

DRA Board Meeting Minutes

November 10, 2020

Location: ZOOM

Time: 5:30 p.m.

Present: Paul Gandall (chair), Dale Dearing, Ian Sutherland, Doug Boyd, Dianne Flood, Ruth Annis, Mathew Yee, Sandra Severs

City Council Liaison: Councillor Charlayne Thornton-Joe

City Staff: Mike Hill

Regrets: Nicholas Harrington

Call to Order/Approval of Agenda

The meeting was called to order by Paul Gandall and the agenda was approved as circulated.

Councillor's Report- Charlayne Thornton-Joe

2021 Budget - City Council is in the middle of budget discussions which have been made difficult this year because of the pandemic and decreased revenue. Additional pandemic funding from the federal government (\$6.5 million) will ease some of the challenges. Charlayne continues to remind the Parks Department that there are few parks in the Downtown-Harris Green neighbourhood despite the increasing number of people moving in. Charlayne has requested that the Parks Department delay taking down the hanging baskets next year until the end of September. Public washrooms are on the agenda for discussion in the budget.

Action: If there are items in the draft budget of particular concern to members of the DRA, they are asked to be in touch with Charlayne.

Encampments – On November 12th, Council will be considering a request from the DVBA to make the downtown a no-go area for camping.

Land Use - Council has been reminded of the extraordinary amount of time the DRA spends on land use questions compared to other neighbourhoods.

Change of Liaisons – Council liaisons will be changing at the end of December. The new Councillor Liaison for the DRA will be Sarah Potts. The Board asked Charlayne to help orient Councillor Potts to issues related to land use and heritage in the downtown.

Downtown Update – Mike Hill

Report attached.

Mike reviewed items from the Downtown Update.

A **governance review** is being planned with a framework being set in place to allow for community engagement.

Seniors Task Force – Extensive consultation has taken place within the community.

Encampments – Motions reinforcing social distancing will be coming before Council on Thursday. There will also be motions about moving folk indoors.

Equity Framework – A link to the Equity Framework is attached to the Downtown Update. The

need for an equity framework was sparked by conversations about the future of the Crystal Pool and action by North Park Neighbourhood Association supported by the DRA.

South Broad Street –The business community is discussing permanently closing this section of the street (outside of Pagliacci’s Restaurant). It has been closed to street traffic this summer and the businesses on the street have appreciated the placemaking efforts and increase in foot traffic. Overhead lighting will go in next week to further animate the space.

Tiny Home Project – This is also under discussion at City Hall.

Business Arising from the Minutes

- 1) **Great Neighbourhood Grants** -Dianne asked for a list of residents who had made application to the program so that the DRA can connect and support

Update: Issue resolved

- 2) **Governance Committee Report – Dianne**

The Board discussed the recommendations of the Governance Committee regarding the hiring of staff support to expand board capacity.

Update: See attached Governance Committee report. Issue resolved.

- 3) **Questions for Upcoming Municipal By-election - Doug**

A list of candidates running in the municipal by-election will be finalized by November 6th. Doug has tweaked the questions that the DRA created prior to COVID.

Update: The questions have been produced and Doug will send them to candidates this week. Issue resolved.

- 4) **Victoria Community Association Network (VCAN) Paul**

There has been a request to the DRA to consider providing administration of the insurance policy covering the six community associations which do not have property. Fairfield currently provides this service.

Update: Paul discussed the situation with Mathew and they agreed that the DRA does not have capacity to take on this role without financial support from the City for staffing. Issue resolved.

- 5) **Urban Ecology and Agriculture Committee (UEAC)**

Yates Street Community Garden has received a \$1,500 Great Neighbourhood grant to build boulevard boxes in front of the garden. The steering committee will be having a land acknowledgement sign designed for the garden with the funds remaining in the grant. Dianne reminded Nicholas that money had already been transferred from the TRC grant to the Yates Street Garden for this purpose.

Update: Dianne has talked to Janet Strauss of the Yates Street Community Garden for suggestions about next steps. Issue resolved.

- 6) **Community Engagement Committee (CEC)**

Dale reported that the CEC is working towards an interactive rather than static website design. They are recommending the hiring of a professional website designer to facilitate this process.

