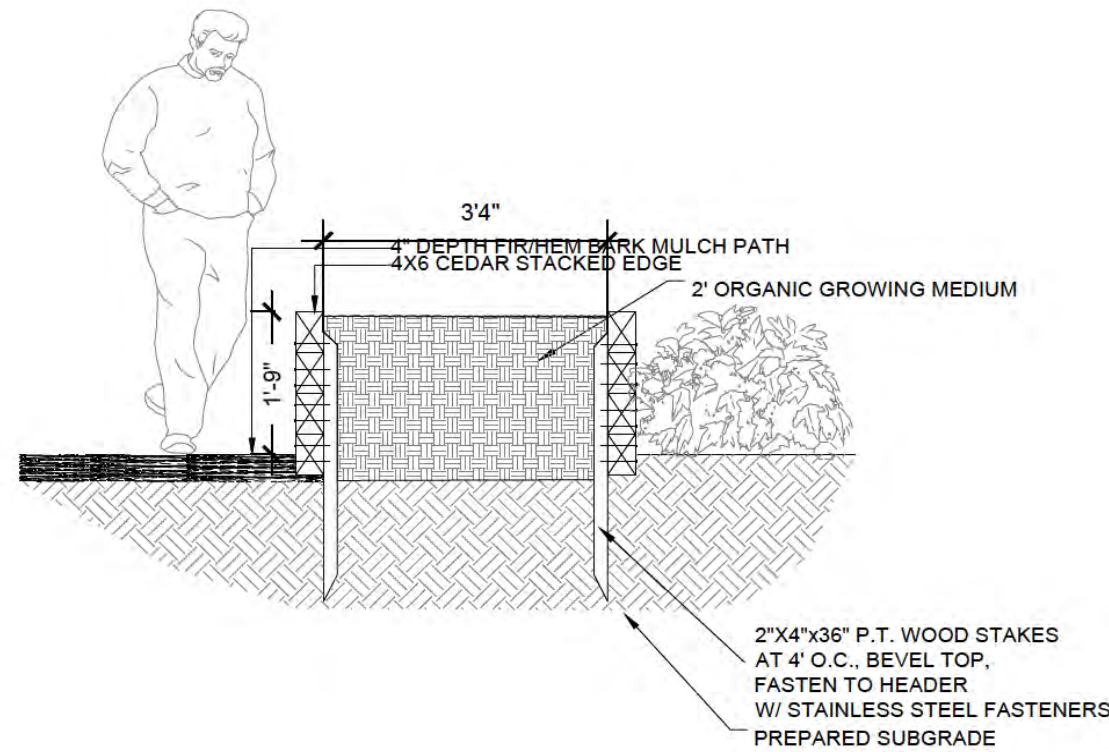
1 6'-0" HT WOOD FENCE WITH LATTICE 1/2" = 1'-0"

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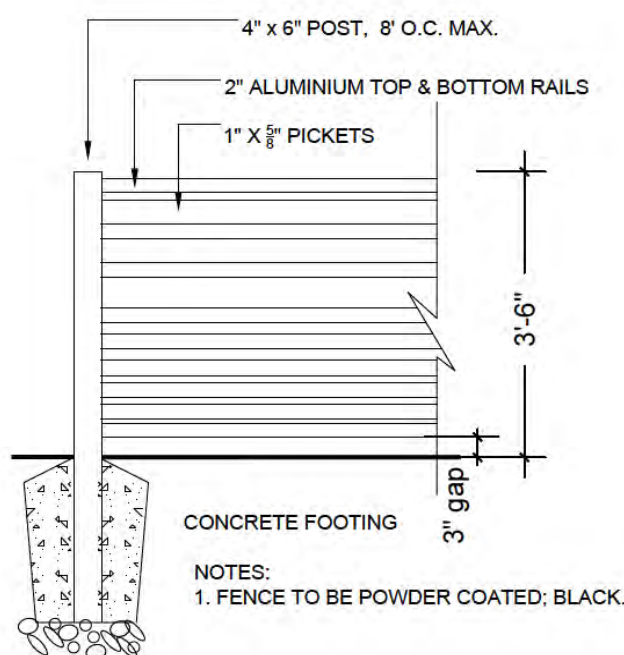
1. ALL POST TO BE PRESSURE TREATED TO CSA STANDARDS. ALL OTHER MEMBERS TO BE MIN. MUM #2 CONSTRUCTION GRADE UNLESS OTHER WISE SPECIFIED.
2. APPLY TWO COATS PRESERVATIVE TO ALL END CUTS.
3. ALL HARDWARE TO BE HOT DIPPED GALVANIZED.
4. APPLY TWO COATS OF STAIN ACCORDING TO MANUFACTURER'S SPECIFICATIONS. AND IN A COLOUR TO MATCH BUILDING AS APPROVED BY THE PROJECT ARCHITECT.



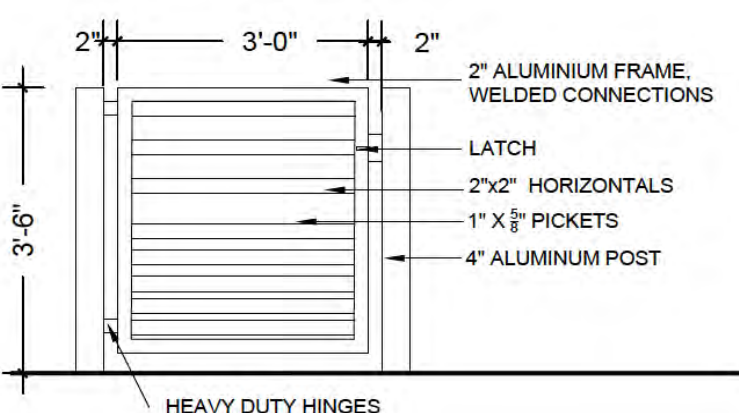
2 6'-0" HT PATIO SCREEN 1/2" = 1'-0"



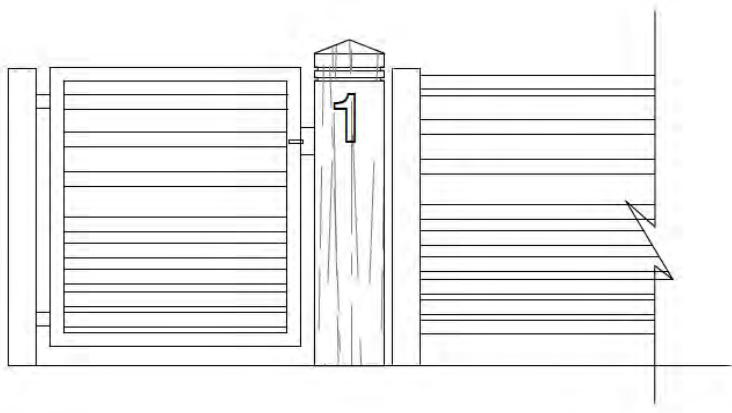
4 GARDEN PLOT 1/2" = 1'-0"



3 42" HT FENCE AND GATE 1/2" = 1'-0"



UNIT GATES-INTERNAL UNITS



UNIT GATES-STREET FRONTAGE

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pmg
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ARCHITECTS

Suite C100 - 4185 Still Creek Drive
Burnaby, British Columbia, V5C 6G9
p: 604 294-0011 ; f: 604 294-0022

SEAL:

NO.	DATE	REVISION DESCRIPTION	DR.
1	20.JUN.01	NEW SITE PLAN	DD

CLIENT: 1245672 BC LTD.
WITH: DF ARCHITECTURE INC.

PROJECT:
**20-UNIT TOWNHOUSE
DEVELOPMENT**

**741 HILLCREST ROAD
GIBSONS**

DRAWING TITLE:
**LANDSCAPE
DETAILS**

DATE: May 14, 2020
SCALE:
DRAWN: DD
DESIGN: DD
CHKD: PCM

DRAWING NUMBER:
L2
OF 2

20-066-2.ZIP PMG PROJECT NUMBER: 20-066



DRAFT DEVELOPMENT PERMIT

FILE NO. **DP- 2020-10**

TO: **Jessie Arora**

ADDRESS: [REDACTED]
[REDACTED]
(Permittee)

- 1) This Development Permit is issued subject to compliance with all of the Bylaws of the Town of Gibsons applicable thereto, except those specifically varied or supplemented by this Permit.
- 2) The Development Permit applies to those "lands" within the Town of Gibsons described below:
Parcel Identifier: 010-642-510
Legal Description: Lot D of Lot 1 Block 7 District Lot 688 Plan 7392
Civic Address: 741 Hillcrest Road
- 3) The lands are within Development Permit Area No. 4 for form and character.
- 4) The "lands" described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit, and any plans and specifications attached to this Permit which shall form a part thereof.
- 5) The building form and character is required to conform to the following plans:
 - *Development Plans titled: Proposed Townhouse Development, dated February 2020*
 - *Landscape Plans titled: 20-Unit Townhouse Development, dated May 14, 2020*
- 6) In conjunction with the plans outlined under 5, the following further specifications apply:
 - *< list conditions or last minute changes approved for the permit >*
- 7) This Development Permit applies to the form and character on the site. For details shown in off-site areas the plans may be subject to change following the provisions of a Servicing Agreement.
- 8) Minor changes to the aforesaid drawings that do not affect the intent of this Development Permit or the general appearance of the buildings and character of the development may be permitted, subject to the approval of the Director of Planning.
- 9) If the Permittee does not commence the development permitted by this Permit within twenty four months of the date of this Permit, this Permit shall lapse.
- 10) This Permit is NOT a Building Permit.

Development Permit 2020-10

- 11) As a condition of the issuance of the Building Permit, Council requires that the Permittee provide security for the value of \$ XX,XXX to ensure that the on-site landscaping component of the development is carried out in accordance with the terms and conditions set out in this permit.
- (a) The condition of the posting of the security is that, should the Permittee fail to carry out the development hereby authorized according to the terms and conditions of this Development Permit within the time provided, the Town may carry out the development or any part of it by its servants, agents or contractors and deduct from the security all costs of so doing, it being understood that the surplus, if any, shall be paid over to the Permittee.
 - (b) If on the other hand, the Permittee carries out the landscaping component of the development permitted by this Development Permit within the time set out herein, the security shall be returned to the Permittee.
 - (c) Prior to issuance of a Building Permit, the Permittee is to file with the Town an irrevocable Letter of Credit or Certified Cheque as security for the installation of hard and soft landscaping in accordance with approved plans, such Letter of Credit to be submitted to the Town at the time of the Building Permit application.
 - (d) The Permittee shall complete the landscaping works required by this permit within six (6) months of issuance of the Building Permit.
 - (e) If the landscaping is not approved within this six (6) month period, the Town has the option of continuing to renew the security until the required landscaping is completed or has the option of drawing the security and using the funds to complete the required landscaping. In such a case, the Town or its agents have the irrevocable right to enter into the property to undertake the required landscaping for which the security was submitted.
 - (f) Upon completion of the landscaping, a holdback of 10% of the original security, plus any deficiencies, will be retained for a 1-year period, to be returned upon written final approval from the Landscape Architect.
 - (g) The following standards for landscaping are set:
 - (i) All landscaping works and planters and planting materials shall be provided in accordance with the landscaping as specified on the Site Plan and Landscaping Plan which forms part of this Permit.
 - (ii) All planting materials that have not survived within one year of planting shall be replaced at the expense of the Permittee.

AUTHORIZING RESOLUTION PASSED BY COUNCIL

THIS THE XX DAY OF <month>, 201X.

Development Permit 2020-10

ISSUED THIS ____ DAY OF _____, 201X.

Bill Beamish, Mayor

Lindsey Grist, Corporate Officer

DRAFT



STAFF REPORT

TO: Planning and Development Committee **MEETING DATE:** September 8, 2020
FROM: Lesley-Anne Staats, RPP, MCIP **FILE NO:** ZA-1065-54
Director of Planning
SUBJECT: Poplar Lane-Davis Road OCP/Zoning Amendment Survey Results and
Consideration of Second Reading

RECOMMENDATIONS

THAT the report titled Poplar Lane-Davis Road OCP/Zoning Amendment Survey Results and Consideration of Second Reading be received;

AND THAT Council gives OCP Amendment Bylaw 985-25, 2020, to change the Land Use Designation and Development Permit Area for the Davis Road and Poplar Lane area, Second Reading, as amended;

AND THAT Council gives Zoning Amendment Bylaw 1065-54, 2020, to rezone the Davis Road and Poplar Lane area to a new RM-7 zone to allow for a three-family dwelling and extend the Garden Suite Area to this area, Second Reading;

AND FURTHER THAT an electronic Public Hearing be scheduled to begin at 5:30 pm on October 6, 2020, as authorized under Ministerial Order M139/2020 and in accordance with Section 465(3) of the Local Government Act;

BACKGROUND / PURPOSE

On January 14, 2020, Council passed the following resolution in part:

R2020-05 Proposal for a Three Family Dwelling and Garden Suite at 931 Davis Road

MOVED by Councillor Croal
SECONDED by Councillor Ladwig

THAT Council directs staff to prepare an OCP Amendment Bylaw to change the Land Use Designation and Development Permit Area in the Davis Road and Poplar Lane area, and prepare a Zoning Amendment Bylaw to extend the Garden Suite Area to cover the Davis Road and Poplar Lane area.

On March 3, 2020, Council considered OCP and Zoning bylaw amendments for the Davis Road and Poplar Lane area, and gave the bylaws First Readings via the following resolutions:

R2020-98 Proposed Three Family Dwelling and Garden Suite Area for the Davis Road and Poplar Lane Area

MOVED by Councillor Ladwig
SECONDED by Councillor Croal

THAT pursuant to Section 477 of the Local Government Act, Council has considered Official Community Plan Amendment Bylaw No. 985-25, 2020 in conjunction with the Town's Financial Plan and waste management plans;

AND THAT a Public Information Meeting be held to receive feedback on the proposed bylaws prior to Second Reading being given and a Public Hearing being scheduled.

CARRIED

R2020-111 Official Community Plan Amendment Bylaw 985-25 - Davis Road & Poplar Lane

MOVED by Councillor De Andrade
SECONDED by Councillor Ladwig

THAT "Official Community Plan Amendment Bylaw No. 985-25, 2020" be given first reading.

CARRIED

R2020-112 Zoning Amendment Bylaw 1065-54 - Davis Road & Poplar Lane

MOVED by Councillor Croal
SECONDED by Councillor De Andrade

THAT "Zoning Amendment Bylaw No. 1065-54, 2020" be given first reading.

CARRIED

A Spring public information meeting was intended to be hosted by staff with invitations sent to owners and neighbours in the area; however, due to the COVID-19 Pandemic, the invitations to the public information meeting were held back and instead a survey was prepared and sent to owners/occupants and neighbours in the area on June 11, 2020. The survey and results are enclosed as attachment A.

The purpose of this report is to provide Council with the results of the neighbourhood consultation, and provide Council and opportunity to give the bylaws a second reading and to schedule a public hearing.

DISCUSSION

Survey Results

A survey was sent to residents within the Davis Road and Poplar lane vicinity on June 11, 2020. The survey was open until July 5 and twenty three (23) individuals completed the survey. Out the twenty-three (23) respondents, eight (8) lived on either on Davis Road or Poplar Lane. Five (5) respondents lived on Shaw Road and ten (10) respondents answered that they lived elsewhere in Gibsons or other.

Fourteen (14) respondents were home owners. Three (3) were neighbours, two (2) were looking for housing and one (1) was a tenant.

Thirteen (13) respondents agreed that three units should be allowed within a single family dwelling and ten (10) disagreed. Of those that disagreed, three respondents cited parking as a concern, and drainage or “lack of infrastructure” was also quoted as an issue.

Those in support stated that this type of density uses existing infrastructure, provides clear direction, and provides more housing types.

An individual stated that single-family homes should still be allowed within the zone as well. The RM-7 allows for one single family, duplex or three-family home to be built on a lot and therefore staff note that single family dwellings would still be permitted.

Individuals were more in favour of adding Garden Suites to Davis Road and Poplar Lane, with fifteen (15) responding yes to building a one-storey Garden Suite and expanding the Garden Suite area to Davis Road and Poplar Lane.

Those that offered more comments stated support, while some asked that parking and green space be on-site. Staff note that the bylaw introduces a requirement for four (4) on-site parking spaces for a three-family dwelling. A Garden Suite would require one (1) on-site parking space.

The final question of survey asked if there is anything else that Council should consider when deciding whether to proceed with the OCP and Zoning amendments. Three (3) suggested higher density on Shaw Road, three (3) suggested that a bonus density be included. Some stressed the importance of parking or lack of along Poplar currently, two (2) respondents stated that this should not be the only area that looks at increasing density.

Cost Implications to owners

Staff note that should Council adopt the bylaws to allow more density, there would be substantial cost implications to the owners to increase density in an existing dwelling, as building code requirements have changed since the time the existing dwellings were built. Thus, the bylaw maintains an allowance for single family dwellings and duplexes. Should an owner wish to demolish a building and re-build, a three-family dwelling would be permitted.

Should an owner wish to convert an existing single-family dwelling into a duplex or three-family dwelling, a building permit would likely require:

- A Code Assessment completed by an Architect with drawings
- Structural engineer's report to confirm structural integrity of building
- Electrical report confirming electrical work is safe and up to code
- Air quality assessment confirming air quality is safe (no mold) and habitable
- Plumbing report confirming plumbing is up to code
- Development Cost Charges would be required at the time of a Building Permit. DCC's for a three family dwelling are based on floor area. DCC fees for a Garden Suite are currently approximately \$6,300.
- Infrastructure upgrades as needed

Bylaw Amendments Since First Reading

Since the bylaws were read a first time on March 3, 2020, a portion of the initially proposed OCP and zoning amendment was incorporated in the OCP and zoning bylaw as part of the 931 Davis Road application that was adopted. Thus, the portions of the bylaws that have since been adopted have been deleted from this OCP amending and zoning amending bylaw, and staff are recommending that the two bylaws be read a Second time, as amended.

POLICY / PLAN IMPLICATIONS

Strategic Plan Implications

This approach is aligned with Council's strategic objective of advocating for and facilitating a range of housing types with a priority of actively working towards increasing the supply and range of safe, secure, and attainable affordable housing options. This bylaw essentially introduces a "Missing Middle" housing type, which the Town currently does not have.

Financial Plan Implications

There are no negative implications to the financial plan.

Other Policy or Plan Implications

In addition to the Zoning and OCP Amendment Bylaws, future applicants would be required to submit form and character Development Permit applications if introducing Garden Suites, should proposed amendment bylaws be adopted by Council.

NEXT STEPS

The next step would be for Council to hold a Public Hearing after giving the bylaws Second Reading. Notices would be posted in the local paper advising of the statutory Public Hearing date, and how to attend virtually.

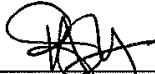
RECOMMENDATIONS / ALTERNATIVES

Staff's recommendations are on page 1 of this report.

Attachments

- Attachment A – Survey Summary
- Attachment B – Zoning Amendment Bylaw No. 1065-54, 2020
- Attachment C – OCP Amendment Bylaw No. 985-25, 2020

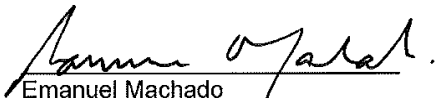
Respectfully Submitted,



Lesley-Anne Staats, RPP, MCIP
Director of Planning

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

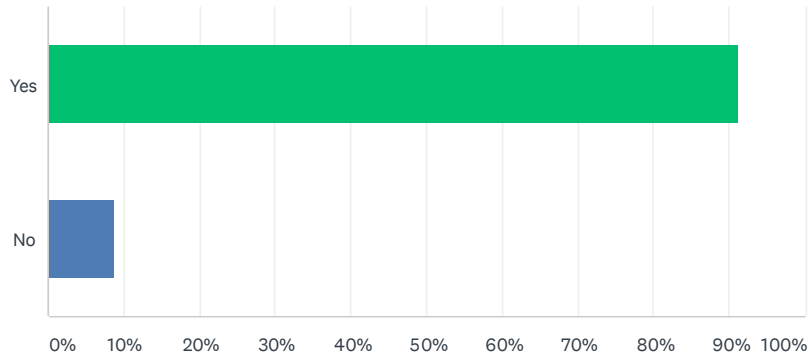
I have reviewed the report and support the recommendation(s).



Emanuel Machado
Chief Administrative Officer

Q1 Have you read the background information on this initiative, which was provided both in the letter to residents and on the Davis Road - Poplar Lane webpage?

Answered: 23 Skipped: 0

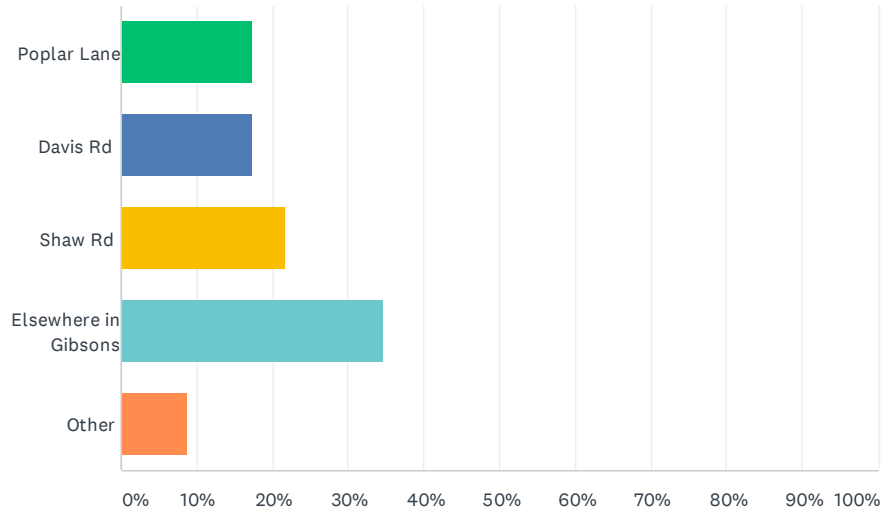


ANSWER CHOICES	RESPONSES	
Yes	91.30%	21
No	8.70%	2
TOTAL		23

Davis Road-Poplar Lane Rezoning Survey

Q2 Where do you reside?

