

Notice of Amending Bylaw Binder

The general purpose of proposed “**Colwood Land Use Bylaw No. 151, 1989, Amendment No. 222 (C9 – 3333 Metchosin Rd), Bylaw No. 2056, 2025**” is to rezone from R1 to a new Metchosin and Lagoon Neighbourhood (C9) Zone to enable a 3-storey, 10-unit multi-family development, including 9 residential units and 1 live/work or commercial unit.

Within the electronic binder, please find a copy of:

1. Staff Report for 3333 Metchosin Rd to the Planning and Land Use Committee (May 5, 2025)
2. Additional Staff Report – Tenant Displacement Information (May 5, 2025)
3. Letter of Rationale
4. Architectural Drawings
5. Landscape Plan
6. Arborist Report
7. Transportation Impact Assessment
8. Neighbourhood Consultation Summary
9. Staff Presentation
10. Proposed Bylaw No. 2056
11. Notice of Amending Bylaw – May 26, 2025
12. Minutes from the May 26, 2025 Council meeting (Agenda Item 7.1 - R2025-131)
13. Resolution from the July 14, 2025 Committee of the Whole meeting (Agenda Item 8.7 – R2025-173)
14. Notice of Amending Bylaw – November 10, 2025

Minutes and videos of Council are publicly available and can be accessed through the following link:

- [City of Colwood - Home \(civicweb.net\)](http://civicweb.net)



STAFF REPORT

To: Planning and Land Use Committee
Date: May 5, 2025
From: Kelsea Fielden, Planner I
RE: Rezoning Application – 3333 Metchosin Road

RECOMMENDATION

THAT The Planning and Land Use Committee recommend to Council:

THAT the Colwood Land Use Bylaw No. 151, 1989, Amendment No. 222 (C9 - 3333 Metchosin Rd), Bylaw No. 2056, 2025 be considered for readings;

AND THAT prior to adoption of the amending bylaw to the Land Use Bylaw No. 151, a Section 107 Plan of Road Dedication along Metchosin Road be registered at the BC Land Title Office to achieve an overall 25m Right of Way width along the subject property's frontage;

AND FURTHER THAT prior to adoption of the amending bylaw, the following long-term conditions be registered within a Section 219 Covenant Development Agreement:

CLIMATE ACTION FEATURES

1. The Owner covenants and agrees with the City that the Lands shall not be built upon, and the Owner shall not apply for a Building Permit and the Owner agrees it is not entitled to a Building Permit unless and until the following Climate Action Features are confirmed to the satisfaction of the Chief Building Inspector:
 - a. The building will be solar ready;
 - b. Carbon sequestering products, naturally low carbon materials and finishes, and high recycled content products will be utilized wherever possible;
 - c. LED lighting and energy saving appliances will be used wherever possible;
 - d. Level 2 charging will be enabled at each vehicle parking space;
 - e. All residential units will contain an electric heat pump for heating and cooling.

OFF-SITE WORKS

2. The Owner completes frontage improvements on both Metchosin Road and Lagoon Road (or enters into a Servicing Agreement with the City of Colwood for the required frontage improvements or provides a cash-in-lieu amount) as required by applicable City of Colwood policies or bylaws, as amended from time to time.

SUMMARY AND PURPOSE

The purpose of this report is to present to the Planning and Land Use Committee Rezoning Application RZ000021, which is requesting an amendment to the Land Use Bylaw No. 151 to rezone 3333 Metchosin Road from the Residential 1 (R1) Zone to a new Metchosin Lagoon Neighbourhood (C9) Zone to enable a 3-storey 10-unit multi-family building including 9 residential units and 1 convertible live/work studio or commercial unit. The applicant has provided a letter of rationale (**Appendix 1**) for the proposed development shown in the attached site plan (**Appendix 2**).

The rezoning application is consistent with the Official Community Plan (OCP) policies for lands designated as Neighbourhood Centre, in particular, the Metchosin Lagoon Neighbourhood Hub. The application also advances goals outlined in the Climate Action Plan and completes off-site works that advances goals of the Active Transportation Network Plan.

STRATEGIC PLAN AND RELATED POLICIES

Colwood Strategic Plan 2024 – 2027

The proposal aligns with the following strategic plan pathways:

Economy: Supports local businesses, attracts investment and enhances prosperity for residents and businesses;

Infrastructure: Improves mobility for all ages and abilities, advancing Objective 8.2.2 of the OCP by enhancing walkability, safety and public space activation;

Well-Being: Expands housing diversity and increases access to daily needs within walkable neighbourhoods;

Environment: Prioritizes climate resilience, zero-emission buildings, and active transportation, advancing the 15-minute neighbourhood model.

