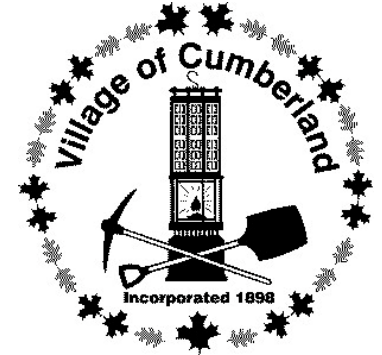


DEVELOPMENT SERVICES QUARTERLY REPORT



MEETING DATE: April 26, 2021
 REPORT PERIOD: January to March 2021
 FROM: Courtney Simpson, Manager of Development Services

QUARTERLY SUMMARY

In the first quarter of 2021 the Village received 13 new development applications including bylaw amendment, permits and subdivision. Five applications were closed (completed) and 29 are ongoing. In addition, there were 25 new building permit applications during this period. If applications continue to be received at the same pace for the rest of 2021 the Village is on track for a higher number of applications than the last three years and on par with 2017 when the highest number of applications were received in any year so far.

Development Application Summary

Application Type	New	Ongoing	Closed / Issued	Total
Amendments (OCP and Zoning)	1	2	0	3
Temporary Use Permits (TUP)	1	1	0	2
Heritage Alteration Permits (HAP)	1	3	0	4
Development Variance Permits (DV)	3	4	3	10
Development Permits (DP)	5	5	1	11
Subdivision	2	14	1	17
Total	13	29	5	47

ATTACHMENTS

1. Amendment Applications List to March 31, 2021
2. Permit Applications List to March 31, 2021
3. Subdivision Applications List to March 31, 2021
4. Building Permit Applications List to March 31, 2021

Attachment 1

Amendment Applications List to March 31, 2021

File Number	Address	Purpose	Recent Activity
2021-01-OCP	2782 Ulverston Ave	OCP and Zoning Amendment for up to 10 rental apartments	Initial staff report to April 12, 2021 Council meeting.
2020-02-OCP	3345, 3341, 3339 Second St	OCP and Zoning Amendment for a 22 unit affordable rental apartment building	Third Reading Dec 14 2020. Working on completion of conditions (lot consolidation, access agreement with Island Health, housing agreement).
2019-02-OCP	Comox Lake Land Corp	OCP and Zoning Amendment	Internal review of studies.

Attachment 2**Permit Applications List to March 31, 2021*****Temporary Use Permits***

File Number	Address	Street Name	Purpose	Status	Recent Activity
2021-01-TUP	4693	Cumberland Road	Automotive Shop	Open	Reviewing Application.
2020-01-TUP	4640	Cumberland Road	Yoga, fitness and dance studio	Open	Permit approved Oct 14 2020 pending completion of conditions (EV plug-in and bike rack).

Heritage Alteration Permits

File Number	Address	Street Name	Purpose	Status	Recent Activity
2021-01-HAP	3274	Third Street	Construction of urban bazaar	Open	Initial staff report to April 12, 2021 Council Meeting.
2020-01-HAP	2731	Dunsmuir Avenue	Mixed use building	Open	Considered by the Heritage Committee on September 21 Council meeting October 14, 2020. Conditions fulfilled. HAP ready to be issued.
2019-01-HAP	2700	Dunsmuir Avenue	Mixed use building	Open	Permit approved Nov 26 2019 pending conditions. (Applicant to submit new mural proposal for side wall. Waiting for security deposit to issue HAP.)
2015-01-HAP	2692	Dunsmuir Avenue	Renovation	Open	Outstanding issues with HAP. Final inspection ready to be scheduled.

Development Variance Permits

File Number	Address	Street Name	Purpose	Status	Recent Activity
2021-03-DV	2607	Maryport Avenue	To vary front setback for ADU conversion	Intake	Reviewing application.
2021-02-DV	2781	Maryport Avenue	To vary rear setback for ADU conversion	Open	Referred to APC.
2021-01-DV	2749	Derwent Avenue	To vary height for ADU	Issued	Issued Feb 22 2021 (to be re-issued April 12 after notification).
2020-11-DV		Bevan Road (Tree Island Yogurt)	To vary lot size for subdivision servicing	Issued	Issued Jan 11 2021.
2020-10-DV	2720	Derwent Avenue	To vary side setback for ADU access	Open	Referred to APC March 11 2021.
2020-09-DV	3268	Fifth Street	To vary side setback and lot coverage for ADU	Issued	Issued Jan 11 2021.
2020-08-DV	3339	Second Street	To vary setback and parking requirement	Open	Referred to APC (Dec 10 2020) and HAH (Jan 20 2021). On hold pending adoption of OCP and Zoning amendments.
2020-03-DV	3284	Second Street	ADU conversion	Open	Reviewing Application. See also 2020-06-DP
2019-11-DV		Bevan Road	DV amendment	Issued	Issued Dec 14 2020.
2016-04-DV	2613	Dunsmuir Avenue	To vary setback, height and lot coverage for existing dwelling and proposed ADU	Open	Reviewing.

