



THE CORPORATION OF THE CITY OF COURTENAY

MEMORANDUM

To: Chris Marshall, Director of Development Services

File No.: 3360-20-2121

From: Dana Beatson, Planner III – Policy Planner

Date: September 27, 2022

Subject: Application for a Development Permit at 3375 Harbourview Boulevard

PURPOSE:

To consider the issuance of a form and character development permit for a twelve (12) unit development pursuant to the requirements of the Residential Three (R-3) zone and the guidance established in the South Courtenay, Duplex and Multi Residential Development Permit Guidelines.

BACKGROUND:

The subject property is 1.14 ha. (11,400m²) in size and was created as part of the “The Ridge” development which is the culmination of the South Courtenay Local Area Plan (SCLAP) (adopted June 1, 2009) and the subsequent rezoning of the area (adopted September 6, 2011).

The property is designated Urban Residential, is zoned R-3 and is accessed through an internal private road connection to Harbourview Boulevard. The property was logged and cleared prior to annexation in to the City in 2007 and has remained vacant since that time.



Figure 1: Subject Property (outlined in orange) and Context (City of Courtenay Municipal Boundary outlined in red)

The applicant submitted an application to the City for a thirty-four (34) unit development to be built over three (3) phases of construction consisting of five duplex buildings (10 units) and six four-plex buildings (24 units).

The subject application, DP 3360-20-2121, represents phase one of the development and includes a total of twelve (12) units. Two buildings (4 units) are adjacent to the property's frontage along Harbourview Boulevard two four-plex buildings (8 units) are located at the rear of the property as seen in *Figure No. 2* below.



Figure 2: Development Phasing Plan (Phase One Construction outlined in red)

The duplex units adjacent to the property's frontage are two storeys high and the four-plex units at the rear of the property are three storeys. Each unit contains (3) bedrooms and three (3) bathrooms and have floor areas that range in size from 1408 ft² (131 m²) to 1516 ft² (141 m²). The four-plex units also include 100 ft² (9.2 m²) of exterior storage space at the rear of the garages for occupants to store recreational equipment such as bicycles, kayaks, paddleboards as well as gardening and landscaping equipment.

The development concept for the property is a uniform design focusing on providing alternative forms of housing for younger and smaller families as well as active retirees who are wishing to downsize. The subject site is approximately 2.5 km from major shopping centres and transit stops along Cliffe Avenue.

The proposal is evaluated based on the requirements of the Residential Three Zone (R-3) and the guidance in the South Courtenay, Duplex and Multi Residential Development Permit Guidelines.

DISCUSSION:**Zoning Compliance**

The role of zoning regulations is to establish regulatory requirements concerning the use, density, building bulk and other requirements a development must satisfy. A comparison of the proposal with zoning regulations is provided below; the proposal for phase one of the development complies with applicable R-3 zoning regulations.

Development Proposal	Required	Provided
Floor Area Ratio	0.40	.40
Parking	1.5 stall/unit (min)	1.5 stalls/unit
Fence height (front yard)	1.25m (max)	1.2m
Fence/Gate/Privacy Screen Height (side and rear yards)	2.0m (max)	1.2m & 1.8m
Retaining Wall (eight)	1.2m (max)	1.0m (above finished grade)
Phase 1 (SL #1 to SL #12)		
Front Yard Setback	7.5m (min)	7.5m
Rear Yard Setback	7.5m (min)	7.5m
Side Yard Setback	Total 4.5m (1.5m min on one side)	(west) 1.5m > 3.1m (east)
Building Height Duplex Buildings Four-plex Buildings	10.0m (max) 10.0m (max)	7.62m 9.82m
Usable Open Space (2+ bedroom unit)	50.0m ² /unit (600m ²)	74.6m ² /unit (895m ²)
Landscape buffer (front yard along street)	4.5m	4.5m
Landscape Screen adjoining other properties	3.0m wide 3.0 high	3.0m wide 3.7m high
Accessory Building (Gazebo)		
Height	4.5m (max)	4.5m <
Building Area	50m ²	33.3m ²
Side Yard Setback	1.5m	6.2m
Rear Yard Setback	1.5m	15.1m
Parking (Phase 1)		
Duplex Units	2 stalls/unit (4 units) Total Required: 8 stalls	12 stalls
Four-plex Units	1.5 stalls/unit (8 units) Total Required: 12 stalls	16 stalls
Visitor Parking	N/A	8 stalls
Face of Garage setback	6.0m	6.0m

Table No. 1: Zoning Comparison for Phase 1 Construction

Development Permit Guidelines

The Duplex and Multi-family DP Checklists were submitted by the applicant in support of the development application (seen in ***Attachment No. 2***). Staff has assessed the proposed plans according to the guidelines and have identified that the plans are generally in compliance with the guidelines as detailed below.

Form and Character

The property is located within the “The Ridge” development, a master planned residential community rezoned by the City in 2011. The community largely consists of single family uses but also includes two higher density multi residential sites. The property at 3375 Harbourview Boulevard is the last remaining property that supports multi residential uses in “The Ridge”. The City approved the other multi residential development (zoned R-3) at 4098 Buckstone Road late 2019 and early 2020.

The development is conceived as a comprehensive unified design concept and employs a cohesive architectural style that is complimentary to the surrounding neighborhood. Buildings have modern design with sufficient articulation and the roofs are sloped with varying pitches. To break up the volume of the buildings, the design incorporates, staggered building facades, recessed entryways, roof overhangs and large amounts of glazing.

Building materials include a blend of fibre cement siding in a combination of lap, vertical board and baton and shingle with fir posts. The exterior color scheme includes a combination of whites, beiges and creams and natural stains (as seen in ***Schedule No. 1***).

While the guidelines state that buildings should front onto, or appear to front onto abutting streets, for this particular form of housing, the interior private road functions as a street. Facing the abutting public streets, the building facades contain a similar level of articulation, architectural detail and variation in materials.

The only form and character guideline not directly addressed concerns the shared access driveway when townhomes access directly onto a public street. Since this proposal is utilizing a private, interior road for access, this is not applicable.

Siting, Landscaping and Screening

Concerning site design, a landscape plan (as seen in ***Schedule No. 2***). has been provided by a Landscape Architect detailing a planting plan and plant and tree species. Much like the building style, the landscape design is uniform and focuses on clusters of plantings around building entrances, within side yards, around driveways and parking areas and along property boundaries. In highly visible areas such as the entranceway, pedestrian linkages, visitor parking and the outdoor amenity area, denser clusters of plantings are planned.

Pedestrian pathways have been integrated into the design and provide future residents access to the adjacent greenway network and parks in the development. At the west and the south of the site two pedestrian walkways are provided so that future occupants have direct access to the adjacent greenway. Specifically, access will be provided through six (6) foot high solid cedar gates equipped with “opening” hardware on both sides to enable two-way access between the development site and the greenway.

Garbage and recycling disposal will be collected at the end of each driveway as confirmed by Emterra negating the need for any screening of collection bins.

A majority of the property contains minimal slope with the exception of the property’s frontage. The property frontage along Harbourview Boulevard will include landscaped allan block retaining walls in order to provide residential units with relatively level yards.

An outdoor amenity area for residents is provided in the southeast proportion of the site. This space contains a wooden gazebo on a concrete pad framed with native plantings, vines, maple trees, rhododendrons, ferns, salal, snowberry and a variety of native grasses.

A landscape swale containing river rock and boulders is situated in the southeast portion of the site. The feature aids in retaining, filtering and channelling storm water on the property during periods of rainfall.

The landscape plantings for the site include clusters of native and non-native trees, shrubs and groundcovers including big leaf maple trees, pear trees, forest pansy redbud trees and japanese snowbell trees. A variety of shrubs and groundcovers are also provided: yew, summer snowflake viburnum, white rockrose, hydrangeas, rosemary, snowberry, huckleberry, salal, lavender, reed grass, oat grass, sage, sword ferns, feather grass, strawberry and oregon grape.

For enhanced privacy for residents, clusters of trees, shrubs and groundcovers are provided within side yards and are placed adjacent to patios and building entrances. Additionally, a 1.8m high cedar privacy screen is being installed around private patios.

The application submissions note that black chain link fencing screened by landscaping is being provided around the perimeter of the site and that 1.2m high solid cedar fencing is being provided along the Harbourview Boulevard frontage and within rear yards.

Lands that are designated for agriculture and located in the Agricultural Land Reserve (ALR) are situated to the west and the south of the property. The Ministry of Agriculture's (MOA) recommended buffer outlined in the Guide to Edge Planning calls for a 15m wide vegetated buffer with an additional 15m building setback (30m buffer from the ALR land to the building). Consistent previous residential approvals in "The Ridge", a buffer of 22.5m is being provided, inclusive of the 15m City Greenway along the south property boundary combined with the rear yard setbacks in the R-3 Zone (7.5m) for strata units five (5) through twelve (12).

Signage

A sign detail was not provided as part of the application submissions; however, the applicant has indicated that during phase one construction signage will be provided adjacent to the site access off of Harborview Road and will conform to the development permit guidelines and the regulations in the City's Sign Bylaw No. 2760.

Lighting

The applicant indicates that a bollard style fixture will be used to illuminate common areas of the development (as seen in **Schedule No. 4**). The applicant acknowledges the requirement that they must be full-cut off, downward facing/facing into the interior of the development. This is added as a condition of the development permit.

Parking

A parking plan was submitted with the application (as seen in **Schedule No. 5**). Parking has been integrated into the site's design/and is made available within garages and in driveways. There is additional parking provided for visitors in two small clusters located to the rear of SL units #3 and #4. This design effectively breaks up parking throughout the development and effectively screens parking areas from adjacent properties.

Regarding bike parking, all dwelling units have private yard space, driveways and garages for bike parking and storage. The four-plex units also include a 100 ft² (9.2 m²) of exterior locking multi-use storage space at

the rear of the garages. This space is designed and intended for bicycles, kayaks, yard storage and/or a small workspace.

Several guidelines in this section are not applicable. Most of these pertain to requirements when the site contains a hazardous condition such as flood plain or environmentally sensitive areas. Neither is present on or adjacent to the subject property. The guidelines also speak to tree preservation which is not applicable given the site is cleared and all trees have been removed.

SOUTH COURTENAY DEVELOPMENT PERMIT GUIDELINES

The South Courtenay Local Area Plan provides additional development permit guidelines surrounding the performance and efficiency of new buildings. Specifically, the guidelines speak to energy and water conservation, reduction in greenhouse gas emissions, as well as form and character guidelines. The form and character guidelines reiterate the building and site design elements detailed above.

In regards to energy and water efficiency and the reduction in greenhouse gas emissions the applicant has provided a letter (**Attachment No. 3**) confirming compliance with the guidelines which are implemented through the building permit process and have been added as a condition of the development permit.

Staff note the proposed dwellings will include: energy star appliances and heating systems, an empty electrical duct for future installation of solar panels, LED lighting and motion censored lighting, will comply with the strict waste construction management plan outlined in **Attachment No. 7** and will be made electric vehicle charge ready within in individual garages. Additionally, buildings will be built to a minimum of BC Energy Step Code 3.

Of note the guidelines discourage the use of retaining walls, yet the development proposal includes a series of retaining walls will assist in providing level yards for residential units. Accordingly, staff feel their use is appropriate.

TREE MANAGEMENT

The proposed development site is within a Tree Cutting Permit Area however the site was previously cleared prior to purchase by the developers and annexation into the City of Courtenay. There are no existing trees on the property.

ADMINISTRATIVE IMPLICATIONS:

Processing development permits is a statutory component of the work plan. Staff has spent approximately 30 hours processing this application to date. Should the proposed development permit be approved, an additional 2 hours of staff time will be required to register the permit and close the file. Additional staff time will be required to process subsequent building permit applications including inspections.

ASSET MANAGEMENT IMPLICATIONS AND CIVIL WORKS

There are no immediate asset management implications related to the proposed development. The developer is responsible for the design and installation of all required infrastructure. However, once the public infrastructure is installed during phase one of the development, including: trails, driveways, sidewalks, street trees, and stormwater, water and sewer systems, the City will assume the ownership and maintenance of the infrastructure.

Staff have worked closely with the applicants over the past several months and have reviewed the proposed civil design to ensure it is coordinated with the overall development plan for the property and that the civil design works meet City requirements.

STAFF RECOMMENDATION

Staff have assessed this proposal relative to the regulations within the R-3 zone and confirmed that the proposal meets all regulations. Staff have further assessed this proposal relative to applicable DP guidelines and conclude that it is generally consistent with the direction established within these guidelines.

Recommended Action: Approve Development Permit No. 2121.

