



THE CORPORATION OF THE CITY OF COURTENAY

MEMORANDUM

To: Chris Marshall, Director of Development Services
From: Mike Grimsrud, Planner II
Subject: Application for Development Permit at 366A Clubhouse Drive

File No.: 3060-20-2119

Date: April 5, 2022

PURPOSE:

To consider the issuance of a commercial development permit for a 28-unit motel development.

BACKGROUND:

The 8,000 m² (2 ac.) proposed development area comprises the easternmost portion of PID 025-418-181 (legally described as Lot A, Block 72, Comox District, Plan VIP73730 except that part in Plans VIP73936, VIP75898 and VIP78417), as well as the entire smaller PID 026-221-306 (Lot 2, Block 72, Comox District, Plan VIP78417). It is zoned Comprehensive Development Zone One B (CD-1B). The property fronts on Ryan Road but is accessed exclusively through the Crown Isle Resort & Golf Community private access. It is extensively forested and the applicant intends to retain existing trees and groundcover for all landscaping. The proposal is to construct two 4-plex and 20 detached motel units to increase resort accommodation capacity.

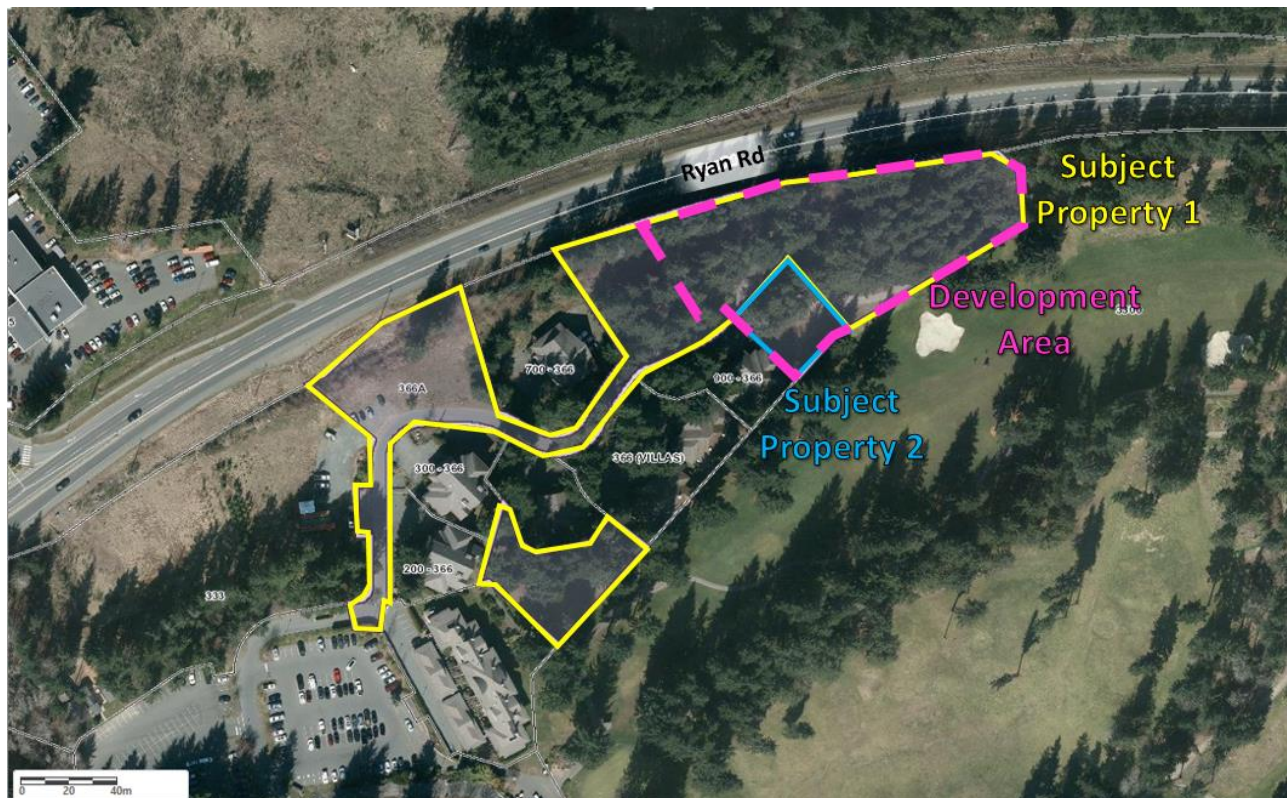


Figure 1: Subject Properties and Development Area



Figure 2: Site Plan

DISCUSSION:

Zoning Compliance

The development permit submission complies with all CD-1B Zone regulations as summarized below, with the exception of 8.32.9 (2) (c) which will be made compliant through covenant:

Zoning Bylaw 2500, 2007 Section	CD-1B Requirement	Proposed
8.32.2 (2) Permitted Uses	Includes Motel*	Motel
8.32.3 (2) Density	Motel unrestricted on subject lot	28 units
8.32.4 (4) Max. FAR Commercial	0.6	~0.11
8.32.4 (5) Min. Lot Size Commercial	550 m ²	1.45 ha
8.32.5 Max. Lot Coverage	Motel/Commercial N/A	11%
8.32.8 Min. Usable Open Space	Motel/Commercial N/A	N/A
8.32.9 (1) Setbacks	Commercial: 6.1 m front; 1.75 m rear; 0 m side; 4.5 m exterior side	6.1 m front; 4.39 m rear; 6.0 m east side; >7.5 m west side; no exterior
8.32.9 (2) (c) Min. Setbacks Commercial where Adjacent Lot Zoned to Permit Residential or Institutional Uses	7.5 m	4.39 m rear; 6.0 m east side; >7.5 m west side

8.32.9 (2) (f) Min. Side Setback where Back of Building Adjacent to or Faces Side Lot Line	6.0m	6.0 m east side
8.32.10 (1) (f) Max. Building Height Commercial	15.0 m; 9.15 m when adjacent lot zoned to permit residential, institutional or park use	~5.6 m +/- minor floor height changes from natural grade

*specifically includes "Motel including single and duplex units on Lot 2, Plan VIP64932" which does include subject properties and does not explicitly exclude 4-plex configurations

Additional zoning compliance is summarized below:

6.14.1 A landscape plan prepared by a Landscape Architect is required to be submitted as part of a development permit application and the provisions of this bylaw will apply in addition to the applicable development permit guidelines.		No landscaping installation is proposed as retention of trees is sufficient to address DP landscaping requirements.
6.10.1 Prefabricated, modular or factory made dwelling units that are certified under CSA Z-240 or A-277 are permitted: provided that such a dwelling unit is a minimum of 6.5 m in width, exclusive of carports, verandas, cabanas, porches, stairways, or any other extension whatsoever to the original prefabricated, modular, or factory made dwelling unit. Individual single-wide dwelling units including those certified under CSA Z-240 are not permitted, except in a MH-1 or MH-2 Zone.		N/A (motel units not considered dwelling units)
6.14.1 A landscape plan prepared by a Landscape Architect is required to be submitted as part of a development permit application and the provisions of this bylaw will apply in addition to the applicable development permit guidelines.		No landscaping installation is proposed as retention of trees is sufficient to address DP landscaping requirements.
6.14.2 Wherever possible, landscaping and screening areas will retain existing trees and natural vegetation and add planting that enhances the natural environment.		All landscaping through retention
6.14.3 Any part of a lot not used for building, parking, loading facilities or outdoor recreation shall be fully and properly landscaped and maintained and separated from the paved areas by a concrete curb or other barrier to the satisfaction of the City.		All landscaping through retention
7.1.6 (7) Min. Additional Stall or Aisle Width if Abut Wall or Building	0.6 m	0.6 m
7.1.8 Min. Disability Spaces	1 conveniently located	1 centrally located, near 4-plexes
7.1.10(1) Max. Small Car Proportion	10% permitted if >20 total spaces required	0%
Schedule 7A Min. Parking Spaces (Motel)	1 space per unit + 1 per vehicle required for operation + per 6 seats for accessory uses	28 spaces shown (1/unit). Existing resort staff to operate. No accessory uses
Schedule 7B Min. Standard Space Length; Width	5.5 m; 2.75 m	5.5 m; 2.75 m
Schedule 7B Min. Parking Aisle Width	7.2 m @ 90 degrees	7.2 m @ 90 degrees

To achieve compliance with Section 8.32.9 (2) (c), which increases the required rear and side setbacks from 1.75 m and 0 m, respectively, to 7.5 m each when adjacent a lot zoned to permit residential or institutional use, a restrictive covenant will be registered on the adjacent lot prohibiting these uses on the neighbouring property near the subject development, as specified as a permit condition.