Answered: 23 Skipped: 0

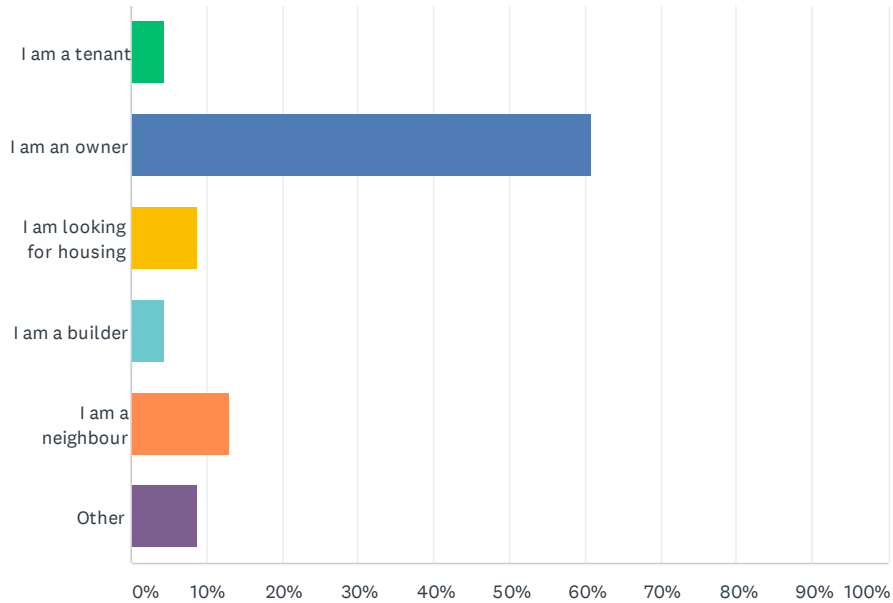


ANSWER CHOICES	RESPONSES	
Poplar Lane	17.39%	4
Davis Rd	17.39%	4
Shaw Rd	21.74%	5
Elsewhere in Gibsons	34.78%	8
Other	8.70%	2
TOTAL		23

Davis Road-Poplar Lane Rezoning Survey

Q3 What is your primary relation to this topic?

Answered: 23 Skipped: 0

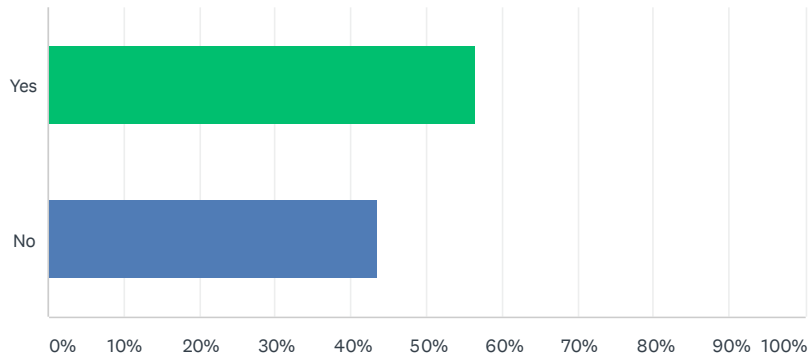


ANSWER CHOICES	RESPONSES	
I am a tenant	4.35%	1
I am an owner	60.87%	14
I am looking for housing	8.70%	2
I am a builder	4.35%	1
I am a neighbour	13.04%	3
Other	8.70%	2
TOTAL		23

Davis Road-Poplar Lane Rezoning Survey

Q4 Do you agree with allowing up to three units within a single family dwelling form in this area?

Answered: 23 Skipped: 0



ANSWER CHOICES		RESPONSES	
Yes		56.52%	13
No		43.48%	10
TOTAL			23

Davis Road-Poplar Lane Rezoning Survey

#	PLEASE TELL US MORE:	DATE
1	I don't mind this form but this should not be the only thing that can be built. People are still building single family and developers I'm sure would like to make apartments along shaw. I think this area needs to be broken up as follows: -South west Davis / South east Poplar --- Single family -Shaw Rd - --- 4/6 - Story apartments (6 if rental, 4 if condo) -Middle Area -This proposed OCP amendment	7/7/2020 3:23 PM
2	This is a good incentive to redevelop beyond making basement suites of all these houses.	7/5/2020 5:47 PM
3	I like how it controls the form into 3 fam and a lane house. Much more clear of what can be built.	7/2/2020 3:51 PM
4	I answered 'yes' reluctantly only because it seems to offer an improvement to the already approved zoning change from single family residential to Multi-unit allowing for up to 4 units per lot. I have concerns about increasing density at all on Poplar Lane in particular because: 1 Poplar Lane, as a narrow cul de sac (with a road surface narrower and in poorer condition than Davis), accommodates significantly more foot traffic than Davis. It is in constant use by school children, caregivers, residents of the complexes on Farnham Road with a range of abilities and disabilities, dog walkers and neighbourhood residents accessing shortcuts to middle and lower Gibsons. 2 Poplar Lane has inadequate drainage of water in the culverts (the culvert slopes the wrong way for water to travel to the main drainage). Specifically the construction of the townhouse and condo developments caused water flooding into basements on that side of the road. For example my neighbours at their own expense were forced to construct their own sump pump along the perimeter of the property. 3 The street lighting is inadequate. 4 there are a range of lot sizes on Poplar, most are not as large as the majority of lots on Davis. 5 Poplar Lane is notable for good neighbourliness and a sense of community. Would this be retained under the present zoning?	6/23/2020 8:29 PM
5	I think this is a smart way to provide more housing while utilizing existing infrastructure. I believe the work to create suites has to be done by a professional and be up to code. Too many suites are created under the radar and result in unsafe living quarters.	6/21/2020 3:15 PM
6	There is already a parking issue in this area (Shaw Road has limited parking available) -- I am concerned about tripling the number of vehicles (or more) needing space to park on the streets -- there is no mention of each property providing parking for the units that will be built there and this is critical. As it is, people living in the single-family properties on these streets to not use their garages and/or carports because the areas are inaccessible for a car (the parking areas are full of other possessions). Without any new parking provisions, the streets will become clogged with cars (both parked and traffic-wise). If I read the documents correctly, three units are to be allowed plus a garden suite on each lot; that means the need for parking will as much as triple what it is now, or more.	6/19/2020 3:56 PM
7	Maybe only Poplar and south Davis?	6/17/2020 10:03 AM
8	Makes sense to provide a mix of housing options in the community, and the area is a good candidate for density with its proximity to transit, schools and shopping. The neighbourhood housing stock could use some upgrading, quite frankly. As owners, we don't plan to redevelop ourselves, but this gives future owners some options.	6/16/2020 2:20 PM
9	No water No parking No privacy No water drainage No covered ditches No sidewalks No street lighting More vandalism Loss in property values More noisy parties More stinky pot stench	6/16/2020 1:34 PM
10	The town needs to address lack of infrastructure before it makes ANY changes to the OCP. The school is already full, traffic and garbage are all considerations. We do not support changes such as this and wish to keep this area the way it is.	6/15/2020 2:41 PM
11	I am not opposed to density, but I disagree with the process. A single property owner requested more units, which is fine, but now it seems like Council is trying to justify its approval of that request by arbitrarily foisting the same zoning upon the entire neighbourhood. Just because of one property owner. A lone property does not constitute a trend or any indication that this neighbourhood has special characteristics that make it more appropriate to this kind of zoning than anywhere else in Gibsons. "Spot zoning" is not great planning, arguably it is a failure of planning, but does expanding a spot zone to cover an entire "spot" neighbourhood, for no rational reason or demonstrable need, make it better, or worse? Considering this issue Town-wide, maybe even in the context of an OCP review, and ideally because of significant interest and demand from Town property owners and tenants, would be sensible process. Not one	6/15/2020 11:35 AM

Davis Road-Poplar Lane Rezoning Survey

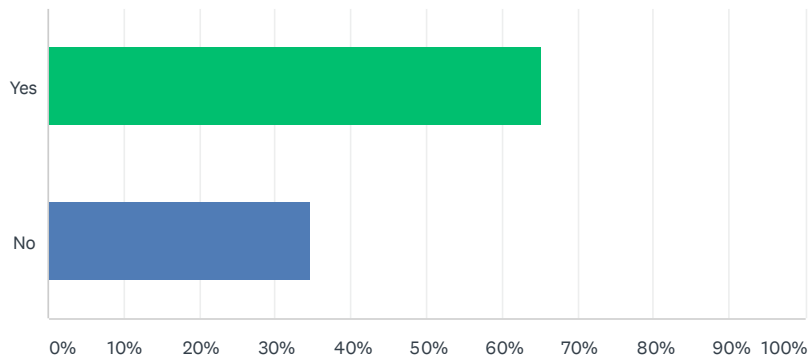
property asks for it, so let's just expand it to that property's neighbourhood after the fact to make it look like planning. Sorry, but that is definitely not planning.

12	Yes but this should be the base density. If enter into a housing agreement it can be high density. We have high density social housing down the road, lets not give up on development benefits such as affordable housing.	6/14/2020 10:04 PM
13	More density in upper gibsons is great!	6/13/2020 11:49 PM
14	not enough parking	6/13/2020 11:52 AM

Davis Road-Poplar Lane Rezoning Survey

Q5 The bylaw proposes to expand the Garden Suite Area along Davis Road and Poplar Lane. This would allow each property to build a one-storey Garden Suite. Do you agree with expanding the Garden Suite area to this area?

Answered: 23 Skipped: 0



ANSWER CHOICES		RESPONSES	
Yes		65.22%	15
No		34.78%	8
TOTAL			23

Davis Road-Poplar Lane Rezoning Survey

#	PLEASE TELL US MORE:	DATE
1	Yes but only with a good site plan. Some lots are pan handles or quite narrow compared to others. Some lots would be better consolidated for townhouses, Does this limit what else we can build? Can we ONLY build 3 fam + laneway? Although it's great to think that every lot will be a nice single fam looking house with 3 families in it, being flexible to how people want to sell and developers want to configure would be good.	7/6/2020 8:49 AM
2	As long as there is still parking and yard space for all units.	7/5/2020 5:47 PM
3	Lane houses are good	7/2/2020 3:51 PM
4	With the same concerns as noted above.	6/23/2020 8:29 PM
5	Makes sense. We are close to the stores and bus routes. We are close to banks, restaurants etc. I believe this is a better area for Garden suites than lower Gibsons. With older folks in the Oceanmount area, there could be a lot more spaces for people. I believe it's better than low cost apartment buildings. People are spread throughout the community and not labelled.	6/21/2020 3:15 PM
6	See above re: parking	6/19/2020 3:56 PM
7	I would agree as long as the structure is built according to code and with proper town building permits, not an owner-renovated garage or garden shed.	6/17/2020 10:44 AM
8	Lots areas of Gibsons already allow this, so don't see why this neighbourhood should not as well. Not sure how much uptake there has been on garden suites elsewhere in the community, but again, provides different housing options.	6/16/2020 2:20 PM
9	Leave it one family homes!!!	6/16/2020 1:34 PM
10	I support expanding the Garden Suite program as a consideration of the entire Town's boundaries, not neighbourhood by neighbourhood just because a single property owner requests one.	6/15/2020 11:35 AM
11	not enough parking for more people	6/13/2020 11:52 AM

Q6 Is there anything else you think Council should consider when deciding whether to proceed with these OCP and Zoning amendments?

Answered: 15 Skipped: 8

Davis Road-Poplar Lane Rezoning Survey

#	RESPONSES	DATE
1	Needs to be more areas with different density	7/7/2020 3:23 PM
2	There is already not enough parking in the area for the 40 unit affordable housing project so not sure how this will work with these small roads and lots . Looks like this is a plan to consolidate lots for several large developments with underground parking.....Not that there is anything wrong with that just not being presented honestly	7/6/2020 11:01 AM
3	I live on Shaw and would ideally like to sell to a developer in the next few years and cash out. The lot is large and I've always thought would be multi family once we moved on as the house need's work we can't afford. I'd like to see a BONUS density if the developer makes rental / below market sales / CAC's. I love they're building affordable housing that just got approved, let's do more!	7/6/2020 8:49 AM
4	With the care home and the new affordable housing being build down the road. Will this be a limit of development here to Single family form? I'd like to see more affordable apartment housing on Shaw road, but not as much on Davis / Poplar. Although I like my street right next to the mall, we have town-homes and apartments all around us so it only makes sense to continue that here.	7/5/2020 5:47 PM
5	Keep this street a dead end and quiet. Since we moved here 20 years ago, the tenant population has increased substantially and is more than enough.	7/3/2020 7:26 AM
6	Some lots on Shaw could maybe be apartment buildings? Perhaps bonuses for social housing / rental?	7/2/2020 3:51 PM
7	all applicable building codes be addressed	6/30/2020 11:50 AM
8	I would appreciate it if you contacted me about the concerns listed above. You can contact me at rose264clarke@yahoo.ca	6/23/2020 8:29 PM
9	I think they should be taking the Official Plan into account while looking at new data in order to come up with something that will take us into the future. This way the owners bear the costs and the responsibility.	6/21/2020 3:15 PM
10	Besides parking, stress on water and sewage systems, garbage storage and pickup -- I live in a condo development and storage of garbage and its removal is always an issue -- bears, smell, where will 4 units on one lot keep all their garbage till pick-up? Noise issues may become a problem, etc.	6/19/2020 3:56 PM
11	Especially with the building at 571 Shaw. More of this should have the potential of higher density affordable housing. Base density then bonus potential? 6 stories can be built with wood cheaply. This may not be suitable on Poplar	6/17/2020 10:03 AM
12	How are you going to accommodate all the additional vehicles that will need to park on these streets? Instead of one or two vehicles per property, there could be several.	6/16/2020 2:20 PM
13	Yes, Council should consider whether density and infill for single-family properties are an issue TOWN-WIDE. Is this (lack of density) a problem? Is this an opportunity? Determine this, and if it is an issue, spend our public money on staff and consultant time to consider this issue TOWN-WIDE rather than wasting money and time on a piecemeal basis simply because of one non-conforming property.	6/15/2020 11:35 AM
14	Consider High density on Shaw. We have 4 story being built a block down. Should 902, 623, 896 not be mixed use being next to commercial? 5 over 1? In my opinion we should be offering big density bonuses in upper gibsons if rental / affordable buying / under market value is built over commercial facing the street. The whole area is a industrial / commercial mess ripe for redevelopment.	6/14/2020 10:04 PM
15	Perhaps we can do something even denser on shaw Rd fronting? I'd personally be fine with 5-6 story in these locations	6/13/2020 11:49 PM

ATTACHMENT B

TOWN OF GIBSONS

BYLAW NO. 1065-54, 2020

A Bylaw to amend *Town of Gibsons Zoning Bylaw No. 1065, 2007*

WHEREAS the Council for the Town of Gibsons has adopted *Town of Gibsons Zoning Bylaw No. 1065, 2007*;

AND WHEREAS the Council deems it desirable to amend the Zoning Bylaw to facilitate infill, ground-oriented housing options on existing single-family lots;

NOW THEREFORE the Council, in open meeting assembled, enacts as follows:

- 1) This Bylaw may be cited as the *Zoning Amendment Bylaw No. 1065-54, 2020*.
- 2) The *Town of Gibsons Zoning Bylaw No. 1065, 2007* is amended by:
 - a) Amending SCHEDULE "F" of Bylaw 1065 to revise its title and include the properties fronting Davis Road and Poplar Lane within the Garden Suite Areas, as shown in Appendix A attached to and forming part of this bylaw;
 - b) Altering the zoning designation for area on Schedule A to Bylaw No. 1065, from the existing Single-Family Residential Zone 2 (R-2) to Multi-family Residential Zone 7 (RM-7), as shown in Appendix B attached to and forming part of this bylaw.
 - c) Making such consequential alterations and annotations as are required to give effect to this amending bylaw, including renumbering of subsequent provisions of the Bylaw.

READ a first time the 3rd day of MARCH, 2020

READ a second time, as amended the ##### day of MONTH, YEAR

PUBLIC HEARING held the ##### day of MONTH, YEAR

READ a third time the ##### day of MONTH, YEAR

APPROVED pursuant to Section 52(3)(a) of the *Transportation Act* the ##### day of MONTH, YEAR

ADOPTED the ##### day of MONTH, YEAR

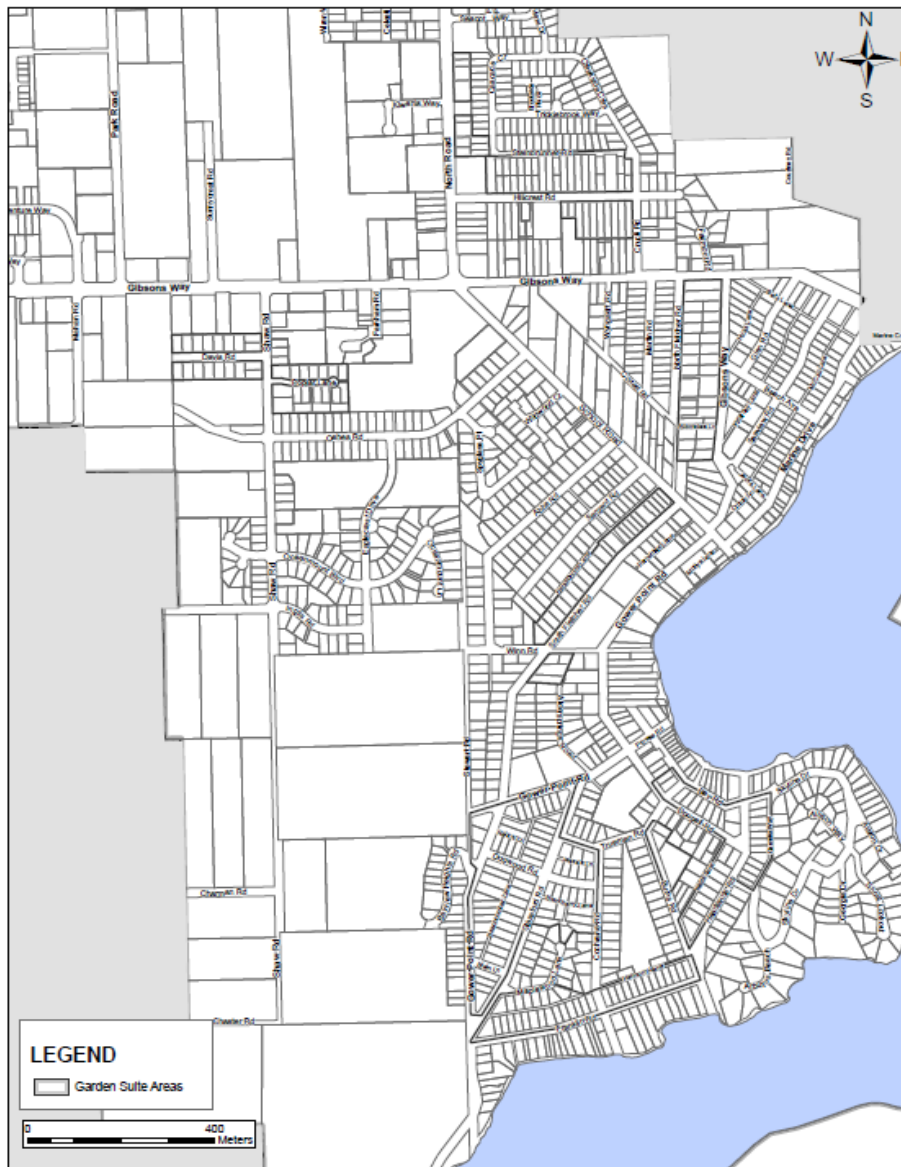
William Beamish, Mayor

Lindsey Grist, Corporate Officer



APPENDIX A Garden Suite Areas Schedule F

06030004 ZoningGardenSuiteF
January 2020

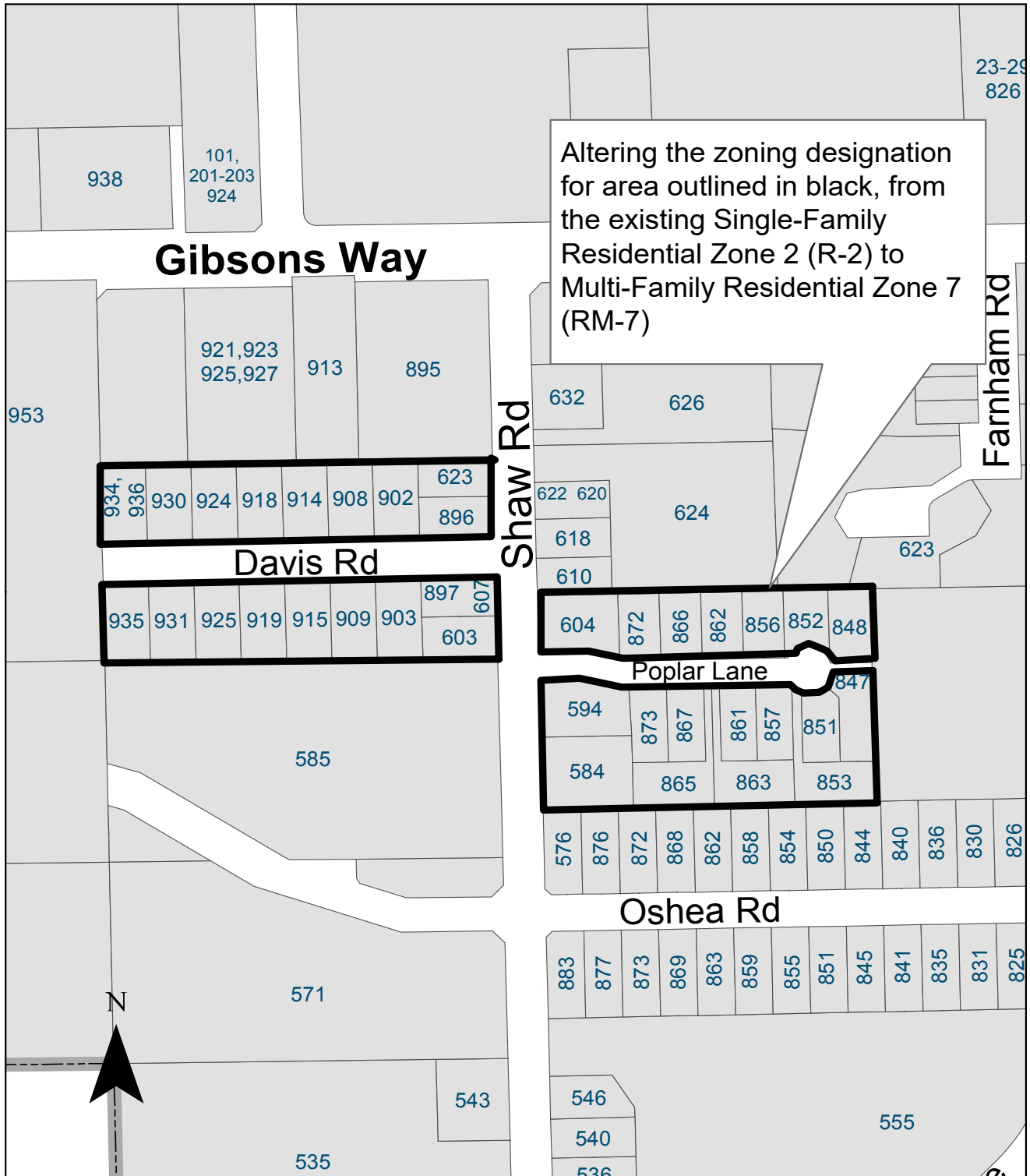


Disclaimer:
This information has been compiled by the Town of Gibsons using data derived from a number of sources with varying levels of accuracy. The Town disclaims all responsibility for the accuracy of this information.