Prepared by:



Dana Beatson, RPP, MCIP
Planner III –Policy Planner

Approved by:



Chris Marshall, RPP, MUP
Director of Development Services

Attachments:

1. *Attachment No. 1: Draft Development Permit No. 2121 and Associated Schedules*
2. *Attachment No. 2: Duplex and Multi Residential Development Permit Area Compliance Checklists*
3. *Attachment No. 3: Applicant's DP Compliance Letter to South Courtenay DPA Guidelines*
4. *Attachment No. 5: Sustainability Evaluation Checklist*
5. *Attachment No. 6: The Ridge Design Guidelines*
6. *Attachment No. 7: Construction Waste Management Plan*
7. *Attachment No. 8: Applicant's Project Letter to Director of Planning*

Attachment No. 1: Draft Development Permit No. 2121 and Associated Schedules

Permit No. 3060-20-2121

DEVELOPMENT PERMIT**To issue a Development Permit**

To: Name: Buckstone Investments Ltd., Inc. No BC0822663
Address: 9 – 2225 Guthrie Road Comox BC, V9M 4G1

Property to which permit refers:

Legal: Lot B, District Lot 153, Comox District Plan EPP19353 Except Plans EPP73209
EPP87922 EPP89906 EPP100230 and EPP102213
Civic: 3375 Harbourview Boulevard

Conditions of Permit:

Permit issued to permit the construction of a 12 unit development on the above referenced property

Development Permit 2121 is subject to the following conditions:

1. The development shall be substantially consistent with the plans and elevations shown in ***Schedule No. 1***;
2. The landscaping shall be in substantial conformance with the plans and specifications contained in ***Schedule No. 2***;
3. Submission of landscape security prior to the issuance of a building permit for the respective phases as outlined in Schedule No. 3 and as estimated by LADR Landscape Architects summarized below:

	Estimated Cost	Security (125% of estimated cost)
Phase 1	\$157,800.00	\$197,250.00
Phase 2	\$87,900.50	\$109,875.50
Phase 3	\$79,062.50	\$98,828.13

4. Landscaping must be completed within one year of the date of the issuance of the occupancy permit by the City;
5. The minimum depth of topsoil or amended organic soil on all landscaped areas is to be as follows: shrubs – 450mm; groundcover and grass – 300 mm; and trees -300 mm.;
6. 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. Exterior building lighting must have FCO lighting fixtures;
7. A sign permit shall be obtained prior to any signage being installed on the property;

8. A tree cutting permit is required prior to the removal of any bylaw sized tree (20 cm dbh), protected tree or protected species on the property;
9. The development must include relevant energy and water conservation measures outlined in the South Courtenay Local Area Plan.
10. Fencing must be generally consistent with the detail in Schedule No. 3 (Landscape Plans) and must conform to zoning requirements listed in Section 6.8.1. in Zoning Bylaw No. 2500.
11. At the time of building permit application, fire suppression systems are required to permit glazing on side elevations to meeting BC Building Code requirements for Section 9. 10.15 (3) as this property is outside the 10-minute response time by the Courtenay Fire Department;
12. At the time of building permit application, fire gate access must be provided by key or key code and sufficient turn around space for fire apparatus is required;
13. The civil design submissions referenced in the letter dated August 10, 2022 from the City's Development Engineering Division must be provided prior to or at the time of building permit application;
14. The development must be all applicable requirements, standards and guidelines; and
15. 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