Commercial Development Permit Area Guidelines Compliance

Form and Character

The proposal generally meets the form and character guidelines. The single-storey wood frame buildings have a West Coast theme consistent with the existing neighbouring two-storey units (**Figure 4**). Units feature extensive glazing on southern faces under roof projections, providing ample natural light and passive solar winter heating with some summer shading and porch/entryway rain protection. Finish is primarily fibre board and batten with metal siding upper accent adding visual interest and transition to primarily 7:12-pitched metal roofs (except 4-plex rear at 3.25:12). Floor elevation staggering breaks up massing on 4-plexes. All units have decks; single unit deck posts have stone faced bases conveying quality and permanence (**Attachment No. 1, Schedule No. 2**).

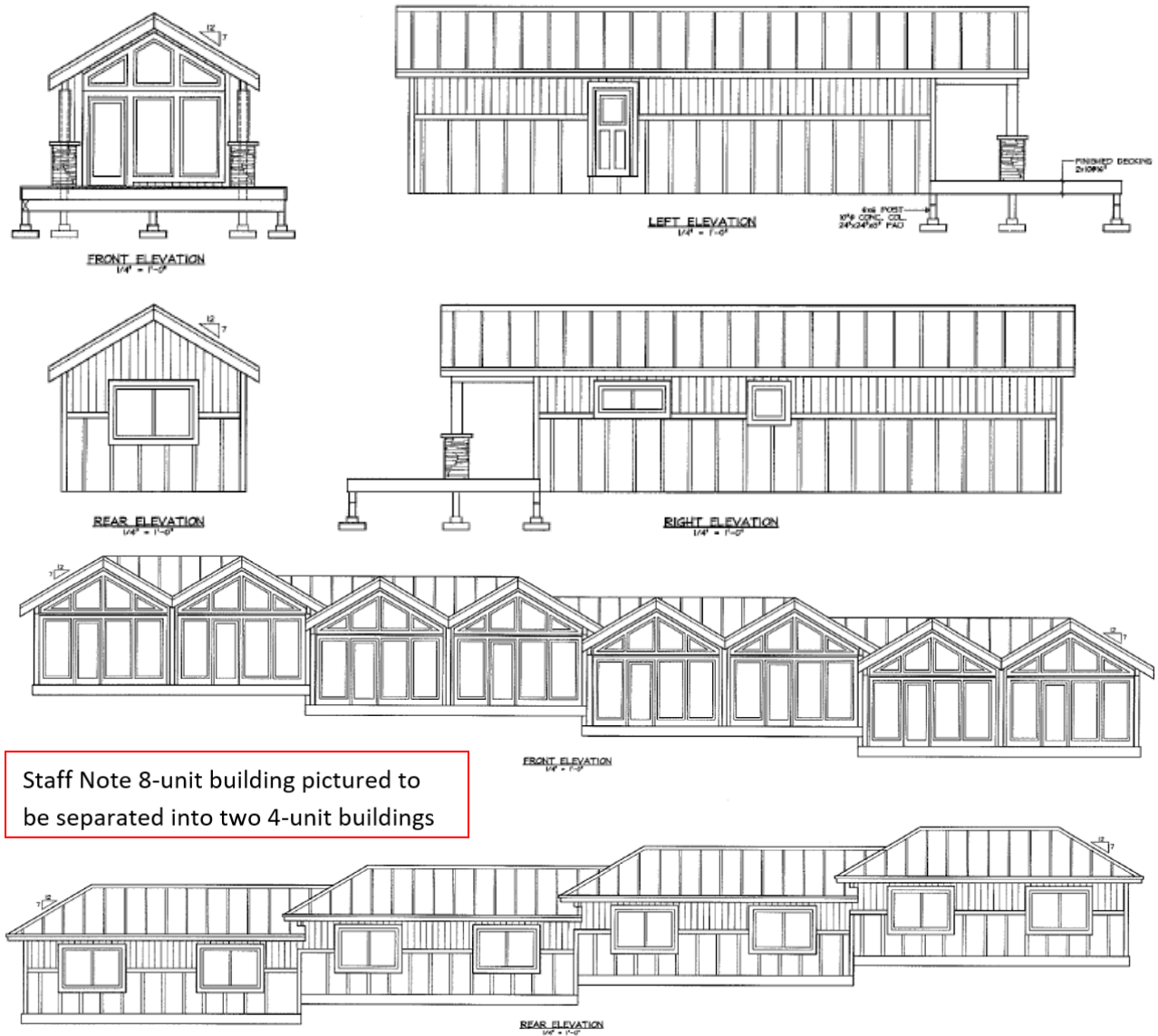


Figure 3: Plans & Elevations



Figure 4: Neighbouring Property

Siting, Landscaping and Screening

No landscaping is proposed in this application; buildings are to be inserted with minimal disturbance and tree cutting permitting will require the entire tree density target to be met through retention. Other native vegetation will also be retained including salal, sword fern, and Oregon grape to help maintain ecological health and natural character.

A continuous perimeter landscaped buffer area of at least 7.5 metres in width is provided along most of the lot line fronting Ryan Road; this narrows to 6.1 metres behind the 4-plexes and to single units and narrows further for parts of a small parking area but this land is heavily treed and overall will continue to have strong native screening along the highway. Visual impact is also mitigated by the single-storey nature of the buildings. Similarly, landscape buffering around adjacent residential and institutional property boundaries is not met along southern and eastern boundaries though the retained natural vegetation, low profile of buildings and existing golf course use of said adjacent property, along the covenant mentioned below, contribute to effective screening.

Signage, Lighting and Parking

Any signage will be considered under a separate sign permit application. As a condition of the permit, and in alignment with the guideline and the City's Dark Skies Policy, all outdoor lighting must be Full-Cut Off/Flat Lens. Parking is distributed in groups of 1-6 spaces near corresponding units, mostly internal to the site, with retained trees providing screening.