The proposal also aligns with several key objectives such as:

- “Residents have realistic transportation choices”;
- “Public spaces – including streets – are for public life”;
- “Colwood is home to family-friendly neighbourhoods that provide housing choices”;
- “Colwood is carbon neutral, energy positive, and water smart”.

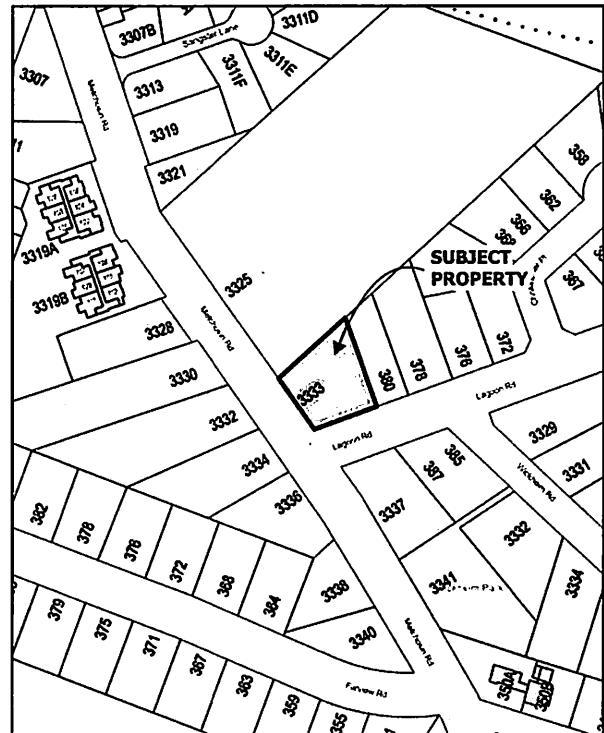


Figure 1: Subject Property

Housing Needs Report (2024)

One of the key areas of housing needs identified in the Colwood Housing Needs Report (2024) is housing that supports transit-oriented development and complete communities. This ensures that residents have a range of transportation-related choices including access to public transit and other choices that help to provide for a high quality of life while promoting and supporting complete communities. The application proposes 9 market condo units, potentially 10, which contributes to the 5-year demand of 1,562 units.

Draft Colwood Retail Strategy (2025)

The subject property has been identified as an area for expansion in the Draft Colwood Retail Strategy due to its location along main roads and proximity to existing retail. The strategy notes the Metchosin and Lagoon Neighbourhood Hub is best suited for an expansion of neighbourhood serving commercial. This could be in the form of personal service businesses, food and beverage offerings, or convenience stores. The report notes this site has the potential to anchor a neighbourhood village and some densification is recommended.

BACKGROUND

Applicant Information

Applicant:

Hillel Architecture Inc

Owner:

Blue Bridge Holdings Ltd

Address:

3333 Metchosin Rd

Legal:

LOT AM1 PLAN VIP14031 SECTION 36 ESQUIMALT

Current Zoning:

Residential 1 (R1)

Proposed Zoning:

Metchosin Lagoon Neighbourhood (C9)

Current OCP Designation:

Neighbourhood Centre

- Metchosin and Lagoon Neighbourhood Hub

Development Permit Areas:

Form & Character – Centres

APPLICATION REVIEW

1. Proposal

The applicant is requesting an amendment to the Land Use Bylaw No. 151 to rezone 3333 Metchosin Road from the Residential 1 (R1) zone to a new Metchosin Lagoon Neighbourhood (C9) zone. The zoning change would enable the construction of a 10-unit 3-storey apartment with 9 residential units and 1 convertible live/work studio or commercial unit.

2. Site Context

The subject property is 1,231m² in size and is located in the Seaside neighbourhood at the north corner of Metchosin Road and Lagoon Road. The property is a square flat lot with an existing residential dwelling with access off Metchosin Rd. The property is surrounded by a range of uses. **Table 1** summarizes the land uses and zones of properties adjacent to the site.