Appendix B

Zoning Bylaw Amendment No. 1065-54, 2020



ATTACHMENT C

TOWN OF GIBSONS

BYLAW NO. 985-25

A Bylaw to amend *Town of Gibsons Official Community Plan Bylaw No. 985, 2005*

WHEREAS the Council for the Town of Gibsons has adopted *Town of Gibsons Official Community Plan Bylaw No. 985, 2005*;

AND WHEREAS the Council deems it desirable to amend the Official Community Plan;

NOW THEREFORE the Council, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as "*Official Community Plan Amendment Bylaw No. 985-25, 2020*".
2. The *Official Community Plan Bylaw No. 985, 2005*, is amended by:
 - a) Altering the land use designation for that area on Schedule B to Bylaw No. 985, from the existing "Medium Density Residential" designation to the "Multi-Unit Residential Special Character" designation as shown on Appendix A attached to and forming part of this bylaw;
 - b) Altering the development permit area for that area on Schedule E to Bylaw No. 985, from the existing "Multi-family Residential Development Permit Area No. 4" to "Intensive Residential Development Permit Area No. 8", as shown on Appendix A attached to and forming part of this bylaw;
 - c) Making such consequential alterations and annotations as are required to give effect to this amending bylaw, including renumbering of subsequent provisions of the Bylaw.

READ a first time the 3RD day of MARCH, 2020

PURSUANT to Section 475 of the *Local Government Act* consultation requirements considered the 3RD day of MARCH, 2020

CONSIDERED in conjunction with the Town of Gibsons' Financial Plan and any applicable Waste Management Plans pursuant to the *Local Government Act* the 3RD day of MARCH, 2020

READ a second time, as amended the #### day of MONTH, YEAR

PUBLIC HEARING held the #### day of MONTH YEAR

Official Community Plan Amendment Bylaw No. 985-25, 2020

READ a third time the ##### day of MONTH, YEAR

ADOPTED the ##### day of MONTH, YEAR

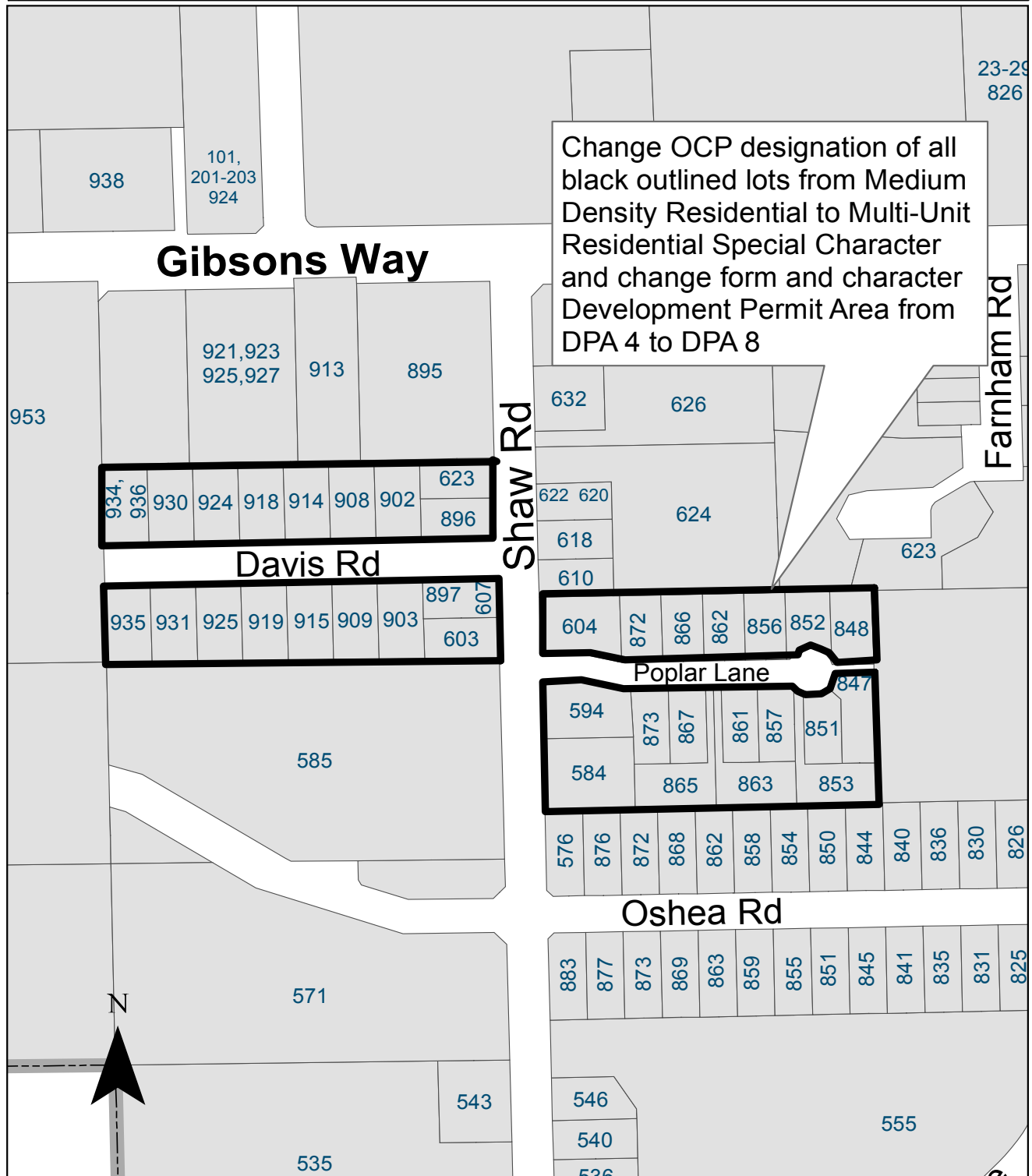
William Beamish, Mayor

Lindsey Grist, Corporate Officer



Appendix A

OCP Amendment Bylaw No. 985-25, 2020





STAFF REPORT

TO: Planning and Development Committee **MEETING DATE:** September 8, 2020
FROM: Sue Booth **FILE NO:** 3900-20-1285
Bylaw Enforcement Officer
SUBJECT: Proposed New Anti-Noise Bylaw No. 1285, 2020

RECOMMENDATIONS

THAT the report titled Proposed New Anti-Noise Bylaw No. 1285, 2020 be received;
AND THAT Anti-Noise Bylaw No. 1285, 2020 be forwarded to Council for First, Second and Third Readings;
AND FURTHER THAT Bylaw Notice Enforcement Bylaw No 1125-09 be forwarded to Council of First, Second and Third Readings.

BACKGROUND / PURPOSE

On July 14, 2020, Council passed the following resolution pertaining to discussing the Anti-Noise Bylaw:

***R2020-344** THAT Town of Gibsons Anti-Noise Bylaw 364 be brought to a future Council meeting for discussion.*

On July 28th 2020, Staff brought forward Bylaw 364 for discussion, and proposed a new Noise Bylaw to the Planning and Development Committee for consideration. This new Bylaw would replace the existing Anti-Noise Bylaw which was adopted back in 1980 and which was in need of updating due to outdated terminology and could be expanded to include specific times for Construction as well as the use of Power Tools which are frequently a source of complaints to the Bylaw Department.

At the July 28, 2020 Planning and Development Committee, the following recommendation was made to control hours for Construction, Power Equipment, and Quiet time:

RECOMMENDATION(S)

THAT the noise bylaw be brought back to the Planning and Development Committee for review with a table highlighting hours of restriction with the following hours:

Construction

Mon-Fri	7 am - 8 pm
Sat, Sun, and Stat Holidays not for gain or profit	8 am - 6 pm
Sat for gain or profit	8 am - 6 pm
Sun and Stat Holidays for gain or profit	Quiet hours

Power Equipment

Mon-Sat	8 am – 8 pm
Sun and Stat Holidays	9 am - 6 pm

Quiet Hours

Mon-Thu	10 pm – 7 am
Fri-Sun, Stat Holidays	11 pm – 8 am
New Year's Eve	hours to go to 1 am

AND THAT there be a provision for written approval for an extension to the hours – with a fee.

AND FURTHER THAT the Town website publicize that the current anti-noise bylaw is being reviewed and public input is being sought.

The above recommendations have been incorporated in the new Anti-Noise Bylaw No. 1285, 2020. The purpose of this staff report is to provide Council with an updated bylaw for consideration of first, second and third readings.

DISCUSSION

The Town's existing "Anti-Noise Bylaw" No. 364, 1980 is enclosed as Attachment A. Proposed Anti-Noise Bylaw No. 1285, 2020, is enclosed as Attachment B.

Construction Hours

The controlled hours mentioned in the existing bylaw are intended for construction only which are presently permitted from 0700-2200 Monday to Saturday and on statutory holidays.

During the discussion on July 28th 2020 the Planning and Development Committee recommended to keep the start time at 0700 and end at 2000 on weekdays and 1800 hours on Saturdays, and to not allow construction for gain or profit on Sundays and holidays. This would allow homeowners to undertake upgrades and improvements on Sundays and holidays.

The bylaw includes a provision where it is impossible or impractical to comply with the controlled hours, the Building Official or Bylaw Enforcement Officer may give written approval in the form of a comfort letter, to carry out the work that is found to be necessary at designated hours. The fee outlined for a basic comfort letter in the *Rates, Fees and Charges Bylaw No 1196* is \$150.

Power Equipment

Introduced to the new bylaw are controlled hours for the use of power equipment defined as:

“POWER EQUIPMENT” means any tool, equipment or machinery powered by an internal combustion engine or electric motor that is used for construction, for lawn, garden, building and property maintenance, vehicle repair and includes edge trimmers, weed-eaters, rototillers, lawnmowers, leaf blowers, chain saws, pressure washers, carpet cleaning equipment and hand operated power tools.

Power Equipment, especially leaf blowers and weed eaters, are the most common source of complaints from residents. Power Equipment controlled hours in the new bylaw are Monday-Saturday 0800-2000 and on Sunday and Statutory Holidays from 0900-1800.

Quiet Hours

Another new section to the bylaw is the introduction of Quiet Hours. This might apply to late night gatherings and music. It would also bring the bylaw into alignment with the other local governments and municipalities on the Coast. Proposed quiet hours are Monday-Thursday from 2200-0700, Friday to Sunday from 2300-0800, and an exception for New Years Day, for noise to go until 0100.

Table 1 below summarizes the controlled hours outlined in the proposed Anti-Noise Bylaw.

Table 1: Summary of Noise Bylaw Hours

Construction Hours	
Monday to Friday	0700-2000
Saturday	0800-1800
Sunday/Stat Holiday	Not Permitted for Gain or Profit
Power Equipment Hours	
Monday to Saturday	0800-2000
Sunday/Stat Holiday	0900-1800
Quiet Hours	
Monday to Thursday	2200-0700
Friday to Sunday	2300-0800
New Years Day	0100-0800

Enforcement

Staff recommend that the existing fine schedule outlined in *Town of Gibsons Bylaw Notice Enforcement Bylaw No.1125* remain the same with some updates to reflect the new regulations within Bylaw 1285. Town of Gibsons Bylaw Notice Enforcement Bylaw No.1125-09 is enclosed as Attachment C.

COMMUNICATION

Should Council move the proposed Anti-Noise Bylaw forward, the hours and days of noise restrictions would be made public through a social media campaign. It is also proposed that there would be an education period through the Bylaw Office on receipt of complaints, to raise awareness of the changes.

Staff also propose that construction, yardwork maintenance and tree felling businesses renewing their Business Licenses for 2021 would be provided a leaflet containing a brief summary of the new bylaw.

RECOMMENDATIONS / ALTERNATIVES

Staff recommend the proposed Anti-Noise Bylaw No. 1285, 2020 be forwarded to Council for first, second and third readings. At the time of Adoption, Bylaw No.364 would be repealed.

Staff also recommend that the amended fine schedule found in the Town of Gibsons Bylaw Notice Enforcement Bylaw No.1125 -09, 2020 be given first, second and third readings.

Alternatively, Council may suggest further changes to the Bylaws and direct staff to bring the draft Anti-Noise Bylaw No. 1285, 2020 back to the Planning and Development Committee or the Committee of the Whole for more discussion.

Attachments

- Attachment A- Anti- Noise Bylaw 364, 1980
- Attachment B- Draft Anti-Noise Bylaw 1285, 2020
- Attachment C- Town of Gibsons Bylaw Notice Enforcement Bylaw No.1125 -09, 2020

Respectfully Submitted,



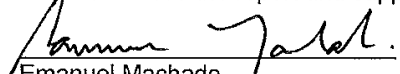
Sue Booth
Bylaw Enforcement Officer



Lesley-Anne Staats, MCIP, RPP
Director of Planning

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

I have reviewed the report and support the recommendation(s).



Emanuel Machado
Chief Administrative Officer

TOWN OF GIBSONS



ANTI-NOISE BYLAW NO. 364

Adopted: July 8th, 1980

Consolidated for convenience January 23, 2006

This version of this bylaw is a consolidation of amendments to the original bylaw as of the date specified. This consolidation is done for the convenience of users and accurately reflects the status of the bylaw as of the specified date but must not be construed as the original bylaw and is not admissible in Court unless specifically certified by the Director of Corporate Administration for the Town of Gibsons. Persons interested in the definitive wording of this bylaw and its amendments should view the original sealed bylaws at the Town of Gibsons.

AMENDMENTS IN THIS CONSOLIDATION

NO.	BYLAW NO.	DATE	AMENDMENT
1.	438	November 16, 1982	<ul style="list-style-type: none">Article 5.2 deleted and replaced.
2.	1014	November 15, 2005	<ul style="list-style-type: none">Delete definition of <i>Inspector</i>.Definition of <i>Peace Officer</i> is deleted and replaced.Article 5 is deleted and replaced.Schedule A is added.

VILLAGE OF GIBSONS

BYLAW NO. 364

*Being a Bylaw to regulate noise or sound
Within the Village of Gibsons*

WHEREAS pursuant to the provisions of Section 932(c) and (d) of the *Municipal Act*, the Council, may be Bylaw, regulate or prohibit the making or causing of noises or sounds in or on a highway or elsewhere in the municipality which disturb or tend to disturb, the quiet, peace, rest, enjoyment, comfort or convenience of the neighbourhood, or of persons in the vicinity, or which in the opinion of the Council are objectionable or liable to disturb the quiet, peace, rest, enjoyment, comfort or convenience of individuals or the public and may make different regulations or prohibitions for different areas of the municipality, and may also prevent or prohibit persons from shouting, using megaphones, and making other noise in or at or on any streets, wharves, docks, piers, steam boat landings, railway stations or other public places;

AND WHEREAS it is deemed desirable and expedient that regulations be established to control noise or sounds which disturb or tend to disturb, the quiet, peace, rest, enjoyment, comfort, or convenience of individuals or the public.

NOW THEREFORE the Council of the Village of Gibsons, in open meeting assembled, enacts as follows:

ARTICLE 1 – DEFINITIONS

1.1 Words defined in the *"Motor Vehicle Act"* being Chapter 253 of the Revised Statutes of British Columbia 1960 and the *Municipal Act*, Revised Statutes of British Columbia, Chapter 255, 1960 shall have the same meaning when used in this Bylaw unless the context otherwise requires.

1.2 In this Bylaw unless the context otherwise requires:

"COMMERCIAL DISTRICT" means those areas in the Village of Gibsons designated as C-1 Commercial Zone, C-2 Commercial Zone, C-3 Commercial Zone and C-4 Commercial Zone in the Village of Gibsons "Zoning Bylaw No. 350" and amendments thereto.

"CONTINUOUS NOISE" means any noise continuing for a period or periods totalling more than three (3) minutes in any fifteen (15) minute period of time.

"COUNCIL" means the Council of the Village of Gibsons.

"HIGHWAY" means and includes every highway within the meaning of the *Highway Act*, and every road, street, lane, thoroughfare, fridge, public way, right-of-way or public walkway designed or intended for or used by the general public for the passage of vehicles and pedestrians and every private place or passage-way to which the public for the purpose of the parking or servicing of vehicles has access or is invited and every boulevard and sidewalk.

"INDUSTRIAL DISTRICT" means those areas in the Village of Gibsons designated as I-1 Industrial Zone, in the Village of Gibsons "Zoning Bylaw No. 350".

"MUNICIPALITY" means the Municipality of Gibsons.

"NOISE" includes any loud outcry, clamour, shouting or movement, or any sound that is loud or harsh or undesirable.

"NON-CONTINUOUS NOISE" means any noise continuing for a period or periods totalling less than three (3) minutes in any fifteen (15) minute period of time.

"NON-CONTINUOUS SOUND" means any sound continuing for a period or periods totalling less than three (3) minutes in any fifteen (15) minute period of time.

"PEACE OFFICER" means a Bylaw Enforcement Officer employed by the Town of Gibsons, the Corporate Officer for the Town of Gibsons, or a member of the Royal Canadian Mounted Police (RCMP).

"PERSON" means and includes any company, corporation, owner, partnership, firm, association, society, individual or party.

"PROPERTY" means and includes real property and includes land other than a highway, together with all improvements which have been so affixed to the land as to make them in fact and in law a part thereof.

"RESIDENTIAL DISTRICT" means those areas in the Village of Gibsons designated as R-1 Single Family Zone, R-2 Single Family Zone, R-3 Single Family Zone, R-4 Single Family Zone, RM-1 Multi-Family Zone and RM-2 Multi-Family Zone in the Village of Gibsons, "Zoning Bylaw No. 350" and amendments thereto.

ARTICLE 2 – GENERAL REGULATIONS

- 2.1 No person shall, except as herein provided, make or cause to be made any noise or sound in or on a highway or elsewhere in the Municipality which disturbs or tends to disturb, the quiet, peace, rest, enjoyment, comfort or convenience of the neighbourhood, or of persons in the vicinity.
- 2.2 No owner or occupier of property in the Municipality shall, except as herein provided, allow such property to be used so that noise or sound emanates therefrom which disturbs or tends to disturb the quiet, peace, rest, enjoyment, comfort or convenience of the neighbourhood, or of persons in the vicinity.
- 2.3 No person shall play or operate any radio, stereophonic equipment or other instrument or any apparatus for the production or amplification of sound either in or on private premises or in any public place in such a manner as to disturb the quiet, peace, rest, enjoyment, comfort or convenience of the neighbourhood or of persons in the vicinity.
- 2.4 No person shall own, keep or harbour any animal or bird which by its cries unduly disturbs the peace, quiet, rest or tranquility of the surrounding neighbourhood or the public at large.
- 2.5 No hawker, huckster, peddler, newsvendor, or other person shall by his intermittent or reiterated cries disturb the quiet, peace, rest, enjoyment, comfort or convenience of individuals or the public.