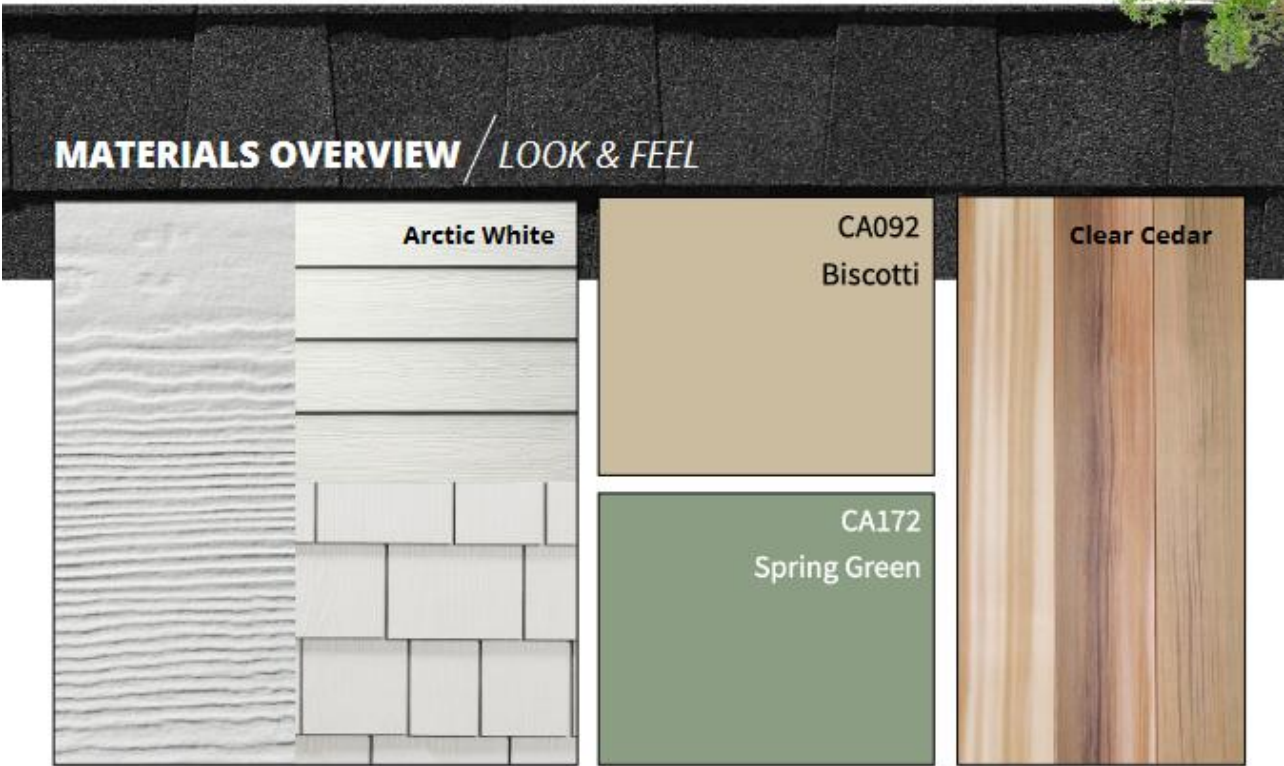
Corporate Officer

Schedule No. 1: Plans and Elevations



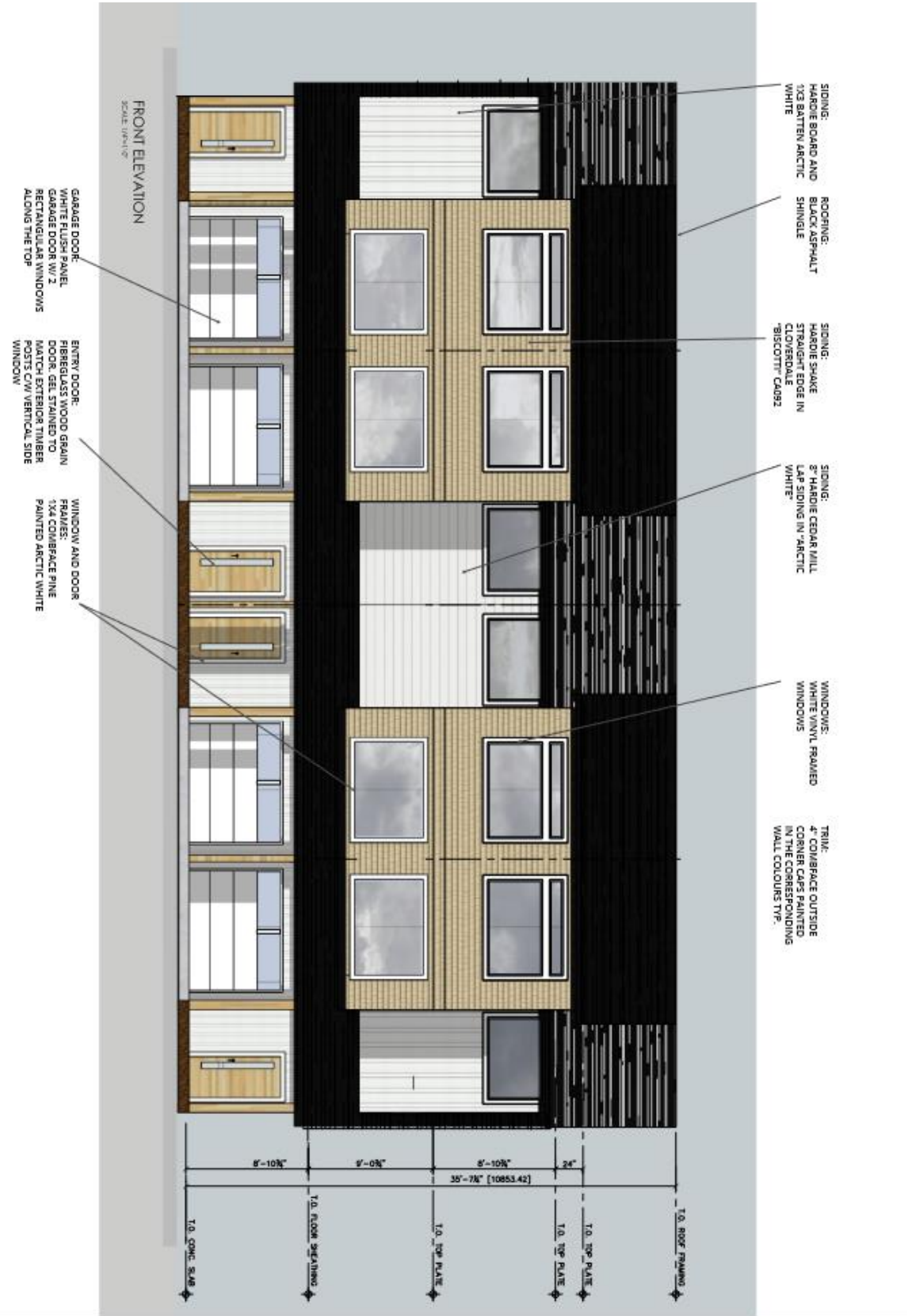


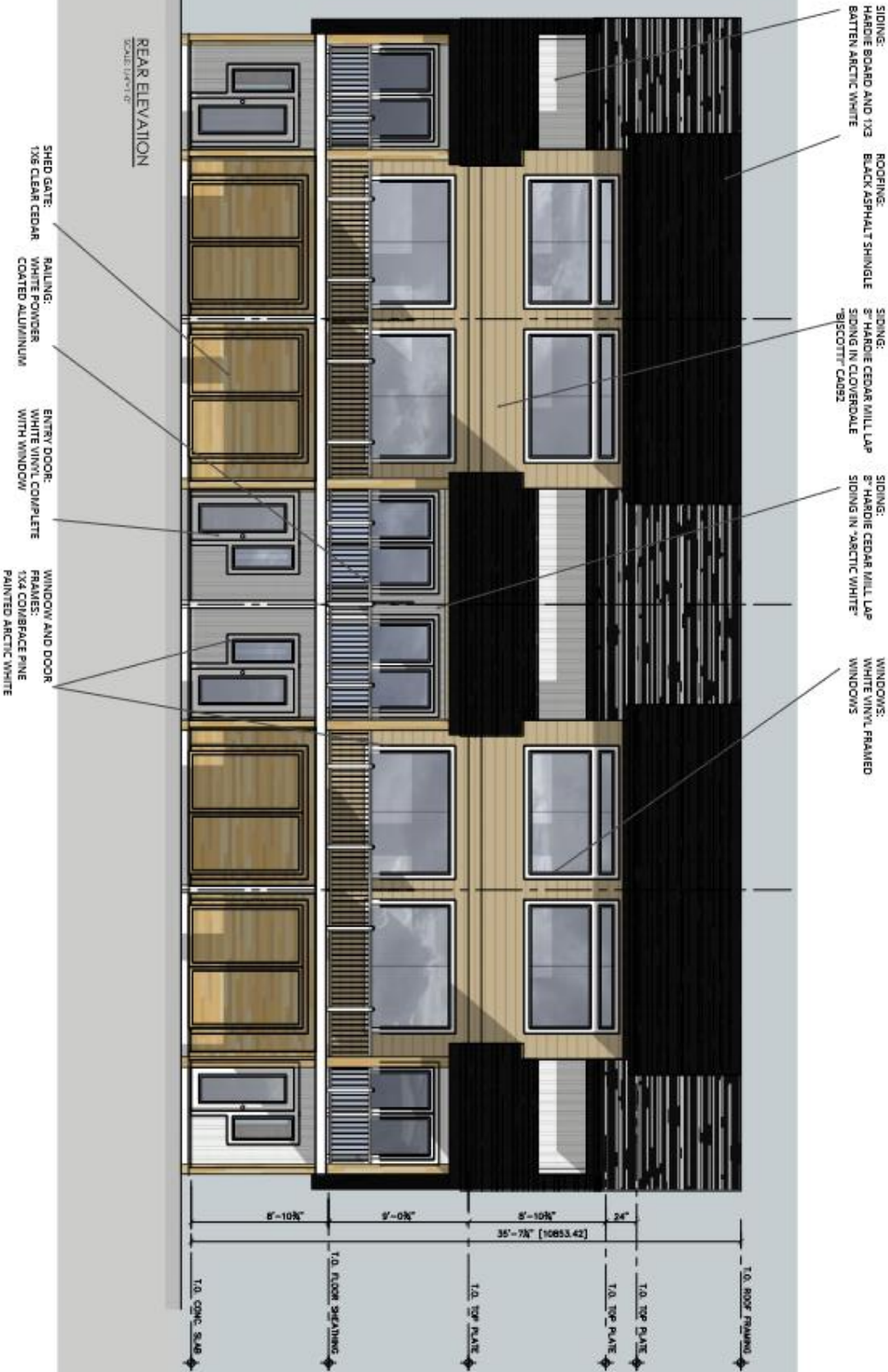
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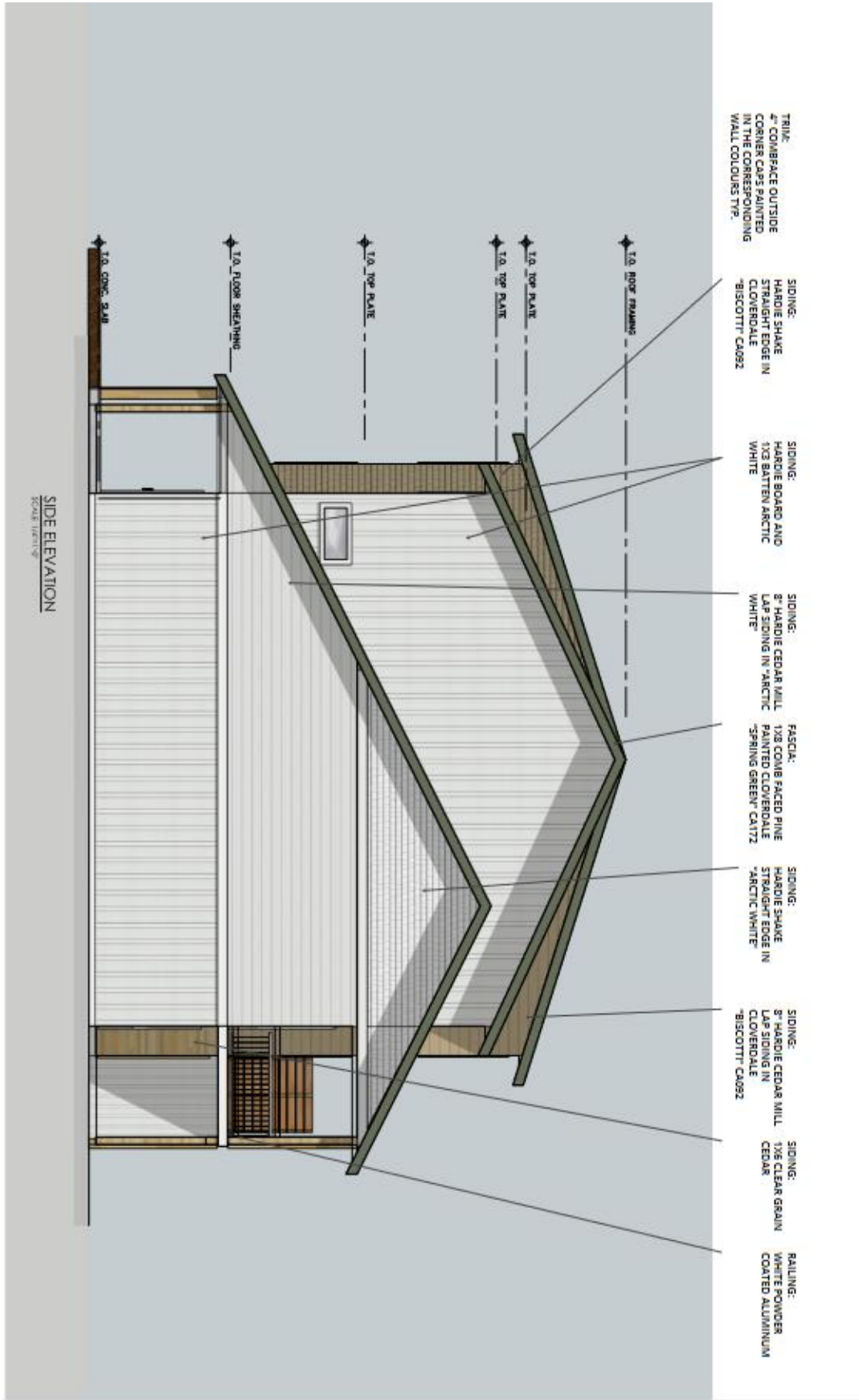


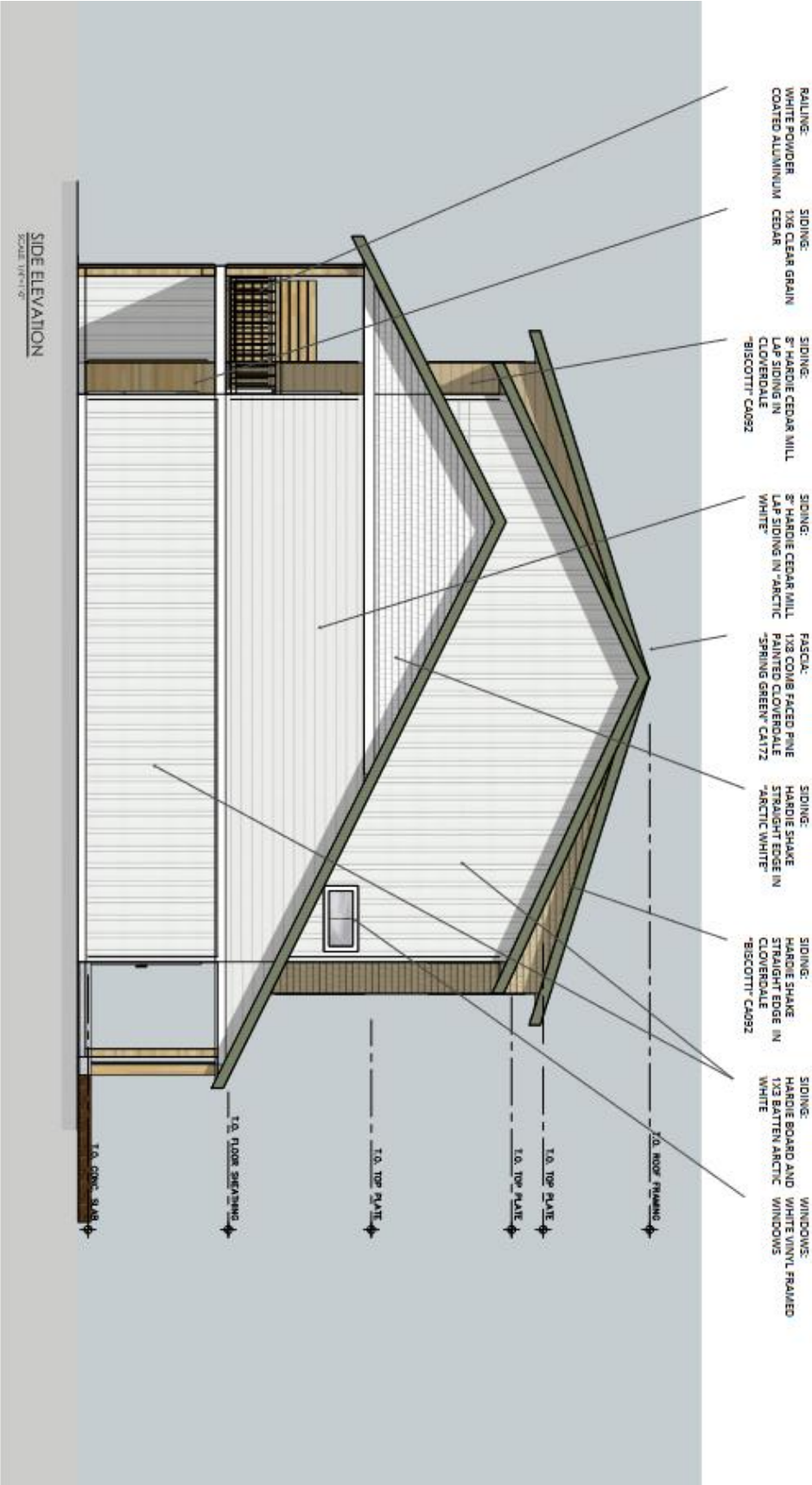
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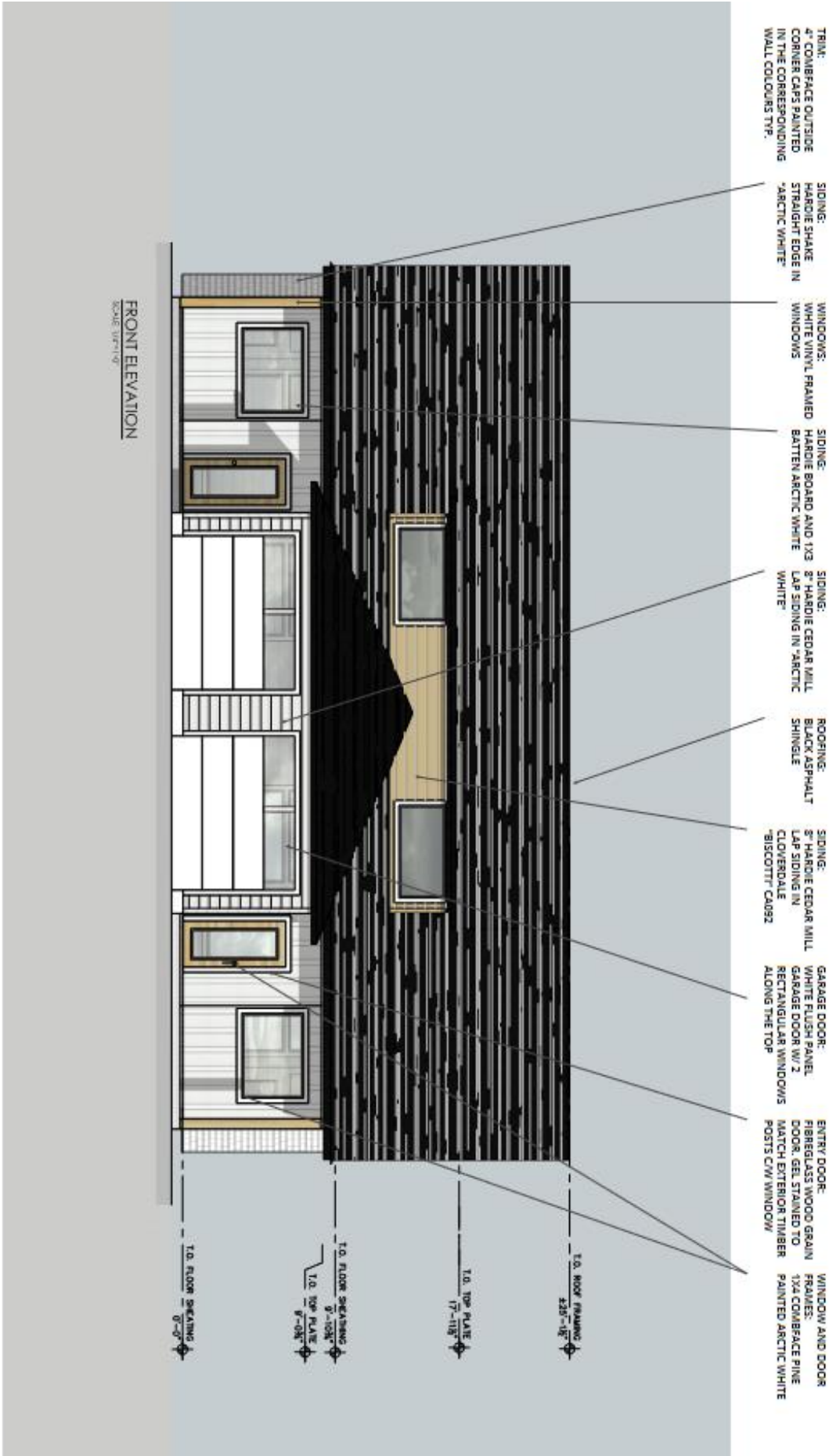
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		CA172 Spring Green	