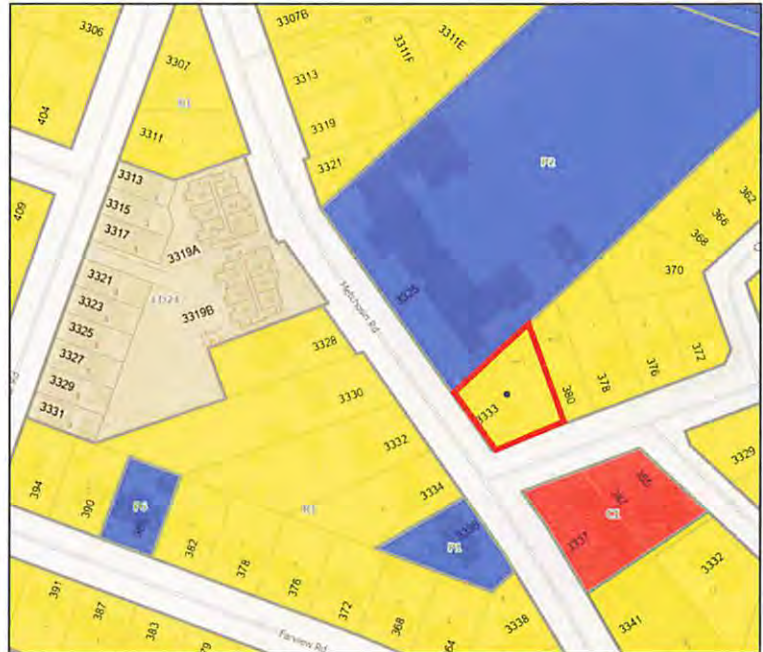


Figure 2: Community Context Map

Table 1 | Adjacent Land Uses

	Existing Zone	Existing Use	Notes
North (Sangster School)	P2 (blue)	Sangster Elementary School	
West (3319 Painter Rd – 3340 Metchosin Rd)	R1 (yellow), CD24 (brown), P1 (blue)	Single Family Dwellings 3-storey apartment Small lot subdivision	Rezoning of 3320 Metchosin and 3319 Painter Rd adopted in 2015.
East (Lagoon Rd properties)	R1 (yellow)	Single Family Dwellings	Completed around 1960.
South (Mixed use development)	C1 (red)	Mixed-use development	Royal Bay Bakery, Westshore Wellness Chiropractor.

3. Land Use Bylaw No. 151

The subject property is currently zoned R1 which is standard single-family zoning for Colwood that permits secondary suites and other uses that are ancillary to single family homes. The new C9 zone enables a range of uses supportive of neighbourhood commercial including live/work studio. The creation of a new 'C' zone is consistent with other mixed-use centres such as the Royal Bay Bakery complex (C1). Creating a new mixed-use

commercial zone as opposed to a multi-family zone is intended to encourage small-scale serving neighbourhood uses in addition to residential uses.

The Land Use Bylaw defines Live/Work studio as “a commercial use of premises within a building that also has a residential use” and includes a range of uses such as “barber shop, craft studio, educational tutoring, office, retail sale of goods manufactured within a live/work studio”. The amending bylaw includes uses that are compatible within a neighbourhood centre such as ‘bakery, personal service, restaurant and assembly and entertainment’. The ultimate built form of the live/work or commercial unit will be determined at the time of Development and Building Permit. **Table 2** compares the permitted land uses imposed on the lands by the existing R1 zone, and the proposed land uses for the new C9 Zone.

Table 2 | Comparison of Current Zoning and Proposed Zoning

	R1	Proposed new C9 zone
Permitted Uses	One-family dwelling Two-family dwelling Home Occupation Secondary Suite Accessory Dwelling Unit	Apartment Bakery Personal Service Restaurant Retail Store Live/Work Studio Home Occupation – Office Use Only
Density (FAR)	0.4	1.75
Height	8.5m	11m or 3 storeys
Lot Coverage	35%	40%
Setbacks		
• Front Yard	7.5m	2.0m (minimum); 4.5m (maximum)
• Interior Side	1.5m	3.0m
• Exterior Side	3.0m	3.5m
• Rear Yard	7.5m	6.0m

4. Official Community Plan Bylaw No. 1700

The OCP designates this site as a Neighbourhood Centre which is intended as neighbourhood-oriented, small-scale, mixed-use centres that create gathering places and destinations such as restaurants, grocers, and shops that help meet residents’ daily needs by foot. This land use is applicable within 400m of real travel distance of the neighbourhood hub, however, the Metchosin Lagoon Neighbourhood Hub has been reduced to 200m of real travel distance. **Table 3** provides a review of the applicable OCP policies against the proposal.

