

DRA Board Meeting Minutes

April 13, 2021

Location: ZOOM

Time: 5:30 p.m.

Present: Sandra Severs (chair), Doug Boyd, Michael Demakiling, Dianne Flood, Ian Sutherland, Dale Dearing (late arrival due to conflict)

City Council Liaison: Councillor Geoff Young

City Staff: Mike Hill (late arrival due to conflict)

Regrets: Paul Gandall, Nicholas Harrington

Guests: None

Call to Order/Approval of Agenda/Welcome to Guests

The President called the meeting to order and the agenda was approved

Councillor's Report- Geoff Young

Current issues: Camping in parks continues to be an active source of letters to Council, with people concerned whether it will actually end at the end of April. The City and the Province are working on it, but it does take time, more time than you might think, especially with more and more people coming into the area.

Downtown Business owners: Geoff has met with them and reports they are suffering doubly with Covid and then the impacts of a spate of recent vandalism. The City is providing some small amounts of funding through the DVBA to deal with the vandalism and the Province is also providing some "circuit breaker" funding.

The CALUC process: Councillor Young acknowledged how busy the DRA is in dealing with the multitude of development applications, both residential and commercial. He described some of the differences of opinion regarding the Gold Rush (aka Northern Junk) buildings and the use of the space next door, expressing the belief that space would be better used for development than green space as he believed street level development would better animate the street in this location, especially after normal business hours in the winter. Some members opinions were that the downtown can't afford to lose any green space (or potential green space) and that after 5 o'clock much street level development closes so the after-hours animation would be limited.

Dianne congratulated Councillor Young on his comments about and vote in opposition to the variance application heard by Council on April 8, regarding the Pluto's site. Dianne and Ian expressed concerns about several statements made by other councillors during the course of the hearing, most notably in referring to only two speakers against the

application, seeming to disregard entirely that a number of written submissions had been filed in opposition, and the failure to acknowledge that one of those speakers – Ian – spoke on behalf of the DRA and represents many, many people.

Downtown Update – Mike Hill

Report attached.

Proposed Neighbourhood Boundary Changes: Sandra, Ian and Mike will be meeting to talk about the boundary changes. Concerns were expressed by Sandra and Ian about the DRA taking on significantly more responsibility for land use in an area that it is expected soon to be very active in terms of new and different types of development, but currently with very low population, which will mean very little associated funding coming with that responsibility.

Business Arising from the February Minutes:

Action: The walking review of the proposed new Downtown-Harris Green neighbourhood boundaries was delayed due to poor weather and the PHO orders on gathering. The walk will hopefully be held soon, now the weather is better and when the PHO restrictions permit.

Action: The Yates Street Garden license renewal was sent to Sandra and has now been executed on behalf of the DRA.

President's Report - Sandra Severs

Report attached.

Sandra advised several good applications for the co-ordinator position had been received and with closing still 10 days away, more may come in. Sandra, Doug and Dianne will interview the best applicants and make an offer to the person who seems to best meet the DRA needs. She hopes to have the person identified and a contract signed by the May Board meeting, with an early start date if possible.

Standing Committee Reports

- **Urban Ecology and Agriculture Committee:** Report attached.
Doug commended Michael for an excellent report, and Michael agreed to provide an abbreviated version and some photos for inclusion in the newsletter.
- **Communications and Membership Committee:** Report attached.
Doug advised that a welcoming/recruitment letter has been developed and posted in Drop Box, and he encouraged all Board members to use it to try to recruit new members. Also he intends to send out the newsletter on Friday, so any items for inclusion should be sent to him by Thursday.
- **Governance Committee:** Report attached
Dianne gave a quick review of the Policy review described in the report and reminded Board members to review the revised policies from a conceptual perspective – what might be missing? what might no longer work? Comments

are requested so any changes can be circulated before the May meeting and the revised policies adopted at that meeting and then posted on the DRA webpage. Dianne also reminded Board members of our application for a strategic grant to undertake some targeted surveys, and that she was hopeful we would be at least partially successful. Typically the decisions on these grants are made by the end of April, so we hope to know soon.

