

### **All Plans:**

- Please show the required offsite improvements to accommodate parking as per transportations comments. It is understood this may result in the loss of a proposed boulevard tree.

[These plans have been updated to reflect critical civil and landscape requirements / standards.](#)

### **Details for Construction:**

- Please provide the excavation methods, details, and specifications to be used for the proposed building to the project arborist. This is so they can add the details and information into their Tree Management Plan and comment on how it may affect retained trees.
- In support of the project arborist's recommendation, exploratory excavation will be required to find out if roots critical to the health and structure of the off-site and on-site trees, proposed for retention, will be affected by excavation. The arborist report must include photos of the exploratory excavation, the depth of excavation, consider required over excavation and include details on roots encountered. A permit to conduct the work will be required. The permit is free. Please contact Simon Vis ([Svis@victoria.ca](mailto:Svis@victoria.ca)) to obtain a permit.

### **Arborist Report:**

- The four frontage trees proposed in the boulevard do not count towards replacement trees required on site. Please change the wording in the executive summary to reflect this.
- Please show on the tree management plan the extent of the excavation area including the area required for possible cut slope.
- Tree OS4 appears to be a Black Cotton wood after going on site. Tree had three stems approximately 40 cm, 20cm, and 15cm. Please update the Inventory table 4.0 to reflect this.
- Please update Tables 6.0, 6.1, and 6.2 regarding replacement trees.

### **Tree Management Plan:**

Please provide a Tree Management Plan. The Plan must meet the requirements outlined in Schedule "B" of the Tree Protection Bylaw 21-035. The purpose of submitting the tree management plan is to show the location of trees along with their canopy spread and protected

root zones in relation to proposed changes, so potential impacts can be analyzed, and trees can be identified as retained or removed. Additionally, the tree management plan is used to show where tree protection fencing, arborist supervision, ground protection or other mitigation measures are required.

[Noted in the report.](#)

The plan must be prepared following the requirements set out in Schedule "B" of the Bylaw No. 21-035. It shall be created based on the information provided by the Arborist Report.

### **Replacement Trees (Sheet L100):**

Currently, The Replacement Tree Plan is insufficient. The Plan must meet the requirements outlined in Schedule "E" of the Tree Protection Bylaw 21-035. The Replacement Tree Plan must meet Part 4 requirements for siting, soil volume, and size of stock.

- Remember to show the defined planting areas for your replacement trees as defined in schedule "E" 2(f) of the bylaw.
- Remember to include a table showing calculations for the estimated soil volume that will be provided for each planting Area. An example of the table to be used is under Schedule "E" 2(g).
- Replacement trees planted on site must first be selected from Part 1 of Schedule "E" of the bylaw. Unless it is clearly demonstrated that it is not possible to plant replacement trees of species described in Part 1 of Schedule "E" of the bylaw on site (ex. due to grade, topography, tree location, soil depth, or other requirements)
- Please indicate on the plan which newly planted trees will be chosen as replacement trees.
- If tree #1 is retained, 5 replacement trees are required on this site.
- The boulevard trees proposed along the frontage are not counted as replacement trees.

### **Sheet L100:**

- Please remove the section in the box that mentions Irrigation shall meet Saanich Standards and replace with City of Victoria.
- Please add Tree Planting in Boulevard Detail SD P4. Contact [svis@victoria.ca](mailto:svis@victoria.ca) if a copy of the detail is required.
- Please add the following street tree inspection notes:

## Street Trees:

Correct

Proposed Street Trees must comply to City of Victoria Supplementary Specifications for Street Trees and Irrigation Schedule C, Bylaw 12-042, Subdivision Bylaw and the current version of the Canadian Landscape Standard. Planting details can be found in Schedule B3-4 **or on the approved landscape plan**. The following tree inspections by Parks Staff are required by Schedule C. To schedule an inspection please contact Rob Hughes, [rhughes@victoria.ca](mailto:rhughes@victoria.ca) and also copy [treepermits@victoria.ca](mailto:treepermits@victoria.ca) 48 hours prior to the required inspection time.