Table 3 | Compliance of Proposed Development with OCP Policies

Neighbourhood Centre		
Policy 7.2.8	Proposal	Comments
a. A local neighbourhood destination with spaces for social interaction.	A convertible live / work and commercial unit on the corner ground floor with a space for social gathering.	Meets policy.
b. Characterized by small-scale shops and services.	A convertible live / work and commercial unit on the corner ground floor. The ultimate decision will be made at the time of DP/BP.	Generally meets policy.
c. Supported by “gentle residential density” which includes clusters of residential	A minimum of 9 residential units will be provided with 1 live/work studio or commercial corner unit to support	Meets policy.

	intensification to support neighbourhood businesses.	neighbourhood business. Staff consider a 3-storey apartment gentle residential density.	
d.	Well-connected by and supportive of frequent transit.	3-storey multi-family development supports the frequent transit network envisioned for Metchosin Rd.	Meets policy.
e.	A focus of future residential and commercial growth.	A 9-unit residential development with the option for a live/work unit or dedicated commercial unit.	Meets policy.
f.	Supportive of walking and cycling, including an outstanding public realm that creates neighbourhood street life.	Off-site works, including a proposed upgraded sidewalk and bike lane on Metchosin Rd, supports walking and cycling. The corner live/work studio or commercial unit may provide the opportunity for neighbourhood street life.	Meets policy.
g.	Characterized by green infrastructure and green spaces.	Climate action features have been embedded into the Development Agreement including solar ready infrastructure and EV vehicle parking. The site plan currently provides 26% of dedicated open useable green space.	Meets policy.

Metchosin and Lagoon Neighbourhood Hub

Reinforce the smaller scale of this neighbourhood hub by:

Policy 7.2.12	Proposal	Comments
a. Applying this land use designation within 200m of real travel distance, as measured on the street network shown on Figure 8: Land Use.	Within 200m of real travel distance.	Meets policy.
b. Limiting heights to 3 storeys.	3 storeys.	Meets policy.
c. Reducing the range of uses to those primarily geared to retail and services serving the surrounding neighbourhood.	The new C9 zone provides a range of neighbourhood servicing commercial uses.	Meets policy.
Policy 7.2.9 USES	Proposal	Comments
a. Multi-unit residential and mixed-use.	Multi-unit apartment with mixed-use live/work studio or commercial use.	Meets policy.
b. Commercial.	Multi-unit apartment with mixed-use live/work studio or commercial use.	Meets policy.
c. Live/work and home occupations.	Multi-unit apartment with mixed-use live/work studio or commercial use.	Meets policy .
Policy 7.2.10 BUILT FORM	Proposal	Comments
a. Ground-oriented and low-rise buildings up to approximately 4 storeys at the core of the centres and tapering to lower buildings towards the edges.	3 storey building.	Meets policy.
b. FAR ranging up to approximately 1.75.	0.76.	Meets policy.

Policy 7.2.13 OTHER DIRECTIONS Support the land use objectives for Neighbourhood Centres by:	Proposal	Comments
a. Encouraging small-scale, neighbourhood-serving retail uses to support the needs of neighbourhood residents.	Multi-unit apartment with mixed-use live/work studio or commercial use.	Meets policy.
b. Supporting a diversity of housing types and choices that support businesses.	The proposal will offer five 1-bedroom units, three 2-bedroom units, two 3-bedroom units and 1 convertible live/work unit.	Meets policy.
c. Establishing a high-quality public realm, with spaces for gathering adjacent to active uses such as shops and services that support street life.	The applicant has provided an open courtyard space facing the corner of Metchosin and Lagoon Road. The courtyard will be open during commercial hours and closed after hours to provide a higher degree of security and comfort to the residents of the building.	Meets policy.
d. Creating and maintaining a high degree of permeability – including direct walking connections – with neighbouring residential areas.	Frontage improvements will provide direct walking paths from Metchosin and Lagoon Road. A gated open space has been provided at the corner to create appropriate permeability.	Generally meets policy.
e. Providing maximum and minimum building setbacks to ensure there is sufficient space to accommodate sidewalk seating and other amenities within public and semi-public spaces in retail areas, while maintaining an intimate relationship between the building and the sidewalk.	Proposed setbacks meet the 'Centres' guidelines in the OCP. Reduced front yard setbacks for mixed-use residential and commercial encourages and maintains a residential-scale streetscape, with street-oriented entries as outlined in the OCP Design Guideline 27.1.a.	Meets policy.
f. Situating parking behind buildings and, if possible, underground.	Parking is situated behind the building.	Meets policy.
g. Designing buildings, public open spaces, and transportation networks to protect natural assets, consistent with the site adaptive policies in Section 11: Park Areas and Natural Assets.	There are 3 bylaw protected trees on-site, which are proposed for removal. The applicants are intending to meet the Urban Forest Bylaw and replace the trees at a 1:1 ratio. A prominent existing tree on private property will become a City-owned tree after road dedication. It is proposed for removal for frontage improvements.	Generally meets policy.