ARTICLE 3 – CONSTRUCTION HOURS

- 3.1 No person in the Municipality shall on any day before 07:00 hours or after 22:00 hours, construct, erect, reconstruct, alter, repair or demolish any building, structure or thing or excavate or fill in land in any manner which disturbs the quiet, peace, rest, enjoyment, comfort or convenience of the neighbourhood or of persons in the vicinity.
- 3.2 No person in the Municipality shall for profit or gain on a Sunday construct, erect, reconstruct, alter, repair or demolish any building or thing, or excavate or fill in land in any manner which disturbs the quiet, peace, rest, enjoyment, comfort or convenience of the neighbourhood or of persons in the vicinity.
- 3.3 Where it is impossible or impractical to comply with this section, the Municipal Inspector may given written approval to carry on the work that is found to be necessary at designated hours.

Responsibility for obtaining written approval lies with the person carrying on the work.

ARTICLE 4 – OTHER

- 4.1 No person shall operate any outdoor public address system in the Municipality without first having obtained a permit therefore.
- 4.2 No person shall operate a snow vehicle, motorboat or motorcycle with makes or causes noise.
- 4.3 Notwithstanding any provisions of this Bylaw, a person may perform works of an emergency nature for the preservation or protection of life, health or property but the onus shall be on the person performing the work to show cause that the work was of an emergency nature.

ARTICLE 5 – PENALTIES

- 5.1 Every person who contravenes any provision of this Bylaw is guilty of an offence under the *Offence Act* and is liable on summary conviction to a fine of not less than \$200.00 and not more than \$10,000 or imprisonment of not more than six months.
- 5.2 This Bylaw may be enforced by means of a ticket in the form prescribed for the purpose of Section 264 of the *Community Charter*.
- 5.3 Pursuant to Section 264(1)(b) of the *Community Charter*, Peace Officers are designated to enforce this Bylaw.
- 5.4 Pursuant to Section 264(1)(c) of the *Community Charter*, the words or expression in Column 2 of Schedule "A" to this Bylaw designate the offence committed under the Bylaw section number appearing in Column 1 opposite the respective words or expression.
- 5.5 Pursuant to Section 265(1)(a) of the *Community Charter*, the fine amount in Column 3 of Schedule "A" to this Bylaw is the fine amount that corresponds to the section number and words or expression set out in Columns 1 and 2 opposite the fine amount.
- 5.6 Each day that a contravention of the provisions of this Bylaw exists or is permitted to exist shall constitute a separate offence.

ARTICLE 6 – SHORT TITLE

- 6.1 This Bylaw may be cited for all purposes as the Village of Gibsons "Anti-Noise Bylaw No. 364, 1980".

READ a First time this the 20th day of May, 1980

READ a Second time this the 3rd day of June, 1980.

READ a Third time this the 17th day of June 1980.

Reconsidered, finally passed and adopted this the 8th day of July 1980.

"Lorraine Goddard"
R.L. Goddard, Mayor

"Jack Copland"
J.W. Copland, Municipal Clerk

Certified a true copy of Bylaw No. 364, 1980

"Jack Copland"
J.W. Copland, Municipal Clerk

SCHEDULE "A"
TO TOWN OF GIBSONS
ANTI-NOISE BYLAW NO. 364, 1980

OFFENCES AND FINES

Section	Designated Expression	Fine
2.1	Noise Which Disturbs	\$200
2.2	Noise Which Disturbs	\$200
2.3	Amplified Music Which Disturbs	\$200
2.4	Animal/Bird Noise Which Disturbs	\$200
2.5	Vendor Noise Which Disturbs	\$200
3.1	Construction Noise Which Disturbs	\$200
4.1	Operate Public Address System	\$200
4.2	Vehicle Noise	\$200

TOWN OF GIBSONS



ANTI-NOISE BYLAW BYLAW No. 1285, 2020

Adopted: Month #th, 20##

**TOWN OF GIBSONS
BYLAW NO. 1285, 2020**

A Bylaw to regulate noise or sound
within the Town of Gibsons

WHEREAS it is deemed desirable to regulate or prohibit the making or causing of noises or sounds under the authority of the Local Government Act;

THEREFORE, the Municipal Council of the Town of Gibsons, in open meeting assembled, enacts as follows:

SECTION 1 GENERAL PROVISIONS

1.1 SHORT TITLE

This Bylaw may be cited for all purposes as "Anti-Noise Bylaw No. 1285, 2020".

1.2 REPEAL

Bylaw No. 364, 1980 is repealed.

SECTION 2 DEFINITIONS

2.1 DEFINITIONS

In this Bylaw;

"BYLAW ENFORCEMENT OFFICER" means a person employed by the Town of Gibsons for the purpose of enforcing the Towns Bylaws.

"COUNCIL" means the Council of the Town of Gibsons.

"CONSTRUCTION" means the alteration, erection, repair, enlargement, demolition or removal of a building or other structure and includes all land clearing and excavation.

"HOLIDAY" means any day set out by the Parliament of Canada or by the Legislature as a public holiday.

"POWER EQUIPMENT" means any tool, equipment or machinery powered by an internal combustion engine or electric motor that is used for construction, for lawn, garden, building and property maintenance, vehicle repair and includes edge trimmers, weed-eaters, rototillers, lawnmowers, leaf blowers, chain saws, pressure washers, carpet cleaning equipment and hand operated power tools.

TOWN OF GIBSONS ANTI-NOISE BYLAW NO. 1285, 2020

SECTION 3 GENERAL REGULATIONS

- 3.1 No person shall, except as herein provided, make or cause to be made any noise or sound anywhere in the Town of Gibsons which disturbs the quiet, peace, rest, enjoyment, comfort or convenience of the neighbourhood or persons in the vicinity.
- 3.2 No owner or occupier of property in the municipality shall allow such property to be used so that noise or sound emanates therefrom which disturbs or tends to disturb the quiet, peace, rest, enjoyment, comfort or convenience of the neighbourhood or of persons in the vicinity.
- 3.3 No person shall play or operate any radio, stereo equipment or other instrument or any apparatus for the production or amplification of sound either in private or public places in such a manner as to disturb the quiet, peace, rest, enjoyment, comfort or convenience of the neighbourhood or persons in the vicinity.
- 3.4 No person shall own, keep or harbour any animal or bird which by its cries unduly disturbs the peace, rest or tranquillity of surrounding neighbourhoods or the public at large.

SECTION 4 SPECIFIC REGULATIONS

4.1 CONSTRUCTION HOURS

- a) No person shall, before 0700 hours and after 2000 hours between Monday and Friday, engage in or permit construction in any manner which disturbs the quiet, peace, rest, enjoyment, comfort or convenience of any persons in the neighbourhood or of persons in the vicinity.
- b) No person shall before 0800 and after 1800 hours on a Saturday engage in or permit construction in any manner which disturbs the quiet, peace, rest, enjoyment, comfort or convenience of any person in the neighbourhood or of persons in the vicinity.
- c) No person shall for gain or profit on any Sunday or on any holiday, engage in or permit construction in any manner which disturbs the quiet, peace, rest, enjoyment, comfort or convenience of any persons in the neighbourhood or of persons in the vicinity.
- d) Where it is impossible or impractical to comply with this section, the Building Official or a Bylaw Enforcement Officer may give written approval, in the form of a comfort letter, to carry out the work that is found to be necessary at designated hours.

TOWN OF GIBSONS ANTI-NOISE BYLAW NO. 1285, 2020

4.2 POWER EQUIPMENT NOISE

No person shall, before 0800 hours or after 2000 hours between Monday and Saturday or before 0900 hours or after 1800 hours on a Sunday or Holiday, operate, or permit the operation of any power equipment.

4.3 QUIET HOURS

No person shall before 0700 hours or after 2200 hours on any between Monday and Thursday or before 0800 hours and after 2300 hours between Friday and Sunday and not after 0100 hours on New Years Day, cause or permit a noise of any kind which interrupts the sleep, or prevents the sleep of a person in the neighbourhood or vicinity.

Table 1: Summary of Noise Control Hours

Construction Hours	
Monday to Friday	0700-2000
Saturday	0800-1800
Sunday/Stat Holiday	Not Permitted for Gain or Profit
Power Equipment Hours	
Monday to Saturday	0800-2000
Sunday/Stat Holiday	0900-1800
Quiet Hours	
Monday to Thursday	2200-0700
Friday to Sunday	2300-0800
New Years Day	0100-0700

SECTION 5 EXCEPTIONS

5.1 The provisions of this Bylaw shall not apply to sound caused by:

- a) Operators of Emergency vehicles in the conduct of their lawful duty.
- b) The performance of activities of an emergency nature for the preservation or protection of life, health or property.
- c) The use of an explosive device or the operation of a rock drill or hammer in accordance with a blasting permit issued by the Town of Gibsons.
- d) The loading or unloading of goods, materials, machines, equipment, waste or garbage by any means, except on a Sunday or holiday between 0730 hours and 1730 hours.
- e) The operation of a street sweeper, snow removal, road and parks maintenance machines and equipment by or on behalf of the Town.

TOWN OF GIBSONS ANTI-NOISE BYLAW NO. 1285, 2020

SECTION 6 RIGHT OF ENTRY

- 6.1 A Bylaw Enforcement Officer or a Building Inspector may enter onto a property or premises at a reasonable time and a reasonable manner to ascertain whether the provisions of this Bylaw are being observed.

SECTION 7 PENALTY

- 7.1 Every person who violates a provision of this bylaw, or who consents, allows or permits an act or thing to be done in violation of a section of this bylaw commits an offence and each day a violation continues or is allowed to continue constitutes a separate offence.
- 7.2 Every person who commits an offence under this bylaw is liable on summary conviction to a fine not exceeding the maximum allowed by the Offence act.
- 7.3 Every person who commits an offence under this bylaw shall be liable for fines and penalties established in the Town of Gibsons Bylaw Notice Enforcement Bylaw No.1125, 2010 as amended from time to time.

SECTION 8 SEVERABILITY

If any provision of this bylaw is held to be invalid by any court of competent jurisdiction, that provision shall be severed and its severance shall not affect the validity of the remainder of this bylaw.

Read a First time this	day of	2020
Read a Second time this	day of	2020
Read a Third time this	day of	2020
Adopted this	day of	2020

Bill Beamish
Mayor

Lindsey Grist
Corporate Officer

TOWN OF GIBSONS

BYLAW NO. 1125-09, 2020

A Bylaw to amend Schedule A of Bylaw Notice Enforcement Bylaw No. 1125 to include Anti-Noise Bylaw 1285, 2020.

WHEREAS the Council for the Town of Gibsons has adopted *Town of Gibsons Bylaw Notice Enforcement Bylaw No. 1125, 2010*;

AND WHEREAS the Council for the Town of Gibsons deems it desirable to amend *Town of Gibsons Bylaw Notice Enforcement Bylaw No. 1125, 2010*.

NOW THEREFORE the Council for the Town of Gibsons, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as "*Anti-Noise Bylaw Notice Enforcement Amendment Bylaw No. 1125-09, 2020*".
2. The *Town of Gibsons Bylaw Notice Enforcement Bylaw No. 1125, 2010* is hereby amended by:
 - (a) Delete references to Anti-Noise Bylaw 364, 1980 and replace with updated noise violations related to Anti-Noise Bylaw 1285, 2020 to Schedule A, as listed on Appendix A, attached to and forming part of this bylaw;
 - (b) Making such consequential alterations and annotations as are required to give effect to this amending bylaw, including renumbering.

Read a first time this	day of	201X
Read a second time this	day of	201X
Read a third time this	day of	201X
ADOPTED this	day of	201X

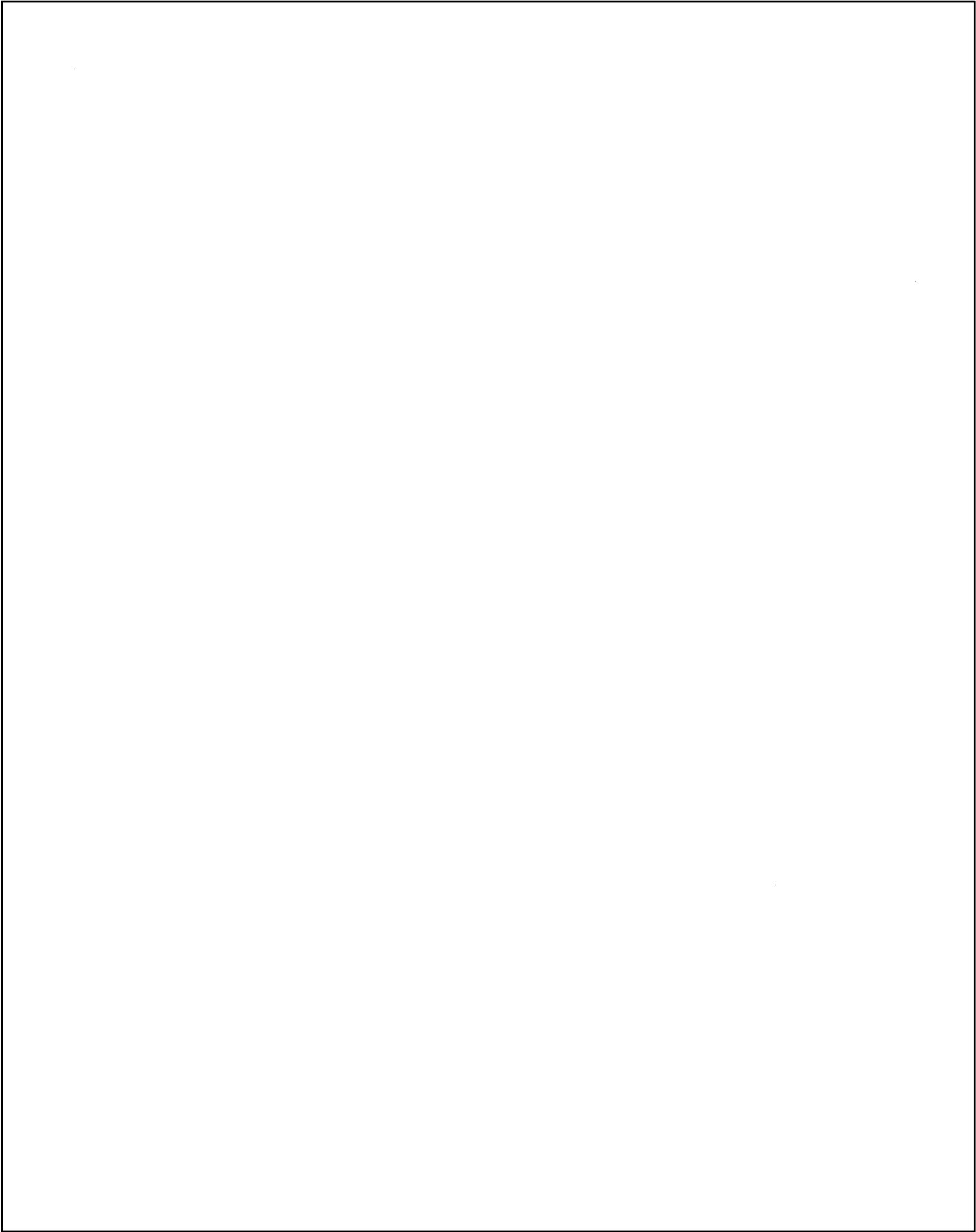
William Beamish, Mayor

Lindsey Grist, Corporate Officer

APPENDIX A

Town of Gibsons Bylaw Enforcement Bylaw No. 1125-09, 2020 – Summary of Update to Bylaw No. 1125, 2010

ANTI-NOISE BYLAW NO. 1285, 2020						
BYLAW NO.	SECTION	DESCRIPTION	A1 PENALTY	A2 EARLY PAYMENT PENALTY	A3 LATE PAYMENT PENALTY	A4 COMPLIANCE AGREEMENT AVAILABLE
1285	3.1	Noise which disturbs	\$200	\$150	\$300	No
1285	3.2	Noise which disturbs	\$200	\$150	\$300	No
1285	3.3	Amplified music which disturbs	\$200	\$150	\$300	No
1285	3.4	Animal/bird noise which disturbs	\$200	\$150	\$300	No
1285	4.1	Construction noise which disturbs	\$200	\$150	\$300	No
1285	4.2	Power equipment noise which disturbs	\$200	\$150	\$300	No
1285	4.3	Disturb Quiet Hours	\$200	\$150	\$300	No





STAFF REPORT

TO: Planning and Development Committee **MEETING DATE:** September 8, 2020
FROM: Lesley-Anne Staats, RPP, MCIP **FILE NO:** 3900-20-1284
Director of Planning
SUBJECT: New Building Bylaw No. 1284, 2020

RECOMMENDATIONS

THAT the report titled New Building Bylaw No. 1284, 2020 be received;
AND THAT Building Bylaw No. 1284, 2020 be given first, second and third readings;
AND THAT Bylaw Notice Enforcement Amendment Bylaw No 1125-11, 2020 be given first, second and third readings;

BACKGROUND / PURPOSE

On February 4, 2020, staff introduced a report to the Planning and Development Committee (PDC) regarding the BC Energy Step Code ("Step Code"). Following that meeting, Council passed a resolution to begin consultation on in a regionally coordinated manner:

R2020-46 Energy Step Code Update

MOVED by Councillor Croal
SECONDED by Councillor De Andrade

THAT staff signal to the Energy Step Code Council the Town of Gibsons' intention to consult and reference the BC Energy Step Code;

AND FURTHER THAT staff proceed with a regionally coordinated public consultation process outlined in this report for the purpose of receiving input from the community on implementing the Energy Step Code in Gibsons.

CARRIED

On July 7, 2020, staff reported back to the PDC on the results of the regionally-coordinated consultation, noting that most respondents supported the Provincial implementation of the Step Code, and most respondents supported a regional implementation of the Step Code to Step 1 in Fall/Winter 2020.

On July 14, 2020, Council passed a resolution to prepare a communications strategy for the implementation of the step code and to prepare a bylaw:

R2020-340 Planning & Development Committee Meeting - July 7, 2020

A recommendation from the July 7, 2020 Planning & Development Committee meeting forwarded to the July 14, 2020 Special Council meeting.

MOVED by Councillor Lumley
SECONDED by Councillor Croal

THAT a communications strategy be prepared for the implementation of the BC Energy Step Code;

AND THAT bylaws be prepared to implement the BC Energy Step Code to Step 1 for all new Part 3 and Part 9 buildings.

CARRIED

The purpose of this report is to present an updated Building Bylaw, which includes the implementation of the Step Code. As part of the new Building Bylaw, updates to the Bylaw Notice Enforcement Bylaw No. 1125 are included in this report.

A communications strategy for the implementation of the Step Code and new bylaw is also provided.

DISCUSSION

The Town's current Building and Plumbing Bylaw No. 822, 1996 is 24 years old and has undergone five amendments, the latest in 2014, which replaced Climactic data, fire sprinkler requirements, fees, deposits, and fines. Since the bylaw was written in 1996, the BC Building Code has been updated several times, with the latest large update in December 2018.

Following the December 2018 BC Building Code update, the Municipal Insurance Association of BC (MIABC) released three template building bylaws for local governments to use. One is designed for Regional Districts, one for cities, and one for small municipalities. The bylaw presented today is based on the MIABC template building bylaw for small municipalities.

In administrating the existing Building Bylaw No. 822, staff has encountered areas within the bylaw that can be adjusted to better serve the community. The areas are generally with regards to process and scope to which the building, plumbing and fire sprinkler requirements are applied.

Changes within the new bylaw are intended to clarify and clearly communicate building permit requirements and conditions; enhance enforcement tools and permitting options to mitigate adverse construction impacts; and allow for better alignment with other civic bylaws, construction practices and the updated BC Building Code.

The Bylaw has been tailored to the Town of Gibsons, and includes specific local provisions including sprinklering and fire access specifics updated to reference the BC Fire Code, align with the District of Sechelt, and tailored to meet the needs of the Gibsons and District Volunteer Fire Department; a provision for pool covers in lieu of a fence – in line with consistency across the region; and Step Code implementation to Step 1 for all new Part 3 and Part 9 buildings. The updated Building Bylaw is enclosed as Attachment A.

COMMUNICATION

Consultation

As previously presented, consultation on implementing the Step Code occurred over 6.5 weeks in May and June 2020. The consultation was executed with a survey that was promoted by each local government through targeted emails to stakeholders, social media posts, and local government websites.

Referrals

During the preparation and upon completion of the draft building bylaw, the new bylaw was referred to the Gibsons and District Volunteer Fire Department, and the Building Departments at the Sunshine Coast Regional District, the District of Sechelt, and Sechelt Indian Government District to review for consistency and comment.

The Gibsons and District Volunteer Fire Department provided specific feedback on fire access requirements and sprinklering requirements, which have been incorporated in the bylaw.

The Sechelt Indian Government District shared its bylaw which was adopted in 2017 and had no comments on the Town's proposed bylaw.

The Sunshine Coast Regional District shared its climatic data, which was incorporated into its bylaw in 2019. Pool covers were supported, and terms of permits were also discussed. The new bylaw aligns more closely with the SCRD's permit expiration terms now.