## Tree Planting Inspections

1. Excavated tree pits, soil cells, root barriers
2. Trees prior to planting. (Parks staff can inspect trees prior to shipping at local nurseries. Photos can be provided from up-island and mainland nurseries. Tree must meet the spec upon delivery.)
3. Completed planting – tree planting, grate/guard, stakes etc.

## Civil:

- Please show irrigation sleaving between the pathways going through the boulevard.  
Updated.
- Please add the following Irrigation Inspection Requierments:
  - Irrigation Systems on City property shall comply to City of Victoria Supplementary Specifications for Street Trees and Irrigation Schedule C, Bylaw 12-042, Subdivision Bylaw. Irrigation drawings must be submitted to Parks Division for review and approval 30 days prior to installation work. The following irrigation and sleaving inspections by Parks Staff are required by Schedule C. To schedule an inspection please contact Chuck Bass, [cbass@victoria.ca](mailto:cbass@victoria.ca) and also copy [treepermits@victoria.ca](mailto:treepermits@victoria.ca) and [tsherbo@victoria.ca](mailto:tsherbo@victoria.ca) 48 hours prior to the required inspection time.
  - Irrigation Inspection Requirements
  - The irrigation system and sleaving inspection requirements can be found in Schedule C of the Victoria Subdivision and Development Servicing Bylaw No. 12-042.
  - Irrigation Sleaving prior to backfilling\*
  - Open trench Main Line and Pressure Test
  - Open trench Lateral Line
  - Irrigation system, Controller, Coverage test, Backflow Preventer Assembly Test Report required, Backflow Assembly is to have an inspection tag completed and attached.
  - Please Note: Parks is now requesting that 100mm SDR 28 pipe be used for irrigation sleaving under hard surfaces. Installations where a 90-degree bend is required should be installed using 100mm SDR 28 GSX (22.5 degree) long sweeps. Please install at 400mm depth.

## **Engineering and Public Works Department Comments**

Review comments provided below are divided into sections: Land Development, Transportation, Underground Utilities and Stormwater Management

Items that are recommended for Council consideration as a condition of rezoning and secured in a legal agreement (whether involving Land Development, Underground, Transportation, or Stormwater Management) are contained in the Land development Review section.

### **Land Development Review**

Contact:

- Primary - Kevin Smitten, Sr. Engineering Technologist, at 250.361.0300, or email at [ksmitten@victoria.ca](mailto:ksmitten@victoria.ca) or
- Secondary – Brent Molnar, Supervisor of Land Development at 250.361.0300, or email at [bmolnar@victoria.ca](mailto:bmolnar@victoria.ca)
- General Engineering – 250.361.0300 Central email at [eng@victoria.ca](mailto:eng@victoria.ca)

Approving Officer

- No further comments at this time.

Conditions to be met prior to the Committee of the Whole:

- Please provide justification for the relocation of the BC Hydro pole at the south end of the site. It does not appear that the pole needs to move. Moving poles to neighbouring frontages is not supportable. [This has been updated. There is no longer a pole relocation required.](#)

It is recommended that, as a condition of rezoning, and secured in a legal agreement which is registered prior to bylaw approval: [Noted and confirmed.](#)

- 2.5m road dedication along full frontage.
- Awnings as shown (Commercial) are required to be removable, and the encroachment to be considered concurrent with Development Permit. An agreement for encroachment will be necessary as a condition of Rezoning
- All TDM measures as requested by the Transportation Department to the satisfaction of the Director of Engineering
- The Requirements of the Sanitary Attenuation Report be secured (if necessary) and be registered in a legal agreement.

For Information prior to Building Permit Submission/Approval:

The applicant is financially responsible for frontage works to the centreline of the road to current City of Victoria standards (i.e., at the time of Building Permit), as per the *Victoria Subdivision and Development Servicing Bylaw*, and to the satisfaction of the Director of Engineering and Public Works.