5. Transportation Impact Assessment

A Transportation Impact Assessment (TIA) was conducted by Watt Consulting Group (**Appendix 5**). The proposed site access and egress will be off Lagoon Road. Staff suggested consolidation with the neighbouring lots on Lagoon Rd to further push the driveway access down from the intersection, however, the applicant explored the option and noted it was not feasible at this time. The report concluded that a traffic signal is not currently warranted at the Metchosin Road / Lagoon Road intersection at this time and due to the proposed development. The TIA recommends enabling a left-hand turn from Lagoon Road into the site, however, it is staff's recommendation that the site access be limited to right-in / right-out only due to queuing concerns. The ultimate build-out will be determined at the time of Development and Building Permit.



Figure 3: Proposed Site Plan

The Off-Street Parking Bylaw No. 1909 designates the subject property as 'Urban Centre' and is eligible for multi-family parking rate reductions. At this time, all parking requirements have been met with this application. A detailed review of parking will be conducted at the time of Development Permit.

Transit Network

The Transit Network Map (Figure 12 in the OCP) and BC Transit classify Metchosin Road as a Frequent Transit Network. The nearest existing transit stop to the development is 50m with existing 'Local' service (15-60 minute headways). BC Transit is supportive of the proposed density as it is sufficient to support improved transit in the area and recommended considering allowing a mix of residential, commercial, institutional and recreational uses. The area is currently served by 3 routes (48, 52 and 60) which form part of the Local Transit Network that provides transit service to local neighbourhoods and connects to major destinations and other transit services. BC Transit is proposing an expansion of route 52 which will improve the service to frequent transit standards and will see service frequency increase to 15 minutes during peak travel time and approximately 20 minutes throughout the day. Increasing density along Metchosin Rd is supported by Policy 10.3.1.1 of the OCP, which suggests that the City "guide development to compact and complete urban areas, focusing growth in areas that are serviced by transit and by moving away from greenfield and hillside development".

6. Off-site works

If Council chooses to advance this application, road dedication and frontage improvements will be required as a condition of rezoning.

Road Dedication

To meet the requirements of the Subdivision and Development Servicing Bylaw Road No. 2000, road dedication of 2.5m along Metchosin Road is required to meet the arterial road right of way width of 25m. This has been outlined in the Development Agreement. Road dedication is not required along Lagoon Road, as it currently meets the 20m collector road right of way.

Frontage Improvements and Mature Tree

The Tree Management Plan (**Appendix 4**) outlines the requirement to remove 3 on-site trees to enable the development. The Urban Forest Bylaw No. 1735 requires a 1:1 replacement; the proposed Landscape Plan (**Appendix 3**) currently plans for 6 on-site trees.

There is an existing mature tree along Metchosin Road on private property that becomes a City tree after the required 2.5m of road dedication. The applicant noted the design intent was to retain tree, however, the tree is tagged for removal to meet the City road standard and frontage improvement requirements. The off-site tree will be replaced with 4 trees; 2 new street trees within the new street boulevard on Metchosin Rd and 2 new street trees along Lagoon Road.

7. Site Servicing

The site can be serviced by municipal water and is connected to the City's sewer system. A civil, lighting, off-site landscape and irrigation, stormwater management and sewer and drain design drawings will be required prior to Building Permit issuance.

8. Building and Life Safety

All upgrades necessary to serve the development are the responsibility of the developer. A Fire Underwriters Survey (FUS) report is required at the Development Permit stage and prior to Building Permit approval. The Fire Department has provided preliminary acceptance of the site plan as presented.