- **Land Use Committee:** Report attached
Ian has been invited to a meeting to discuss changes to the Downtown Core Area Plan. And Ian and other committee members have been working with the City on the Downtown Design Guidelines. Additionally, Ian was pleased to report that a new member with some highly developed skills in local government and who is a trained architect has joined the Land Use Committee, which will bring some welcome additional bench strength. And the Board agreed that with the heavy workload, if help is needed to transcribe CALUC or other hearings or other admin support is needed to collate responses, Ian could retain and the Association would pay for the services of a stenographer or other person.
- **Community Engagement Committee:** No report
- **Urban Livability Committee:** No report

External Meeting Reports

Victoria Community Association Network (VCAN)

The neighbourhood boundaries re-alignment process is being discussed by VCAN, with concerns being expressed about VCAN's role and ability to speak for all the neighbourhoods when the impacted neighbourhoods may not have consensus about the desired outcomes.

Late Night Advisory Committee (LNAC) No report (The Committee has been suspended indefinitely due to the impact of Covid-19 on reducing late night activities.)

This segment of the meeting concluded at 6:20 p.m. and Councillor Young and Mike Hill left the meeting.

Planning and Discussion – Board members only

Prior to the Board meeting Sandra circulated a Draft "DRA Priority Objectives, Goals and Tasks for 2021 (and into the future)" to guide the conversation about setting and defining clear and specific roles and activities of the soon-to-be-hired coordinator. This is especially important as we only have funding for 20 hours a week for seven months and we need to be able to achieve some clear, solid outcomes to report to the City by October/November, to ensure funding on a go-forward basis. Committee chairs were asked to commit to the items listed and to add any additional items they thought could realistically be achievable and add value in terms of the need to report out in Oct/Nov.

And if any items listed were not going to be achievable, to identify them.

Discussion included:

- raising the DRA's profile through greater social media presence, possibly some op-ed and other informational pieces, with the goal to increasing membership and thereby give greater credibility and weight to the DRA before council. Included: to try to get more citizen participation at public hearings – using some of the tactics developers do to get people out before council, as that seems to be a very successful tactic for developers.
- Holding public events, and while Covid is still on, using Zoom and other types of events to reach out to build membership. We need greater Board member input into identifying, creating and designing events. And Board members must be willing to provide support to these events as volunteers.
- Getting the data to establish the need for and taking steps to locate a second garden was seen as high priority, working in coordination with the YSG while making sure we did not overlap with or take on any of the responsibilities already assigned to the YS Garden coordinator for whom the City has already provided \$10,000 funding. Persons on the waiting list would provide a good starting point to get data on need, and existing gardeners will be a good source of first hand testimony on the value of downtown gardens. One item to follow up is the extent to which the gardeners actually live in the downtown neighbourhood.
- Working to identify gaps in the city's promises to develop or implement land use policies- for example, the still-not-done liquor and noise policies.
- Working to develop broader community connections and to try to broaden and diversify Board membership.
- That we will be doing a survey if we get the strategic grant. If not, we might see what other options there might be to do a survey.

Meeting adjourned at 7:10 p.m.

Next meeting: Tuesday, May 11, 2021 at 5:30 p.m., by Zoom.

In Your Neighbourhood

Supporting a Clean, Safe Downtown

On February 25, Council allocated \$100,000 to businesses impacted by vandalism over recent months through a program to be administered by the Downtown Victoria Business Association. \$60,000 of the funding will go towards "...support(ing) any Victoria business that sustained damage to their windows, doors or locks due to vandalism or break-in to facilitate quick repairs. This one-time funding would be approved based on a first-come, first-served basis, up to \$1,000 per business, and the business would be required to provide receipts and a police file number."

The remaining \$40,000 in funding will be used to establish a downtown security awareness and reporting program amongst businesses and residents in partnership with the Downtown Residents Association (DRA). Three DVBA staff will also be deployed on weekends to provide cleaning services.

Updated Design Guidelines for Downtown

The City is currently seeking feedback on draft Updated Design Guidelines for new buildings and additions within the Downtown Core Area.

The draft Design Guidelines aim to provide clear direction for those who are planning a construct or renovate a building in the Downtown Core Area. The Design Guidelines are an important evaluation tool for City staff and Council when reviewing new development applications to ensure that a proposed development is a 'good fit' within the downtown, demonstrates an appropriate design response and enhances the surrounding context and public realm.

Visit engage.victoria.ca to register to learn more about the draft Design Guidelines, ask questions, or provide your feedback until April 30.

Governance Review

Council has directed staff to initiate the procurement process for selecting consultant services for a Governance Review and report back to Council with the work plan once the consultant is selected. The Governance Review will consider such themes as embedding equity into governmental processes, transparency, specific roles of Council (e.g. what is the role of councillors as a neighbourhood liaison?) and building public trust.