Recommended Action:

That DP 2119 be approved.

Prepared by:



Mike Grimsrud
Planner 2

Reviewed by:



Tatsuyuki Setta, MCIP, RPP
Manager of Community and
Sustainable Planning

Approved by:



Chris Marshall, MCIP, RPP
Director of Development Services

Attachments:

1. *Attachment No. 1: Draft Development Permit No. 2119*

Attachment No. 1: Draft Development Permit No. 2119

THE CORPORATION OF THE CITY OF COURTENAY

Permit No. DP 2119

DEVELOPMENT PERMIT

April 5, 2022

To issue a Development Permit

To:

Name: Silverado Land Corp.
Address: 399 Clubhouse Drive
Courtenay BC
V9N 9G3

Property to which permit refers:

Legal: Lot A, Block 72, Comox District, Plan VIP73730 except that part in Plans VIP73936, VIP75898 and VIP78417; and Lot 2, Block 72, Comox District, Plan VIP78417
Civic: 366A Clubhouse Drive, Courtenay BC

Conditions of Permit:

Permit issued to permit the development of a commercial development permit for a 28-unit motel development subject to the following conditions:

1. The development shall be substantially consistent with the site plan shown in *Schedule No. 1*, by Koers & Associates Engineering Ltd., dated November 18, 2021;
2. The development shall be substantially consistent with the building plans and elevations shown in *Schedule No. 2*, by D. Bell Designs, dated January 29, 2021, except that the 8-unit building will be divided into two 4-unit buildings;
3. Consolidation of the two subject property lots and registration of a covenant on the neighbouring 3300 Ryan Rd property prohibiting residential or institutional development near to the subject property shall be completed before Development Permit registration;
4. All new street lighting in the proposed development must use Full Cut Off/Flat Lens (FCO/FL) luminaries to light roads, parking, loading and pedestrian areas, as well as the dedicated public walkway. Exterior building lighting must have FCO lighting fixtures;
5. A sign permit shall be obtained prior to any signage being installed on the property;
6. The development shall meet all other applicable requirements, standards and guidelines; and
7. No alterations or amendments shall be made without the City's permission. A formal amendment application is required if the plans change or additional variances are identified after the permit is issued.