The District of Sechelt shared its bylaws with staff, and the fire sprinklering provisions from the District of Sechelt have been incorporated into the Town's new bylaw. Pool covers were also discussed, and the bylaw aligns with the direction the District of Sechelt intends to go in. The District of Sechelt has plans to update its Building Bylaw and may use the same template.

Communications Strategy

The bylaw sets an implementation date of January 1, 2021. Upon Council's adoption of the bylaw, staff will prepare promotional material to advise the community of the new building bylaw, specifically, the biggest change which is the implementation of the Step Code to Step 1.

Promotional material will be shared on municipal websites; on the Building Permit webpage; via an email notice to stakeholders, and on social media posts (Facebook and Instagram).

Staff will collaborate with regional partners to cost share and seek training opportunities for stakeholders in the building industry.

POLICY / PLAN IMPLICATIONS

Strategic Plan Implications

The development of this bylaw is aligned with the following Core Objectives outlined in Council's Strategic Plan:

- Increase Community Engagement – accomplished through consultation on Step Code implementation and will be continued following the adoption of the new building bylaw
- Plan for Sustainable Growth – the new bylaw references the 2018 BC Building Code and implements the Step Code for energy conservation
- Respond to a Changing Climate – the implementation of the Step Code is above the requirements of the BC Building Code aimed at energy conservation and reducing climate change impacts
- Advocate and Collaborate on Regional Issues – regional coordination accomplished through consultation on the Step Code and through discussions with regional partners on aligning inconsistencies across Building Departments via building bylaws

Financial Plan Implications

There are no negative implications to the Financial Plan.

NEXT STEPS

Following First, Second, and Third Readings, Council will consider the adoption of the bylaws at its Fourth Reading in a separate meeting. Should Council Adopt the bylaws, the bylaw notes that it will be in effect on January 1, 2021.

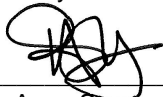
RECOMMENDATIONS / ALTERNATIVES

Staff recommendations are on page 1 of this report. Alternatively, Council may request additional changes to the bylaw before passing readings.

Attachments

- Attachment A – New Building Bylaw No. 1284, 2020
- Attachment B – Amendment to Bylaw Notice Enforcement Bylaw No. 1125-11, 2020

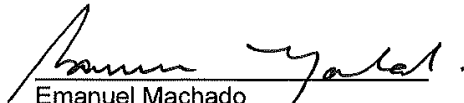
Respectfully Submitted,



Lesley-Anne Staats, RPP, MCIP
Director of Planning

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

I have reviewed the report and support the recommendation(s).


Emanuel Machado
Chief Administrative Officer

ATTACHMENT A



BUILDING BYLAW NO. 1284, 2020

A Bylaw for Administration of the Building Code and Regulation of Construction

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Town of Gibsons
BUILDING BYLAW NO. 1284, 2020

A Bylaw for Administration of the Building Code and Regulation of Construction

GIVEN that the Town Council

- A. may by bylaw regulate, prohibit and impose requirements in respect to buildings and structures under sections 8(3)(g) and (l) of the *Community Charter* for the following under section 53(2):
 - (a) the provision of access to a building or other structure, or to part of a building or other structure, for a person with disabilities;
 - (b) the conservation of energy or water;
 - (c) the reduction of greenhouse gas emissions;
 - (d) the health, safety or protection of persons or property;
- B. is enacting this bylaw to regulate construction and administer the British Columbia *Building Code* in the Town of Gibsons in accordance with the *Community Charter* and the *Building Act*;
- C. has employed trained building officials for the purposes of this bylaw;

NOW THEREFORE the Council of the Town of Gibsons enacts as follows:

PART 1: TITLE

Citation

- 1.1 This bylaw may be cited as "Building Bylaw No. 1284, 2020".

PART 2: PURPOSE OF BYLAW

- 2.1 Despite any other provision in this bylaw, this bylaw must be interpreted in accordance with this Part.
- 2.2 Every *permit* issued under this bylaw is issued expressly subject to the provisions of this Part.
- 2.3 This bylaw is enacted to regulate, prohibit and impose requirements in regard to *construction* in the Town in the public interest.

- 2.4 The purpose of this bylaw does not extend to
- (a) the protection of *owners, designers or constructors* from economic loss;
 - (b) the assumption by the Town or any *building official* of any responsibility for ensuring the compliance by any *owner*, his or her representatives or any employees, *constructors* or *designers* retained by the *owner*, with the *building code*, the requirements of this bylaw, or other applicable enactments, codes or standards;
 - (c) providing any person a warranty of design or workmanship with respect to any *building or structure* for which a *building permit* or *occupancy permit* is issued under this bylaw;
 - (d) providing any person a warranty or assurance that *construction* undertaken under *building permits* issued by the Town is free from latent, or any, defects; or
 - (e) the protection of adjacent real property from incidental damage or nuisance.

PART 3: SCOPE AND EXEMPTIONS

Application

- 3.1 This bylaw applies to the geographical area of the Town and to land, the surface of water, air space, *buildings* or *structures* in the Town.
- 3.2 This bylaw applies to the design, construction or *occupancy* of new *buildings* or *structures*, and the *alteration*, reconstruction, demolition, removal, relocation or *occupancy* or change of use or *occupancy* of *existing buildings* and *structures*.
- 3.3 This bylaw does not apply to
- (a) except as set out in Part 11 [*Retaining Walls*] of this bylaw, a fence;
 - (b) an accessory *building* with a floor area of less than 10 square metres;
 - (c) a trellis, an arbour, a wall supporting soil that is less than 1.22 metres in height, or other similar landscape *structures* on a parcel zoned for single-family *residential occupancy* uses under the Town's zoning bylaw;
 - (d) a *building* or *structure* commonly known as "Canadian Standards Association Z240 MH series, Z241 series or A277 series", except as regulated by the Building Code.

Limited Application to Existing Buildings

- 3.4 Except as provided in the *building code* or to the extent an *existing building* is under *construction* or does not have an *occupancy permit*, when an *existing building* has been *constructed* before the enactment of this bylaw, the enactment of this bylaw is not to be

interpreted as requiring that the *building* must be *reconstructed* and *altered*, unless it is expressly so provided by this or another bylaw, regulation or statute.

- 3.5 This bylaw applies if the whole or any part of an *existing building* is moved either within or into the Town, including relocation relative to parcel lines created by subdivision or consolidation. Part 12 applies to *building* moves.
- 3.6 If an *alteration* is made to an *existing building* the *alteration* must comply with this bylaw and the *building code* and the entire building must be made to comply with this bylaw and the *building code*, but only to the extent necessary to addresses any new infractions introduced in the remainder of the building as a result of the *alteration*.
- 3.7 If an *alteration* creates an *addition* to an *existing building*, the *alteration* or *addition* must comply with this bylaw and the *building code* and the entire building must be made to comply with this bylaw and the *building code*, but only to the extent necessary to address any new infractions introduced in the remainder of the building as a result of the *alteration* or *addition*.

PART 4: PROHIBITIONS

- 4.1 A person must not commence or continue any *construction, alteration, excavation, reconstruction, demolition, removal, relocation* or change the use or *occupancy* of any *building* or *structure*, including other work related to construction
- (a) except in conformity with the requirements of the *building code* and this bylaw; and
 - (b) unless a *building official* has issued a valid and subsisting *permit* for the work under this bylaw.
- 4.2 A person must not *occupy* or permit the *occupancy* of any *building* or *structure* or part of any *building* or *structure*
- (a) unless a subsisting *final inspection notice* has been issued by a *building official* for the *building* or *structure* or the part of the *building* or *structure*; or
 - (b) contrary to the terms of any *permit* issued or any notice given by a *building official*.
- 4.3 A person must not knowingly submit false or misleading information to a *building official* in relation to any *permit* application or construction undertaken pursuant to this bylaw.
- 4.4 Except in accordance with this bylaw, including acceptance of revised plans or supporting documents, a person must not erase, alter or modify plans and supporting documents after the same have been reviewed by the *building official*, or plans and supporting documents which have been filed for reference with the *building official* after a *permit* has been issued.

- 4.5 A person must not, unless authorized in writing by a *building official*, reverse, alter, deface, cover, remove or in any way tamper with any notice, *permit* or certificate posted or affixed to a *building* or *structure* pursuant to this bylaw.
- 4.6 A person must not do any work that is substantially at variance with the *accepted* design or plans of a *building*, *structure* or other works for which a *permit* has been issued, unless that variance has been authorized in writing by a *building official*.
- 4.7 A person must not interfere with or obstruct the entry of a *building official* or other authorized official of the Town on property in the administration of this bylaw.
- 4.8 A person must not *construct* on a *parcel* unless the civic address is conspicuously posted on the front of the premises or on a sign post so it may be easily read from the public highway from which it takes its address.
- 4.9 A person must not contravene an administrative requirement of a *building official* made under section 6.6 or any other provision of this bylaw.
- 4.10 A person must not change the use, *occupancy* or both of a *building* or *structure* or a part of a *building* or *structure* without first applying for and obtaining a *building permit* under this bylaw.

PART 5: PERMIT CONDITIONS

- 5.1 A *permit* is required if work regulated under this bylaw is to be undertaken.
- 5.2 Neither the issuance of a *permit* under this bylaw, nor the acceptance or review of plans, drawings, specifications or supporting documents, nor any inspections made by or on behalf of the Town will in any way
- (a) relieve the *owner* (and if the *owner* is acting through an *agent*, the *agent* of the *owner*) from full and sole responsibility to perform the work in respect of which the *permit* was issued in strict compliance with this bylaw, the *building code*, and all other applicable codes, standards and enactments;
 - (b) constitute a representation, warranty, assurance or statement that the *building code*, this bylaw or any other applicable enactments respecting safety, protection, land use and zoning have been complied with; or
 - (c) constitute a representation or warranty that the *building* or *structure* meets any standard of materials or workmanship.
- 5.3 No person shall rely on any *permit* as establishing compliance with this bylaw or assume or conclude that this bylaw has been administered or enforced according to its terms.
- 5.4 Without limiting section 5.2(a), it is the full and sole responsibility of the *owner* (and if the *owner* is acting through a representative, the representative of the *owner*) to carry out

the work in respect of which the *permit* was issued in compliance with the *building code*, this bylaw and all other applicable codes, standards and enactments.

PART 6: POWERS OF A BUILDING OFFICIAL

Administration

- 6.1 Words defining the authority of a *building official* are to be construed as internal administrative powers and not as creating a duty.
- 6.2 A *building official* may
- (a) administer this bylaw, but owes no public duty to enforce or administer this bylaw;
 - (b) keep records of applications received, *permits*, notices and orders issued, inspections and tests made, and may retain copies of all papers and documents connected with the administration of this bylaw;
 - (c) establish or require an *owner* to establish whether a method or type of construction or material used in the construction of a *building* or *structure* complies with the requirements and provisions of this bylaw and the *building code*; and
 - (d) direct that tests of materials, equipment, devices, construction methods, structural assemblies or *foundations* be carried out, or that sufficient evidence or proof be submitted by the *owner*, at the *owner's* sole expense, where such evidence or proof is necessary to determine whether the material, equipment, device, construction or *foundation* condition complies with this bylaw and the *building code*.

Refusal and Revocation of Permits

- 6.3 A *building official* may refuse to issue a *permit* if the proposed work will contravene the requirements of the *building code* or the provisions of this or any other bylaw of the Town, and must state the reason in writing.
- 6.4 A *building official* may revoke a *permit* if, in their opinion, the results of tests on materials, devices, construction methods, structural assemblies or *foundation* conditions contravene the *building code* or the provisions of this bylaw, or both, or if all *permits* required under this bylaw have not been obtained.

Right of Entry

- 6.5 Subject to section 16 of the *Community Charter*, a *building official* may enter on property at any time to ascertain whether the requirements of this bylaw are being met.

Powers

- 6.6 Subject to applicable enactments, a *building official* may by notice in writing require

- (a) a person who contravenes any provision of this bylaw to comply with that provision within the time ordered;
 - (b) an *owner* to stop work on a *building or structure*, or any part of a *building or structure*, if the work is proceeding in contravention of this bylaw, the *building code*, or any other enactment of the Town or other applicable enactments, or if there is deemed to be an *unsafe condition*, and may enter on property to affix or post a stop work order in the form prescribed by the *building official*;
 - (c) an *owner* to remove or prevent any unauthorized encroachment on a public parcel, a statutory right of way or easement, or a setback or yard required under an enactment;
 - (d) an *owner* to remove any *building or structure*, or any part of a *building or structure*, *constructed* in contravention of a provision of this bylaw;
 - (e) an *owner* to have work inspected by a *building official* prior to covering;
 - (f) an *owner* to uncover any work that has been covered without inspection contrary to this bylaw or an order issued by a *building official*;
 - (g) a person to cease any *occupancy* in contravention of a provision of this bylaw;
 - (h) a person to cease any *occupancy* if any *unsafe condition* exists because of work being undertaken but not complete and where the *building official* has not issued a final inspection notice for the work;
 - (i) an *owner* to correct any *unsafe condition*; and
 - (j) an *owner* to correct any work that contravenes this bylaw, the *building code*, or any other enactment.
- 6.7 Every reference to “*owner*” in section 6.6 includes a reference to the *owner’s agent* or *constructor*.
- 6.8 Every person served with a notice under this Part must comply with that notice
- (i) within the time ordered, or
 - (ii) if no time is ordered, immediately.

PART 7: OWNER’S RESPONSIBILITIES

Permit Requirements

- 7.1 Subject to Part 10 of this bylaw, every *owner* must apply for and obtain a *permit*, prior to

- (a) *constructing*, repairing or *altering* a *building* or *structure*, including a *pool* or *retaining wall*;
 - (b) moving a *building* or *structure* into or within the Town;
 - (c) demolishing a *building* or *structure*;
 - (d) *occupying* a new *building* or *structure*;
 - (e) *constructing* a masonry fireplace or installing a wood-burning appliance or chimney, whether attached to, part of or detached from a *building*.
 - (f) changing the use or *occupancy* of a *building*,
- unless the works are the subject of another valid and subsisting *building permit*.

7.2 Every *owner* must ensure that plans submitted with a *permit* application bear the name, phone number, address and email address of the *designer* of the *building* or *structure*.

Owner's Obligations

7.3 Every *owner* must

- (a) comply with the *building code*, the requirements of this bylaw and the conditions of a *permit*, and must not omit any work required by the *building code*, this bylaw or the conditions of a *permit*;
- (b) ensure that all *permits*, all plans and specifications and supporting documents on which a *permit* was based, all municipal inspection certificates, and all professional *field reviews* are available at the site of the work for inspection during working hours by the *building official*, and that all *permits* are posted conspicuously on the site during the entire execution of the work; and
- (c) prior to the issuance of a *building permit*, execute and submit to the Town an *owner's* undertaking in the form attached as Appendix B, where required by the *building official*.

7.4 Every *owner* and every *owner's agent* must carry out *construction* or have the *construction* carried out in accordance with the requirements of the *building code*, this bylaw and other bylaws of the Town and none of the issuance of a *permit* under this bylaw, the review of plans and supporting documents, or inspections made by a *building official* or a *registered professional* shall relieve the *owner*, or his or her *agent*, from full and sole responsibility to perform the work in strict accordance with this bylaw, the *building code* and all other applicable codes, standards and enactments.

7.5 Every *owner* must allow a *building official* to enter any *building* or premises at any reasonable time to administer and enforce this bylaw. Every *owner* to whom a *permit* is issued must, during construction,

- (a) post the civic address on the property so that it may be easily read from the public highway from which the property takes its address; and
- (b) post the *permit* on the property so that it may be easily read from the public highway from which the property takes its address.

Damage to Municipal Works

- 7.6 Every *owner* to whom a *permit* is issued is responsible for the cost to repair any damage to municipal works or land that occurs during and arises directly or indirectly from the work authorized by the *permit*.
- 7.7 In addition to payment of a security deposit under sections 10.8 to 10.12, every *owner* must pay to the Town, within 30 days of receiving an invoice for same from the Town, the cost to repair any damage to public property or works located on public property arising directly or indirectly from work for which a *permit* was issued.

Demolition

- 7.8 Prior to obtaining a *permit* to demolish a *building* or *structure*, the *owner* must
 - (a) provide to the Town a vacancy date;
 - (b) pay disconnection, capping, inspection chamber installation, and other applicable fees as set out in the Town's bylaws governing waterworks and sewer; and
 - (c) ensure that all municipal services and other services are capped and terminated at the property line in a Town standard inspection chamber and valve arrangement.
- 7.9 Every *owner* must ensure that, on completion of all demolition procedures, all debris and fill are cleared and the *site* is levelled or graded, or made safe if levelling and grading are not possible.
- 7.10 Every *owner* must call for an inspection upon completion and clean-up of all works.

Notice

- 7.11 Every *owner* must, at least 48 hours prior to commencing work at a *building site*, give written or online notice to a *building official* of the date on which the *owner* intends to begin such work.
- 7.12 Every *owner* must give written or online notice to a *building official* of any change in or termination of engagement of a *registered professional*, including a *coordinating registered professional*, during construction, within 24 hours of when the change or termination occurs.
- 7.13 If an *owner* or a *registered professional* terminates the engagement of a *registered professional*, including a *coordinating registered professional*, the *owner* must terminate all work under a *permit* until the *owner* has engaged a new *registered professional*,

including a *coordinating registered professional*, and has delivered to a *building official* new letters of assurance.

- 7.14 Without limiting sections 10.29 to 10.44, every *owner* must give at least 48 hours' online or written notice to a *building official*
- (a) of intent to do work that is required or ordered to be corrected during *construction*;
 - (b) of intent to cover work that is required under this bylaw to be, or has been ordered to be, inspected prior to covering; and
 - (c) when work has been completed so that a final inspection can be made.
- 7.15 Every *owner* must give notice in writing to a *building official* and pay the non-refundable fee set out in the *rates, fees and charges bylaw* immediately upon any change in ownership or change in the address of the *owner* which occurs prior to the issuance of an *occupancy permit*.
- 7.16 Every *owner* must give such other notice to a *building official* as may be required by the *building official* or by a provision of this bylaw.

Fire Sprinklers

- 7.17 A Sprinkler System shall be installed throughout the following buildings in the Town:
- (a) all new buildings containing
 - (i) more than two dwelling units;
 - (ii) an assembly use or occupancy;
 - (iii) a commercial use, except home occupations; and
 - (iv) an industrial use;
 - (b) all buildings which are converted into a building listed in 7.17 but only where the conversion involves an addition to the building and results in a floor area increase of 50%;
 - (c) existing or converted buildings where additions to the building result in a floor area increase of more than 50% of the previous floor area of the buildings listed in 7.17;
 - (d) all existing buildings listed in 7.17 which are added to incrementally when such additions result in a floor area increase of 50% or more of the existing floor area over the size of the existing building as it was on November 19, 1996 at the time of the first addition;
 - (e) in all buildings where the *building official* in consultation with the Fire Chief deems fire fighting access difficult or other special site conditions exist;

- 7.18 The size, type and location of all Fire Department connections at the exterior or within buildings shall require the approval of the Fire Department.
- 7.19 The following buildings are exempt from the requirement to install fire sprinklers:
- (a) single family dwellings, duplexes, and accessory buildings unless they are over three stories in height or fire access is difficult as determined per 8.17 (e);
 - (b) detached service station canopies;
 - (c) detached unheated open-sided buildings or similar structures where, excluding doors, they are a minimum of 30% open-sided and they meet the spatial separation requirements of the building code

PART 8: OBLIGATIONS OF OWNER'S CONSTRUCTOR

- 8.1 Every *constructor* must ensure that all *construction* is done in compliance with all requirements of the *building code*, this bylaw and all other applicable, codes, standards and enactments.
- 8.2 Every *constructor* must ensure that no *excavation* or other work is undertaken on public property, and that no public property is disturbed, no *building* or *structure* erected, and no materials stored thereon, in whole or in part, without first having obtained approval in writing from the appropriate authority over such public property.
- 8.3 For the purposes of the administration and enforcement of this bylaw, every *constructor* is responsible jointly and severally with the *owner* for all work undertaken.

PART 9: REGISTERED PROFESSIONAL'S RESPONSIBILITIES

Professional Design and Field Review

- 9.1 The provision by the *owner* to the Town of letters of assurance in accordance with the requirements of the *building code* shall occur prior to
- (a) the pre-occupancy site review coordinated by the *coordinating registered professional* or other *registered professional* for a *complex building*, or
 - (b) a final inspection for a *simple building* in circumstances where letters of assurance have been required in accordance with the requirements of the *building code*, in which case the *owner* must provide the Town with letters of assurance in the form of Schedules C-A or C-B, as appropriate, referred to in subsection 2.2.7, Division C, of the *building code*.

- 9.2 If a *registered professional* provides letters of assurance in accordance with the *building code*, they must also provide proof of professional liability insurance to the *building official* in the form and amount set by Appendix C to this bylaw.