Development Permits

File Number	Address	Street Name	Purpose	Status	Recent Activity
2021-05-DP	2601	Dunsmuir Avenue	New ADU	Intake	Reviewing application.
2021-04-DP	2694	Penrith Avenue	New ADU	Intake	Reviewing application.
2021-03-DP	3901	Bevan Road	New warehouse and processing facility	Intake	Reviewing application.
2021-02-DP	2781	Maryport Avenue	ADU conversion	Open	Reviewing application.
2021-01-DP	2522	Dunsmuir Avenue	New ADU	Open	Referred to APC March 11 2021.
2020-12-DP	3132	Grant Street	Subdivision and new construction	Open	Referred to APC March 11 2021.
2020-11-DP	3339	Second Street	To vary setback and parking requirement	Open	Referred to APC (Dec 10 2020) and HAH Committee (Jan 20 2021). On hold pending adoption of OCP and Zoning amendments.
2020-08-DP	4135	Cumberland Road	Portable asphalt plant	Open	Referred to APC Dec 10 2020. Waiting on further information from applicant on stormwater management.
2020-06-DP	3284	Second Street	ADU conversion	Open	Reviewing Application. See also 2020-03-DVP. Had been put on hold by applicant recently re-started.
2020-04-DP	3226	Sutton Road	New ADU	Issued	Permit approved Jan 11 2021.
2019-15-DP		Coal Valley Estates	Phase 10 subdivision	Open	Put on hold during CDA amendment discussions. Report to Council Dec 14, 2020 – to be processed in conjunction with subdivision application. Applicant conducting peer review of stormwater management plan and responding to Council requests for information.

Attachment 3

Subdivision Applications List to March 31, 2021

File number	Address	Street Name	Purpose	Status	PLR Expiry	Maintenance Period End
2021-02-SV		Coal Valley Estates	Coal Valley Estates Phase 11, 69 lots	Review		
2021-01-SV		Bevan Road	6-lot subdivision	PLR	2022-04-01	
2020-10-SV	3132	Grant Road	3 lot bare land strata with building conversion	PLR	2022-03-17	
2020-11-SV		Bevan Road	2 lot subdivision	Completed		
2020-09-SV	2631	Derwent Avenue	4 lots	PLR	2022-03-05	
2020-08-SV	3268	Fifth Street	2 lots	PLR	2021-09-28	
2020-07-SV	2798	Ulverston Avenue	7 lots	PLR	2022-03-30	
2020-06-SV		Second Street	Consolidation for VIHA Housing Project	Review		
2020-05-SV	4703	Cumberland Road	3 lots	PLR	2022-03-26	
2020-04-SV	2814	Dunsmuir Avenue	2 lots	PLR	2021-10-07	
2019-08-SV		Maple Street	24 lots	PLR	2022-03-23	
2019-05-SV	2828	Maryport Avenue	2 lots	PLR	2021-11-25	
2019-03-SV	4700	Cumberland Road	2 lots	PLR	2021-07-03	
2019-02-SV	2640	Derwent Avenue	3 lots	PLR	2021-07-03	
2017-04-SV		Carlisle Lane	8 lots	Maintenance		2024-06-22
2017-02-SV		Coal Valley Estates	Phase 8 – 22 lots	Maintenance		2024-04-18
2015-03-SV	3216	Sutton Road	3 lots	PLR	2021-02-07	

Attachment 4

Building Permit Applications to March 31, 2021

	2020 Totals	2021 to Date
Single Family Dwellings	36	6
Secondary Suite Conversions	14	2
Duplex	0	0
SFD Addtns & Reno's	19	1
Accessory Dwelling Units	4	3
Residential Accessory	7	10
Multi-family	2	1
Industrial & Utility	1	2
Commercial	2	0
Institutional	1	0
Demolition	2	0
	88	25