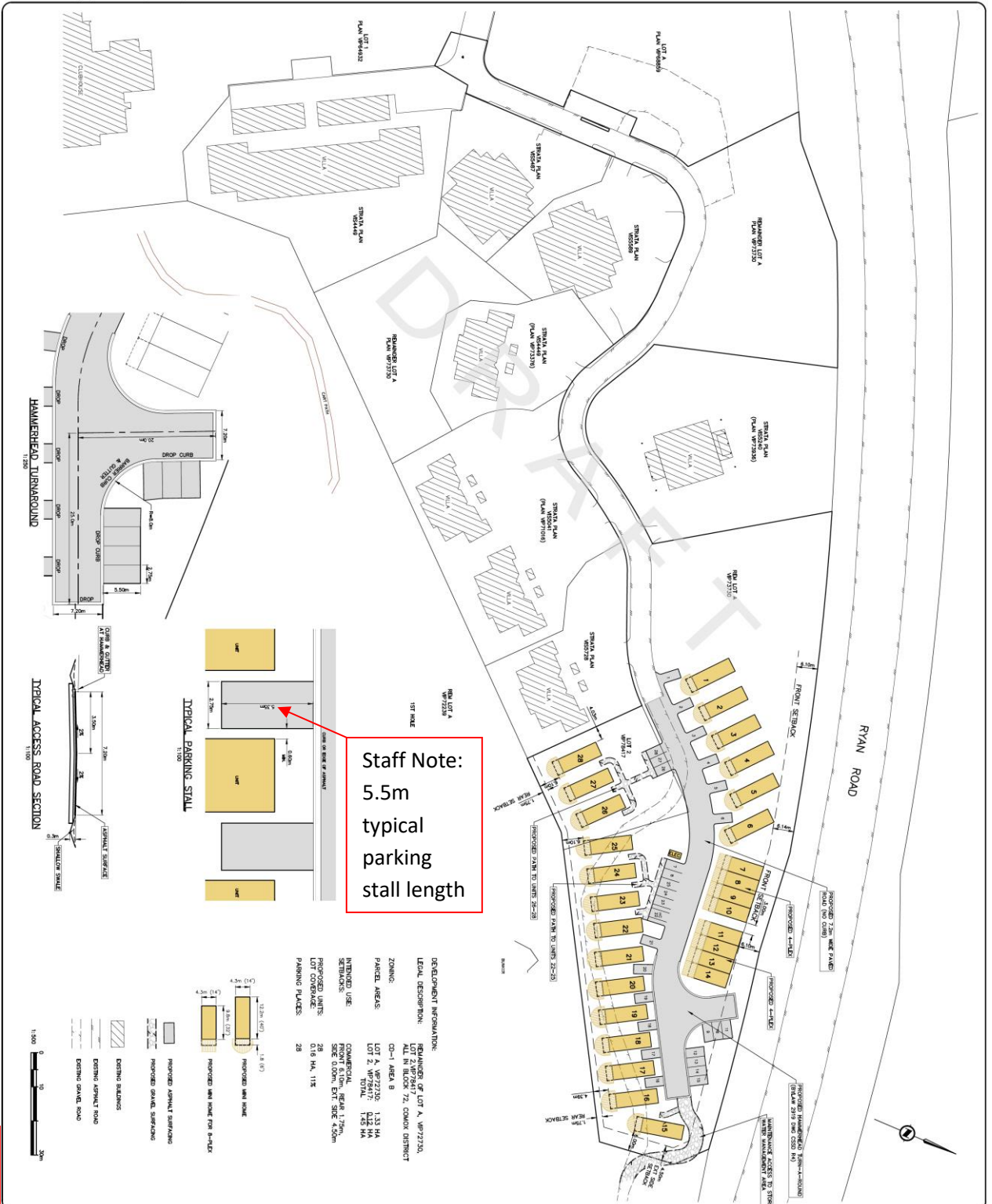
Time Schedule of Development and Lapse of Permit

That if the permit holder has not substantially commenced the construction authorized by this permit within (12) months after the date it was issued, the permit lapses.