Update: The quote has been received and an initial payment for work has been made. Issue resolved.

- 7) **Bastion Square Mural**

There was Board discussion about whether or not to write a letter in support of Charlayne’s motion. Given the lack of time available to debate the issue, it was agreed that individual members of the DRA could respond, as appropriate, but no letter would

be sent from the organization.

Update: This item is outstanding.

Questions on Standing Committee Reports

1) Land Use Committee (LUC) Ian (report attached)

There is still concern about the CALUC process and the delays in getting reports to ensure adequate public engagement. Ian is working to get information about the proposed **TELUS project**, TELUS has asked for an OCP amendment. Unless there is a compelling reason for this request, the Land Use Committee will not support the amendment.

550 Pandora - Charlayne did not participate in the conversation about 550 Pandora due to a possible perception of conflict as she is a member of the Chinese Freemasons.

2) Urban Livability Committee (ULC) Sandra

There were no updates.

3) Urban Ecology and Agriculture Committee (UEAC)

Nicholas was absent so there was no update.

4) Communications/Membership Committee (CMC) Doug (report attached)

VCAN townhalls are being planned to interview candidates for the municipal by-election.

5) Community Engagement Committee (CEC) Dale (report attached)

External Meeting Reports

1) Victoria Community Association Network (VCAN) Paul/Ian

There are ongoing conversations about governance. In conversations about land use, Paul requested that a member of the Land Use Committee also participate on VCAN to provide technical expertise.

Action: Ian will find someone from Land Use to also attend.

2) Late Night Advisory Committee (LNAC) Paul

Venues in the entertainment district are concerned about safety. The perception is that the streets are not safe for staff or customers.

Council has requested the development of a sexual violence prevention policy. Staff will be developing a geographical analysis of the downtown determining areas which are hospitality priority areas, residential priority areas and those that are mixed use. This analysis will provide direction for determining noise tolerance levels and late night closing times.

The meeting was adjourned at 6:45 p.m.

Next Meeting will be a socially distanced ZOOM party on December 8, 2020 5:30 p.m.

Governance Committee Report – November 2020

Summary: The Committee is continuing to work on completing a strategic grant application for 2021 funding of a pilot program to hire a part-time Community Engagement Coordinator (CEC). One of the CEC’s priority tasks will be to locate a physical space for the DRA.

The Committee anticipates submitting the application in early- to mid-December, well in advance of the City deadlines. Charlayne’s insights will be solicited prior to finalization and submission.

Of note: the City has amended its strategic funding to add a focus on resilience to deal with impacts and consequences of Covid-19. Also, the media reports the City has been awarded \$6.5M in federal and provincial support to off-set Covid-19 related losses, which may (indirectly) impact the amount of grant funds available.

Background:

- The Committee contracted with Erin Henneberry, an experienced grant application writer and former Recreation Program and Volunteer Coordinator with Oaklands Neighbourhood Association, to assist in writing the grant application.
- A first draft was prepared and reviewed and commented on by the Committee and a second draft has been prepared.
- Mike Hill provided his insights and comments on the first and second drafts, which include:
 - the need to use the formal application form
 - a reminder to bring the application within the City’s strategic plan priorities, noting one of the strategic plan actions includes “to explore partnerships to create a home base for the DRA”,
 - the need to be focused and realistic in the ask, with clear goals and measurable outcomes.
- Mike also provided links to all of the 2020 applications, together with the review committee’s assessments of and comments on those applications.
- Dianne is now reviewing the 2020 applications and the review committee’s comments, with a view to further revising our application, to enhance its success, especially in developing measurable goals.
- The revised second draft is hopefully to be submitted to the Committee on November 17.