Requirement for a Registered Professional

- 9.3 The *owner* must retain a *registered professional* to provide a *professional design* and plan certification and letters of assurance in the form of Schedules A, B, C-A and C-B referred to in subsection 2.2.7, Division C, of the *building code*, in respect of a *permit* application
- (a) prior to the pre-occupancy site review coordinated by the *coordinating registered professional* or other *registered professional* for a *complex building*, or
 - (b) prior to a final inspection for a *simple building* in circumstances where letters of assurance have been required in accordance with the requirements of the *building code*, in which case the *owner* must provide the Town with letters of assurance in the form of Schedules C-A or C-B, as appropriate, referred to in subsection 2.2.7, Division C, of the *building code*;
 - (c) except for garages, carports and garden structures, *foundation* and *excavation* components of new *simple buildings* and *additions* greater than 55 square metres to *simple buildings* in accordance with the *building code*;
 - (d) a *building* that is designed with common egress systems for the occupants and requires the use of *firewalls* in accordance with the *building code*;
 - (e) prior to *alterations* to a *building*, or to a structural component of a *building* described in paragraph (b);
 - (f) for a *building* in respect of which the *building official* determines that site conditions, size or complexity so warrant in the interests of safety of persons or protection of property under the *building code*;
 - (g) if the *building* envelope components of the *building* fall under Division B Part 3 of the *building code*, the *building* contains more than two dwellings, or if the *building* envelopes do not comply with the prescriptive requirements of Division B Part 9 of the *building code*; and
 - (h) for a parcel of land on which a *building* or *structure* is proposed if the *building official* believes the parcel is or is likely to be subject to flooding, mud flows, debris flows, debris torrents, erosion, land slip, rock falls, subsidence or avalanche, and the requirement for a *professional design* is in addition to a requirement under Division 8 of Part 3 of the *Community Charter*
 - (i) for a report certified by a professional engineer with experience in geotechnical engineering that the parcel may be used safely for the use intended, and

- (ii) that the plans submitted with the application comply with the relevant provisions of the *building code* and applicable bylaws of the Town.

9.4 The *building official* may require any *registered professional* carrying out the *professional design* and *field review* required under section 9.3 to provide evidence that they have experience and expertise in respect of the *professional design* and *field review* of the context and scope required.

Professional Plan Certification

9.5 The letters of assurance in the form of Schedules A and B as referred to in subsection 2.2.7, Division C, of the *building code* referred to in sections 9.1 and 9.3 are relied upon by the Town and *its building officials* as certification that the design and plans to which the letters of assurance refer comply with the *building code*, this bylaw and other applicable enactment.

9.6 Letters of assurance must be in the form of Schedules A and B referred to in subsection 2.2.7, Division C, of the *building code*.

9.7 For a *building permit* issued for the construction of a *complex building*, the *building official* shall provide the *owner* with a notice that the *building permit* is issued in reliance on the certification of the *registered professional* that the *professional design* and plans submitted in support of the application for the *building permit* comply with the *building code* and other applicable enactments. Any failure on the part of the *building official* to provide the *owner* with the notice will not diminish or invalidate the reliance by the Town or its *building officials* on the *registered professionals*.

9.8 If a *building permit* is issued for a construction of a *complex building*, the *permit* fee is reduced by 5% of the fees payable under the *rates, fees and charges bylaw*, up to a maximum reduction of \$500.00 (five hundred dollars).

PART 10: BUILDING APPLICATION REQUIREMENTS

Requirements Before Applying for a Building Permit

- 10.1 Prior to issuance of a *building permit*, the *owner* must satisfy the following requirements or conditions:
- (a) the *owner* must apply for and obtain a development permit if the *building* or *structure* is in an area designated by the Town's Official Community Plan as a development permit area;
 - (b) the *owner* must ensure that the proposed *building* or *structure* complies with all bylaws of the Town, except to the extent a variance of a bylaw is authorized by a development permit, development variance permit or order of the Board of Variance;

- (c) an approving officer must have approved the subdivision plan that, once registered, would create the parcel on which the proposed *building* or *structure* will be *constructed*, and the subdivision plan must have been registered in the Land Title Office;
- (d) the *owner* must provide evidence to the *building official* showing that the person applying for the *building permit* is either the *owner* of the parcel that is the subject of the proposed *building permit*, or is the *agent* of the *owner*, in which case, the *agent* must provide the name and contact information of the *owner*;

Building Permit Applications for Complex Buildings

10.2 An application for a *building permit* with respect to a *complex building* must

- (a) be made in the form accepted by the Town and signed by the *owner*, or a signing officer if the *owner* is a corporation;
- (b) be accompanied by the *owner's* acknowledgement of responsibility and undertaking made in the form attached as Appendix B to this bylaw and signed by the *owner*, or a signing officer if the *owner* is a corporation;
- (c) include a copy of a title search for the relevant property made within 30 days of the date of the *permit* application;
- (d) include a *building code* compliance summary including the applicable edition of the *building code*, such as without limitation whether the building is designed under Part 3 or Part 9 of the building code, *major occupancy* classification(s) of the *building*, *building area* and *building height*, number of streets the *building* faces, and *accessible* entrances, work areas, washrooms, firewalls and facilities;
- (e) include a copy of a survey plan prepared by a British Columbia land surveyor;
- (f) include a site plan prepared by a *registered professional* showing
 - (i) the bearing and dimensions of the parcel taken from the registered subdivision plan;
 - (ii) the legal description and civic address of the parcel;
 - (iii) the location and dimensions of *existing* and proposed statutory rights of way, covenants, easements and setback requirements, adjacent street and lane names;
 - (iv) the location and dimensions of *existing* and proposed *buildings* or *structures* on the parcel;
 - (v) setbacks to the natural boundary of any lake, swamp, pond or watercourse;

- (vi) north arrow;
- (vii) if applicable, location of an approved *existing* or proposed private or other alternative sewage disposal system, water supply system or storm water drainage system;
- (viii) zoning compliance summary;
- (ix) the location, dimensions and gradient of parking and parking access;
- (x) proposed and *existing* setbacks to property lines;
- (xi) natural and finished grade at *building* corners and significant breaks in the building plan and proposed grade around the *building* faces in order to ascertain *foundation* height;
- (xii) *first storey* floor elevation;
- (xiii) location, setbacks and elevations of all *retaining walls*, steps, stairs and decks;
- (xiv) line of upper floors;
- (xv) location and elevation of curbs, sidewalks, manholes, and service poles;
- (xvi) location of *existing* and proposed service connections;
- (xvii) location and species of all protected trees per Tree Preservation Bylaw No. 1282, 2020 as amended or replaced from time to time;
- (xviii) location of top bank and water courses;
- (xix) access routes for firefighting;
- (xx) *accessible* paths of travel from the street to the *building*;
- (xxi) geodetic elevation of the underside of a wood floor system or the top of a finished concrete slab of a *building* or *structure* where the Town's land use regulations or provincial flood mapping regulations establish siting requirements related to minimum floor elevation,

except that the *building official* may waive, in whole or in part, the requirements for a site plan, if the *permit* is sought for the repair or *alteration* of an *existing building* or *structure*;

- (g) include floor plans showing the dimensions and uses and *occupancy* classification of all areas, including: the dimensions and height of crawl and roof spaces; the location, size and swing of doors; the location, size and opening of windows; floor,

wall, and ceiling finishes; fire separations; plumbing fixtures; structural elements; and stair dimensions;

- (h) include a cross-section through the *building* or *structure* in sufficient detail and locations to illustrate *foundations*, drainage, ceiling heights and constructions systems;
 - (i) include elevations of all sides of the *building* or *structure* showing finish details, roof slopes, windows, doors, natural and finished *grade*, spatial separations and ridge height to comply with the *building code* and to illustrate that the *building* or *structure* conforms with the Town zoning bylaw and development permit;
 - (j) include cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the *building* conforms to the *building code*;
 - (k) include all other requirements of sections 2.2.1, 2.2.3, 2.2.4, 2.2.5, 2.2.6 and 2.2.9, Division C of the *building code*;
 - (l) include copies of approvals required under any enactment relating to health or safety, including, without limitation, sewage disposal permits, highway access permits and Ministry of Health approvals;
 - (m) include a letter of assurance in the form of Schedule A referred to in subsection 2.2.7 Division C, of the *building code*, signed by the *owner*, or a signing officer if the *owner* is a corporation, and the *coordinating registered professional*;
 - (n) include letters of assurance in the form of Schedule B referred to in subsection 2.2.7 Division C, of the *building code*, each signed by such *registered professionals* as the *building official* or *building code* may require to prepare the design for and conduct *field reviews* of the construction of the *building*;
 - (o) include two sets of drawings at a suitable scale of the design prepared by each *registered professional* containing the information set out in (g) to (k) of this section; and
 - (p) include illustration of any slopes on the subject parcel that exceed 30%.
- 10.3 In addition to the requirements of section 10.2 of this bylaw, a *building official* may require the following to be submitted with a *permit* application for the construction of a *complex building* if the complexity of the proposed *building* or *structure* or siting circumstances warrant
- (a) site servicing drawings, including sufficient detail of off-site services to indicate locations at the property line, prepared and sealed by a *registered professional*, in accordance with the Town's subdivision and development servicing bylaw;
 - (b) a section through the site showing grades, *buildings*, *structures*, parking areas and driveways; and

- (c) any other information required by the *building official* or the *building code* to establish substantial compliance with this bylaw, the *building code* and other bylaws and enactments relating to the *building* or *structure*.

except that the *building official* may accept plans with fewer details for an application to undertake minor repairs or alterations to a *complex building*.

Building Permit Applications for Simple Buildings

10.4 An application for a *building permit* with respect to a *simple building* must

- (a) be made in the form prescribed by the *building official* and signed by the *owner*, or a signing officer if the *owner* is a corporation;
- (b) be accompanied by the *owner's* acknowledgment of responsibility and undertaking made in the form attached as Appendix B and signed by the *owner*, or a signing officer if the *owner* is a corporation;
- (c) include a copy of a title search for the relevant property made within 30 days of the date of the *permit* application;
- (d) include a copy of a survey plan prepared by a British Columbia land surveyor except that the *building official* may waive the requirement for a survey plan, in whole or in part, where conditions warrant;
- (e) include a site plan showing
 - (i) the bearing and dimensions of the parcel taken from the registered subdivision plan;
 - (ii) the legal description and civic address of the parcel;
 - (iii) the location and dimensions of *existing* and proposed statutory rights of way, easements, covenants, and setback requirements, adjacent street and lane names;
 - (iv) the location and dimensions of *existing* and proposed *buildings* or *structures* on the parcel;
 - (v) setbacks to the natural boundary of any lake, swamp, pond or watercourse;
 - (vi) north arrow;
 - (vii) if applicable, location of an approved *existing* or proposed alternative private or other sewage disposal system, water supply system or storm water drainage system;
 - (viii) the location, dimensions and gradient of parking and parking access;

- (ix) proposed and *existing* setbacks to property lines;
- (x) natural and finished grade at *building* corners and datum determination points;
- (xi) *first storey* floor elevation;
- (xii) location, setbacks and elevations of all *retaining walls*, steps, stairs and decks;
- (xiii) line of upper floors;
- (xiv) location and elevation of curbs, sidewalks, manholes and service poles;
- (xv) location of *existing* and proposed service connections;
- (xvi) location and species of all protected trees per Tree Preservation Bylaw No. 1282, 2020 as amended or replaced from time to time;
- (xvii) location of top bank and water courses;
- (xviii) access routes for firefighting;
- (xix) *accessible* paths of travel from the street to the *building*;
- (xx) zoning compliance summary; and
- (xxi) the geodetic elevation of the underside of a wood floor system or the top of a finished concrete slab of a *building* or *structure* where the Town's land use regulations or provincial flood mapping regulations establish siting requirements related to minimum floor elevation,

except that for a *simple building* the *building official* may waive, in whole or in part, the requirements for a site plan, if the *permit* is sought for the repair or *alteration* of an *existing building*;

- (f) include floor plans showing the dimensions and uses of all areas, including: the dimensions and height of crawl and roof spaces; the location, size and swing of doors; the location, size and opening of windows; floor, wall, and ceiling finishes; plumbing fixtures; structural elements; and stair dimensions;
- (g) include a cross-section through the *building* illustrating *foundations*, drainage, ceiling heights and construction systems;
- (h) include elevations of all sides of the *building* showing finish details, roof slopes, windows, doors, the *grade*, the maximum *building height* line, ridge height, spatial separations and natural and finished *grade* to comply with the *building code* and to illustrate that the *building* or *structure* conforms with the Town zoning and any development permit requirements;

- (i) include cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the *building* or *structure* substantially conforms to the *building code*;
- (j) include copies of approvals required under any enactment relating to health or safety, including, without limitation, sewage disposal permits, highway access permits and Ministry of Health approvals;
- (k) except for garages, carports and garden structures located on land, include a *foundation* and *excavation* design prepared by a *registered professional* in accordance with the *building code*;
- (l) include geotechnical letters of assurance, in addition to a required geotechnical report, if the *building official* determines that the site conditions so warrant;
- (m) include two sets of drawings at a suitable scale of design including the information set out in (f) to (i) of this section; and
- (n) include a *building code* compliance summary including the applicable edition of the *building code*, such as, without limitation, whether the *building* is designed under Part 3 or Part 9 and compliance with article 2.2.2.1(2), Division C of the *building code*.

10.5 In addition to the requirements of section 10.4 of this Part, if a *project* involves

- (a) two or more *buildings*, the gross floor areas of which in the aggregate total more than 1000 square metres;
- (b) two or more *buildings* that will contain four or more dwelling units; or
- (c) otherwise if the complexity of the proposed *building* or *structure* or siting circumstances warrant, a *building official* may require the following be submitted with a *permit* application for the construction of each *simple building* in the *project*:
 - i. a section through the site showing grades, *buildings*, *structures*, parking areas and driveways;
 - ii. a roof plan and roof height calculations;
 - iii. structural, electrical, plumbing, mechanical or fire suppression drawings prepared and sealed by a *registered professional*;
 - iv. letters of assurance in the form of Schedule B referred to in Division C of the *building code*, signed by a *registered professional*; and
 - v. any other information required by the *building official* or the *building code* to establish substantial compliance with this bylaw, the *building code* and other bylaws and enactments relating to the *building* or *structure*.

- 10.6 An application for building permit must include plans incorporating the applicable climactic information for design of buildings and structures set out in Appendix D.

Site and Location Information

- 10.7 Without limiting sections 10.2(f) or 10.4(d) of this Part, the *building official* may in writing require an *owner* to submit an up-to-date plan or survey prepared by a registered British Columbia land surveyor which contains sufficient information respecting the site and location of any *building* to

- (a) establish, before *construction* begins, that all the provisions of this bylaw in relation to this information will be complied with;
- (b) verify, on completion of the *construction*, that all provisions of this and other applicable bylaw have been complied with;
- (c) in relation to an *existing building*, substantiate its location, size, including appurtenances whether above, at or below ground level, relative to the site or its relationship to neighbouring grades; and
- (d) in relation to *construction* of a new *building*, or *addition* to an *existing building*, prior to and after the placement of concrete for *foundations* and footings, show the *elevation* at proposed top of concrete on all *building* elevations and at all significant changes of elevation to substantiate its size, location and elevation,

and every person served with a written requirement under this section must comply with the requirement.

Building Permit Fee

- 10.8 Before receiving a *building permit* for a *building* or *structure*, the *owner* must first pay to the Town
- (a) the *building permit* fee prescribed in the *rates, fees and charges bylaw*; and
 - (b) any fees, charges, levies or taxes imposed by the Town and payable under an enactment at the time of issuance of the *building permit*.

Security Deposit with Building Permit Application

- 10.9 An applicant for a *building permit* must pay to the Town, at the time of the application, applicable security deposits in the amounts set out in the *rates, fees and charges bylaw*:
- (a) for a single family dwelling *addition, alteration*, renovation, demolition \$1000;
 - (b) for a new single family dwelling or *simple building* \$1000;
 - (c) for a *complex building* as determined by the *building official* up to \$5000;

- (d) for a temporary building or temporary structure \$2000;
- (e) for swimming pools \$2000; and
- (f) for demolitions \$1000.

10.10 The security deposit sums set out in section 10.8 of this Part:

- (a) cover the cost borne by the Town to maintain, restore or replace any public works or public lands which are destroyed, damaged or otherwise impaired in the carrying out of the work referred to in any *building permit* held by the applicant;
- (b) cover the cost borne by the Town to make the site safe if the *permit* holder abandons or fails to complete the work as designated on the *permit*;
- (c) serve as the security deposit for provisional *occupancy* when the final inspection notice makes provision for a security deposit; or
- (d) serve as a security deposit to effect compliance with any condition under which the *permit* was issued.

10.11 The security deposit or applicable portion shall be returned to the applicant

- (a) when the *building official* is satisfied that no further damage to public works or public lands will occur;
- (b) when the inspections required by this bylaw are complete and acceptable to the *building official*; and
- (c) when the conditions or provisions of a provisional certificate of *occupancy* are completed to the satisfaction of the *building official*;

only if the applicant has requested the return of the security.

10.12 Any credit greater than the amount of the security deposit used by the Town for the purposes described in sections 10.8 to 10.10 of this Part will be returned to the *permit* holder unless otherwise so directed by the *permit* holder. Any amount in excess of the security deposit required by the Town to complete corrective work to public lands, public works, or the site is recoverable as a debt due to the Town from the *permit* holder, the *constructor* or the *owner* of the property and is payable within 14 days' receipt of an invoice.

10.13 If the proposed work includes *excavation* or construction on lands within 10 metres of works or services owned by the Town, the *owner* must deliver to the *building official* a signed agreement in a form prescribed by the Town's Public Works Superintendent under which the *owner* acknowledges and agrees that any damage to municipal works or services arising from the construction associated with the *building permit* will be repaired by the *owner* at its expense and to the satisfaction of the Public Works

Superintendent, and the *owner* must deposit with the Town security in accordance with sections 10.8 to 10.11 of this Part.

Permit Fee Refunds

- 10.14 No fee or part of a fee paid to the Town may be refunded if construction of the *building* has started.
- 10.15 A *building permit* or other *permit* fee may be partially refunded as set out in *rates, fees and charges bylaw*, only if
- (a) the *owner* has submitted a written request for a refund;
 - (b) the *building official* has certified a start has not been made on the construction of the *building* or *structure*; and
 - (c) the *permit* has not expired.
- 10.16 A *building permit* or other *permit* fee is not refundable after the *permit* has been extended under section 10.46 of this Part.

Design Modification

- 10.17 If an issued *building permit* or other *permit* is active and the *owner* proposes modification to the *building* design whereby the *value of the work* does not increase or the *value of the work* decreases, the *owner* must pay to the Town a *building permit* fee based on the plan review hourly rate set out in the *rates, fees and charges bylaw*.

Construction Before Permit Issued

- 10.18 The *building permit* or other *permit* fee is doubled for every *permit* application if construction commenced before the *building official* issued a *permit*, to a maximum of \$10,000.00.

Expiration of Application for a Permit

- 10.19 A *building permit* or other *permit* application expires six (6) months from the date a complete application is received under this Part if the *building permit* or other *permit* is not issued by the application expiration date, unless the *permit* is not issued only due to delays caused by the Town.

Issuance of a Building Permit

- 10.20 If
- (a) a completed application in compliance with sections 10.2 and 10.3 or sections 10.4 and 10.5 of this Part, including all required supporting documentation, has been submitted;

- (b) the *owner* has paid all applicable fees set out in this bylaw;
- (c) the *owner* or his or her representative has paid all charges and met all requirements imposed by any other statute or bylaw;
- (d) the *owner* has retained a professional engineer or geoscientist if required under this bylaw;
- (e) the *owner* has retained an architect if required under this bylaw; and
- (f) no covenant, agreement, resolution or regulation of the Town requires or authorizes the *permit* to be withheld,

the *building official* must issue the *permit*, in the form prescribed by the *building official*, for which the application is made, and the date of issuance is deemed to be the date the Town gives written notice to the *owner* that the *permit* is ready to be picked up by the *owner*.

- 10.21 Despite section 10.19, the *building official* may refuse to issue a *permit* when the *owner* has been notified of a violation of this bylaw about the construction of another *building* or *structure* by the *owner*.

Compliance with the *Homeowner Protection Act*

- 10.22 If the application is in respect of a *building* that includes, or will include, a *residential occupancy* governed by the *Homeowner Protection Act*, the *building permit* must not be issued unless the *owner* provides evidence under section 30(1) of the *Homeowner Protection Act*, that the proposed *building*

- (a) is covered by home warranty insurance; and
- (b) the *constructor* is a licensed “residential builder” as defined in that Act.

- 10.23 Section 10.21 of this Part does not apply if the *owner* is not required to be licensed and to obtain home warranty insurance in accordance with sections 20(1) or 30(1) of the *Homeowner Protection Act*.

- 10.24 Every *permit* is issued subject to the *owner* and *constructor* maintaining compliance with the *Homeowner Protection Act* and regulations under it during the term of the *permit*.

Partial Construction

- 10.25 If a site has been *excavated* under a *building permit* for *excavation* issued under this bylaw and a *building permit* is not subsequently issued or a subsisting *building permit* has expired under section 10.45, but without the construction of the *building* or *structure* for which the *building permit* was issued having commenced, the *owner* must fill in the *excavation* to restore the original gradients of the site within 60 days of being served notice by the Town to do so.

- 10.26 If a *building permit* has expired and partial construction has progressed, with no extension requested of the *building official* under section 10.46, permanent type fencing with privacy screen complying with the Town's Zoning Bylaw, must be erected around the *building* site for protection to the public.

Conditions of a Building Permit

- 10.27 A *building permit* or an application for a *building permit* that is in process may not be transferred or assigned until the *owner* has notified the *building official* in writing, the *building official* has authorized the transfer or assignment in writing and the *owner* has paid the non-refundable fee required under the *rates, fees and charges bylaw*. The transfer or assignment of a *building permit* is not an extension of a *building permit*.
- 10.28 The review of plans and supporting documents and issuance of a *building permit* do not prevent the *building official* from subsequently requiring the correction of errors in the plans and supporting documents, or from prohibiting *building* construction or *occupancy* being carried on when in violation of this or another bylaw.