Date

Corporate Officer

Schedule No. 1 – Site Plan



Staff Note:
5.5m
typical
parking
stall length

Staff Note:
Motel
units

DEVELOPMENT INFORMATION:
 EQUIPMENT OF LOT A, WP22120, ALL IN BLOCK 72, COXOK DISTRICT
 ZONING: CD-1 AREA B
 PARCEL AREAS: LOT A, WP22120: 1.33 HA; LOT 2, WP22120: 0.22 HA
 INTENDED USE: COMMERCIAL - RETAIL 1.75m
 PROPOSED UNITS: 28
 PROPOSED UNIT TYPE: 28 HA, 112
 PARKING PLACES: 28

LEGAL DESCRIPTION:
 EQUIPMENT OF LOT A, WP22120, ALL IN BLOCK 72, COXOK DISTRICT

PROPOSED UNITS:
 28 HA, 112

PARKING PLACES:
 28

LEGEND:
 PROPOSED ASPHALT SURFACING
 PROPOSED GRAVEL SURFACING
 EXISTING BUILDINGS
 EXISTING ASPHALT ROAD
 EXISTING GRAVEL ROAD

SCALE: 1:500

PROJECT NO.	9109-193
CLIENT	SILVERADO LAND CORPORATION
PROJECT	CROWN ISLE MINI HOMES
TITLE	PRELIMINARY SITE LAYOUT
DATE	11/18/2021
SCALE	1:500
DESIGNED BY	RC
CHECKED BY	RC
APPROVED BY	RC
DATE	11/18/2021
SCALE	1:500
CLIENT	SILVERADO LAND CORPORATION

REV	DATE	BY	ENG	DESCRIPTION
1	XANOVZI	RC	RC	INT COMMENTS

REV	DATE	BY	ENG	DESCRIPTION
1	XANOVZI	RC	RC	INT COMMENTS

NOT FOR CONSTRUCTION

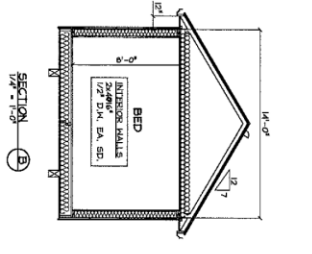
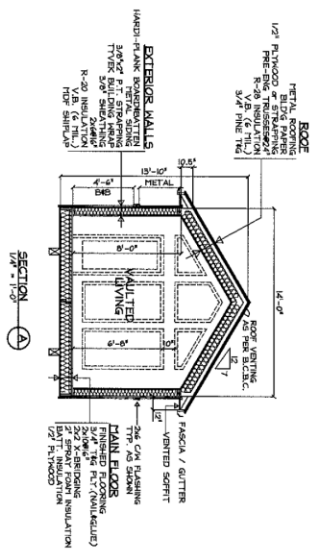
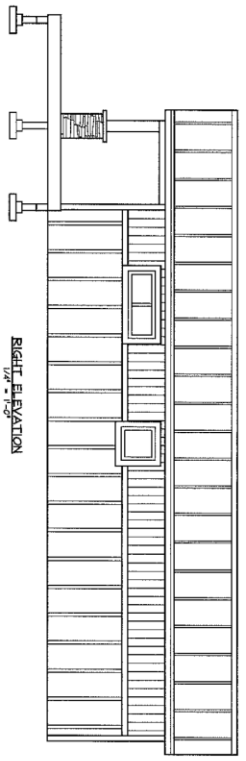
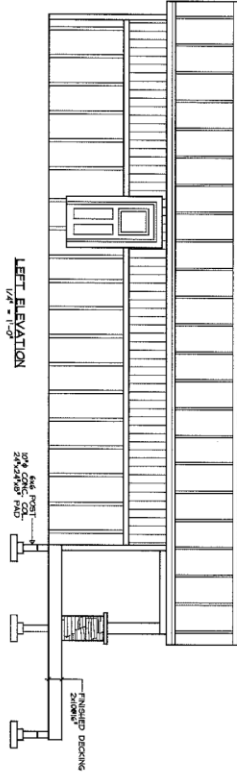
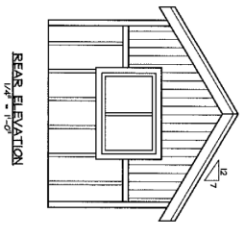
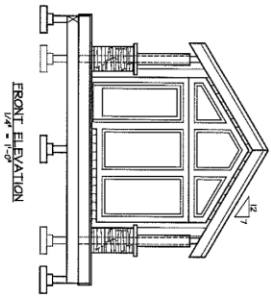
RECORD OF REVISIONS