2020 NOV Project List for Board Meeting
DRA Land Use Committee
Updated 05 NOV 2020

City of Victoria Development Tracker: <https://tender.victoria.ca/webapps/ourcity/prospero/search.aspx>

Blue font=new content

LUC: Current

1. 1106 Blanshard St, Montrose Winter Garden Hotel – David Fullbrook with D'Ambrosio – Site Specific Zone and OCP amendment for Core Business area density. Plan to develop NW corner of Blanshard and Fort. Project proposes unique tower design for modern low-staff hotel catering to tech industry/millennials. Density requested 6.16: 1 from 3.0:1 and requested height of 65.5 m from 43.0m. The remainder of the block, The Montrose Building, will be designated heritage and maintained with residential and small CRUs (which are being renovated as vacancies arise). CALUC meeting held on Wed 29 Jan at 6:30 pm at the Christ Church Cathedral Chapter Room. CALUC letter to be sent. Status: Plans posted 04 Aug 2020. Application Review by City on 05 Aug 2020. [New plans prepared and zoom meeting scheduled for CALUC members on 12 Nov 2020.](#)
2. [579-585 Johnson St – Hartwig Industries w Studio 531 architects – BP with Variance. From Applicant: Massing studies are all within the 3:1 density allowed in the Old Town zone. Leave intact the historic alleyway to the rear of the site that has been there from the 1870's. Leave the Cameron building at 579 Johnson intact with no additions on it, with an objective of restoring, seismically updating it, and applying for a heritage designation. Exceed the 15m height allowed for in the zone and would be seeking a variance for this. Site meeting with CALUC scheduled onsite for 10 Nov 2020.](#)
3. 611 Chatham St – Nicola Wealth Real Estate – Development Permit with Variances. LUC members met with David Fawley and Guadalupe Font of Denciti Devt Corp on 12 Aug 2020 to discuss the project. Applicant proposes 5-storey, 274-unit market rental residential with ground floor commercial on 1.5 acres over 9 lots facing Chatham, Herald and Government Sts. Variances for height requested from 15m to 17.34 m for Herald St and 15.81m for Chatham. Central courtyard (82m wide) will provide relief for existing residents at 650 Herald. Mix of units include 35% 2-bdrm and the remaining 1-bdrm + den, 1 bdrm and studio. Wood frame construction. Will meet Schedule C for parking. Parking access off Chatham. Onsite bike storage, storage units for smaller units, & several amenity rooms for residents. Plans and 2 letters posted on DT on 25 Sept 2020. [30-day notice period for comment ended 04 Nov 2020.](#)
4. 535 Yates – Five Star Permits - Development Variance Permit application to vary the sign bylaw. The Sign By-Law for Old Town prohibits signage about the sill of the second storey of buildings. The intent is to avoid a proliferation of signs on the facades of historic buildings. [30-day notice period for comment ended 04 Nov 2020. Letter submitted 23 Oct 2020.](#)
5. 749-767 Douglas, Apex Site – Telus w Aryze – Rezoning for new office building with an OCP amendment for density concurrent and DP w Variance for new office building. On 04 Aug 2020 LUC members met with applicant's rep to review early plans and discuss options for process for a virtual CALUC-type meeting. Another meeting will be required to review revisions and discuss missing information. However, the applicant has not followed up with additional information. Project went to ADP on Wed 23 Sept and was

approved with minor design changes recommended (eg. change signage above Empress, wood added to the soffits, etc). Status: Application Review by City Complete and with Applicant as of 04 Sept 2020. [The 30-day window for public comment began 02 Oct but CALUC received public notice 2 weeks later.](#) Also of concern, the documents & links on Devt Tracker do not provide sufficient information to adequately inform the public about the project.

- No info about what's expected under DCAP vs what @Telus proposes
- No info about what's expected under OCP vs what @Telus proposes
- No traffic study
- No view studies for the Humboldt Valley residents (as committed to by Aryze)
- No architectural renderings showing how the project impacts the immediate views & impacts skyline from various perspectives
- No renderings showing how people on the street will experience the project.

[The City has not provided the LUC with any public comments that were collected through the Development Tracker as of 07 Nov 2020 and we spoke to the City on 06 Nov 2020 about this, and other failures of the interim CALUC process and how to remedy them \(for all projects requiring public consultation, not just 767 Douglas\).](#)