Inspections

- 10.29 If a *registered professional* provides letters of assurance in accordance with this Part, the Town will rely solely on *field reviews* undertaken by the *registered professional* and the letters of assurance submitted pursuant to this bylaw and the *building code* as assurance that the construction substantially conforms to the design, plans and specifications and that the construction complies with the *building code*, this bylaw and other applicable enactments respecting safety.
- 10.30 Despite section 10.28 of this Part, a *building official* may attend the site from time to time during the course of construction to ascertain that the *field reviews* are taking place and to monitor the *field reviews* undertaken by the *registered professionals*.
- 10.31 A *building official* may attend periodically at the site of the construction of *simple buildings* or *structures* to ascertain whether the work is being carried out in substantial conformance with the *building code*, this bylaw and any other applicable enactments concerning safety.
- 10.32 For all work in respect of *simple buildings* the *owner* must give at least 48 hours' notice to the Town when requesting an inspection and must obtain an inspection and receive a *building official's* written acceptance of the following aspects of the work prior to concealing them
- (a) after demolition, the grading of and removal of debris from the site;
 - (b) *excavation*, within 24 hours of the start of *excavation*;
 - (c) *foundation* and footing forms, before concrete is poured;

- (d) prior to inspection under section 10.31(e), plumbing located below the finished slab level;
 - (e) the preparation of ground, including ground cover when required, perimeter insulation on inside of concrete *foundation* walls and reinforcing steel;
 - (f) after inspection under section 10.31(e) hydronic heating pipes and below slab insulation;
 - (g) installation of rough-in plumbing before it is covered;
 - (h) installation of *building* services before being covered;
 - (i) rough in of factory built chimneys and fireplaces and solid fuel burning appliances;
 - (j) framing, sheathing, fire stopping (including drywall in fire separations), bracing, chimney and ductwork, rough wiring, rough plumbing, rough heating, gas venting, exterior doors and windows, but prior to the installation of insulation, interior finishes, sheathing paper or exterior finishes which would conceal such work;
 - (k) insulation and vapour barrier;
 - (l) *construction* of an exterior deck if the deck serves as a roof;
 - (m) on-site *constructed* tubs or showers and tub or shower trap tests;
 - (n) the installation of wall sheathing membrane, externally applied vapour or air barrier, stucco wire or lath, and flashings, but prior to the installation of exterior finishes which could conceal such work; and
 - (o) the *health and safety aspects of the work* and the conservation, *GHG* emission reduction and accessibility aspects of the work when the *building* or *structure* is substantially complete, ready for *occupancy* but prior to *occupancy*.
- 10.33 A *building official* will only carry out an inspection under section 10.31 if the *owner* or the *owner's agent* has requested the inspection online or in writing in accordance with this bylaw.
- 10.34 Despite the requirement for the *building official's* acceptance of the work outlined in section 10.31, if a *registered professional* provides letters of assurance, the Town will rely solely on *field reviews* undertaken by the *registered professional* and the letters of assurance submitted pursuant to this bylaw as assurance that the aspects of the construction referenced by those letters of assurance substantially conform to the *design*, plans and specifications and that the construction complies with the *building code*, this bylaw and other applicable enactments respecting safety.
- 10.35 No person may conceal any aspect of the work referred to in section 10.31 of this bylaw until a *building official* has *accepted* it in writing.

10.36 For work in respect of *complex buildings*, the *owner* must

- (a) give at least 48 hours' online or written notice to the Town when requesting a preconstruction meeting with the *building official* prior to the start of construction, and the *owner* or his or her representative must ensure that the *coordinating registered professional*, the *constructor*, as well as representatives of major trades, are in attendance;
- (b) give at least 48 hours' online or written notice to the Town when requesting a pre-occupancy coordinated by the *coordinating registered professional* or other *registered professional* to have the *owner*, the *constructor* and the *registered professionals* demonstrate to the *building official* and Fire Services the compliance with *the health and safety aspects of the work*, the coordination and integration of the fire and life safety system, applicable Town requirements and other enactments respecting safety and the conservation, *GHG* emission and accessibility aspects of the work; and
- (c) cause the *coordinating registered professional*, at least 48 hours prior to the pre-occupancy coordinated site review coordinated by the *coordinating registered professional*, to deliver to the *building official* the Confirmation of Required Documentation described in Appendix E, complete with all documentation in a hard covered three ring binder and in digital pdf format.

Stop Work Order

- 10.37 The *building official* may direct the immediate suspension or correction of all or a portion of the construction on a *building* or *structure* by attaching a stop work order notice on the premises whenever it is found that the work is not being performed in accordance with the requirements of the *building code*, any applicable bylaw of the Town or the applicable provisions of the *Homeowner Protection Act*.
- 10.38 The *coordinating registered professional* may request, in writing, that the *building official* order the immediate suspension or correction of all or a portion of the construction on a *building* or *structure* by attaching a stop work order notice on the premises. The *building official* must consider such a request and, if not acted upon, must respond, in writing, to the *coordinating registered professional* and give reasons.
- 10.39 If a *registered professional's* services are terminated, the *owner* must immediately stop any work that is subject to his or her *design* or *field review* and the *building official* is deemed to have issued a stop work order under section 10.36.
- 10.40 The *owner* must immediately, after the posting of a notice under section 10.36, secure the construction and the lands and premises surrounding the construction in compliance with the safety requirements of every statute, regulation or order of the Province or of a provincial agency and of every applicable bylaw of the Town.

10.41 Subject to section 10.36, no work other than the required remedial measures may be carried out on the parcel affected by the notice referred to in section 10.36 until the stop work order notice has been removed by the *building official*.

10.42 The notice referred to in section 10.36 must remain posted on the premises until that which is contrary to the enactments has been remedied.

Do Not Occupy Notice

10.43 If a person occupies a *building* or *structure* or part of a *building* or *structure* in contravention of this bylaw, a *building official* may post a Do Not Occupy Notice in the form prescribed by the *building official* on the affected part of the *building* or *structure*.

10.44 If a notice is posted under section 10.42, the *owner* of a parcel on which a Do Not Occupy Notice has been posted, and every other person, must cease *occupancy* of the *building* or *structure* immediately and refrain from further *occupancy* until all applicable provisions of the *building code* and this bylaw have been substantially complied with and the Do Not Occupy Notice has been rescinded in writing by a *building official*.

Inspection and Other Fees

10.45 In addition to the fees required under other provisions of this bylaw, the *owner* must pay the non-refundable fee set out in the *rates, fees and charges bylaw* for

- (a) a second and each subsequent re-inspection where it has been determined by the *building official* that due to non-compliance with the provisions of this bylaw or due to non-complying work, more than one site visit is required for any required inspection;
- (b) a special inspection during the Town's normal business hours to establish the condition of a *building*, or if an inspection requires special arrangements because of time, location or construction techniques; and
- (c) inspection required under this bylaw which cannot be carried out during the Town's normal business hours.

Permit Expiration

10.46 Every *permit* is issued on the condition that the *permit* expires and the rights of the *owner* under the *permit* terminate if

- (a) the work authorized by the *permit* is not commenced within six (6) months from the date of issuance of the *permit*;
- (b) work is discontinued for a period of six (6) months; or
- (c) the work is not completed within two years of the date of issuance of the *permit*.

Permit Extension

- 10.47 A *building official* may extend the period set out under section 10.45 for only one period, not to exceed twelve months, if construction has not been commenced or has been discontinued due to adverse weather, strikes, material or labour shortages, other similar hardship beyond the *owner's* control, or if the size and complexity of the construction warrants, if
- (a) application for the extension is made at least 30 days prior to the date of *permit* expiration; and
 - (b) the non-refundable fee set out in the *rates, fees and charges bylaw* has been paid.

Permit Revocation

- 10.48 The *building official* may revoke a *permit* if there is a violation of
- (a) a condition under which the *permit* was issued; or
 - (b) a requirement of the *building code* or of this or another bylaw of the Town,
- such *permit* revocation must be in writing and sent to the *permit* holder by signature mail to, or personal service on, the *permit* holder.

Permit Cancellation

- 10.49 A *permit*, or a *permit* application, may be cancelled by the *owner*, or his or her *agent*, on delivery of written notification of the cancellation to the *building official*.
- 10.50 On receipt of the written cancellation notice, the *building official* must mark on the application, and a *permit* if applicable, the date of cancellation and the word "cancelled".
- 10.51 If the *owner*, or his or her *agent*, submits changes to an application after a *permit* has been issued and the changes, in the opinion of the *building official*, substantially alter the scope of the work, design or intent of the application in respect of which the *permit* was issued, the *building official* may cancel or amend the *permit* and mark on the *permit* the date of cancellation or amendment and the word "cancelled" or "amended".
- 10.52 If a *permit* application or *permit* is cancelled, and work has not commenced under the *permit*, the *building official* must return to the *owner* any fees deposited under the *rates, fees and charges bylaw*, less
- (a) any non-refundable portion of the fee; and
 - (b) 15% of the refundable portion of the fee.

Occupancy

- 10.53 No person may occupy a *building* or *structure* or part of a *building* or *structure* until a final inspection notice has been issued by a *building official*.

10.54 A final inspection notice will not be issued unless

- (a) all letters of assurance have been submitted when required in accordance with this bylaw;
- (b) all aspects of the work requiring inspection and acceptance pursuant to sections 10.29 to 10.36 of this bylaw have both been inspected and *accepted* or the inspections and acceptance are not required in accordance with this bylaw;
- (c) the *owner* has delivered to the Town as-built plans of works and *services* in digital format as required by the Town;
- (d) the *owner* has provided to the Town a *building* survey prepared by a British Columbia Land Surveyor showing the *building* height, size, location and elevation determined in accordance with the Town's land use regulations;
- (e) all other documentation required under applicable enactments has been delivered to the Town; and
- (f) the *owner* has delivered to the Town as-built drawings of the *building* or *structure* in digital format as required by the Town.

10.55 When a *registered professional* provides letters of assurance in accordance with this bylaw, the Town will rely solely on the letters of assurance when issuing a final report authorizing *occupancy* as assurance that the items identified on the letters of assurance substantially comply with the *design*, the *building code*, this bylaw and other applicable enactments respecting safety.

10.56 A *building official* may issue a final inspection notice for partial *occupancy* of a portion of a *building* or *structure* under construction when

- (a) that portion of the *building* or *structure* is self-contained and provided with essential services respecting *health and safety aspects* of the work, and if applicable, accessibility, *GHG* emissions and conservation; and
- (b) the requirements set out in section 10.53 have been met with respect to it.

10.57 A final inspection notice may not be issued unless

- (a) all letters of assurance and the Confirmation of Required Documentation described in Appendix E have been submitted when required in accordance with the requirements of this bylaw;
- (b) all aspects of the work requiring inspection and review pursuant to Part 9 and sections 10.28 through 10.35 of this bylaw have both been inspected and *accepted*;
- (c) the *owner* has executed and delivered to the Town every agreement, instrument or form required by the Town in relation to the work or the site; and

- (d) all required offsite works respecting safety have been completed.

Temporary Buildings

10.58 Subject to the bylaws of the Town and orders of Council, the *building official* may issue a *building permit* for the erection or placement of a *temporary building* or *structure* for *occupancy* if

- (a) the *permit* is for a period not exceeding six months; and
- (b) the *building* or *structure* is located in compliance with the Town's zoning bylaw, built in compliance with the *building code* and this bylaw, and connected, as required by enactments, to Town utility services.

10.59 An application for a *building permit* for the erection or placement of a *temporary building* or *structure* must be made in the form of a temporary *permit* application in the form prescribed by the *building official*, signed by the *owner* or *agent*, and must include

- (a) plans and supporting documents showing the location and *building height* of the *building* or *structure* on the parcel;
- (b) plans and supporting documents showing construction details of the *building* or *structure*;
- (c) a statement by the *owner* indicating the intended use and duration of the use;
- (d) plans and supporting documents showing the proposed parking and loading space;
- (e) a written description of the *project* explaining why the *building* is temporary;
- (f) a copy of an issued development permit, if required;
- (g) in the case of a manufactured *building*, a CSA label in respect of manufacture and, without limitation, a Quonset or other steel *building* must be certified in accordance with CSA Standard A660;
- (h) a report or drawing by an engineer, architect or designer confirming compliance with the *building code*, this bylaw, the Town's zoning bylaw and other applicable bylaws;
- (i) security in the form of cash or a letter of credit for 10% of the value of the *temporary building*, which security
 - (i) may be used by the Town to remove the *building* after one year of the date of the final inspection required under this bylaw; or
 - (ii) must be returned to the *owner* if the *owner* removes the *temporary building* within one year of the date of the final inspection of the *temporary building* required under this bylaw; and

- (j) in the case of a *temporary building*, information to comply with article 1.1.1.1(2)(f), Division C of the *Building Code*.

10.60 Before receiving a *building permit* for a *temporary building* or *structure* for *occupancy*, the *owner* must pay to the Town the applicable *building permit* fee set out in the *rates, fees and charges bylaw*.

10.61 A *permit* fee for a *temporary building* or *structure* is not refundable.

Sanitary Facilities

10.62 During the time a *building permit* has been issued and remains valid under this bylaw, the *owner* must provide on the parcel of land in respect of which the *permit* has been issued, sanitary facilities for the disposal of human waste from individual persons who enter on the parcel in relation to the work referred to in the *permit*, which facilities must be accessible and unlocked when not occupied while work is being carried out on the parcel under this bylaw, and every sanitary facility that is not connected to a

(a) sanitary sewer; or

(b) septic disposal system approved under the *Public Health Act*,

by plumbing that complies with the *building code* and this bylaw, must be provided, at all times the facility is required under this bylaw, with toilet paper, hand sanitizer, a locking door for privacy, and ventilation, and must be kept in sanitary condition without leaking beyond the facility and without overflowing within the facility. Such facilities must be located so as not to create a nuisance to neighbouring parcels or highways.

PART 11: RETAINING WALLS AND GRADES

11.1 No person may construct, or structurally repair, a *retaining wall* without a *building permit*.

11.2 Except as certified by a professional engineer with expertise in geotechnical engineering registered in the province of British Columbia, fill material placed on a parcel, unless restrained by permitted *retaining walls*, must not have a surface slope exceeding a ratio of one linear unit vertically to two linear units horizontally.

11.3 Without limiting section 11.2, no person may occupy a *building* unless the finished *grade* complies with all applicable enactments.

PART 12: BUILDING MOVE

12.1 No person may move a *building* or *structure* into or within the Town

- (a) except where certified by a *registered professional* that the *building*, including its *foundation*, will substantially comply with the current version of the *building code*;
- (b) every application for a permit to move a building or structure shall designate the site of the building or structure to be moved and the site to which the building or structure is to be moved. Permission to use the public streets shall be obtained from the proper authorities and a route map shall be provided;
- (c) An applicant for such a permit shall pay the disconnection fees for water and sewer services prior to the issuance of the permit; and
- (d) a *building permit* has been issued for the *building* or *structure*.

PART 13: NUMBERING OF BUILDINGS

- 13.1 Immediately upon issuance of a *building permit* governing the *construction*, *alteration* or repair of a *building*, or prior to and during the *occupancy* of a *building*, the *owner* or occupant must display the address number assigned to it by the Sunshine Coast Regional District
 - (a) on or over the entrance to the *building* or where landscaping or *structures* obscure the visibility of a *building* entrance from the adjacent highway, on the *building* property within sight of the adjacent highway; and
 - (b) until such time as the *building* is removed from the site or has been demolished.
- 13.2 Without limiting sections 13.1, the *building official* must, on the issuance of a *building permit*, designate a house number or set of house numbers related to the *building* authorized by the *permit*. The *owner* or occupier must post the number or numbers on the site immediately after obtaining the *building permit* and keep the numbers posted in a conspicuous location at all times during construction.
- 13.3 Without limiting sections 13.1 through 13.2, on issuance of an *occupancy permit*, the *owner* or occupier of the parcel must affix the numbers permanently in a conspicuous place on the *building* such that the number is visible from an adjacent highway that is not a lane, unless the lane is the only access.

PART 14: POOLS

Swimming Pool Permit and Fencing

- 14.1 A registered professional shall undertake the design and conduct field reviews of the construction of any reinforced concrete Swimming Pool. Letters of assurance in the form of Schedules B and C-B referred to in Part 2 of Division C of the Building Code must be submitted.

- 14.2 Without limiting section 5.1 of this bylaw, a person must not construct, or structurally repair, a swimming *pool* without a valid *building permit*.
- 14.3 A swimming *pool*, including a spa or hot tub must be enclosed within a fence constructed without footholds or grips that children may use to climb into the enclosed area, having a minimum height of 1.22 metres and no openings greater than 100 mm at their greatest dimension.

Pool Gate

- 14.4 Access through a fence enclosing a swimming *pool*, spa or hot tub must be only through a self-closing and self-latching gate designed and constructed or installed so as to cause the gate to return to a closed position when not in use and secured by a latch located on the swimming *pool*, spa or hot tub side of the gate.

Pool, Spa or Hot Tub Lid

- 14.5 In lieu of a fence, a pool, spa or hot tub may be covered with a locking cover, which would prevent unauthorized access to the water.

Maintenance

- 14.6 A person may not use or *occupy* a swimming *pool*, including a spa or hot tub unless the *owner* or *occupier* of property on or in which a *pool*, spa or hot tub is located maintains every fence or cover required under sections 14.2 to 14.5 in good order and without limitation maintains and repairs in good order at all times all sagging gates, loose parts, torn mesh, missing materials, worn latches, locks or broken or binding members.

Leaks or Other Failures

- 14.7 A person may not obtain a valid and subsisting *building permit* for or use or *occupy* a swimming *pool* without first delivering to the *building official* at the time of the *building permit* application an opinion of a *registered professional* that the *design* of the *pool* will not cause or result in leaks or other failures of the *pool*.

PART 15: ENERGY CONSERVATION AND GHG EMISSION REDUCTION

- 15.1 In relation to the conservation of energy and the reduction of greenhouse gas emissions, the Town incorporates by reference the British Columbia Energy Step Code in accordance with sections 15.2 through 15.4.
- 15.2 A *building* regulated by Part 3 of the *building code* must be designed and constructed to meet the minimum performance requirements specified in Step 1 of the Energy Step Code.

- 15.3 A *building* regulated by Part 9 of the *building code* must be designed and constructed to meet the minimum performance requirements specified in Step 1 of the Energy Step Code.
- 15.4 Any *building* regulated by Part 3 or Part 9 of the *building code* that is located on property that is rezoned must be designed and constructed to meet the minimum performance requirements specified in Step 1 of the Energy Step Code.

PART 16: ACCESS ROUTE FOR FIRE VEHICLE

- 16.1 Prior to the issuance of a *building permit* for a *building* under Part 9 of the *building code*, the *owner* must satisfy the *building official* that the *building* or *structure* for which the *permit* is issued will be served by a fire access route that satisfies the following:
- (a) the width of an access route must be not less than 6 metres;
 - (b) the centerline radius of an access route must be not less than 12 metre radius to the outside of the turn;
 - (c) the overhead clearance of an access route must be not less than 5 metres;
 - (d) the gradient of the access route must not change more than 1 in 12.5 over a minimum distance of 15 metres;
 - (e) the access route must comply with the bearing load and surface material standards of the Town's *Subdivision and Development Servicing and Stormwater Management Bylaw No. 1175*, as amended or replaced from time to time; and
 - (f) The length above which a dead-end portion of an access route requires turnaround facilities is 90 m.

PART 17: OFFENCES

Violations

- 17.1 Without limiting Part 4 of this bylaw, every person who
- (a) violates a provision of this bylaw;
 - (b) permits, suffers or allows any act to be done in violation of any provision of this bylaw; and
 - (c) neglects to do anything required to be done under any provision of this bylaw,
- commits an offence and on summary conviction by a court of competent jurisdiction, the person is subject to a fine of not more than \$10,000.00, or a term of imprisonment not

exceeding three months, or both, in addition to the costs of prosecution. Each day during which a violation, contravention or breach of this bylaw continues is deemed to be a separate offence.

- 17.2 Every person who fails to comply with any administrative requirement issued by a *building official*, or who allows a violation of this bylaw to continue, contravenes this bylaw.
- 17.3 Every person who commences work requiring a *permit* without first obtaining such a *permit* must, if a Stop Work notice is issued and remains outstanding for 30 days, pay an additional charge as outlined in the *rates, fees and charges bylaw*.

Deemed Offence

- 17.4 An *owner* is deemed to have knowledge of and be liable under this bylaw in respect of any construction on the parcel the *owner* owns and any change in the use, *occupancy* or both of a *building* or *structure* or part of a *building* or *structure* on that parcel.
- 17.5 No person is deemed liable under section 17.4 who establishes, on a balance of probabilities, that the construction or change of use or *occupancy* occurred before he or she became the *owner* of the parcel.
- 17.6 Nothing in section 17.5 affects
- (a) the Town's right to require and the *owner's* obligation to obtain a *permit*; and
 - (b) the obligation of the *owner* to comply with this bylaw.