REV DATE BY ENG DESCRIPTION

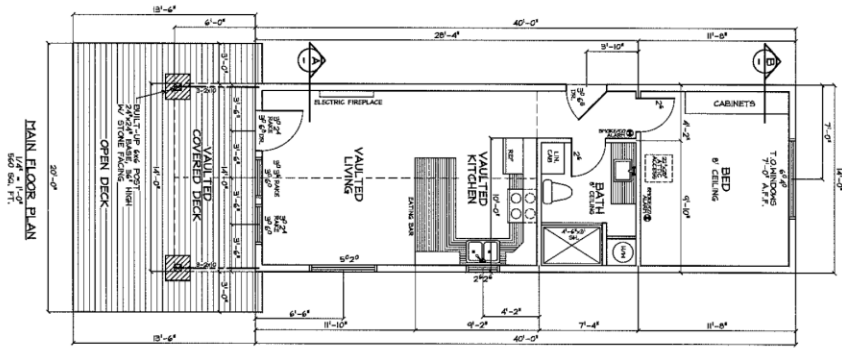
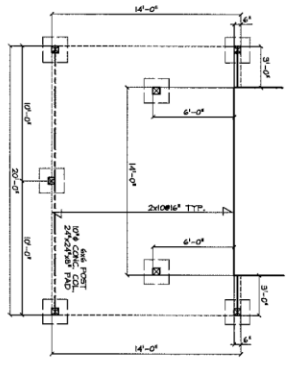
1 XANOVZI RC RC INT COMMENTS

KOERS & ASSOCIATES ENGINEERING LTD.
 10000 16th Avenue S.E. Unit 100
 Surrey, BC V3R 4K9
 Tel: 604.581.1111
 Fax: 604.581.1112
 Email: info@koers.com

Schedule No. 2 –Plans & Elevations



DECK PLAN
1/4" = 1'-0"



CLIMATE ZONE 4 - 3/4" THICK CEMENT BOND WALL ASSEMBLY

ROOF INSULATION R-19	19.0	19.0	19.0	19.0
ROOF FINISH	0.1	0.1	0.1	0.1
ROOF TOTAL	19.1	19.1	19.1	19.1
WALL INSULATION R-13	13.0	13.0	13.0	13.0
WALL FINISH	0.1	0.1	0.1	0.1
WALL TOTAL	13.1	13.1	13.1	13.1
FLOOR INSULATION R-19	19.0	19.0	19.0	19.0
FLOOR FINISH	0.1	0.1	0.1	0.1
FLOOR TOTAL	19.1	19.1	19.1	19.1
CEILING INSULATION R-19	19.0	19.0	19.0	19.0
CEILING FINISH	0.1	0.1	0.1	0.1
CEILING TOTAL	19.1	19.1	19.1	19.1
GLAZING INSULATION R-3	3.0	3.0	3.0	3.0
GLAZING FINISH	0.1	0.1	0.1	0.1
GLAZING TOTAL	3.1	3.1	3.1	3.1
PERIMETER INSULATION R-10	10.0	10.0	10.0	10.0
PERIMETER FINISH	0.1	0.1	0.1	0.1
PERIMETER TOTAL	10.1	10.1	10.1	10.1
MINIMUM TOTAL R-VALUE	60.0	60.0	60.0	60.0

CLIMATE ZONE 4 - CEILING ASSEMBLY (BELOW ATTIC)