New Supportive Housing in Victoria

Four new housing facilities and a new shelter are being developed by BC Housing in coming months. None are located within the Downtown neighbourhood boundaries but three are within a few blocks of Harris Green. The other housing and shelter facility are in Vic West. Candidates for residency will go through a thorough assessment procedure to qualify for residency. Residents will sign a program agreement and will pay monthly rent.

BC Housing has “...committed to building a safe community both inside and outside the housing...” and staff will be onsite 24/7 to respond to any concerns that may arise. Design and maintenance of the property will be prioritized and access will be controlled. A Community Advisory Committees, including neighbourhood representatives, will be established to ensure the successful integration of the housing projects into the community.

Engagement details will be shared on BC Housing’s Let’s Talk Housing page: <https://letstalkhousingbc.ca/capital-region>

Camping in Parks and Addressing Homelessness

On May 1, camping in parks will return to previous bylaw restrictions of night-time only (7pm-7am). At their March 18 Council meeting, Council also passed a resolution to sustain the permanent prohibition on sheltering in Centennial Square and Cecelia Ravine Park. Sheltering in Central Park will be reviewed prior to the termination of the Tiny Homes Village Temporary Use Permit on September 18 2022 to determine if it should be removed from all camping or revert to night-time camping only.

The Province and the City of Victoria have signed a memorandum of understanding (MOU) that formalizes their commitment to work together to end current homeless encampments and help prevent encampments in the future. The MOU clarifies the roles and responsibilities of the Province and City in securing accommodation for people currently living outside and to decamp parks and other public spaces by April 30, 2021.

As part of the MOU, the City is to take the lead on managing sites when encampments are dismantled, in co-ordination with BC Housing and other partners. This includes installing fencing and providing bylaw enforcement to prevent people from moving back into parks. The City will also apply for funding through the new Strengthening Communities’ Services Program, which offers grants to local governments to address the impacts of homelessness. In addition, the City is to work with the Capital Regional District to bring forward available land and buildings for housing or shelter, and to expedite land use decisions necessary to rapidly respond to housing need. The Province will work with the city and other partners to develop temporary and permanent housing options to meet community needs.

For more information about temporary sheltering in parks, visit victoria.ca/sheltering.

My Great Neighbourhood Grants

Residents can now apply for a “My Great Neighbourhood” Grant. The City provides up to \$5,000 in matching funds for placemaking and community recovery projects and up to \$1,000 for activities. Any residents can apply, although a sponsor must be in place for those without not-for-profit society status. City staff are available to help residents through this process. For more information check out our [webpage](#).

Community Virtuals

The City is continuing with the [Community Virtuals](#) presentation series in 2021 with “Neighbours Helping Neighbours in Community Preparedness” on Wednesday, April 21, noon – 1:30 p.m. Neighbours are often the first responders in an emergency. Join us for this (free) session where we’ll talk about how neighbours can get organized, learn about some great projects already happening in the City, and learn about some resources to get started. [Register here](#). You can also view past Community Virtual sessions on the City website.

Neighbourhood Boundaries

Staff are preparing for community engagement in May with regards to Council’s direction to consult residents on potential changes to neighbourhood boundaries. Downtown boundaries for consideration include minor changes on the Cook Street boundary of Harris Green (Fernwood), inclusion of the northwest corner of the Fairfield neighbourhood and relocation the Rock Bay boundary with Burnside Gorge.

Council’s initial discussion on neighbourhood boundaries can be found on the video of the February 4, 2021 Committee of the Whole meeting from approximately 1:16 to 2:34 (78 minutes duration). The second discussion (~35 minutes) was held at the [March 4 Council meeting](#).

Connect and Prepare

If you are inspired by the Community Virtual session, you may want to take advantage of Connect & Prepare. Experts from Building Resilient Neighbourhoods and VictoriaReady will support you through a series of virtual workshops designed to build community and improve emergency preparedness. You will receive helpful information, tools, materials and micro-grants to support you, as well as up to \$500 in shared emergency supplies. Find more information [here](#).

Official Community Plan Update

April 2021 Update

Downtown

The Official Community Plan, or OCP, is the high-level policy document that guides decisions like: Where will new housing and businesses be located? How will our transportation systems function? And how should we respond to climate change? The OCP provides a vision for Victoria in 2041, and goals, objectives, and policies to get us there.

Part of regular maintenance of the OCP includes updating the plan, often through comprehensive local area planning processes. These have recently been completed in Vic West and are now in progress for the Villages and Corridors Plan in Hillside Quadra, North Park and Fernwood neighbourhoods.