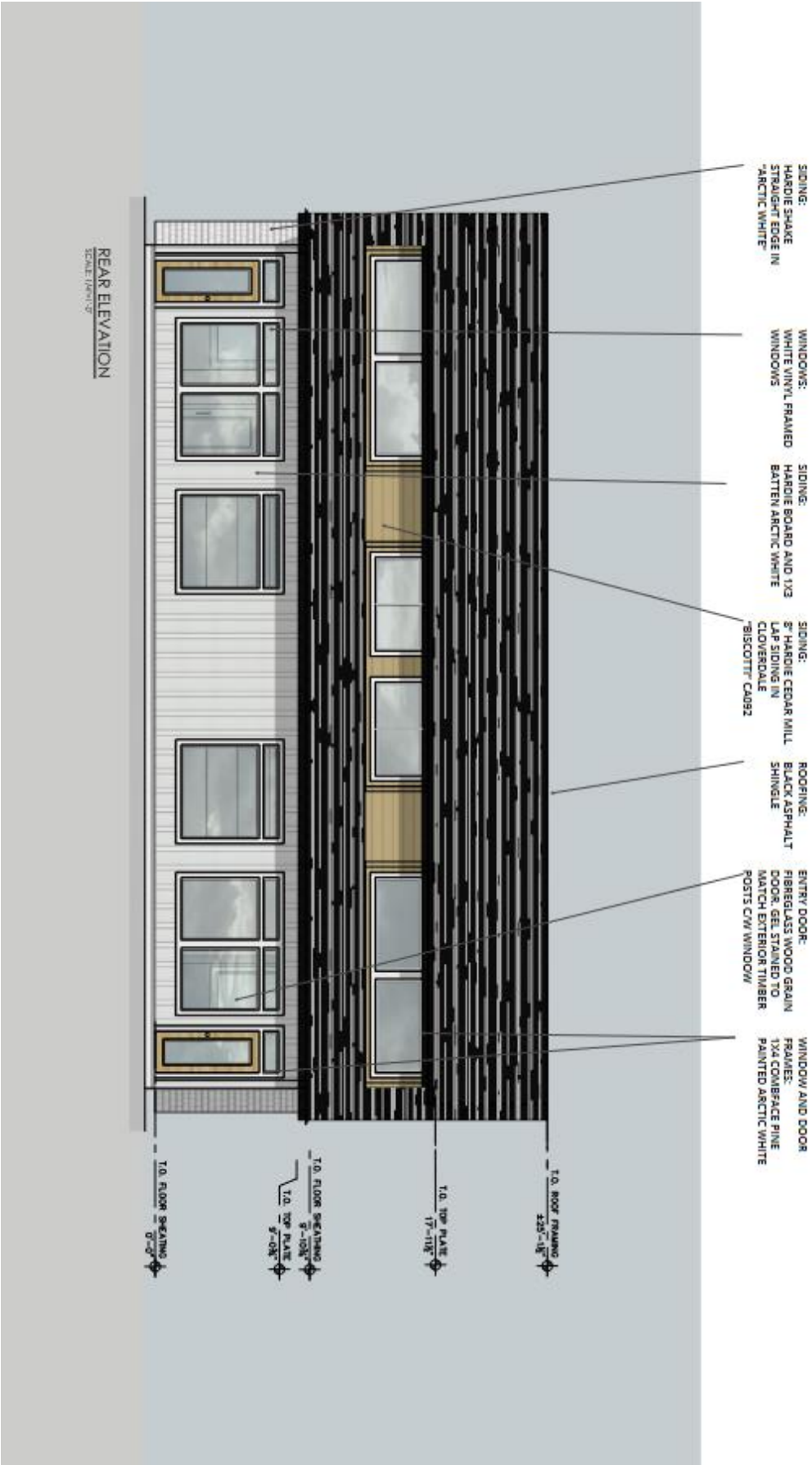


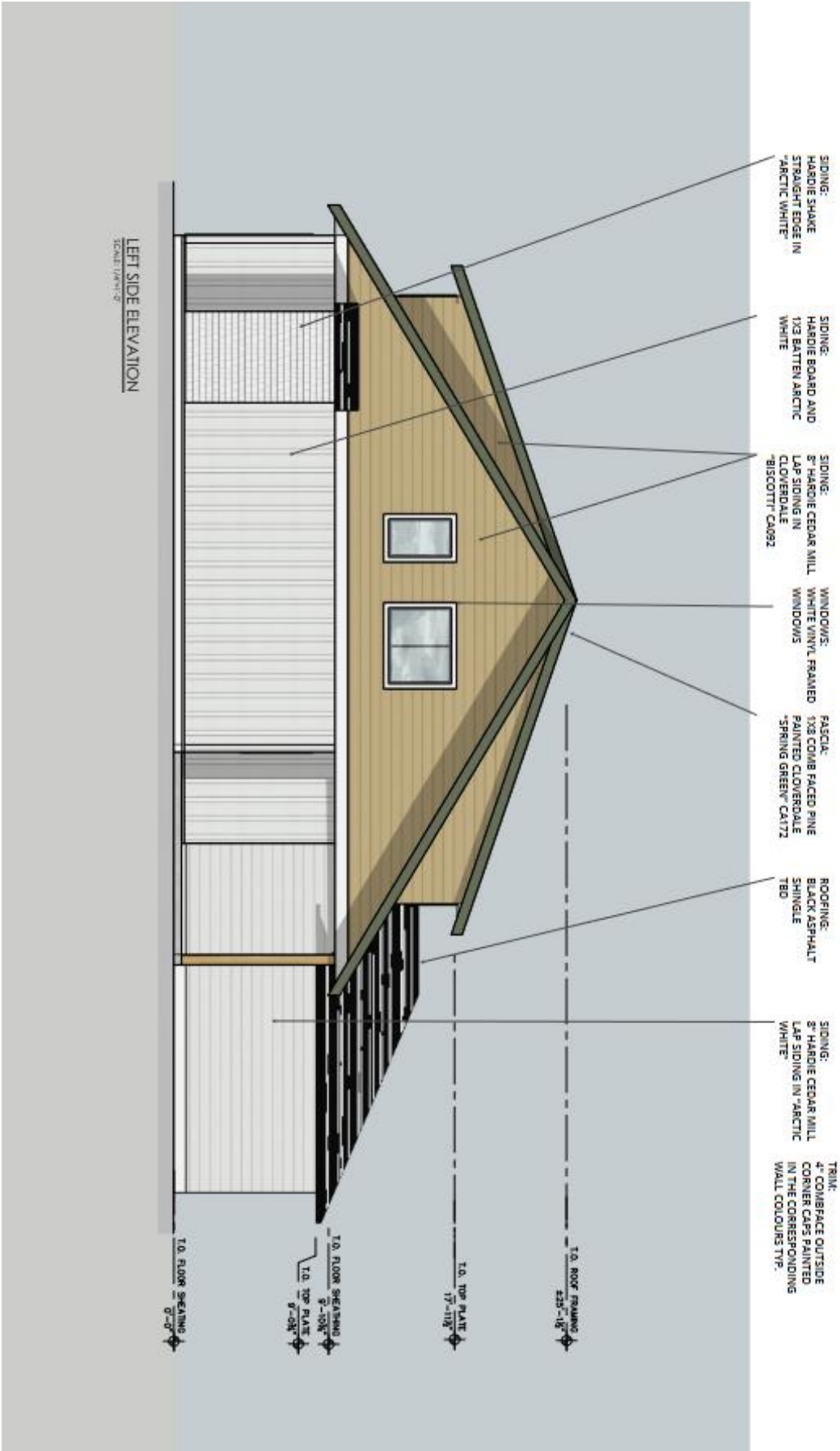


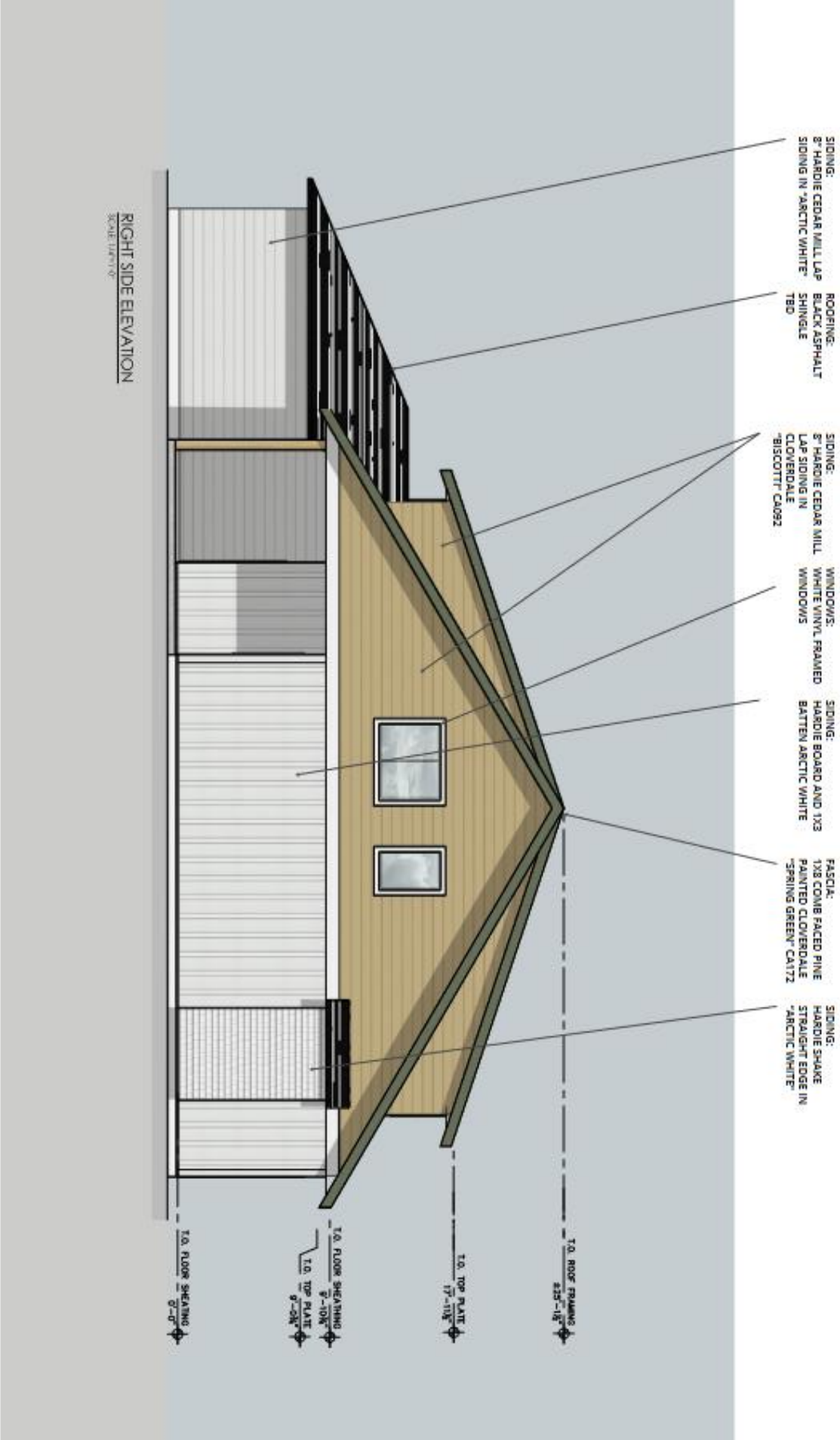




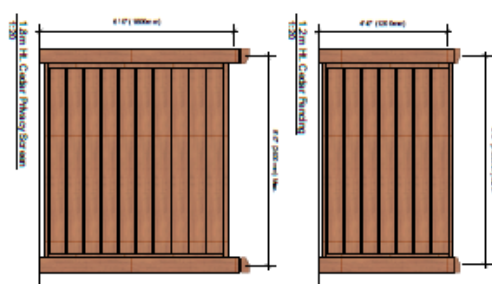








Schedule No. 2: Landscape Plans

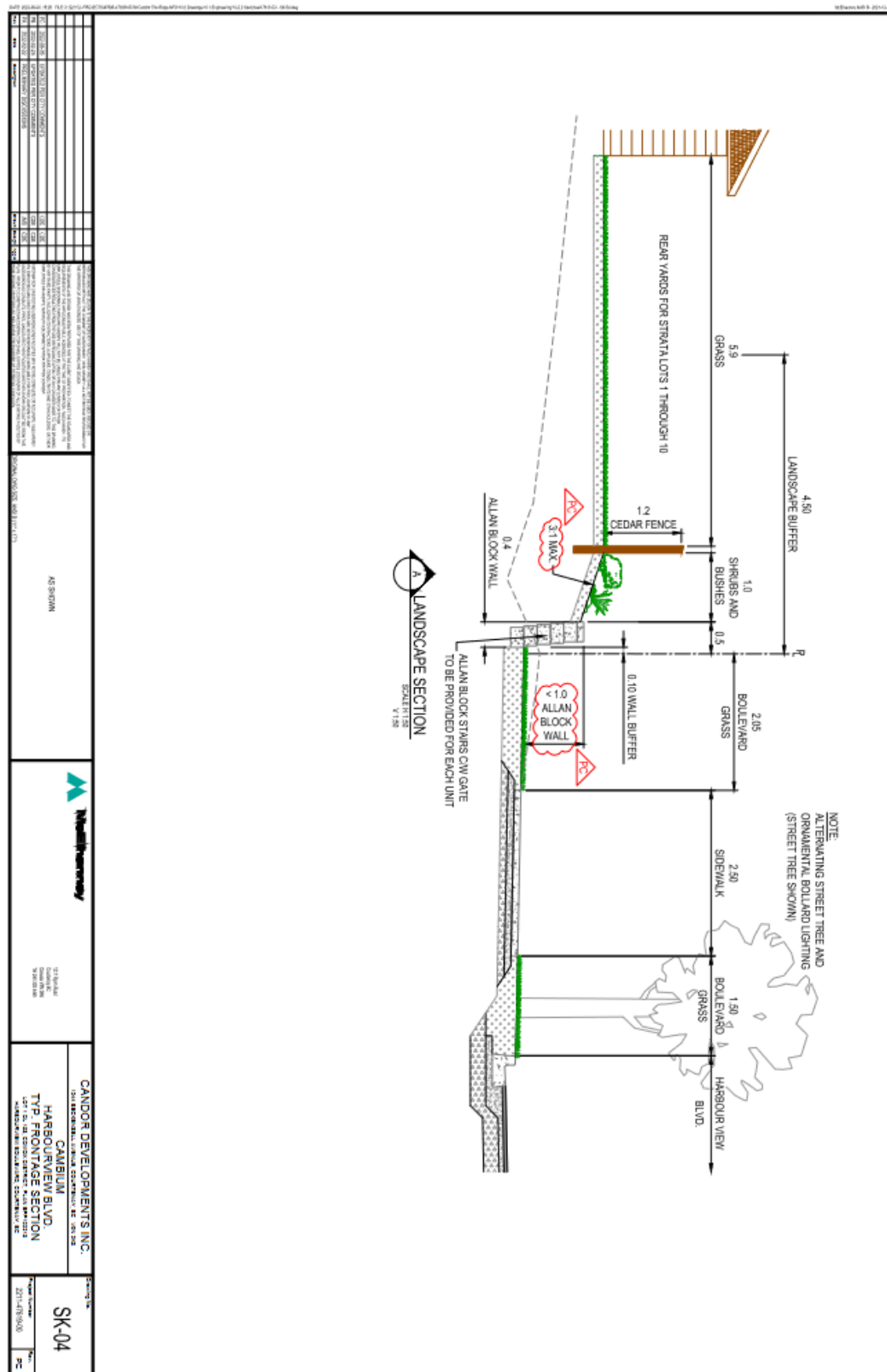


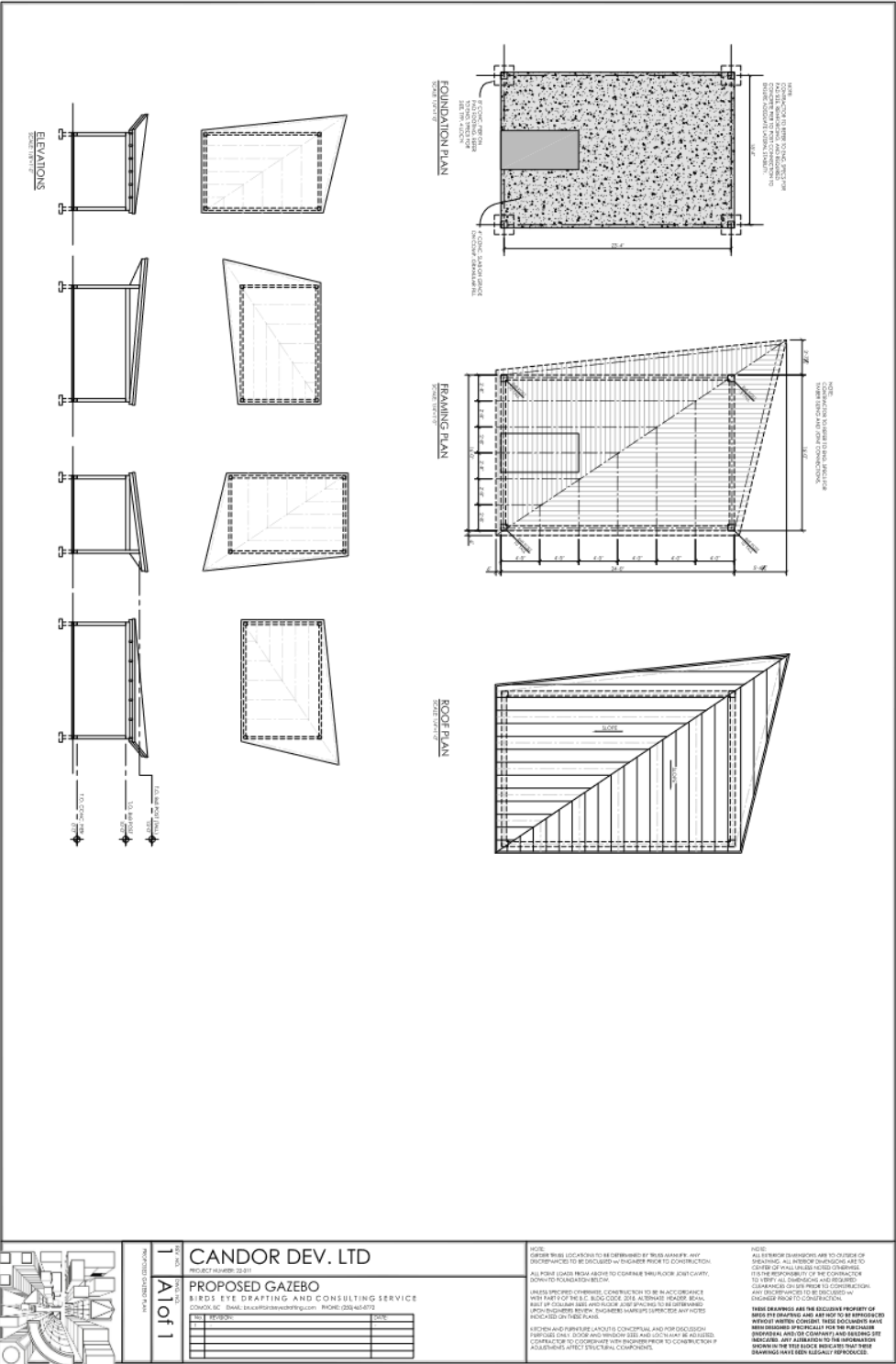
Recommended Nursery Stock

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Phased Landscape Concept Plan - Cambium Estates







Schedule No. 3: Landscape Cost Estimate



LADR LANDSCAPE ARCHITECTS

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VICTORIA, BC
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WWW.LADRLA.CA

Cambium Estates Phase 1 Landscape Budget Estimate

A. SOFT LANDSCAPE	Quantity	Units	Price	Extension
1. PLANTS				
Trees (6 cm caliper)	17	each	\$150.00	\$2,550.00
Trees (3cm caliper)	2	each	\$170.00	\$340.00
Shrubs (#7 pot)	3	each	\$67.50	\$202.50
Shrubs (#5 pot)	308	each	\$35.00	\$10,780.00
Shrubs, Perennials, Annuals, Ferns, Groundcovers (#1 pot)	465	each	\$10.00	\$4,650.00
Groundcovers (#SP4 pot)	322	each	\$3.50	\$1,127.00
SUB-TOTAL PLANTS				\$19,649.50
2. GRASS				
Sod	1427	m.sq.	\$12.50	\$17,837.50
3. SOIL				
Soil (10m.cu. per tree)	190	m.cu.	\$28.00	\$5,320.00
Soil (600mm depth)	115	m.cu.	\$28.00	\$3,220.00
Soil (450mm depth)	99	m.cu.	\$28.00	\$2,772.00
Soil (300mm depth)	73	m.cu.	\$28.00	\$2,044.00
Mulch (100mm depth)	71	m.cu.	\$32.00	\$2,272.00
SUBTOTAL SOFT LANDSCAPE				\$53,115.00
B. HARD LANDSCAPE				
1. IRRIGATION ALLOWANCE				\$23,500.00
2. STONE AND ROCK				
River Rock (155mm depth)	18	m.cu.	\$80.00	\$1,440.00
Gravel (155mm depth)	5	m.cu.	\$40.00	\$200.00
3. SURFACING				
Concrete Patio Pavers	137	m.sq.	\$110.00	\$15,070.00
4. FENCING				
1200mm Cedar Fence	146	l.m.	\$100.00	\$14,600.00
1800mm Cedar Privacy Fence/Screen	31	l.m.	\$125.00	\$3,875.00
1800mm Cedar Gate	1	each	\$500.00	\$500.00
1800mm Black Chain Link Fence	140	l.m.	\$75.00	\$10,500.00
Wood Gazebo (Allowance)				\$35,000.00
SUBTOTAL HARD LANDSCAPE				\$104,685.00
TOTAL LANDSCAPE BUDGET ESTIMATE				\$157,800.00

Exclusive of GST

Prices include labour and materials. For bonding purposes only; this is not a construction estimate.

Prepared by LADR Landscape Architects

21/7/2021, updated 27/1/2022, 4/1/2022





LADR LANDSCAPE ARCHITECTS

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Cambium Estates Phase 2 Landscape Budget Estimate

A. SOFT LANDSCAPE	Quantity	Units	Price	Extension
1. PLANTS				
Trees (6 cm caliper)	6	each	\$150.00	\$900.00
Shrubs (#7 pot)	3	each	\$67.50	\$202.50