6. 1150 Douglas, Bay Centre – Liquor Distribution Branch – Rezoning Application for retail cannabis for commercial space along Fort St. Status: Staff Review of Revised Plans as of 25 Sept 2020. [Declined at CotW on 22 Oct 2020. DRA LUC letter sent 19 Oct 2020 supporting Staff rec to decline as location is within the proximity of a school and another Cannabis store.](#)
7. 901 Gordon St – Vikram Sachdeva in partnership with the Songhees Nation. Rezoning Application to permit the use of a Storefront Cannabis Retailer. Applicant notes that 901 Gordon Street is within 150 m from a school and 350 m from another Cannabis store. Status: Staff Review of Revised Plans as of 11 Sept 2020. [DRA LUC letter sent 19 Oct 2020 supporting Staff rec to decline. Approved at CotW on 22 Oct 2020. Will be scheduled for Public Hearing.](#)
8. 504 Herald, Herald St Brew Works – Mike and Lee Spence – Development Permit with Variance: Applicant seeking a permit to construct a rooftop patio with an occupancy of 99 additional liquor primary seats; bringing total occupancy to 277 from the previously approved 178. Anticipated use is not included in this application; only construction. Letter sent 20 May 2020. Status: Proceed to Council for Public Comment as of 21 May 2020. [The Opportunity for Public Comment has been put on hold and will proceed with amendment request to Liquor License as of 16 Oct 2020.](#)
9. 550 Pandora – Chinese Freemasons Housing Society & M'akola Devt Services with architect Alan Lowe - Rezoning [with an OCP Amendment \(not listed on the Devt Tracker\)](#) for a 5-storey, 36-unit (5 STD, 27 1-BDRM, 4 2-BDRM) affordable-housing rental apartment building with 2 ground-floor commercial retail units. Proposed 3.60 FSR (revised from 3.62) above 3.0 permitted with height of 16.17m above 15m permitted. Proposal includes 44 Class 1 bike spots required but not the 6 Class 2. [Creation of affordable housing units will be funded by BC Housing but operated by Chinese Freemasons Housing Society. "Variances are for the proposed FSR, Building Height & Short-Term bike parking." Status: Staff Review of Revised Plans 11 Sept 2020. Pre-CALUC meeting held on 15 Oct 2020.](#)

10. 975 Pandora, Seventh Adventist Church – Townline – Rezoning and BP for 121 residential rental units ranging from studio to 5-bdrm (including pods) in 15-storey/44.65 m (prev 16) tower at 5.46 FSR (prev 5.497) with ground floor commercial. Vehicle parking at 118 (req 113) with bike storage at 240 (req 162). There are 125 (prev 119) storage lockers. No retention of church building. CALUC letter submitted Mar 2019 based on 2018 submission. Status: Second set of revised plans posted to the Devt Tracker. Staff Review of Revised Plans as of 07 Oct 2020.
11. 1314 Wharf St, Northern Junk – Reliance Properties – Rezoning for the redevelopment of existing heritage buildings and a residential with ground floor commercial, mixed use addition, concurrent Heritage Alteration with FSR 3.39. CALUC Letter submitted 10 Sept 2019. Went to CotW on 11 June 2020. Council referred the application back to staff with the direction that the application adheres more to the heritage and old town guidelines. Revised Plans Posted 10 Aug 2020. Update Report on Rezoning Application & Heritage Alteration Permit w Variances went to Committee of the Whole 17 Sept 2020. Referred to Public Hearing Status: Will be scheduled for Public Hearing as of 01 Oct 2020.
12. 1244 Wharf St, McQuade’s Building – Robert Fung & Cascadia Architects. Rezoning application to allow for hotel use. No additional storeys being requested. Heritage designated building. Will apply for TIP. Includes substantial rehabilitation of the site through the preservation, rehabilitation and restoration of exterior and extensive reno of interior. Letter submitted to City on 28 Sept 2020. Status: Approved at CotW on 01 Oct 2020 and will be scheduled for Public Hearing.
13. 937 View St – Nelson Investments w/ de Hoog & Kierulf – Development Permit with Variance to build a 18-storey (from 15-storey or 45m to 54m) 267 (from 253) market rental units with parking for 0 (from 15) vehicles and 307 (from 172) bikes on R48 land and located in Fort St Heritage Corridor using pre-fabricated components. Proposed FSR 7.95 (from 7.27). Several setback variances are sought which negatively effect livability. Applicant is not proposing to rezone away from R-48 zone. Key messages from City staff report regarding previous plan: “still have major concerns with the overall massing, form and character of the proposed building. Although the initial 2017 submission still had challenges, the design had a few more consistencies with the design guidelines. The applicant was provided with a copy of the staff review based on the February 2017 submission for ease of reference.
 - Increase separation distances on east and south property lines.
 - Reduce the impact of shading on the public realm.
 - Provide a radical redesign of the form and character of the building.Staff do not feel like the application sufficiently meets the design guidelines to warrant a review by the ADP. If the applicant chooses to move ahead without any significant changes, staff will take the application forward to COTW with a recommendation for refusal. However, staff commended the applicant in the submission of a market rental proposal that would contribute towards the City's housing targets. The proponent would prefer to move to ADP with a positive recommendation from Planning staff and is actively working towards support from all departments.” LUC Letter sent 2 Feb 2020 based on 2019 plan. Status: With Applicant as of 25 Sept 2020. New letter to be sent.
14. 504 Herald, Herald St Brew Works – Mike and Lee Spence – Change to Lounge Endorsement for a Manufacturing Licence for 99-seat patio with hours of operation of