### **Transportation Review**

Contact: Fred Billingham, Transportation Planner at [fbillingham@victoria.ca](mailto:fbillingham@victoria.ca).

Conditions to be met prior to the Committee of the Whole:

- Staff do not support the proposed variance to Accessible parking as shown in the current plans. Based on the latest zoning plan check and Table 5 of Schedule C of the Zoning Bylaw, 1 accessible and 1 van accessible parking stall are required on the site. An on-street accessible stall within the public right of way, as shown in the latest submission, would be available to any driver with an accessible parking permit and could not be reserved for use by a resident with accessibility needs. The accessible parking stalls, and 1 car share vehicle stall (please see additional TDM comments) must be provided within the private boundary of the site. A plan revision is required.  
[This has been addressed in the updated WATT report and subsequent building and civil plans.](#)
- The proposed parking variance is significant, and the proposed TDM program needs to be strengthened. Staff note that the applicant does not propose providing all of the TDM measures recommended as part of their Transportation Consultants review. Based on the current zoning plan check, staff will recommend the following TDM program be secured as a condition of Rezoning: [Updated TIA and PIA provided by WATT.](#)
  - Car share memberships and usage credits for all residential units  
[Included in offering.](#)
  - An electric car share vehicle, on-site stall and charger to be secured through a developer funded financial contribution of \$55,000 as a condition of rezoning.  
[Included through purchase of car share memberships and provided if viable by a provider at the time of occupancy.](#)
  - 15% of required long-term bicycle parking to accommodate oversized bicycles  
[Updated in bike parking plan.](#)
  - 50% of required long-term bicycle parking has access to an electrical outlet  
[Updated in bike parking plan.](#)
  - A minimum of 20% over and above the required number of long-term bicycle parking  
[Updated in bike parking plan.](#)
  - A minimum of 2 EcoPASS Transit passes for a 5 year term to be provided for the commercial unit  
[Confirmed.](#)
  - A bicycle maintenance station  
[Included in resubmission.](#)
- Bicycle parking requiring a variance for double stacked racks must meet the following design criteria: [Updated in the parking / bike parking plan.](#)
  - The rack must include a lift assist (pneumatic or mechanical) enabling persons with limited agility to easily park and release their bicycle.
  - The dimensions provided must meet or exceed the minimums specified by the manufacturer.
  - A vertical clearance of 2.4m (i.e. clear of ceiling mounted services) is required.
  - A minimum combined aisle and stall length of 3.6m is required.
  - The racks must be U-lock compatible, ideally with two options to easily lock the bicycle frame to the rack.
  - A minimum of 50% of the required bicycle parking is retained as standard ground mounted inverted U-racks.

- A minimum of 15% of the required bicycle parking is oversized (minimum of 2.4m length by 0.9m width) and ground mounted for cargo or atypical bicycles.
- Please illustrate and dimension bicycle parking as per the example illustrations in Schedule C of the Zoning Bylaw. At least 50% of required long-term bicycle parking spaces must be provided by standard ground mounted inverted U-racks. Vertical and stacked bicycle parking spaces cannot be used by most electric bicycles owners, children, disabled persons, and the elderly. A plan revision is required.  
[Updated in the parking / bike parking plan.](#)
- In order to provide greater permeable boulevard space to support the growth of mature trees, please remove two of the paths shown crossing the boulevard in the current submission. The path through the boulevard leading to the entrance of the commercial entrance should be retained to accommodate a commercial loading zone.  
[Updated in the new site plan, landscape plan and civil servicing plan.](#)
- One of the TDM recommendations identified in the Parking Study is for developer contributions to upgrades to the transit stop/shelter opposite the site (StopID:100036). If the applicant intends to pursue this they should contact BC Transit in the first instance for details of what is required. Improvements may include an updated shelter, accessibility improvements, bike racks, waste receptacles and lighting. The applicant should note that the transit stop identified falls outside of the public right of way. Upgrades to an alternative stop, ID100031 may also be considered.  
[After consultation with BC Transit, we opt to upgrade stop ID100031.](#)
- Please provide details on the proposed shared bicycle fleet, namely the term, number and type of bicycles, and service/maintenance provider. Information regarding how access to and security of the bikes will be managed is required. Staff encourage cargo bicycles as part of the fleet, and working with an established service provider. Additional Long Term bicycle parking is to be provided to accommodate. The bicycles shall be available for use without user fees and include a reasonable liability to the user in case of loss or damage. Helmets, locks, lights, and other safety features are to be provided.  
[Memo included in the resubmission.](#)