Shrubs (#5 pot)	181	each	\$35.00	\$6,335.00
Shrubs, Perennials, Annuals, Ferns, Groundcovers (#1 pot)	220	each	\$10.00	\$2,200.00
SUB-TOTAL PLANTS				\$9,637.50
2. GRASS				
Sod	824	m.sq.	\$12.50	\$10,300.00
3. SOIL				
Soil (10m.cu. per tree)	60	m.cu.	\$28.00	\$1,680.00
Soil (600mm depth)	48	m.cu.	\$28.00	\$1,344.00
Soil (450mm depth)	38	m.cu.	\$28.00	\$1,064.00
Soil (300mm depth)	30	m.cu.	\$28.00	\$840.00
Mulch (100mm depth)	25	m.cu.	\$32.00	\$800.00
SUBTOTAL SOFT LANDSCAPE				\$25,665.50
B. HARD LANDSCAPE				
1. IRRIGATION ALLOWANCE				\$12,800.00
2. SURFACING				
Concrete Patio Pavers	186	m.sq.	\$110.00	\$20,460.00
3. FENCING				
1200mm Cedar Fence	201	l.m.	\$100.00	\$20,100.00
1800mm Cedar Privacy Fence/Screen	31	l.m.	\$125.00	\$3,875.00
1800mm Cedar Gate	1	each	\$500.00	\$500.00
1800mm Black Chain Link Fence	60	l.m.	\$75.00	\$4,500.00
SUBTOTAL HARD LANDSCAPE				\$62,235.00
TOTAL LANDSCAPE BUDGET ESTIMATE				\$87,900.50
				Exclusive of GST
Prices include labour and materials. For bonding purposes only; this is not a construction estimate.				
Prepared by LADR Landscape Architects				21/7/2021, updated 4/1/2022





LADR LANDSCAPE ARCHITECTS

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Cambium Estates Phase 3 Landscape Budget Estimate

A. SOFT LANDSCAPE	Quantity	Units	Price	Extension
1. PLANTS				
Trees (6 cm caliper)	12	each	\$150.00	\$1,800.00
Shrubs (#5 pot)	199	each	\$35.00	\$6,965.00
Shrubs, Perennials, Annuals, Ferns, Groundcovers (#1 pot)	145	each	\$10.00	\$1,450.00
Groundcovers (#SP4 pot)	93	each	\$3.50	\$325.50
SUB-TOTAL PLANTS				\$10,540.50
2. GRASS				
Sod	876	m.sq.	\$12.50	\$10,950.00
3. SOIL				
Soil (10m.cu. per tree)	120	m.cu.	\$28.00	\$3,360.00
Soil (600mm depth)	80	m.cu.	\$28.00	\$2,240.00
Soil (450mm depth)	43	m.cu.	\$28.00	\$1,204.00
Soil (300mm depth)	27	m.cu.	\$28.00	\$756.00
Mulch (100mm depth)	31	m.cu.	\$32.00	\$992.00
SUBTOTAL SOFT LANDSCAPE				\$30,042.50
B. HARD LANDSCAPE				
1. IRRIGATION ALLOWANCE				\$14,000.00
2. STONE AND ROCK				
Gravel (155mm depth)	2	m.cu.	\$40.00	\$80.00
3. SURFACING				
Concrete Patio Pavers	119	m.sq.	\$110.00	\$13,090.00
4. FENCING				
1200mm Cedar Fence	109	l.m.	\$100.00	\$10,900.00
1800mm Cedar Privacy Fence/Screen	27	l.m.	\$125.00	\$3,375.00
1800mm Black Chain Link Fence	101	l.m.	\$75.00	\$7,575.00
SUBTOTAL HARD LANDSCAPE				\$49,020.00
TOTAL LANDSCAPE BUDGET ESTIMATE				\$79,062.50

Exclusive of GST

Prices include labour and materials. For bonding purposes only; this is not a construction estimate.