9. Community Amenity Contributions

Colwood's Interim Community Amenity Contribution Policy (COM003) is intended to guide negotiations with developers during rezoning considerations. If Council chooses to advance this application, the applicant is proposing to meet the policy as shown in **Table 4**, below.

Table 4 | Preliminary summary of developer contributions based on 10 residential units

Contribution by Type	Rate per unit	Total	Bylaw/Policy Reference
Community Amenity Fund (CAC)	\$4,500 / unit	\$45,000	Policy COM 003 as amended
Affordable Housing Reserve Fund	\$1,500 / unit	\$15,000	Policy COM 003 as amended
Fire Hall Fund	\$618* / unit	\$6,180	Council Resolution R2020-165
School DCCs (payable to SD62)	\$800 / unit	\$8,000	CRD Bylaw No. 2019-01 (86 units/ha)
Water DCCs (payable to CRD)	\$1,644 / unit	\$16,440	CRD Bylaw No. 2758 (86 units/ha)
Road DCCs	\$4,949.11 / unit	\$49,491.10	Bylaw No. 1836-01
Sewer Enhancement Fees	\$1,178 / unit	\$11,780	Bylaw No. 1500
Park Improvement DCC	\$1,578.64	\$15,786.40	Bylaw No. 1900
Park Acquisition DCC	\$1,631.55	\$16,315.50	Bylaw No. 2037
Total Contributions		\$183,993	

*2025 rate. Subject to annual CPI increase.

**Payable on any Building Permit application associated with this rezoning that is submitted after October 28, 2025.

10. Public Engagement

As required by Development Application Consultation Policy DEV 001, the applicant hosted an open house on March 17, 2025, for properties within 100m of the subject property. A summary of the applicant's engagement is included in **Appendix 6**.

OPTIONS / ALTERNATIVES

THAT the Planning and Land Use Committee consider recommending to Council one of the following options:

Option 1: The staff recommendation; OR

Option 2: THAT staff provide additional information before Council considers an amending bylaw for Rezoning Application No. RZ000021 for 3333 Metchosin Road; OR

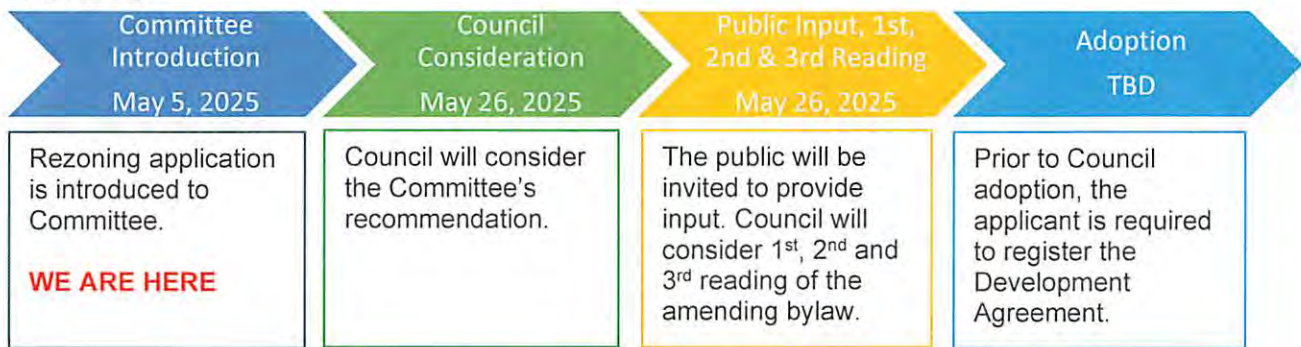
Option 3: THAT Rezoning Application No. RZ000021 for 3333 Metchosin Road be denied; OR

Option 4: THAT Committee provide another option for Council's consideration.

COMMUNICATIONS

A development notification sign was posted on the subject property as required under the Land Use Application Procedures Bylaw No. 427. The application and supporting documents will be available for public viewing on the City's website from April 28 to May 26, 2025. In accordance with Section 464 of the *Local Government Act*, the City must not hold a public hearing as the proposed bylaw is in alignment with the OCP land use designation and is a residential development. Prior to 1st reading of the amending bylaw, the City will mail postcard notices to owners and occupants within a 100 meter radius of the subject property and post notice on the City's website and in 2 consecutive issues of a local newspaper in accordance with the Public Notice Bylaw No. 1933.

