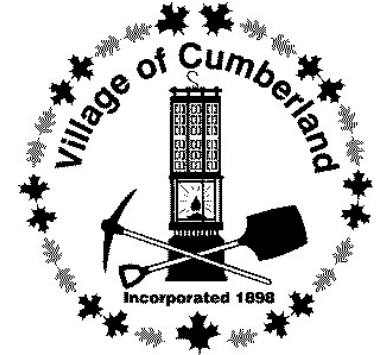


DEVELOPMENT SERVICES QUARTERLY REPORT



MEETING DATE: October 25, 2021
 REPORT PERIOD: July to September 2021
 FROM: Courtney Simpson, Manager of Development Services

QUARTERLY SUMMARY

In the third quarter of 2021 the Village received 5 new development applications including permits and subdivision. Fifteen applications were closed (completed) and 33 are ongoing. The 24-lot residential subdivision at Maple Street and the 6-lot industrial subdivision at new Beck Avenue off of Bevan Road began construction. This year is projected to have the highest number of development applications of any previous year. In addition, there were 14 new building permit applications. The total number of building permits is projected to be less than in 2020.

Also in this quarter, Development Services met with new owners of the Illo Illo (2691 Dunsmuir Avenue) and the Big Store (2712 Dunsmuir Avenue) to discuss revitalization plans. A request for proposals for consulting services for the Development Approvals Process Modernization project was prepared and will be issued early in the next quarter.

Development Application Summary

Application Type	New	Ongoing	Closed / Issued	Total
Amendments (OCP and Zoning)	1	2	1	3
Temporary Use Permits (TUP)	0	2	0	2
Heritage Alteration Permits (HAP)	0	3	0	3
Development Variance Permits (DV)	1	4	10	15
Development Permits (DP)	2	6	3	11
Subdivision	1	16	1	18
Total	5	33	15	52

ATTACHMENTS

1. Amendment Applications List to September 30, 2021
2. Permit Applications List to September 30, 2021
3. Subdivision Applications List to September 30, 2021
4. Building Permit Applications List to September 30, 2021

Attachment 1

Amendment Applications List to September 30, 2021

File Number	Address	Purpose	Recent Activity
2021-02-OCP	3699 Bevan Road	Zoning Amendment to expand landfill lechate equalization pond to adjacent, CVRD-owned property.	Reviewing application.
2021-01-OCP	2782 Ulverston Ave	OCP and Zoning Amendment for a rental tenure zone with a base density of 8 units and a bonus density of 6 units.	Bylaw amendments adopted, file closed.
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). Project did not receive provincial funding. Proponent exploring other funding options.
2019-02-OCP	Horbury Road (Comox Lake)	OCP and Zoning Amendment	Preparing early referral to agencies and K'omoks First Nation.

Attachment 2**Permit Applications List to September 30, 2021*****Temporary Use Permits***

File Number	Address	Street Name	Purpose	Status	Recent Activity
2021-01-TUP	4693	Cumberland Road	Automotive Shop	Open	Initial report presented at September 27, 2021 Council meeting and referred to APC.
2020-01-TUP	4640	Cumberland Road	Yoga, fitness and dance studio	Open	Permit approved Oct 14 2020 pending completion of conditions (accessible parking space).

Heritage Alteration Permits

File Number	Address	Street Name	Purpose	Status	Recent Activity
2021-02-HAP	2714	Dunsmuir Avenue	Mixed use building	Open	Initial report presented at August 9, 2021 meeting and referred to committees.
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
2021-19-DV	2779	Ulverston Ave	Side and rear setback variance for ADU conversion	Open	Reviewing application
2021-18-DV	3388	Bolton St	Retaining Wall Height	Issued	
2021-17-DV	2710	Kendal Ave	Retaining wall height	Closed	Application denied
2021-16-DV	2415	Beaumont Cres	Retaining wall height	Closed	Application denied
2021-15-DV	2411	Beaumont Cres	Retaining wall height	Closed	Application denied
2021-14-DV	2486	Beaumont Cres	Retaining wall height	Closed	Application denied
2021-13-DV	3396	Bolton St	Retaining wall height	Issued	
2021-12-DV	2719	Maryport Avenue	Side setback variance	Issued	
2021-11-DV	2714	Dunsmuir Avenue	Mixed use building. Request to vary parking.	Open	To be considered with concurrent HAP application
2021-09-DV	3392	Bolton St	Retaining wall height	Issued	
2021-08-DV	2814	Sixth Street	Setback variance for proposed house on proposed lot	Issued	
2021-07-DV	3400	Bolton St	Retaining wall height	Issued	
2020-08-DV	3339	Second Street	To vary setback and parking requirement for multifamily affordable housing	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
2016-04-DV	2613	Dunsmuir Avenue	To vary setback, height and lot coverage for existing dwelling and proposed ADU	Open	Reviewing application