Prepared by LADR Landscape Architects

21/7/2021, updated 4/1/2022



Schedule No. 4: Lighting

LED Bollard (DB30) Specification Sheet

Project Name:	Location:	MFG: Philips Hadco
Fixture Type:	Catalog No.:	Qty:

Proposed FCO lighting LED site lighting throughout. Locations to be determined on site.



Ordering Guide

Example: DB30 A A0 12L E

Product Code	DB30	LED Bollard
Finish	A H	Black Bronze
Optics	A0	Symmetric
Wattage	12L	9.5W LED
Voltage	E	120V

Specifications

HOUSING:

360 low-copper die-cast aluminum alloy . Dome roof with die-cast aluminum louvers. Easy access to lamp. 5" dia. extruded aluminum with a wall thickness of 0.125". All non-ferrous fasteners prevent corrosion and ensure longer life.

FINISH:

Thermoset polyester powdercoat is electrostatically applied after a five-stage conversion cleaning process and bonded by heat fusion thermosetting. Laboratory tested for superior weatherability and fade resistance in accordance with ASTM B117 specifications. For larger projects where a custom color is required, contact the factory for more information.

OPTICAL ASSEMBLY:

Symmetric. Die-cast aluminum louvers with underside painted with highly reflective white powdercoat. Tempered glass globe.

LAMPING:

9.5W Philips LED EnduraLED lamp, LED 4Kv medium base porcelain socket A19. 2700K warm white delivers 800 lumens. Lamp life is rated at 25,000 hours. 120 volt only.

ELECTRICAL ASSEMBLY:

Ballast assembly is mounted to an aluminum plate, which is mounted inside the base. Quick disconnects for easy installation and removal.

INSTALLATION & MOUNTING:

Tube is mounted to the base plate with three (3) 5/16-18 flat head allen key stainless steel tamper-resistant screws.

WARRANTY:

Five-year limited warranty.

CERTIFICATIONS:

ETL listed to U.S. safety standards for wet locations. cETL listed to Canadian safety standards for wet locations. Manufactured to ISO 9001:2008 Standards.

Height :

31 3/4" (80.65cm)

Width:

6" (15cm)

Bolt Circle:

3" (8 cm)

Anchor Rods:

Internal (3) 3/8" dia. x 8" long (1 cm x 20cm)

Base Diameter:

5" (13cm)

Max. Weight:

Powdercoat: 15 lbs

Schedule No. 5: Parking Plan



Attachment No. 2: Duplex and Multi Residential Development Permit Area Compliance Checklists

CITY OF COURTENAY
Planning Services
 830 Cliffe Avenue
 Courtenay, BC, V9N 2J7
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COMPLIANCE CHECKLIST

DUPLEX, CARRIAGE HOUSE & SECONDARY RESIDENTIAL DEVELOPMENT PERMIT AREA

The following checklist provides a quick reference for compliance with the guidelines contained within Section 8.9 Duplex, Carriage House and Secondary Residential Development Permit Area of the City of Courtenay Official Community Plan No. 2387, 2005. Applicants are required to complete this checklist and indicate in the comment box how their proposal complies with each development permit guideline. Where an element of the design does not comply with a guideline, a justification stating the divergence and the reason shall be made. A separate sheet may be used to provide comments. **Incomplete forms will result in application delays.**

Project Address:	working address 3420 Rhys rd Multi DP, (between 3353 & 3379 harbourview Blvd.)		Date:	July. 30 2021
Applicant:	Candor Developments Inc		Signature:	
A. FORM AND CHARACTER	Yes	No	Comment	
1. The Orientation, scale, form, height and materials proposed for a duplex, carriage house or secondary residential unit shall reflect the positive characteristics of the surrounding neighbourhood.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Designed to blend with existing single family homes. Similar sizing, exterior aesthetics and materials used	
2. Roofs should have articulated lines and designed to reduce the appearance of bulk of the residence on upper floors. Roof slopes with greater than 6:12 pitch are preferred, however, proposals for lower pitch rooflines with significant articulation and design interest may be considered.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Gable style Main roof in a 7/12 pitch with 4/12 front and back shed style dormers.	
3. The principal entrances to a duplex should be at the front of the building and should be defined by porches, dormers, port cochere, canopies or be recessed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Entrances are recessed and feature a large covered front porch	
4. On corner lots, all street facing elevations should have an equal level of quality and design detailing. It is encouraged that an entrance to one unit is from the primary street and the entrance to the second unit on the flanking street.	<input type="checkbox"/>	<input type="checkbox"/>	N/A	
5. Design components that can make up the required architecture components include: multiple gables, dormers, bay windows, decorative shingles, wood trim, porches and verandas.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comprised of intersecting rooflines with varied pitch Gables. Front and rear shed dormers with bedroom bay windows. Front and rear porches with Fir timber posts	
6. Exterior finishes should be durable and have a common theme. Materials including wood, fibre cement siding, brick or stone masonry and limited amounts of stucco are appropriate. Although use of vinyl is strongly discouraged, where residences in an existing neighbourhood are predominantly vinyl-clad, vinyl may be used. Metal siding is not permitted.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mix of fibre cement siding in a combination of Lap, vertical board and baton and shingle. With Douglas Fir wood posts in a natural color stain	
7. Buildings should reflect and enhance the character of the neighbourhood by: <ul style="list-style-type: none"> • Respecting the rhythm and scale of the existing streetscape • Visually breaking the larger massing into smaller individual components • Articulating the front facades to create a sense of scale, neighborliness and architectural interest. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Agreed.	
8. Stepped or alternating massing should be considered in order to avoid a box-like appearance.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Duplex's sit along boulevard of street and some are divided by internal roadways. No grouping or clusters occur	

9. Building design including the placement of windows, balconies and doors shall ensure visual privacy between residences.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Private front entryways divided by garages. Backyard patios to be separated by landscaped screening and fencing
10. Duplex, carriage house and secondary residential development should fit into the immediate surroundings of its location and not appear visually out of character with adjacent homes or surrounding neighbourhood. To minimize the impact of a duplex, avoid wide, flat faces that dominate the street by articulating and staggering front facades to create depth and architectural interest.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This requirement has been met
11. To Promote variety in design, duplex developments with front to back configurations or up and down layouts should be considered as an alternative to side by side duplex development.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This is a development with a mix of duplex and 4-plex buildings. The placement of the duplex's required a side by side configuration to be viable.
12. Duplexes shall reflect the façade characteristics of single family homes.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Agreed
13. Mirror image duplexes are discouraged. Varying the layout and staggering duplex units is encouraged to create architectural diversity.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The placement, separation by internal roadways and limited quantity of buildings minimizes the look of repetitiveness
B. SITING, LANDSCAPING AND SCREENING	Yes	No	Explanation of Non-Conformity
1. Duplexes and carriage homes should be situated to ensure the privacy of residences on adjoining properties and to retain existing significant trees where feasible.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No existing trees remain on the property. Refer to landscape plan for extensive privacy planting
2. Carriage houses shall be situated to the rear of the property where appropriate and in keeping with the existing neighbourhood design.			n/a
C. PARKING AND GARAGES	Yes	No	Explanation of Non-Conformity
1. Where feasible, all properties which abut a lane should access the property from the lane and all parking should be in the rear yard.	<input type="checkbox"/>	<input type="checkbox"/>	n/a
2. For corner sites with no lane access, garages/carriage houses are encouraged to be in the rear yard with access via a driveway from the flanking street subject to approval from the City Engineer.	<input type="checkbox"/>	<input type="checkbox"/>	n/a
3. Garage entrances are encouraged to be faced away from the street where possible.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All face away from street but do face internal development roadway
4. To reduce the amount of impervious surfaces on a lot, driveways and parking areas are encouraged to be surfaced with permeable paving material such as grassed cellular paving, porous pavers, or a comparable alternative satisfactory to the City. The width of driveways should be minimized and shared between units wherever possible.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	driveways are shared between units and are sized to meet parking requirements. *Please refer to site layout for sizing
5. Garages incorporated into the building structure should not project beyond the front elevation. Garage doors shall incorporate windows.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	larger floorplans have forced the garages past the front elevation. All of this is contained and not visible from outside the development. Garage doors to have windows at top panel
6. Detached parking garages and associated carriage houses are encouraged to be located near the rear property line, subject to zoning bylaw siting requirements.	<input type="checkbox"/>	<input type="checkbox"/>	n/a
7. Parking and driveways shall not occupy more than 50% of the area of the front yard or, where the site has a flanking side street, not more than 50% of the area flanking side yard.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

D. NATURAL ENVIRONMENT & HAZARDOUS CONDITIONS	Yes	No	Explanation of Non-Conformity
1. Buildings and structures must be located on the portions of the site that are not environmentally sensitive.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. The City may require that works be constructed to protect vegetation where there is a desire to preserve significant or landmark trees or where concern may be created by the development of the land.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. In areas where slopes are in excess of 30%, the City may require that tree preservation areas be established to control erosion and/or protect banks.			n/a
4. In order to ensure adequate protection from erosion and soil instability, the City may regulate all land clearing, land grading, irrigation works, landscaping and may require hazard lands to remain free of development.			Should be N/A



CITY OF COURTENAY
Planning Services
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 Courtenay, BC, V9N 2J7
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COMPLIANCE CHECKLIST

MULTI RESIDENTIAL DEVELOPMENT PERMIT AREA

The following checklist provides a quick reference for compliance with the guidelines contained within Section 8.5 Multi Residential Development Permit Area of the City of Courtenay Official Community Plan No. 2387, 2005. Applicants are required to complete this checklist and indicate in the comment box how their proposal complies with each development permit guideline. Where an element of the design does not comply with a guideline, a justification stating the divergence and the reason shall be made. A separate sheet may be used to provide comment. **Incomplete forms will result in application delays.**

Project Address:	3420 Rhys rd (until civic assigned) Multi dp "Cambium"		Date:	July 5th 2021
Applicant:	Candor Developments Inc - c/o Isaac Bale		Signature:	
A. FORM AND CHARACTER	Yes	No	Comment	
1. The design of buildings shall reflect the heritage of the City of Courtenay and the use of materials such as stone, brick, ornamental work and wood with varied details and columns is required. All designs will be assessed to compare the submitted design with these guidelines.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	comprised of varying roof pitches, shed dormers and skirtrails creating covered entries and rear covered decks. Exterior aesthetic is a blend of hardie Lap and shake with fir wood posts and accents. Done in a modern classic style complimentary to many homes in the surrounding community as well as the old orchard / downtown areas	
2. All multi residential projects shall front or appear to front onto abutting roadways. This may be achieved through appropriate treatment of the building exteriors and through the provision of pedestrian entranceways and walkways directly to the street.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	For units backing onto the frontage road Harbourview. All units have to have walkway from rear patios to har fourview. Complete with man gate and extensive frontage landscaping. intent to appear as single family homes. Gated fire access road to provide pedestrian and cycling path direct from NE corner to sidewalk. internal pathway from recreational amenity area to existing designated undeveloped park bordering development	
3. Buildings located on corner lots, lots adjacent to a single residential building, and lots next to public open spaces shall be stepped down toward the flanking street, adjacent building, or public open spaces.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This has been met as all buildings have a blend of tiered rooflines with a dramatic skir roof at both gable ends	
4. The design and introduction of a new building type to a residential neighbourhood shall provide harmony and lend continuity to the neighbourhood and should not create excessive disruption of the visual character of the neighbourhood.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Ridge community has strict exterior aesthetic guidelines. We fully intend to uphold these requirements. By using a mix of hardie shake and lap siding, black windows in a theme consistent with existing homes in the area.	
5. The design of a new project or an addition to an existing project shall be based on a comprehensive design concept and shall give adequate attention to the general architectural style, detailing, scale, materials, character of fenestration, character and materials of roofs, treatment of entrances, gradation of heights, relationship of indoor and outdoor spaces, design and placement of play areas, access parking arrangement and circulation, and landscape character and design. Plans submitted with Development Permit applications shall illustrate the aforementioned points.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This requirement has been met by design and building massing. This is reflected on our site layout and landscape plan.	
6. No more than four townhouse units shall be linked in a row unless warranted by special design treatment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	requirement met	
7. Where townhouse units have attached garages or carports, the units shall be wide enough to allow the creation of attractive entrances to the individual units between garages. Where lane access is available, parking entrances shall be limited to lane access.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	requirement met	
8. Where individual townhouse or multi-family units have vehicular access via public street, combined driveway access points are required.	<input type="checkbox"/>	<input type="checkbox"/>	N/A	