- 9am to midnight Sun-Thurs and 9am to 1:00 am Fri and Sat. Status: City Notice seeks input by 14 Oct 2020. Fourth letter re this project submitted 25 Sept 2020.
15. DCAP Review – City Staff-led stakeholder engagement process. Ian has outlined many of the DRA LUC concerns regarding gaps and priorities. The process continued over Teams Meeting on 29 Sept 2020 where Staff presented Draft DCAP Design Guidelines and received initial feedback from the Technical Working Group.
 16. 1150 Cook St, Pluto's – Dan Robbins & Fraser McColl – Development Permit with Variance. At 16 storeys (+1 from previous version), it's over the 10-storey height limit that defines the density for the R-48 zone and the proposed density (now 7.78 not 8.98 FSR) is significantly above the OCP max. 129 units with 41 parking spots and 157 bike parking. Pluto's has had lease extended to Mar 2021. Presented at ADP on 22 July 2020. Access to video for ADP meeting gained from the City on 4 Sept 2020 and circulated to CALUC members. Status: Revised plans posted to Devt Tracker and Staff Review of Revised Plans 30 Sept 2020. New letter submitted 14 Sept 2020.

LUC: Ongoing and Active

1. Develop a draft doc outlining guidelines for Heritage Corridors as referred to in the OCP, and as relevant to Fort St. Discussed at 12 Aug 2020 pre-CALUC meeting. A CALUC member is reviewing supporting docs.
2. 1205 Quadra – Starlight – Rezoning for two sites on the south side of Yates btwn Quadra & Cook: 1.35 hectare full 900-block Yates and the 0.63 hectare eastern half of the 1000-block Yates, 1045 Yates. FSR 6.0. Proposal requires an amendment to the OCP. Status: Staff Reviewed Revised Plans, Provided Comments to Applicant, now With Applicant as of 17 Jul 2020.
3. 1045 Yates St, Harris Chrysler (Phase 1) – Starlight – Development Permit w Variance for 6-storey podium w 17 & 19 storey towers w 6.0 FSR. Current zone S-1 and proposed CD. Rental for 510 residential units (incl 6 townhomes). Parking stalls on site 460 (103 commercial/visitor and 357 residential) & 680 bike parking. Status: Application Review by City Complete and now With Applicant 17 Jul 2020.
4. 1010 Fort St – Abstract Developments – Rezoning for the development of a 13-storey building with ground floor commercial and 55 residential above with 7 vehicle parking and 97 bike parking spots. Proposed FSR 5.37. CALUC letter submitted 1 Oct 2019. Status: Council on 2 July 2020. Referred back to staff to work with the applicant for possible 6-storey condo that complies with city requirements (heritage, planning, etc) with request from Council to pay the \$250k to affordable housing fund (a commitment made re Bellewood Park project) before 31 Dec 2020 deadline.
5. 1124 Vancouver – J. Gordon Enterprises – Second CALUC held 06 Nov 2019 but information presented was not complete. DRA LUC will postpone any additional CALUC meetings for this project until after the applicant gets approval by the Advisory Design Panel. CALUC letters submitted for both meetings. Status: Staff Review of Revised Plans as of 14 May 2020. The DRA LUC has not been contacted regarding changes and new plans have not been posted to the Devt Tracker.