In recent years, we have also engaged the community to create other city-wide plans that focus on other priorities.

They include: The Climate Leadership Plan, Go Victoria: Sustainable Mobility Strategy, The Transgender, Non-Binary and Two-Spirit + Inclusion Action Plan, Accessibility Framework and Victoria 3.0 – our economic action plan for recovery and resilience.

We are now updating the OCP to align it with these plans which represent the community's shared values on these important topics. Have your say during this first phase of early engagement. More specific information and questions will be available in the next round of engagement. Please visit engage.victoria.ca/ocp.

BYOBag

The City of Victoria's revised Checkout Bag Bylaw is scheduled to come back into effect April 15th, 2021. This means businesses in Victoria will no longer be providing single-use plastic checkout bags and paper bags will have a minimum fee of 25 cents. You can help our local businesses by remembering to bring your clean reusable bags when going shopping!

City Council Meetings

Committee of the Whole meets on April 1, 8, 15 and 22 at 9:00am with Council evening meetings on April 8 and 22 at 6:30pm.

Executive Committee Report – April 2021

Physical presence in the Downtown

Council passed a motion to financially support the creation of an arts centre at 851 Johnson Street but unfortunately, the costs and challenges of renovating that particular space have forced SKAM Theatre to continue their search. I have written to Matthew Payne to convey our on-going interest in talking about shared space. We will keep exploring options for space in the downtown

Boundary Conversation:

Jeff Bray and I have talked about the proposed boundary changes to Downtown-Harris Green. In the motion that went before Council, the DVBA was included as one of the organizations to be consulted in the discussion about downtown boundaries being changed. The DVBA has not yet been approached by the City (at least by the time of our conversation). Jeff does not appear to have strong feelings about any of the changes. The DVBA's boundaries are not neighbourhood boundaries.

In light of the PHO changes the walking tour of the proposed boundaries has been delayed until May.

Next steps: I will send out a couple of dates for walks. I suggest we meet to walk the Cook Street extension to Academy Close and that we take a second walk to explore the proposed Rock Bay extension.

Hiring of the Coordinator position:

The Executive has been working on preparations for the hiring of a Coordinator including drafting the job description, confirming the grant money, and advertising the position. In addition to advertising on job search sites for the non-profit sector, we also reached out to the University of Victoria, Camosun College and to the planning department at Vancouver Island University. Applications are beginning to be received and we will be interviewing after the closing date of April 22nd.

Goal-setting for 2021:

In order to help us clarify the work expectations of the Coordinator's position, we have drafted a goal-setting document to focus the organization's efforts over this coming year. We will be able to assign tasks to the Coordinator and support committee work. By having clear goals and measurable deliverables we will not only be able to meet our own objectives, we will also have data by which to argue our case for continued funding beyond 2021.

Next steps: We need to prioritize the work to be done based on the document circulated.

Good Neighbour Program (GNP): The DVBA has received \$20,000 to hire a co-op student to manage the program start-up. The GNP would be multifaceted, where business owners and downtown residents alongside VicPD, the City, and other community partners will work together with the common goal of making downtown a healthy, safe, liveable, inclusive, and vibrant neighbourhood for everyone. The program will focus on beautification and safety, as follows:

- Beautification – create a Scrub Up Event that brings together VicPD, the City, Victoria Fire Department, community organizers, business owners, landlords, residents, and

other interested community members to work together to clean streets, buildings, windows, parking meters, and anything in the public realm. The Scrub Up could be expanded into a quarterly program.

- Safety – working with VicPD, Community Partners and block captains to introduce clear instructions on how, what, and who to report various issues, such as a crack in the sidewalk, graffiti, broken windows, stolen items, etc. This would also include the Safe Harbour Program and staff training on inclusion in our community.

The program will help us identify individuals living in downtown buildings and provide opportunities for us to connect them to the work of the DRA.

900 Block Pandora/DSP Committee: Both committees continue to focus on the roll-out of the vaccine program for at-risk populations. As well the changes to the camping policy by Council has increased the pressure to get everyone inside shelter by the end of April. The tiny home project in North Park has begun construction with the first containers being delivered to the site last week. While there is positive news on the housing front, the number of overdose deaths due to fentanyl poisoning does not appear to be lessening.