Development Permits

File Number	Address	Street Name	Purpose	Status	Recent Activity
2021-12-DP	2779	Ulverston Avenue	ADU conversion	Open	Reviewing application
2021-10-DP	3025	Royston Road	Manufactured Home Park	Open	Reviewing application
2021-09-DP	2872	Ulverston Avenue	New ADU	Open	Referred to APC (Oct 14 2021)

2021-08-DP	2607	Maryport Avenue	New ADU	Intake	Waiting for information
2021-06-DP	4723	Cumberland Road	New ADU	Issued	
2021-05-DP	2601	Dunsmuir Avenue	New ADU	Issued	
2021-04-DP	2694	Penrith Avenue	New ADU	Issued	
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.
2019-15-DP			Environmental DP for Coal Valley Estates Phase 11subdivision	Open	Put on hold during CDA amendment discussions. Report to Council Dec 14, 2020 – to be processed in conjunction with subdivision application.

Attachment 3

Subdivision Applications List to September 30, 2021

File number	Address	Street Name	Purpose	Status	Recent Activity
2021-04-SV	3400	Mill Street	2 lots	PLR	
2021-03-SV		Bevan Road	Lot line adjustment	Complete	
2021-02-SV		Coal Valley Estates	Coal Valley Estates Phase 10/11, 69 residential lots plus multi-family, seniors housing and mixed use	On Hold	Waiting for information from applicant
2021-01-SV		Beck Road (new road)	6-lot industrial	DSA	Construction underway
2020-10-SV	3132	Grant Road	3 lot bare land strata industrial with building conversion	PLR	
2020-09-SV	2631	Derwent Avenue	4 lot residential	PLR	
2020-08-SV	3268	Fifth Street	2 lot residential	Maintenance	
2020-07-SV	2798	Ulverston Avenue	4 lot residential (revised application)	Review	
2020-06-SV		Second Street	Consolidation for VIHA Housing Project	Complete	
2020-05-SV	4703	Cumberland Road	3 lot residential	PLR	
2020-04-SV	2814	Dunsmuir Avenue	2 lot residential	PLR	
2019-08-SV		Maple Street	24 lot residential	DSA	Construction underway
2019-05-SV	2828	Maryport Avenue	2 lot residential	Maintenance	
2019-03-SV	4700	Cumberland Road	2 lot residential	Maintenance	
2019-02-SV	2640	Derwent Avenue	3 lot residential	Maintenance	
2017-04-SV		Carlisle Lane	8 lot residential	Maintenance	
2017-02-SV		Coal Valley Estates	Phase 8 – 22 lot residential	Maintenance	
2015-03-SV	3216	Sutton Road	3 lot residential	PLR	

Attachment 4

Building Permit Applications to September 30, 2021

	2020 Totals	Q1 2021	Q2 2021	Q3 2021	2021 to date
Single Family Dwellings	36	6	2	4	12
Secondary Suite Conversions	14	2	0	0	2
Duplex	0	0	0	0	0
SFD Addtns & Reno's	19	1	4	2	7
Accessory Dwelling Units	4	3	4	2	9
Residential Accessory	7	10	2	0	12
Multi-family	2	1	0	1	2
Industrial & Utility	1	2	1	1	4
Commercial	2	0	0	1	1
Institutional	1	0	0	1	1
Demolition	2	0	0	2	1
TOTALS	88	25	13	14	52