6. 900-block Yates, Market On Yates & Harris Green Village between Quadra to Vancouver and Yates to View, as well as the eastern half of the 1000-block Yates (mid-block to Cook) – Starlight Investments. Status: With Applicant since 21 Feb 2020. CALUC letter submitted to City 08 Mar 2020.
7. 777 Herald, Hudson Place One – Townline – Development Variance Permit for a height variance from the previously approved plans. Note: This project was granted a 3m height variance in 2018. Construction of this building is nearing completion. Status: Application Received and Review by City 20 Feb 2020.
8. 1312 Broad, Duck Block – UVic Properties/Chard – Rezoning, Development Permit and Heritage Alteration for 6-storey 139-unit hotel with ground floor commercial with FSR 4.0 (from 4.39). Includes an OCP amendment for a very significant increase in density offside of the Official Community Plan maximum densities for Old Town and best practices of Heritage Conservation. Status: On Thurs 06 Feb 2020, CotW voted to send this project to Public Hearing.
9. 700 Douglas, Bus Depot – Bosa with James KM Cheng – Rezoning to construct long-term rental with ground floor commercial. Status: With Applicant since 4 Oct 2019.
10. On 04 Jul 2019 at Committee of the Whole, Council unanimously passed the recommendation “That Council consider as part of the 2020 budget discussions the allocation of some new assessed revenue for parks and green space acquisition and amenities in neighbourhoods where development is occurring.”
11. List of Community Amenities needed for Downtown Harris Green. Results from 2014 Town Hall Meeting were substantiated by comments on Social Media in 2020 outreach. Many other challenges and issues identified that were not related to amenities but have been noted. Will continue to collect and compile.
12. 1620 Blanshard, Gateway Green – Tri-Eagle & Jawl Residential – Temporary Use Permit to demolish the two-storey commercial building and provide 62 surface parking spaces. Staff recommendation to decline the TUP. Council approved the TUP but requested that the applicant work with Staff to explore the temporary use of the site for modular housing as opposed to parking. There will be another public notice circulated (for any TUP use) before it goes to Public Hearing. Status: Report Preparation by Planner since 14 Nov 2019.

Communications and Membership Committee Report – November 2020

Update on Committee activities:

- **Newsletter:**
 - The October newsletter was issued on October 19. Statistics from Mail Chimp indicate that it was opened by 49.7% of subscribers, up from our average of 46.8%. The items most frequently clicked on were the City's Sheltering Rules document and the Development Tracker item re the Telus Ocean project. I intend to put together a newsletter in mid-November and welcome contributions from Board members.

- **Other**
 - **2** new members since the last report.
 - We are reactivating our questionnaire that we sent to Candidates for the City by-election in March, and will send to the 11 Candidates who have registered for the rescheduled by-election on December 12. Sandra and I will be working on reviewing and reviewing these questions.
 - Many neighbourhood associations are collaborating on holding virtual all-candidates forums for the upcoming by-election. Dates are December 3 and 7. It was decided that 2 forums were required to address the various range of topics. I am the representative of the DRA on the Working Group that is organizing this initiative. Topics are currently being finalized.

Submitted by
Doug Boyd
Chair, Communications and Membership Committee

CEC COMMITTEE -November 2020

Since last VDRA Board Meeting:

- 2 CEC Meetings (17 October; 7 Nov)
- 1 committee member has resigned (moved from downtown area)

VDRA website

- VDRA website development [formal proposal / quote](#) received and given to treasurer.
- First installment payment to Starling Memory (SM) has been made
 - CEC committee preferences / feedback on 5 sample websites forwarded to SM
 - will demo new website to VDRA Board once phase I complete
 - Dale to facilitate ongoing collaborative development of VDRA website, coordinate communication / questions / comments between committee's/board/SM developer

- Phase I (migration of current website content / intent) of new WIX website will start late November
 - patterned similar to #1 CEC choice [Austin website](#); #2 CEC choice [Seattle website](#)
- CEC members are collecting photo's of downtown Victoria to feature on website (how featured TBD). We welcome any super shots from VDRA. As we get up to speed with VDRA website we can do creative things like photo of the week, etc.