Ticketing

- 17.7 A person who is guilty of an offense under the Bylaw is liable:
- (a) To pay a fine of up to \$10,000 if proceedings are brought under the *Offence Act* and the costs of prosecution; and
 - (b) To pay compensation for damage or loss sustained by the Town or another person resulting from the offence; or
 - (c) To pay a fine up to \$1,000 if the Bylaw is enforced by means of a municipal ticket information system under Part 8, Division 3 of the *Community Charter*.
- 17.8 The offences in the Bylaw Notice Enforcement Bylaw, No. 1125, 2010 are designated for enforcement under s. 264 of the *Community Charter*.
- 17.9 The following persons are designated as bylaw enforcement officers under section 264(1) (b) of the *Community Charter* for enforcing the offences in the Bylaw Notice Enforcement Bylaw, No. 1125, 2010: *building officials*, fire inspectors and persons designated by Council as bylaw enforcement officers.

PART 18: INTERPRETATION

Definitions

18.1 In this bylaw

accepted means reviewed by the *building official* under the applicable provisions of the *building code* and this bylaw;

addition means an *alteration* to any building which will increase the total aggregate floor area or the *building height* (in storeys), and includes the provision of two or more separate *buildings* with openings between each other for intercommunication;

agent includes a firm, corporation or other person representing the *owner*, by written designation or contract, and includes a hired tradesperson or *constructor* who may be granted a *permit* for work within the limitations of his or her licence;

alternative solution means an alternative solution authorized under the *building code*;

alteration means a change, repair or modification of the *construction* or arrangement of or use of any *building* or *structure*, or to an *occupancy* regulated by this bylaw;

Architects Act means the *Architects Act* RSBC 1996, c. 17;

building code means the *British Columbia Building Code* as adopted by the Minister responsible under provincial legislation, as amended or re-enacted from time to time;

building official means the person designated in or appointed to that position by the Town, and includes a building inspector, plan checker, plumbing inspector gas inspector, or electrical inspector designated or appointed by the Town, and for certainty the *building official* is the “building inspector” referred to in the *Community Charter* and *Local Government Act*,

complex building means:

(a) a *building* used for a *major occupancy* classified as:

- (i) *assembly occupancy*;
- (ii) *care occupancy*;
- (iii) *detention occupancy*;
- (iv) *high hazard industrial occupancy*,
- (v) *treatment occupancy*; or
- (vi) *post-disaster building*,

(b) a *building* exceeding 600 square metres in *building area* or exceeding three storeys in *building height* used for a *major occupancy* classified as:

- (i) *residential occupancy*;
- (ii) *business and personal services occupancy*;
- (iii) *mercantile occupancy*; or
- (iv) *medium and low hazard industrial occupancy*;

coordinating registered professional means a *registered professional* retained pursuant to the *building code* to coordinate all design work and field reviews of the *registered professionals* required for a development;

construct includes build, erect, install, repair, alter, add, enlarge, move, locate, relocate, reconstruct, demolish, remove, *excavate* or shore;

constructor means a person who *constructs*;

Engineers and Geoscientists Act means the *Engineers and Geoscientists Act* RSBC 1996, c. 116;

existing, in respect of a *building*, means that portion of a *building constructed* prior to the submission of a *permit* application required under this bylaw;

foundation means a system or arrangement of *foundation* units through which the loads from a *building* are transferred directly to supporting soil or rock and includes any portion of the exterior walls of a building that lie below the finished grade immediately adjacent to the building;

GHG means greenhouse gas;

health and safety aspects of the work means design and construction regulated by Parts 3, 4, 5, 6, 7, 8, 9 and 10, Division B, of the *building code*; and subject to Parts 1 and 2 in relation to Parts 3 through 10, Division B;

owner means the registered *owner* in fee simple, or an *agent* duly authorized by the *owner* in writing in the form attached as Appendix A;

permit means permission or authorization in writing by the *building official* to perform work regulated by this bylaw and, in the case of a final inspection notice, to occupy a *building* or part of a *building*;

pool means a *structure* or *constructed* depression used or intended to be used for swimming, bathing, wading or diving which is designed to contain water and has a depth, at any point, exceeding 0.6 m, including an in-ground *pool* and hot tub;

professional design means the plans and supporting documents bearing the date, seal or stamp, and signature of a *registered professional*;

project means any construction operation;

rates, fees and charges bylaw means the *Town of Gibsons Rates, Fees and Charges Bylaw No. 1196, 2014, as amended from time to time*;

retaining wall means a *structure* exceeding 1.2 metres in height that holds or retains *soil* or other material behind it;

simple building means a *building* of three storeys or less in *building height*, having a *building area* not exceeding 600 square metres and used for a *major occupancy* classified as

- (a) *residential occupancy*;
- (b) *business and personal services occupancy*;
- (c) *mercantile occupancy*;
- (d) *medium hazard industrial occupancy*; or
- (e) *low hazard industrial occupancy*;

structure means a *construction* or portion of *construction*, of any kind, whether fixed to, supported by or sunk into land or water, except landscaping, fences, paving and retaining *structures* less than 1.22 meters in height;

temporary building includes a sales office, construction office or a *structure* in which tools are stored during construction of a *building* or other *structure*;

value of the work means that amount that is calculated as follows:

- (a) for construction of a *building* containing a *residential occupancy* that is served by only one stove, or two stoves if permitted as an auxiliary and secondary *residential occupancy*, the greater of
 - (i) the declared *value of the work*; or
 - (ii) the value calculated using Town policy; or
- (b) for all other construction, the greater of
 - (i) the declared *value of the work*; or
 - (ii) the value calculated using a method stipulated in the "Marshall Valuation Service".

18.2 In this bylaw the following words and terms have the meanings

- (a) set out in section 1.4.1.2 of the *building code* as of the date of the adoption of this bylaw: *building, building area, building height, business and personal services occupancy, care occupancy, constructor, coordinating registered professional, designer, detention occupancy, excavation, field review, firewall, first storey, grade, high hazard industrial occupancy, industrial occupancy, low hazard industrial occupancy, major occupancy, medium hazard industrial occupancy, mercantile occupancy, occupancy, post-disaster building, private sewage disposal system, registered professional, residential occupancy, treatment occupancy or unsafe condition*;
 - (b) subject to this bylaw, set out in the Schedule to the *Community Charter*: *assessed value, highway, land, occupier, parcel, public authority, service and soil*; and
 - (c) subject to this bylaw, set out in section 29 of the *Interpretation Act*: *may, must, obligation, person, property, writing, written* and *year*.
- 18.3 Every reference to this bylaw in this or another bylaw of the Town is a reference to this bylaw as amended to the date of the reference.
- 18.4 Every reference to
- (a) the *building code* is a reference to the current edition as of the date of issuance of the *building permit*; and
 - (b) a section of the *building code* is a reference to the applicable successor sections, as the code or section may be amended or re-enacted from time to time.
- 18.5 Definitions of words and phrases used in this bylaw that are not included in the definitions in this Part have the meanings commonly assigned to them in the context in which they are used in this bylaw, considering the specialized use of terms with the various trades and professions to which the terminology applies.

Appendices

- 18.6 Appendices A through G are attached to and form part of this bylaw.

Severability

- 18.7 If a section, subsection, paragraph, subparagraph or phrase of this bylaw is for any reason declared invalid by a court of competent jurisdiction, the decision will not affect the validity of the remaining portions of this bylaw.

PART 19: REPEAL

- 19.1 BUILDING AND PLUMBING BYLAW NO. 822, 1996, AS AMENDED, IS REPEALED.

PART 20: IN FORCE

20.1 This bylaw comes into force on **JANUARY 1, 2021**.

READ A FIRST TIME THIS ##### DAY OF MONTH, YEAR

READ A SECOND TIME THIS ##### DAY OF MONTH, YEAR

READ A THIRD TIME THIS ##### DAY OF MONTH, YEAR

ADOPTED THIS ##### DAY OF MONTH, YEAR

Mayor Bill Beamish

Corporate Officer Lindsey Grist

Town of Gibsons
BYLAW No. 1284, 2020
Appendix A – Letter of Authorization

To whom it may concern:

Property

Address: _____

Legal

Description: _____

I am the owner, as defined in the current "Building Bylaw", of the above referenced property and hereby authorize:

Representative/Contact:

(PRINT)

Tel. No.: _____ Cell No.: _____ Fax No.: _____

E-

mail: _____

Please check where applicable.

To represent me in an application for:

- ☐ Building Permit Application
- ☐ (If Registered Professional is involved, use Appendix B, Owner's Undertaking)
- ☐ Demolition Permit Application
- ☐ Sub Trade Permit

To obtain copies of:

- ☐ Building Permit Plans (Archive Copies)

Owner's Information:

Name: _____

Address: _____

Tel. No.: _____ Cell No.: _____ Fax No.: _____

E-mail: _____

Date: _____ Signature: _____

This form may be faxed, mailed, emailed, or delivered in person.

Town of Gibsons
BYLAW No. 1284, 2020
Appendix B – Owner's Undertaking

Property Address: _____

Legal Description: _____

Building Permit #: _____

1. This undertaking is given by the undersigned, as the owner of the property described above, with the intention that it be binding on the owner and that the Town will rely on same.
2. I confirm that I have applied for a building permit pursuant to "Town of Gibsons Building BYLAW No. 1284, 2020" (the "Bylaw") and that I have carefully reviewed and fully understand all of the provisions of the Bylaw and in particular, understand, acknowledge and accept the provisions describing the purpose of the Bylaw, the conditions under which permits are issued, the disclaimer of warranty or representation and the limited extent of the scope of the Bylaw and inspections thereunder.
3. Without in any way limiting the foregoing, I acknowledge fully that it is my responsibility to ensure compliance with the Building Code and the Bylaw whether any work to be performed pursuant to the permit applied for is done by me, a contractor or a registered professional.
4. I am not in any way relying on the Town or its building officials, as defined under the Bylaw, to protect the owner or any other persons as set out in Part 3 of the Bylaw and I will not make any claim alleging any such responsibility or liability on the part of the Town or its building officials.
5. I hereby agree to indemnify and save harmless the Town and its employees from all claims, liability, judgments, costs and expenses of every kind which may result from negligence or from the failure to comply fully with all bylaws, statutes and regulations relating to any work or undertaking in respect of which this application is made.
6. I am authorized to give these representations, warranties, assurance and indemnities to the Town.

Owner's Information:

Name: _____

Address: _____

Tel. No.: _____ Cell No.: _____ Fax No.: _____

Email: _____

This undertaking is executed by the owner this _____ day of _____, _____.
(Day) (Month) (Year)

1. Where owner is an individual:

Owner's Signature

Owner's Name

Signed, sealed and delivered in the presence of:

Witness's Signature

Witness's Name

Witness's Address

2. Where owner is a corporation:

Name of Corporation

Per:

Authorized Signatory

Name

Signed, sealed and delivered in the presence of:

Witness's Signature

Witness's Name

Witness's Address

3. Where owner is a partnership:

Name of Partnership

Signed, sealed and delivered in the presence of:

Witness's Signature

_____	_____
	Witness's Name
Per:	_____
Authorized Signatory	
_____	Witness's Address
Name	_____

Town of Gibsons
BYLAW No. 1284, 2020
Appendix C – Confirmation of Professional Liability Insurance

1. *This Confirmation letter must be submitted along with each BC Building Code Schedule A and Schedule B before issuance of a building permit. A separate Confirmation Letter must be submitted for each registered professional.*
2. *This Confirmation Letter must be submitted with each BC Building Code Schedule C after completion of the building but before a final inspection is made by the building official. A separate Confirmation Letter must be submitted for each registered professional.*
3. *Only an original Confirmation Letter, printed by the Town or an unaltered photocopy of this document is to be completed and submitted.*

Attention: Manager, Inspections

Property Address: _____

Legal Description: _____

The undersigned hereby gives assurance that:

- a) I have fulfilled my obligation for insurance coverage as outlined in the Town Building BYLAW No. 1284, 2020;
- b) I am insured by a policy of insurance covering liability to third parties for errors and omissions in respect to the above project, in the amount of at least One Million Dollars (\$1,000,000.00);
- c) I have enclosed a copy of my certificate of insurance coverage indicating the particulars of such coverage;
- d) I am a registered professional; and
- e) I will notify the building official in writing immediately if the undersigned's insurance coverage is reduced or terminated at any time during construction. _____

Name (PRINT)

Signature

Date

Address (PRINT)

(Affix professional seal here)

Phone

(If the registered professional is a member of a firm, complete the following)

I am a member of this firm:

Name of Firm (PRINT)

Address (PRINT)

I sign this letter on behalf of myself and the firm.

Note: This Confirmation letter must be signed by a registered professional. The BC Building Code defines a registered professional as a person who is registered or licensed to practice (a) as an architect under the Architects Act, or (b) as a professional engineer under the Engineers and Geoscientists Act

**Town of Gibsons
BYLAW No. 1284, 2020**

Appendix D – Climactic data for design of buildings and structures

Climatic data for the design of *buildings/structures* in the Town of Gibsons shall be:

Design Element	Design Value
January 2.5% design dry bulb temperature	-7° C
January 1% design dry bulb temperature	-10° C
July 2.5% design dry bulb temperature	25° C
July 2.5% design wet bulb temperature	19° C
Annual total degree days below 18° C	3100
Maximum fifteen-minute rainfall	6 mm
Maximum one day rainfall (50 years)	74 mm
Annual rainfall	1.400 mm
Annual total precipitation	1.500 mm
Moisture Index	1.51
Driving rain wind pressure 1/5 years	160 Pa
Ground snow load, snow component S _s (30 years)	3.8 kPa
Ground snow load, rain component S _r (30 years)	0.4 kPa
Ground snow load, snow component S _s (50 years)	4.2 kPa
Ground snow load, rain component S _r (50 years)	0.4 kPa
Hourly wind pressure 1/10 years	0.38 kPa
Hourly wind pressure 1/30 years	0.45 kPa
Hourly wind pressure 1/50 years	0.49 kPa
Hourly wind pressure 1/100 years	0.54 kPa

NOTE: The Town will consider site-specific building design data obtained from the Atmospheric Environment Service, Environment Canada, which will be the applicant's responsibility.

Seismic Hazard Values

Seismic Hazard values will be addressed on a site-specific basis using building design data obtained from Natural Resources Canada, which will be the applicant's responsibility. An online site specific seismic hazard calculator is available via:

<https://earthquakescanada.nrcan.gc.ca/hazard-alea/interpolat/calc-en.php>

Ground Frost

The depth of construction for ground frost shall provide a minimum earth cover or backfill of:

- (a) 460mm (18") for foundations and footings
- (b) 600mm (24") for water pipe

Town of Gibsons
BYLAW No. 1284, 2020
Appendix E – Confirmation of Required Documentation

Building Permit Number: _____

Note:

1. *The Confirmation of Required Documentation and all required documentation must be submitted to the Chief Building Inspector 48 hours prior to the Pre-Occupancy Coordinated Review.*
2. *The Confirmation of Required Documentation and all required documentation must be submitted in a tabbed ringed binder, with tab sections as per this Appendix.*

TAB 1	<div style="display: inline-block; transform: rotate(-90deg); transform-origin: left top; white-space: nowrap;"> <input type="checkbox"/> Provided <input type="checkbox"/> N/A </div>	CONFIRMATION OF REQUIRED DOCUMENTATION
TAB 2	<input type="checkbox"/> <input type="checkbox"/> DIRECTORY OF PRINCIPALS (Role/Firm/Name/Telephone) <input type="checkbox"/> <input type="checkbox"/> Owner <input type="checkbox"/> <input type="checkbox"/> Co-ordinating Registered Professional <input type="checkbox"/> <input type="checkbox"/> Registered Professionals <input type="checkbox"/> <input type="checkbox"/> Warranty Provided <input type="checkbox"/> <input type="checkbox"/> Licensed Builder <input type="checkbox"/> <input type="checkbox"/> Sub-Contractors	
TAB 3	<input type="checkbox"/> <input type="checkbox"/> LETTERS OF ASSURANCE (A, B, C-A, C-B) <input type="checkbox"/> <input type="checkbox"/> Co-ordinating Registered Professional <input type="checkbox"/> <input type="checkbox"/> Architectural <input type="checkbox"/> <input type="checkbox"/> Structural <input type="checkbox"/> <input type="checkbox"/> Mechanical <input type="checkbox"/> <input type="checkbox"/> Plumbing <input type="checkbox"/> <input type="checkbox"/> Electrical <input type="checkbox"/> <input type="checkbox"/> Geotechnical Temporary <input type="checkbox"/> <input type="checkbox"/> Geotechnical Permanent <input type="checkbox"/> <input type="checkbox"/> Fire Suppression <input type="checkbox"/> <input type="checkbox"/> _____ (other)	
TAB 4	<input type="checkbox"/> <input type="checkbox"/> PROFESSIONAL REVIEW LETTERS <input type="checkbox"/> <input type="checkbox"/> Alternative Solution (Confirmation of Field Review – sealed) <input type="checkbox"/> <input type="checkbox"/> Site Services – Civil Engineer	

- ☐ ☐ Building Envelope Specialist
- ☐ ☐ Roofing Consultant
- ☐ ☐ Generator Test Report / Certificate
- ☐ ☐ (Other - specify) _____
- ☐ ☐ (Other - specify) _____

TAB 5 ☐ ☐ FIRE ALARM
☐ ☐ Fire Alarm Verification Certificate (include field work sheets)
☐ ☐ Letter of Signed Contract from ULC Listed Monitoring Agency

TAB 6 ☐ ☐ SPRINKLER SYSTEMS
☐ ☐ Material and Test Certificate – Above ground piping
☐ ☐ Material and Test Certificate – Underground piping
☐ ☐ Fire Pump Test Report

TAB 7 ☐ ☐ PROVINCIAL APPROVALS
☐ ☐ Certificate to Operate Elevating Device (one per each device)
☐ ☐ Health Approval (on-site sewage disposal)
☐ ☐ Health Approval (food services)

TAB 8 ☐ ☐ TOWN APPROVALS
☐ ☐ Sprinkler Permit – Pre-occupancy Co-ordinated Review
☐ ☐ Fire Department Acceptance (Fire Safety Plan)
☐ ☐ Final Inspection (Building Inspector– pre-occupancy review)
☐ ☐ Developmental Engineering Final Inspection
☐ ☐ Planning Technicians Final Inspection

TAB 9 ☐ ☐ DEFICIENCY LIST

Submitted by Coordinating Registered Professional

Name (PRINT)

Signature

Date

Address (PRINT)

Phone

Town of Gibsons Building Bylaw No. 1284, 2020

ATTACHMENT B

TOWN OF GIBSONS
BYLAW NO. 1125-11, 2020

A Bylaw to amend *Town of Gibsons Bylaw Notice Enforcement Bylaw No. 1125, 2010*

WHEREAS the Council for the Town of Gibsons has adopted *Town of Gibsons Bylaw Notice Enforcement Bylaw No. 1125, 2010*;

AND WHEREAS the Council for the Town of Gibsons deems it desirable to amend *Town of Gibsons Bylaw Notice Enforcement Bylaw No. 1125, 2010*.

NOW THEREFORE the Council for the Town of Gibsons, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as “*Bylaw Notice Enforcement Amendment Bylaw No. 1125-11, 2020*”.
2. The *Town of Gibsons Bylaw Notice Enforcement Bylaw No. 1125, 2010* is hereby amended by:
 - (a) Deleting penalties for Building & Plumbing Bylaw No. 822, 1996 and replacing them with new penalties for Building Bylaw No. 1284, 2020 violations on Schedule A, as listed on Appendix A, attached to and forming part of this bylaw;
 - (b) Making such consequential alterations and annotations as are required to give effect to this amending bylaw, including renumbering.

READ a first time the ##### day of MONTH, YEAR

READ a second time the ##### day of MONTH, YEAR

READ a third time the ##### day of MONTH, YEAR

ADOPTED the ##### day of MONTH, YEAR

William Beamish, Mayor

Lindsey Grist, Corporate Officer

‘Appendix A’

**TO TOWN OF GIBSONS
BYLAW NOTICE ENFORCEMENT BYLAW NO. 1125, 2010**

BYLAW NO.	SECTION	DESCRIPTION	A1 PENALTY	A2 EARLY PAYMENT PENALTY	A3 LATE PAYMENT PENALTY	A4 COMPLIANCE AGREEMENT AVAILABLE
BUILDING BYLAW NO. 1284, 2020						
1284	4.7	Interference with building official's right of entry	\$400	\$350	\$500	No
1284	4.1, 4.10	Construction without building permit	\$400	\$350	\$500	Yes
1284	4.1	Demolition without building permit	\$400	\$350	\$500	Yes
1284	12.1	Moving building without building permit	\$400	\$350	\$500	Yes
1284	7.3	Failure to having permit and supporting documents on site	\$400	\$350	\$500	Yes
1284	6.6	Unsafe site	\$400	\$350	\$500	Yes
1284	7.5	Failure to post civic address	\$400	\$350	\$500	Yes
1284	7.4	Failure to comply with permit conditions	\$400	\$350	\$500	Yes
1284	7.13,9.1, 9.3 10.52	Failure to obtain final inspection notice	\$400	\$350	\$500	Yes
1284	6.6	Unsafe condition	\$400	\$350	\$500	Yes
1284	7.9	Failure to clear all debris and fill	\$400	\$350	\$500	Yes
1284	10.31	Failure to obtain building official's written acceptance prior to concealing work	\$400	\$350	\$500	Yes
1284	10.38	Failure to stop work after a registered professional's services are terminated	\$400	\$350	\$500	Yes
1284	10.39	Violation of Stop Work Order	\$400	\$350	\$500	Yes
1284	10.43	Violation of Do Not Occupy Notice	\$400	\$350	\$500	Yes