8. Buildings shall be sited to retain existing tree stands and terrain as much as possible. Protective barriers, such as snow fencing, shall be installed around all existing plantings which will be retained at the drip line for the duration of construction. No material or temporary soil deposits may be stored within these areas.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This site is cleared and has no existing trees
9. Buildings shall be sited to ensure the privacy of residences and adjoining properties, retain view amenities, and minimize the impact of noise or other off-site effects, noise attenuation fencing or buffering will be required adjacent to arterial and collector roads.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The orientation and placement of the buildings have met these requirements. Also refer to C.7 comment
10. Grading requirements of a development shall be resolved within the property boundary. Cut and fills shall be minimized and blended into the existing terrain. Stepped retaining walls shall be used where possible. Stepped foundation walls and floor levels for buildings shall be used on sloped sites. Slopes shall be determined to promote opportunity for re-planting.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Refer to grading plan for proposed grades and retaining walls. The majority of the property contains minimal slope with the exception of the frontage. The duplex units at frontage will have max 4ft landscape block retaining walls at property line to allow for desirable back yards and an appealing frontage for the development while solving the largest grading issue. The use of a stepped foundation at units 24/25 and 29/29 will be required. All other buildings will have a single level MHFE. Entrance roads will be cut in to desired slope with said retaining walls returning along internal roadways as required.
11. Buildings shall locate refuse containers, utility services, etc. to minimize visibility and they shall be screened by landscaping and fencing to a minimum height of 2 metres. In general, chain link fencing shall be used only when screened by landscaping. Similarly, utilities, meters, exhaust elements, satellite dishes, etc., shall be screened by landscaping, fencing or roof elements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Agreed
12. To separate internal roads, parking, service or storage areas from adjacent properties, a landscaped buffer area of at least 30 metres in width.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Visitor parking to be green screened with plants. Visitor parking within the required setback outlined.
13. Development shall include installation of street trees and sidewalks along all adjacent streets. Boulevards of adjacent streets shall be landscaped, irrigated and maintained by adjacent developments.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Refer to landscape plan
14. Undeveloped areas of the site shall be left in its natural state if there is substantial existing native vegetation. Otherwise, the owner will undertake vegetation control within 6 months of building occupancy satisfactory to the City.	<input type="checkbox"/>	<input type="checkbox"/>	N/A
15. Any development adjacent to or near stream or wetland areas shall adhere to the requirements of the Streamside Stewardship, 1993 guidelines and the "Land Development Guidelines for the Protection of Aquatic Habitat 1992" prepared by the Department of Fisheries and Oceans and the Ministry of Water, Land and Air Protection along all streams and their tributaries.	<input type="checkbox"/>	<input type="checkbox"/>	N/A
16. The City may require an environmental analysis of site conditions in areas subject to natural hazards such as slope slippage, drainage, or high vegetation value, prior to development.	<input type="checkbox"/>	<input type="checkbox"/>	N/A
17. It is City policy to limit the peak run off from areas of new development to that which the same catchment areas would have generated under the pre-development land use. A storm water management plan will be required as part of any development and shall be prepared by a Professional Engineer to comply with the City's stormwater management policies and plans and the City's Water Balance Model.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	McElhanney report enclosed with application
18. Setbacks areas abutting stream areas shall be fenced prior to development occurring to prevent encroachment of equipment or material into the stream system.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Proposed guidelines from McElhanney will be followed onsite

19. A biophysical assessment of the site prepared by a professional biologist may be required outlining any environmental values to be protected during and after developments and the methods to achieve this to the satisfaction of the City and federal and provincial agencies.	<input type="checkbox"/>	<input type="checkbox"/>	N/A
20. Prior to the subdivision or development of land containing a stream, the natural watercourse and surrounding area shall be considered for dedication to the Crown, the Municipality or other public agencies committed to the protection and preservation of natural watercourses			N/A
21. The City will require the following minimum depth of topsoil or amended organic soils on all landscaped areas of a property: <ul style="list-style-type: none"> shrubs – 450 mm groundcover & grass – 300 mm trees – 300 mm around and below the root ball 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	As outlined in landscape plan
22. All landscape areas shall be serviced by an underground irrigation system.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All common areas and perimeter planting to be irrigated
D. LIGHTING	Yes	No	Explanation of Non-Conformity
1. Lighting should be designated for security and safety. However, there should not be glare on neighbouring properties, adjacent roads or the sky.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Safe and comfortable lighting to be installed with as little light pollution as possible
2. All new, replacement and upgraded street lighting in existing and proposed developments will be Full-Cut Off/Flat Lens (FCO/FL) luminaires to light roads, parking, loading and pedestrian areas. Exterior building lighting will also be required to have FCO lighting fixtures.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	To be implemented
E. PARKING	Yes	No	Explanation of Non-Conformity
1. Large surface parking areas should be broken down into smaller parking lots evenly dispersed throughout the development and integrated with planted landscaped areas. Visitor parking spaces shall be clearly identified within each development. Tree Planting is required in parking areas.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This is shown on the site and landscape plan. Solid planting around two separated visitor parking areas. Most units allow for comfortable additional parking pads
2. Parking areas shall be screened from adjacent properties and from direct views of parking vehicles from the street. The screening should consist of landscaping and fencing.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Agreed
3. Outdoor parking and loading areas should be located to the sides and rear of buildings. Parking areas shall include landscaped areas, defined by concrete curbs, to provide visual breaks between clusters of approximately ten stalls.	<input type="checkbox"/>	<input type="checkbox"/>	N/A
4. Direct and functional pedestrian pathways to connect building entrances to parking areas and sidewalks of the abutting streets shall be provided. Installation of features such as distinct paving, special landscaping with trees and benches, and overhead weather protection on exterior building walls where appropriate is required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Frontage units to have walkway from rear yard to sidewalk. Main gates to be framed with a decorative wood trellis over in line and to match style of 1.2M cedar fence.

**Attachment No. 4: Applicant's DP Compliance Letter to SC
DPA Guidelines**



Compliance letter

To: city of Courtenay Planning Dept.

Re: "Cambium" Multi family site Harbourview Blvd (between 3353 & 3379 harbourview)

This letter is to confirm the proposed project "Cambium" located on Harbourview Blvd in The Ridge will be built in compliance with the South Courtenay local area plan.

Part of Bylaw No.2568, 2009 Amendment to the city of Courtenay OCP Bylaw No. 2387,
2005

Thankyou,

Isaac Bale

A handwritten signature in black ink, appearing to be "Isaac Bale", written over a horizontal line.

Attachment No. 5: Sustainability Evaluation Checklist

CITY OF COURTENAY
Development Services
 830 Cliffe Avenue
 Courtenay, BC, V9N 2J7
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SUSTAINABILITY EVALUATION


COMPLIANCE CHECKLIST

The following checklist provides a quick reference list of required sustainability criteria that, where applicable, shall be satisfied for all development applications including Official Community Plan (OCP) and Zoning Bylaw amendments, Development Permits, Development Variance Permits, Tree Cutting and Soil Removal Permits, Agricultural Land Reserve and Subdivision applications. These criteria are established to ensure that the goals and objectives of the OCP are satisfied. **Please briefly state in the "Description" column how the application achieves the stated criterion.** Where an element of the development proposal does not comply with a sustainability criterion, a justification stating the divergence and the reason shall be made. A separate sheet may be used to provide comment. **Incomplete forms will result in application delays.**

The Sustainability Evaluation Checklist Policy states: *Proposed developments will be considered where a development:*

- provides substantial benefits to the City;*
- will not negatively impact on the City's infrastructure, neighborhood or environment;*
- new development that supports destination uses such as the downtown, Riverway Corridor or a Comprehensive Planned Community;*
- Meets applicable criteria set out in the OCP.*

The complete Sustainability Evaluation Checklist policy is contained within the City of Courtenay Official Community Plan No. 2387, 2005.

Project Address: 3420 Rhys rd (working address) multi site	Date: July 5th 2021
Applicant: Candor Developments Inc - C/O Isaac Bale	Signature: 
APPLICATION REQUIREMENTS To be filled out by applicant	
Land Use. The application:	Description of how the criteria are met
a) Provides a mix of housing types and sizes;	Duplex & 4plex options averaging 1460 sq perfect for families and active adults, with space to grow.
b) Balances the scale and massing of buildings in relation to adjoining properties;	two storey and 3 storey buildings in a complimenting aesthetic to neighbourhood
c) Complements neighboring uses and site topography;	promotes outdoor living, utilizes existing grades, enhanced planting and greenspace throughout
d) Provides or supports mixed used developments or neighborhoods;	2 and 3 storey options suitable for families, first time buyers and active retirees
e) Promotes walking to daily activities and recreational opportunities;	easy access to walking trails in area, enhanced outdoor amenity area, inspiring views
f) Supports a range of incomes;	2 options with 2 price points, offering affordability options in a beautiful neighbourhood
g) Is a positive impact on views and scenery;	Will have extensive planting & greenery. complimenting exterior aesthetic to neighbourhood
h) Preserves and provides greenspace, trails and landscaping;	Extensive planting and greenery proposed. access to existing walking trails, outdoor amenity area

Building Design. The application:	Description of how the criteria are met
a) Exhibits high standard of design, landscaping and environmental sensitivity;	exterior aesthetic complimentary to neighbourhood outdoor amenity area, native planting throughout
b) Maintains a high standard of quality and appearance;	High quality construction and design, combination of real wood and mixed use of modern hardie siding
c) Includes articulation of building faces and roof lines with features such as balconies, entrances, bay windows, dormers and vertical and horizontal setbacks with enhanced colors;	Mix of shed dormers, skirt roofs, varying roof pitches, second storey balconies, large windows, solid screening to separate entrances & balconies
d) Avoids creating a strip development appearance;	frontage to appear as single family with rear pathways and enhanced landscaping, 4ft fences
e) Satisfies Leadership in Energy and Environmental Design (LEED) certification (or accepted green building best practices);	energy modeled and built to minimum step code 3, all units will receive individual energy star ratings
f) Uses environmentally sensitive materials which are energy sensitive or have accepted low pollution standards;	LED lighting throughout, energystar systems, low VOC products,
g) Builds and improves pedestrian amenities;	Outdoor amenity area, access to local walkways, internal paths from rear of duplex units to street
h) Provides underground parking;	N/A
i) Applies CPTED (Crime Prevention Through Environmental Design) principles;	single vehicle entry/ exit, large windows in units, fully fenced & well light throughout development
Transportation. The application:	Description of how the criteria are met
a) Integrates into public transit and closeness to major destinations;	approx 2.5 km from major shopping centers and public bus stop. Has local school bus dropoff daily
b) Provides multi-functional street(s);	Private internal roadway with extended paving stone shoulder. Allows safe pedestrian walking.
c) Prioritizes pedestrian and cycling opportunities on the public street system and through the site location that can provide an alternative to public road;	Open, safe and well light internal roadway encourages safe walking/ cycling opportunities. Fire access lane with bollards acts as walkway
d) Provides or contributes towards trail system, sidewalks, transit facilities, recreation area or environmentally sensitive area;	See above. Recreational amenity area framed with native plants, lawn and wood gazebo 30' width
Infrastructure. The application:	Description of how the criteria are met
a) Includes stormwater techniques that are designed to reduce run-off, improve groundwater exchange and increase on-site retention;	river rock dry river on SE side catching overflow pond from neighbouring area, 2900sq M of grass
b) Utilizes renewable energy sources (i.e. solar, geothermal) within servable area to City standards;	

Character & Identity. <i>The application:</i>	Description of how the criteria are met
a) Provides a positive image along waterfront areas and fronting road;	Blvd. to match existing neighbourhood. Plantings frame facing walkways and driveways.
b) Is designed with quality and variety of features within the project (i.e. street furniture, street lights, signs, curb treatments);	Decorative street lighting, greenery framing visitor parking. Shoulders and pullovers in paving stones
c) Provides public and private amenity space;	Recreational amenity area framed with native plants, lawn and wood gazebo approx 30' width
d) Preserves heritage fixtures;	mix of shake & lap siding with wood accents on buildings. Complimentary to heritage core of town
e) Orients to views, open space and street;	Maximized mountain and ocean views by large windows and orientation. Views will be amazing.
Environmental Protection & Enhancement. <i>The application:</i>	Description of how the criteria are met
a) Protects riparian areas and other designated environmentally sensitive areas;	Solid cedar fence & plants at perimeter (minus frontage) containing the development.
b) Provides for native species, habitat restoration/improvement;	Extensive use of native plants & trees in landscape River rock swale at SE to incorporate onsite water
c) Includes tree lined streetscapes.	It sure does This is an important aspect to us. To maintain the community design and integrity.

*Attachment No. 6: The Ridge Design Guidelines***DESIGN GUIDELINES**

It is Buckstone Investment's intent to develop a modern concise energy efficient urban residential community emphasizing pedestrian activity. Diversity in housing design is encouraged and zoning is provided to allow diversity in housing form.

1 Single Family Home Form and Character

No house plan shall be repeated within three lots of another.

Lot purchasers are encouraged to design housing units with varied massing in consideration of the street scape. Designs should encourage strong roof lines (use of dormers, gables, etc.), and should use a variety of exterior finish materials using wood, cement fiber boards, horizontal siding, acrylic stucco, brick or stone. Vinyl siding will not be permitted.

Designs that have facades with large planes of single uniform materials will not be allowed. Elevations shall include detail of trim on facades and around windows.