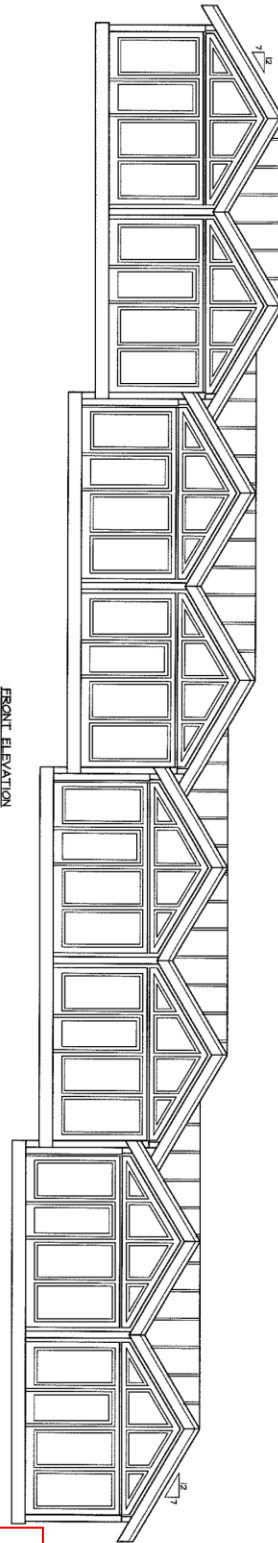
CEILING INSULATION R-19	19.0	19.0	19.0	19.0
CEILING FINISH	0.1	0.1	0.1	0.1
CEILING TOTAL	19.1	19.1	19.1	19.1
ROOF INSULATION R-19	19.0	19.0	19.0	19.0
ROOF FINISH	0.1	0.1	0.1	0.1
ROOF TOTAL	19.1	19.1	19.1	19.1
MINIMUM TOTAL R-VALUE	38.2	38.2	38.2	38.2

Staff Note:
Motel unit

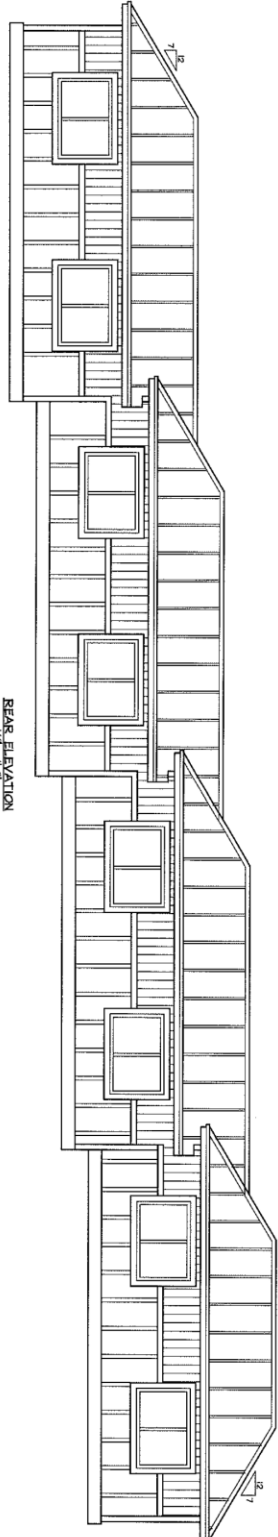
D. Bell Designs
EXCELLENCE IN ARCHITECTURE, DESIGN & CONSTRUCTION

PROJECT: CROWN ISLE HOMES
FLOOR PLAN, SECTIONS & ELEVATIONS

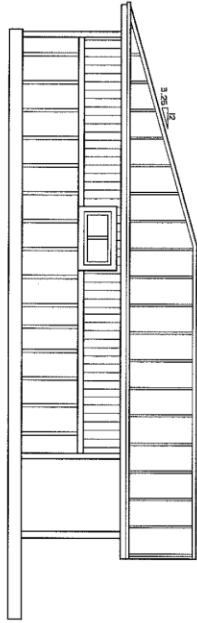
DATE: JUN. 26, 2023
DRAWN: DGB
SCALE: 1/8" = 1'-0"



FRONT ELEVATION
1/4" = 1'-0"




REAR ELEVATION
1/4" = 1'-0"



LEFT SIDE ELEVATION
1/4" = 1'-0"

Staff Note:
4-plex motel

Staff Note: 8-unit building pictured to be separated into two 4-unit buildings


D. Bell
Designs
 CREATIVE TECHNOLOGY DESIGN & CONSULTING
 PROJECT: 12510 125th St SW
 REVISED: 08/20/2014
 CLIENT:

FRONT SIDE APERTURES
 AND REAR ELEVATIONS

DATE: _____ SCALE: 1/4" = 1'-0" DRAWN BY: _____