Urban Ecology and Agriculture Committee Report April 2021

Introduction

With spring fully underway, there is an increased amount of gardening activities. This is evident at the Yates Street Community Garden (YSCG), where flowers are blooming, and the pollinators are buzzing with activity. With this enthusiasm, the YSCG is motivated to begin various activities and projects that will promote the benefits of green space in the next few months.

Updates - YSCG

- My Great Neighbourhood Grant/Reconciliation Projects
 - Medicine/Native Plant Garden Update: The medicine box that has been designed and built by the students from Central Middle School has been delivered to the garden. Also, we are excited to have picked up cedar from Thetis Island to be sculpted into art by a local artist to design and create an art piece that will go along the front fence.
- Garden Security: There have been a few incidents at the garden where a few gardeners were approached by irate individuals entering the garden. The YSCG has taken a few extra security measures, such as installing a new lock system and motion-sensing lights. Safety will need to be considered for future projects, and perhaps, of safety in general in the Downtown residential areas.

Discussion - Goals, Objectives, and Tasks

- The major project of the DRA's Urban Ecology and Agriculture Committee Report is the YSCG. The YSCG has been a success and contributed to making the Victoria Harris/Green and Downtown area a more vibrant and livable place to be. Intending to build another community garden in the Downtown area, the committee is working on a plan to reach that goal. With the help of the YSCG as the foundation to continue to integrate and increase the importance of green space in the Harris Green/Downtown community, we will do the following:
 - Increase the presence of the YSCG through its social media channels
 - We are planning to provide several how-to videos and workshops at the garden.
 - Collection and organization of YSCG data
 - YSCG Financials - The garden will make it a goal this year to create better financial data to keep track of its project-by-project expenses, current grant balances and predict future costs for future projects. This information will be helpful for future urban ecological and agricultural projects for the VDRA, such as a second community garden.
 - *****Question for the board for discussion: I will be taking charge of the YSCG financials and would like to know the best way to obtain the YSCG bank account's monthly balances to reconcile the financial accounts created for the YSCG. Should I be given the login credentials to the YSCG bank account (for access to the YSCG balance only), or is it appropriate to contact the treasurer to get the bank account balance? *****
 - Garden Survey: The YSCG is planning a survey of its gardeners to gain insight into the impact of having a community garden in the neighbourhood. The data collected by the survey study will be helpful

information for future urban ecological and agricultural projects by the VDRA.

Conclusion

The YSCG continues to evolve and is becoming more than just a community garden. With projects from local schools, local artists, and education pieces such as the pop-up apiary, the YSCG is becoming a vital hub of a collaboration of different community members and a place that showcases the diversity of the Harris Green/Downtown neighbourhood.

Communications and Membership Committee Report – April 2021

Update on Committee activities since last report:

- **Newsletter:**
 - o The following communications were sent to our members and subscribers:
 - March newsletter issued March 12, open rate 46.4%.
 - Notice re DRA Neighbourhood Engagement Coordinator Contract Position, sent March 26, open rate 43.6%.
 - o Statistics from Mail Chimp indicate our average open rate is 46.9% and the average open rate for similar organizations is 39.2%.
- **Other**
 - o **2** new members and 1 renewal since the last report.
 - o Various social media posts sent re newsletters, CALUC letters to Mayor and Council and other items of interest to our residents.
 - o Placed Facebook and Capital News ads for DRA Neighbourhood Engagement Coordinator Contract Position

Submitted by
Doug Boyd
Chair, Communications and Membership Committee

GOVERNANCE COMMITTEE REPORT

APRIL 13, 2021

The Committee is comprised of Dianne Flood, Chair, and Sandra Severs, Doug Boyd and Paul Gandall. The Committee met several times by Zoom.

1. Neighbourhood Engagement Coordinator: The Committee determined that the responsibility for this position should be transferred to the Executive Committee, which happens to share a common membership with this Committee and agreed to take on that responsibility.
2. Grant funding: Dianne attended two Volunteer Victoria workshops *The Nuts and Bolts of Strategic Planning* and *Effective Grant Seeking*. The primary takeaways from those are:
 - a. the need to be clear and realistic in our strategic planning, both in the short term and over the long term (what do we specifically *want* to accomplish and what *can* we accomplish); and
 - b. grant funding is a very competitive arena, especially now, and we need to set clear outcomes with achievable, measurable reportables, working where possible with collaborators and/or partners.

We don't qualify for Victoria Foundation funding, which is available only to registered charities. BC Gaming grants have a variety of deadlines, which Dianne will try to monitor. If anyone learns of any grant funding sources, to let Dianne know ASAP.