Front entrances are to be prominent from the street.

House designs shall include the following elements:

- Gable and/or hip roof forms
- Architectural detailing including porches, verandas and porticos will be encouraged. The inclusion of accent finishing including stone, masonry work, timber framing etc. is encouraged.
- Corner boards, if horizontal siding is used.
- Multi-pane windows and vertical double-hung window openings are encouraged. One opening (door or window) per story of each elevation is required to break up large expanses of exterior walls.
- Asymmetrical front facades are required.
- All garage doors must include windows.
- All houses shall include an empty electrical duct for future installation of solar panels.
- Roofing materials must have a minimum 30 year warranty and be approved by Buckstone.

- Roof pitches less than 5:12 are not allowed, unless it is a house of unique architectural design allowed in special circumstance as approved by Buckstone Investments, Ltd.

Chimney and vent stacks if visible from the street shall be clad in materials consistent with the front elevation.

Where full gable roof lines are used, the gable must be in contrast to the lower wall finish.

2 Carriage House Lot Form and Character

The carriage home Lots on Buckstone Road will be developed with separate carriage homes in the rear yard. No driveway approaches will be permitted onto Buckstone Road. All vehicular access and parking will be from the laneway at the rear of the Lot.

The architectural style of the carriage house will reflect the architectural style of the main house, and shall be developed in a manner that is sensitive to neighboring properties.

Designs should encourage strong roof lines (use of dormers, gables, etc.), and should use a variety of exterior finish materials using wood, cement fiber boards, horizontal siding, acrylic stucco, brick or stone. Vinyl siding will not be permitted.

Designs that have facades with large planes of single uniform materials will not be allowed. Elevations shall include detail of trim on facades and around windows.

Front entrances are to be prominent from the street.

House designs shall include the following elements:

- Gable and/or hip roof forms
- Architectural detailing including porches, verandas and porticos will be encouraged. The inclusion of accent finishing including stone, masonry work, timber framing etc. is encouraged.
- Corner boards, if horizontal siding is used.
- Multi-pane windows and vertical double-hung window openings are encouraged. One opening (door or window) per story of each elevation is required to break up large expanses of exterior walls.
- Asymmetrical front facades are required.
- All houses shall include an empty electrical duct for future installation of solar panels.
- Roofing materials must have a minimum 30 year warranty and be approved by Buckstone.

3 Review of Plans

No improvements shall be constructed on a Lot unless and until plans and specifications for the proposed construction have been submitted to and approved in writing by Buckstone Investments. All plans and specifications must be in accordance with this Schedule and the Design Guidelines established by Buckstone Investments from time to time.

This process does not preclude the Owner of any Lot from complying with the building permit requirements of the City of Courtenay.

The refusal of Buckstone Investments to give approval for construction will not be actionable by any person under any circumstance, it being in the sole discretion of Buckstone Investments to give or withhold such approval.

Buckstone Investments will communicate in writing its approval or reasons for not giving approval to the Owner and will also, where appropriate, make recommendations in writing as to how the siting, design or finishes might be amended to fit more harmoniously with the Design Guidelines and intent of Buckstone Investments.

4 Lot Grading

The finish grade of the Lots is designed as part of the subdivision engineering plans and is approved by the City of Courtenay. The existing ground elevations before house construction may not be at the finish grade (design grade), but it will be the Owner's responsibility to establish the lot elevations to the design grade as shown on the engineering drawings. All costs to establish the design grade of the Lot will be that of the Owner.

5 Building Location

No building shall be erected on any residential building lot unless side lot clearances and front line setbacks are more fully in compliance with the city zoning bylaw for CD - 21 zoning district. Eaves, window wells, overhangs and steps shall also be constructed in such a way so as to comply with such zoning bylaw, provided, however, that this shall not be construed to permit any portion of a building on a lot to encroach upon another lot.

6 Fencing

All fencing provided by the Owner, or anyone other than Buckstone Investments, shall require the approval of Buckstone Investments prior to installation. No fencing shall be permitted to extend beyond the front of the primary structure facing the front of the lot, except on corner lots as approved by Buckstone Investments and except for Lots 65 through 69 inclusive where fencing in the front yard is permitted and will be constructed by Buckstone Investments.

Fences of natural cedar only are encouraged and a suggested subdivision standard will be provided by Buckstone Investments for Phase 1. No fence shall exceed two (2) meters in height.

Buckstone Investments shall install fencing along the rear lot line of Lots 1, 2, 3, and 4 and Lots 19 through 21 inclusive and Lots 43 through 53 inclusive and along the side lot line abutting the open spaces adjacent to Lots 1, 18, 22, 33, 34, 49 and 50. Fencing provided along the rear lot lines adjacent to the walking trails as described herein shall not be screened off with parallel barrier fences to create rear yard privacy. Rear yard privacy will only be allowed by using natural landscaping elements within the rear yards along these walking trails. The fencing provided by Buckstone Investments shall be owned, maintained, repaired and replaced as necessary by the Owner of the abutting Lot.

All other side and rear lot fencing, and where permitted, is to be constructed at the Owners' expense.

7 Construction Waste Management

During construction of the home on the Lot, the Owner/Builder will sign a construction waste management plan prepared by Buckstone Investments, and will submit it to the City as part of his building permit application. The Owner/Builder will use Best Management Practices (BMP's) for waste management during construction of the home.

8 Signs

No billboards or advertising signs of any kind or character shall be erected, placed, permitted or maintained on any Lot except as herein expressly permitted. A name and address sign used solely for the purpose of identification of the dwelling house occupants may be placed on the property by its occupants provided the design of the sign is approved by Buckstone Investments prior to installation. The provisions of this paragraph may be waived by Buckstone Investments only when in its discretion the same is necessary to promote the sale of the property in the area or promotion of the premises. Buckstone Investments may erect, place and maintain such sign structure or structures as it deems necessary for the operation or identification of the subdivision.

9 Storm Water Management

The Owner/Builder agrees that a minimum of 300mm of topsoil is to be placed over all pervious (landscaping) areas.

Each home constructed in this Phase is required to install one of the following three storm water management features on the Lot:

- Rock garden, to which the driveway and roof leaders are directed. An overflow to the piped storm sewer drainage system will be included. See attached Dwg. DR-1 for typical details
- Rock pit, suitable sized to accommodate driveway drainage and roof drain water, complete with overflow to the piped storm sewer drainage system. See Dwg #SK 1 and SK 2 for typical details.
- A suitable alternative to the above two, as approved by the City of Courtenay building Department.

10 Solar Ready

Each home constructed in this Phase is required to be "solar hot water ready". The building plans for permit will show the location of the ducting for installation of future wiring to future solar panels. Installation shall include a single electrical conduit from attic to crawlspace, or utility room to allow the wiring of future solar panels.

Attachment No. 7 Construction Waste Management Plan**The RIDGE – FIRST PHASE****CONSTRUCTION WASTE MANAGEMENT****Dated: March 3, 2012.****1 Statement of Intent**

Buckstone Investments, Ltd., the developer of "the Ridge" has made a commitment to be good stewards of the environment, and has pledged to make every effort to adhere to principals of sustainability.

To that end Buckstone encourages builders at the Ridge to acknowledge principals of construction waste management during home building operations. A "Waste Management Plan" makes construction activity more environmentally friendly by reducing the amount of waste sent to the landfill. The environmental and economic advantages that occur when waste is diverted from the landfill include:

- conservation of energy and raw materials,
- reduction in the cost of waste disposal,
- positive increase in public relation value for a "cleaner" site when wastes are managed in a sound way.

2 Local Condition

Virtually all construction waste generated on a site can be recycled, however, because of local conditions and location, there is a limited market at this time for the recycled materials in Courtenay/Comox. Builders shall separate on site materials that are accepted at the local landfill for recycling.

3. Builder Cooperation

A builder should examine his home designs in terms of environmentally friendly design and waste generation, considering:

- designs that use standardized sizes,

- designs that use materials that are made from recycled materials and are recyclable,
- favour durable materials that are energy efficient,
- look for opportunities to reuse materials on the job site.

4. Builder Action

A builder should identify how materials are wasted on site. Investigate storage methods in terms of preventing damage from careless handling and weather.

Estimate the amount and types of recyclable and non recyclable wastes that are on site. It has been estimated that 3000kg of waste is generated from the building of an average 140 square meter home. Compare the actual amounts of waste produced, by category in producing a home at "the Ridge".

Burial of construction waste on site is strictly prohibited.

Burning of construction waste on site is prohibited.

Hazardous waste such as paints and solvents shall be disposed of properly by licenced hazardous waste contractors.

Wherever possible Habitat for Humanity Restore, or similar organizations shall be given preference for recycled and reusable materials.

Receipt of document acknowledged:

Builder

Date: _____

Lot # _____

Attachment No. 8: Applicant's Project Letter to Director of Planning



July 8, 2021

Attn: Ian Buck

Director of planning with the City of Courtenay

c/o Courtenay City Hall

830 Cliffe Ave, Courtenay BC V9N 2J7

Hello Ian,

Re: "Cambium" Multifamily site Harbourview Blvd, "3420 Rhys rd " (between 3353 & 3379 Harbourview)

Please find the attached development permit application for a multi-family development totaling 34 units comprised of five, duplex and six, four-plex buildings. The proposed development is located in "The Ridge" subdivision in the south Courtenay development area.

This project is to be built over 3 phases of construction under one development permit. Site servicing and infrastructure for all 3 phases to be installed during phase 1 construction.



Trees + Home + Connection = CAMBIUM

Our goal with this project is to create an opportunity for young families to grow and stay within the development. With ample storage, home office space, green space and the ability to grow all within an efficient design.

A. Form and Character.

We began by considering our neighborhood and the existing design aesthetic. As a current home builder in The Ridge we wanted to lay-out the Cambium development to have minimal impact on the single-family home aesthetic while meeting the guidelines of the DP. The overall design aims to blend modern design with traditional craftsman style. All units are 3-bedroom, 3 bathrooms averaging 1460 sq feet offering room to grow. The development will be comprised of a blend of exterior siding materials including shingle, horizontal lap, belly bands, board and baton with highlights of Douglas fir wood posts and accents. Large windows and covered second story balconies have been added to capture the inspiring views of the surrounding ocean, mountains and expansive farmers' fields. The 3-storey units have recessed covered entry ways at the ground level and garage doors for weather protection and privacy, while the middle units will have a solid privacy wall at the front door creating separation between the units.

The four-plex's feature a 100 sq ft storage area at the rear of garage which offers a secure exterior space for bikes, kayaks, gardening tools, etc. without sacrificing crucial garage space. We feel this additional storage space services a huge demand as many Comox valley residents relocated to Courtenay for the outdoor recreational lifestyle.

The placement of buildings has been orientated to maximize privacy, capture views and transition harmoniously from existing neighboring properties. Creating a long-lasting desirable development that is cohesive with the single-family homes it borders.

B. Signage

The signage for the development will be located to the left of the main driveway to the development. This sign is to be installed during phase 1 completion. This sign will provide a formal entry and act as a landmark reference. Landscape lighting will be implemented to

illuminate the signage when required. All signage will be consistent with the style of the development.

C. Siting, Landscaping and Screening

All landscape design and screening has been designed by a Landscape Architect. Plant species and locations have been chosen to compliment and blend with the native plant species in area.

Allen Block retaining walls have been added as required to ease existing grades, most dramatically at the boulevard which contains the largest grade change on the site. The Boulevard will be given additional landscape detail to maximize attractiveness. The boulevard and development perimeter contains cedar and black chain-link fencing with solid greenscreen buffer for privacy of residents. Feature trees and expansive flowering plants line the internal roadways, visitor parking and communal areas.

The SE corner features a large outdoor recreational amenity area with approximately 30'x30' open gazebo, large grass field bordered by extensive plantings offering residents a space to gather. This SE corner also contains an existing temporary swale that catches the overland flooding from a marshland pond at City of Courtenay Park border. We have proposed a catch basin at the SE property corner to contain this overland water into the internal storm water system of the site. An additional dry rock bed is proposed along the East boundary to handle any additional flow complete with secondary catch basin at NE corner.

The Fire access route at NW will offer an additional pedestrian and cyclist access to the internal roadways.

D. Lighting

All site lighting will be installed in a manner that maximizes the safety of the development while minimizing light pollution. Street and parking lighting to be full cut off. Landscape lighting will be applied to highlight feature trees and entry sign.

E. Parking

The development has a total of 80 internal parking spots. Comprised of 8 designated visitor parking spaces and 68 resident parking spaces – 2.1 spaces per unit. With 24 of the homes having additional storage area for many garage items such as; bikes, kayaks etc. we aim to promote actual garage parking.

Visitor parking to be landscape screened as per landscape plan and bylaw requirements.

In summary, all setbacks, DP permit bylaws and zoning requirements have been met and no variances are required. Please don't hesitate to contact me if anything further is required.

Thankyou,

Isaac Bale, President

Cambium Holdings Ltd & Candor Developments Inc.

250 702 7339