## Underground Utilities Review

- Contact: Marcin Jedynak, Supervisor - Infrastructure Planning & Underground Utilities, at 250.361.0550 or [mjedynak@victoria.ca](mailto:mjedynak@victoria.ca).

### Conditions to be met prior to the Committee of the Whole:

- A sanitary attenuation report is required. If attenuation is required, it must be shown on the plans prior to Committee of the Whole and staff will recommend that Council secure the commitment to attenuation through a legal agreement registered on title prior to final approval of the rezoning.  
[Not necessary as confirmed by Westbrook Consulting.](#)
- Please provide justification for separate SS & SD service locations. SS/SD services are installed in a common trench unless specifically approved.  
[Addressed by Westbrook Consulting in the updated civil servicing plan.](#)

### For Information prior to Building Permit Submission/Approval:

- The details of the approved Sanitary Attenuation report will be required to be met.  
[Not necessary as confirmed by Westbrook Consulting.](#)
- Developer is responsible for capping old services.  
[Noted.](#)

- List any items to be addressed concurrent to Building Permit Submission for works and services and expectations (like security, Works and services, etc.)
- The applicant is required to retain the services of a Qualified Professional to characterize soils to be excavated and removed from the jobsite in order to inform the disposal location and ensure compliance with Provincial Legislation. The soil assessment must include samples from proposed service trench locations, **with a report to be provided to the City**. This is required to allow the City to provide the most accurate estimate and to install the new services most efficiently. The cost to serve (including sampling and disposal of soil) is through a fees established through Bylaw, and for more information, refer to the City of Victoria’s FAQs found on the City’s website.  
Noted.
- Additionally, soil from a property with a current or former BC CSR Schedule 2 Activity must comply with provincial soil relocation requirements, including the one-week notification period prior to soil relocation.  
Noted.
- A [Street Occupancy Permit](#) from Transportation Engineering will be required for work in the roadway.  
Noted.
- Prior to commencement of excavation or soil relocation, contractors shall be registered under Bylaw 14-071, *Schedule G: Code of Practice for Construction and Development Activities*. Contact Adam Steele, Stormwater Management Specialist, at 250.361.0318 or [asteele@victoria.ca](mailto:asteele@victoria.ca) to register.  
Noted.

### Stormwater Management Review

Contact: Brianne Tenk, Stormwater Management Specialist, at 250.361.0443 or [btenk@victoria.ca](mailto:btenk@victoria.ca)

#### Conditions to be met prior to the Committee of the Whole:

- The current submission eliminated the previously proposed rain garden. Please incorporate rainwater management to mitigate the increase to the site's impervious areas, via alternative rainwater management such as green roof, cistern, stormwater retention, bioswale, etc. See the City of Victoria Rainwater Management Standards for sizing and design requirements.  
[A rain garden on the south property line has been reinstated in the updated plan set.](#)
- Incorporate stormwater treatment into soil cells on Menzies St.  
[The site plan, landscape plan and arborist report have been updated to support this treatment.](#)

#### For Information prior to Building Permit Submission/Approval:

- Please show the locations of all proposed on-site drains and their connection to the City storm drain main on the Building Permit plan submission.
- If permeable pavers will be used, please include product specifications on the Building Permit plan submission.
- Indicate on the Building Permit plan submission, in square metres, the:
  - site impervious areas
  - permeable surface areas

- rainwater management areas