3. Policy review: In January, 2019 the Board adopted a number of policies. For some reason (likely due to the lack of a Board secretary), the policies were never posted on our website and the best available version that could be located is attached. Once adopted, the policies have not been significantly referred to by the Board or, in some very limited cases, followed. New Board members may not be aware the policies exist. Also, the policies were drafted by committee and while that resulted in thoughtful and considered policies, there is a significant lack of consistent language and, in

some cases duplication, and the structure used makes it a bit difficult to read. The policies call for review by the Governance Committee as required.

The Governance Committee reviewed the policies and draft revised policies are attached. The Governance Committee proposes that the January 2019 policies be replaced with the attached policies.

The revised versions are not intended to substantially change any of the policies as adopted; they are intended to simply eliminate duplication, adopt consistent language and terminology, and use a more streamlined structure, including dividing the policies into five separate policies: Governance, Communications, Policy Making, AGM, and Succession Planning.

Action by the Board: Board members are asked to review the attached revised policies. In doing that, Board members are, respectfully, asked not to wordsmith the revised policies, which for the most part use the language from the 2019 version. Instead, please look at them conceptually:

- do the new policies meet the Board's needs?
- are there gaps in the policies?
- do you have an opinion on the additions or deletions that are highlighted in yellow and about which comments have been inserted? (To see those you may need to use Word to view the documents or for those using a Mac OS, you may be able to view the comments pane in Pages)
- is there any policy in these documents that is unclear or causes you concern?

Please provide any comments to the Governance Committee in advance of the May Board meeting, so that a motion to adopt the revised policies may be considered at the May Board meeting.

2021 APR Project List for Board Meeting

DRA Land Use Committee

10 APR 2021

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

LUC: Current

1. 566 Yates – Jima Cannabis – Rezoning application to allow for the use of Storefront Cannabis Retailer and remove the use of Storefront Cannabis Retailer at 546 Yates. Status: Application Review by City completed 09 Apr 2021.
2. 1150 Cook St, Pluto's – Dan Robbins & Fraser McColl – Development Permit with Variance for a 16-storey (47.57m) market rental building with an FSR of 7.78:1 which is over the 10-storey (30m) limit for R-48 zone and above 6:1 density in OCP. The proposal is for 129 residential units above ground floor commercial space, 41 parking spots, and 143 bike spots. LUC letter submitted 16 Sept 2020 based on previous plans as little has changed in the revisions. Resent letter to Mayor & Council on 06 Apr 2021 as not included in staff report. Status: Approved by Council at Statutory Hearing 08 Apr 2021.
3. 975 Pandora (1468 Vancouver), Seventh Adventist Church – Townline – Rezoning and BP for 121 residential rental units in 4-storey podium and 15-storey tower at 5.46:1 FSR with ground floor commercial. Vehicle parking at 118 meets requirements and bike parking exceeds requirements at 240. There are also 125 storage lockers. CALUC letter submitted Mar 2019 based on 2018 submission. Project went to ADP 25 Nov 2020. Status: Revised plans posted to the Devt Tracker and With Applicant 07 Apr 2021.
4. 1124 Vancouver – J. Gordon Enterprises – Revised plans submitted 18 Mar 2021. Overview: 6-storey with 1 level U/G parking, 163 units, 3.57 FSR, 45 parking spots, 188 bike spots with no ground floor commercial. This project no longer includes affordable housing. History: After two CALUC meetings, a number of substantial issues and concerns remain unresolved and the information provided to the public has been incomplete and in some cases incorrect. Two CALUC letters sent 23 Jan 2020. Reviewed and declined by ADP on 26 Feb 2020. Status: 06 Apr 2021 The applicant will provide a letter with comprehensive information not addressed during previous CALUC meetings. This letter will be posted for public review on the Development Tracker. The project will proceed to the alternative CALUC process of 30-day period for public comment.
5. 836 Yates, Yates Centre – Coronet Ventures – Application for a DP with Variance + Heritage Alteration Permit with Variance to install a new fence and gate. Was scheduled for review by HAPL 09 Mar 2021 but was postponed. Note: we should consider that this application will effectively remove the mid-block walkway that was presented as part of the application for Chard's development at 848 Yates St. Status: DPV under Review by City 01 Apr 2021 + HAPV Application Review by City as of 16 Mar 2021.
6. #63-560 Johnson Street – Whistle Buoy Brewery – Application for structural change to a Manufacturers Licence with existing hours of licensed service from 11am to 11pm Monday to Wednesday and 11am to 12am Thursday to Sunday. Change is for increased occupancy of 55 people total (36 on the exterior patio and 19 in the interior space) taking the existing occupant load of 112 people to a total of 167 people with no change in hours. Letter generally supporting submitted to City 01 Apr 2021.

