

Memorandum

To: Mayor & Council

From: Larry Plourde, Administrator

Date: March 15, 2017

Re: Dormitory Conversion Rezoning - Ray Watkins Elementary School

Please find attached a rezoning application and Zoning Amendment Bylaw. Lawrence Tarasoff, Superintendent, School District #84 has made formal application to amend the Civic Use (P.2) Zone to allow Dormitory Units (sleeping units) as an accessory use.

SD#84 proposes to convert two unused classrooms at Ray Watkins Elementary School into two dorms with room for 12 students and 1 chaperone in each (3 partitioned off bedrooms per classroom with 4 students in each bedroom for a total of 24 students in the dorm, 1 smaller chaperone room per classroom, 1 large communal area per classroom). The intent is to use the dorms to house short term (4 weeks or less) groups of international students as well as local students when they come to Gold River for basketball jamborees, potlatches, etc. Although the use may be considered unusual Staff has identified some other communities that provide for "Dormitory Use".

The applicant has provided preliminary drawings with the application and has advised that Geoff Lawlor, Architect has been retained as the Coordinating Registered Professional and will provide architect's services including the preparation of designs, plans, supporting documents and the provision of field services for the alteration to the school to provide the dormitory units.

The Conditions of Use have been prepared based on the information provided by the applicant and limits the maximum total of bed spaces to 26 (24 students plus 2 chaperones) in one or more sleeping units with ancillary common living/kitchen/study facilities and limits the dormitory use to student/guest accommodation ancillary to educational use and shall not be used for other tourist, commercial or other residential accommodation.

March 15, 2017

Council's options are:

- Reject the application for the proposed use change without going to Public Hearing (refund 50% of fee)
- Provide first (and second) readings to the zoning amendment proceeding to a Public Hearing.

Respectfully submitted,

A handwritten signature in black ink that reads "Larry Plourde". The signature is written in a cursive style with a long, sweeping underline.

Larry Plourde
Administrator

VILLAGE OF GOLD RIVER

DEVELOPMENT APPROVAL PROCEDURES BYLAW NO. 577, 1998

SCHEDULE "C"

APPLICATION FOR AN OFFICIAL COMMUNITY PLAN AND ZONING AMENDMENT

I/We hereby apply for: (check where applicable)

- an amendment to the text of the Village of Gold River Official Community Plan Bylaw No. 636, 2003 and/or the change in the Land Use Designation;
- to the text of the Village of Gold River Zoning Bylaw No. 635, 2003 and/or rezoning of the property described as (legal description):

Lot 1, Block G, District Lot 637, Nootka District Plan 18695

and located at 500 Trumpeter, Gold River, BC V0P 1G0

from Civic Use Zone - P2 to Civic Use Zone - P2
(current designation/zone) (proposed designation/zone)

The required application fee of \$ 500.00 and the completed ~~Official Community Plan and Zoning Amendment Information form~~ are attached. Yes No

[Signature] (Applicant's Signature) March 10, 2017 (Date)

THIS APPLICATION IS MADE WITH MY FULL KNOWLEDGE AND CONSENT

[Signature] (Registered Owner's Signature) March 13/17 (Date)

Where the applicant is NOT the REGISTERED OWNER, the application must be signed by the registered owner or his Solicitor.

For Office Use Only

Application fee of \$ 500.00 received

Receipt No. EFT - Mar. 13/17

[Signature] (Signature of Village Official)

Mar. 13/17 (Date)



OFFICIAL COMMUNITY PLAN AND ZONING AMENDMENTS INFORMATION FORM

THE INFORMATION REQUESTED IN THIS FORM IS REQUIRED TO EXPEDITE THE APPLICATION AND ASSIST THE STAFF IN PREPARING A RECOMMENDATION.

This form is to be completed in full and submitted with all requested information, Official Community Plan and Zoning Amendment Application, Application Fee and Certificate of Title or of Indefeasible Title for the subject property.

1. Applicant and Registered Owner

Applicant's Name: Geoff Lawlor Architecture Inc.

Address: 233 - 7080 River Road, Richmond, B.C.

Telephone: 778-998-6968 cell (h) 604-447-4308 office (w) _____ (fax) _____

Registered Owner's Name: School District 81 (Vancouver Island West)

Address: Box 100 Gold River BC V0P 1G0

Telephone: _____ (h) 250 283-2241 (w) 250 283-7352 (fax)

2. Application Fee

An Application Fee as set out in the Village of Gold River Fees and Charges Bylaw No. 576, 1998 shall be made payable to the Village of Gold River and shall accompany the application.

3. State of Title Certificate

A copy of a State of Title Certificate or a copy of Indefeasible Title, dated no more than thirty (30) days prior to submission of the application must accompany the application as proof of ownership.

4. Text Amendment

Describe the proposed text amendment:

Revise 25.3 Limited Residential Use to include schools.

Sentence to read:

Dormitories and/or dwellings, limited to a maximum of 2 units, will be permitted in school, police, church and fire hall buildings.

5. Property to be Redesignated and Rezoned

- a) Legal Description: Lot 1, Block G, District Lot 637,
Nootka District Plan 18695 _____ Folio # 800.000
- b) Location: Civic Address 500 Trumpeter, Gold River, BC V0P 1G0
- c) Size of Property: Area _____ # of lots _____
- d) Present Designation: _____
Present Zoning: P2
- e) Proposed Designation: _____
Proposed Zoning: P2
- f) Description of Existing Use/Development: elementary school

- g) Land Use/Development in Surrounding Area: residential

- h) Description of Proposed Use/Development (use additional sheet if necessary): _____
conversion of 2 classrooms to dormitory use

- i) If the property is to be subdivided indicate: N/A
Number of proposed lots: _____
Size of proposed lots: _____
Proposed use of lots: _____
- j) Anticipated date proposed project will commence? _____

6. Comments in Support of Application (use additional sheet if necessary)

7. Attachments

At the time of providing the Application and Information Forms to the applicant, the Administrator shall indicate which of the following attachments are required or not required for this application. The Administrator may require additional information than what is indicated.

~~a)~~ A dimensional sketch plan drawn to a scale of _____ to _____ showing the parcel(s) or part of the parcel(s) to be redesignated and the location of existing buildings, structures and uses.

REQUIRED Yes No

b) A dimensional ^{building} ~~site development~~ plan drawn to a scale of 1 to 200 showing the proposed use, buildings, structures, highway access, landscaping, parking layout etc.

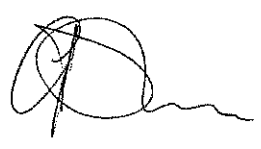
REQUIRED Yes No

~~c)~~ A contour map drawn to a scale of _____ to _____ with a contour interval of _____, if warranted by topographic conditions of the site.

REQUIRED Yes No

~~d)~~ A dimensional sketch plan to a scale of _____ to _____ of the proposed subdivision, where a subdivision is contemplated.

REQUIRED Yes No

(Applicant's Signature) 

March 10, 2017

(Date)

FOR OFFICE USE ONLY

All required forms and information complete and received.

Suekin
(Signature of Village Official)

Mar. 13/17
(Date)