7. 749-767 Douglas, Apex Site – Telus w Aryze –proposal for a twelve-storey (53.21m) office building with ground floor commercial with an FSR of 5.47:1. Rezoning for an OCP amendment for density as well as a Rezoning for density and a Development Permit with Variances for height and setbacks. In accordance with the City's alternate CALUC process during the provincial PHO, no in-person or virtual CALUC meeting has been held for this project. Instead, the community was asked to provide feedback on the Telus Ocean proposal based on documents posted to the Development Tracker. Revised plans submitted and under staff review 04 Dec 2020. Status: CALUC letter dated 26 Feb 2021 submitted to City and Applicant. Approved on 01 Apr 2021 to move to Public Hearing.
8. 714 Cormorant Street/Fairfield Block – Tora Tiki – Application for a NEW Liquor Primary Licence having hours of licenced service from 12 pm to 2 am daily with a total occupant load of 60 people. Letter outlining a number of concerns submitted to the City 30 Mar 2021.
9. 611 Chatham St – Nicola Wealth Real Estate – Development Permit with Variances. LUC members met with David Fawley and Guadalupe Font of Denciti Devt Corp (applicant's reps from Van) on 12 Aug 2020 to discuss the project. Applicant proposes 5-floor 274-unit market rental residential with ground floor commercial on 1.5 acres over 9 lots facing Chatham, Herald and Government Sts. Variance for height requested from 15m to 17.34 m for Herald and 15.81m for Chatham. Status: Application Review by City Complete and now With Applicant. Went to ADP on 27 Jan 2021. Panelists voiced a number of concerns and resulted in the approval of the motion to support with consideration of 10 items listed. Went to Heritage Advisory Design Panel on 09 Feb 2021 and panelists also had similar concerns regarding a number of aspects of the proposal. Status: Revised Plans Received on 24 Mar 2021 and under Staff Review 25 Mar 2021.
10. 539 Fisgard St – Salient Group - Heritage Alteration Permit for 3 amalgamated buildings facing Fisgard and Fan Tan Alley and includes the back patio. Scope of work includes many components proposed. Status: Application Review by City as of 11 Mar 2021.
11. 1045 Yates St, Harris Chrysler (Phase 1) – Starlight – Development Permit with Variance concurrent with a Rezoning Application related to area of 4.9 acres over two sites. Proposal includes: 5-storey podium with 19 & 21 storey towers with a 6:1 FSR. Rental for 510 residential units, including 6 (3BDRM) townhouses and 436 onsite parking stalls & 654-bike parking. Advisory Design Panel declined to support on 13 Jan 2021. ADP comments and concerns include: More consideration of materiality and richness and variation in the towers. Repetitive nature and sameness of towers - looks like Vancouver. Breaking up of podium. Horizontal 'sameness'. Variety in podium height. Providing access to 'public' space amenity. The question was posed, "Tell me what is beautiful about this proposal? What will Victorians love about it?" A major concern was expressed that the panel was expected to vet the proposal against an attached 'Design Manual' that has been prepared by the applicant. ADP had not previously reviewed the manual nor had it been endorsed by Council. The Panel made a statement to the effect that they were not considering the manual and not vetting the application in relation to it. Status: Revised plans submitted as of 11 Mar 2021.
12. 1205 Quadra – Starlight – Rezoning and OCP Amendment 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 includes: 5-storey podium with 27, 28, 28 and 32 storey towers with a 6:1 FSR. Status: Staff Review of

Revised plans complete and With Applicant as of 10 Mar 2021. Waiting to be scheduled for ADP.

13. 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: Staff Review of Revised Plans completed 04 Jan 2021 and Application Review by City completed 08 Mar 2021.
14. #27-560 Johnson – Application for a NEW Liquor Primary at Market Square for Artemis Whisky Bar with licensed service 11am-11pm Mon-Thurs, 11am-12am Fri & Sat and 11am-10pm Sun with a total occupant load of 110 people. The CRU faces onto Store St. "Request for patio to be considered in summer if in compliance with the regulations."
15. 777 Broughton – Development Variance Permit application to install signage in Old Town. Status: Application Submitted and under Review by City 01 Mar 2021.
16. 510 Pandora Ave – UVic /Swans Pub– Notice of application to Liquor and Cannabis Regulation Branch for a structural change to a liquor primary licence to increase the occupant load from 171 to 282 people with no adjustment to the existing hours of 9:00 am – 2:00 am daily. CALUC letter submitted 19 Jan 21. Went to CotW on 18 Feb 2021 but postponed until further notice.
17. 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: Went to ADP on 24 Feb 2021. Did not support and noted several design issues.
18. 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. Went to CotW on 11 Feb 2021. Hours amended to 9am to 10pm seven days a week. Motion amended to restrict amplified music on the patio and creation of a Good Neighbour Agreement.
19. 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 tower design for low staff (Airbnb) style hotel. Density requested 6.39:1 from 3.0:1 allowed and requested height of 65.93 m from 43.0m allowed. 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. Zoom meeting with CALUC members took place on 12 Nov 2020 to present revised plans. Staff Review of Revised Plans as of 20 Nov 2020. DRA CALUC letter submitted 31 Jan 2021. Status: Went to Advisory Design Panel on 13 Jan 2021. Went to Heritage Advisory Design Panel for the sole intention of reviewing application for recommendation for Heritage Designation for the Montrose Building on 09 Feb 2021. Panelists raised many concerns regarding the approach offered by the application.
 20. 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 3.36. 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. Revised Plans posted 18 Jan 2021. Status: Staff review of revised plans as of 18 Jan 2021. CALUC to revisit project if it proceeds without another round of revisions.
 21. 550 Pandora – Chinese Freemasons Housing Society & M'akola Devt Services with architect Alan Lowe - Rezoning with an OCP Amendment (OCP Amendment not listed on the Devt Tracker) for a 5-storey, 36-unit affordable-housing rental apartment building with 2 ground-floor commercial retail units. Proposed 3.62 FSR 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. Status: Staff Review of Revised Plans 11 Sept 2020. Pre-CALUC meeting held on 15 Oct 2020. CALUC letter to be written and sent. The 30-day opportunity for public comment opened on Devt Tracker on 07 Dec 2020. City notifications were not sent out in a timely manner to meet the deadline, so they sent out a revised notice and the deadline for public comment was extended to 22 Jan 2021. A member of the public started a petition against this proposal on 14 Jan 21 and has garnered +2300 signatures and counting. Status: Staff Review complete and now With Applicant as of 15 Jan 2021. CALUC letter to be written and sent.
 22. 1150 Douglas, Bay Centre – Liquor Distribution Branch – Rezoning Application to permit the use of a Storefront Cannabis Retailer for commercial space along Fort St. DRA LUC letter sent 19 Oct 2020 supporting Staff recommendation to decline due to proximity rules. Status: Approved by Council at Public Hearing 14 Jan 2021.

23. 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. DRA LUC letter sent 19 Oct 2020 supporting Staff recommendation to decline due to proximity rules. DRA LUC letter sent 19 Oct 2020 supporting Staff rec to decline. Status: Approved by Council at Public Hearing 14 Jan 2021.
24. 1244 Wharf St, Yates Block – Robert Fung & Cascadia Architects. Heritage Alteration with Variance application for exterior alterations (changes to existing windows and addition of new windows, changes to entrance door locations, building material changes, and an addition of a new rear balcony). Proposed renos include creation of 22 residential units on the upper two levels with related storage uses below Wharf St, reno of the existing commercial retail units at the Wharf St level, and the creation of new harbour facing commercial retail units at the lower two levels. Well received by Heritage Advisory Panel. Concurrent Rezoning file: REZ No.00739. Status: Staff Review of Revised Plans as of 20 Nov 2020.
25. 579-585 Johnson St – Hartwig Industries w Studio 531 architects – BP with Variance. Two different massing studies have been presented and both exceed the 15m maximum height permitted by the zone so applicant would seek a variance. Site meeting with CALUC took place on 10 Nov 2020. Project went to Heritage Advisory Panel 08 Dec 2020 to discuss two different massing proposals in addition to a Zoom meeting with City, Applicant and DRA reps on 02 Dec 2020 to review and discuss proposals. Many concerns were voiced regarding the approaches being offered and how they do/do not conform with Old Town guidelines and policies.
26. 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. Declined unanimously at CotW 27 Nov 2020.
27. 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.

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. 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.

3. 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.
4. 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.
5. 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.
6. 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.
7. 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.”
8. 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.
9. 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.