TIMELINES



CLIMATE CONSIDERATIONS

The Climate Action Plan (2023) pathway T1 seeks to prioritize climate resiliency of new developments. Further, pathway B1 seeks to construct zero emissions and resilient new buildings. Staff have negotiated climate action features outlined in the Development Agreement including features above and beyond current City bylaws. The frontage works required for this development may also advance pathway T2 of the plan which is to continue increasing active transportation and connected networks.

FINANCIAL CONSIDERATION

Rezoning the subject property to permit a higher density of development will increase the assessed value of the lands, thus increasing its taxable value. **Table 4** provides a preliminary estimate of developer contributions for 10 residential units. This amount may change when a Building Permit is submitted if the final project includes a commercial unit.

CONCLUSIONS

The proposed rezoning of 3333 Metchosin Road aligns with Colwood's Official Community Plan and Strategic Plan by supporting housing diversity, active transportation, and climate resilience. The application facilitates the development of a 10-unit, three-storey multi-family building with a live/work studio or commercial component, contributing to the OCP vision for the Metchosin and Lagoon Neighbourhood Hub. Staff recommend that the Planning and Land Use Committee advance the application for Council's consideration.

Respectfully submitted,



Kelsea Fielden
Planner I



Yazmin Hernandez, MCIP RPP
Director of Development Services

ADMINISTRATORS COMMENTS:

I have read the report and endorse the recommendation



Jason Johnson
Chief Administrative Officer

Attachments:

APPENDIX 1: Letter of Rationale

APPENDIX 2: Architectural Drawings

APPENDIX 3: Landscape Plan

APPENDIX 4: Arborist Report

Appendix 5: Transportation Impact Assessment

Appendix 6: Neighbourhood Consultation Summary

Appendix 7: Colwood Land Use Bylaw No. 151, 1989, Amendment No. 222 (C9 - 3333 Metchosin Rd), Bylaw No. 2056, 2025

To: Planning and Land Use Committee
Date: May 5, 2025
From: Kelsea Fielden, Planner I
RE: Tenant Displacement Information for Rezoning Application – 3333 Metchosin Road

RECOMMENDATION

THAT The Planning and Land Use Committee recommend to Council:

THAT an additional long-term condition be added to the Section 219 Covenant Development Agreement, stating:

DEMOITION PERMIT

The Owner is not entitled to receive or apply for a demolition permit until a complete Form and Character Development Permit application has been submitted to the City.

SUMMARY AND PURPOSE

The purpose of this report is to provide additional information related to tenant displacement and relocation policies.

BACKGROUND

The Planning and Land Use Committee is considering a rezoning application for 3333 Metchosin Road. Currently, the property includes a single-family dwelling. One of the tenants has expressed concerns about being displaced due to the proposed development. Staff reviewed the tenancy agreement, signed in May 2022, and noted that it does not specify a vacate date. This is likely due to the uncertain timelines for rezoning and the subsequent Development and Building Permit processes. At present, the tenancy is on a month-to-month basis.

Provincial Legislation

In 2023, The Province introduced new Housing Statues that encouraged a shift from the way land use planning has been conducted in the past. With this new legislation, the Province now expects municipalities to engage in pro-active planning that addresses key matters not at rezoning stage but at the Development Permit stage. The new legislation included new powers granted to Municipalities regarding tenant relocation assistance. Policy guidance on the new powers was only published by the Province last month. Previously, tenant relocation was negotiated by larger municipalities as part of rezoning application for buildings containing a minimum of 5 units. There is now new authority to create a Development Permit Area that addresses tenant relocation. Section 63.2 of the *Community Charter* outlines that Tenant Relocation Bylaws can require/regulate:

- a. Notices or information with respect to a redevelopment, a proposed redevelopment;
- b. Financial compensation for the termination of tenancy agreements;
- c. Financial or other assistance to find and relocate to comparable replacement units; and
- d. The opportunity to exercise rights to enter new agreements for the rental of comparable units in property in which owners have an interest.

These powers given to a Municipality does not alleviate or remove the risk of displacement but provides options to tenants in the case of redevelopment.

Municipal Regulations

In 2023, Council passed a notice of motion (R2023-219) that staff provide Council with background and analysis regarding the potential for tenant displacement in Colwood and propose a tenant assistance policy intended to guide Council's decision making in cases where rezoning applications involve displacement of residential tenants. As mentioned above, tenant displacement should be considered at the time of Development Permit and not rezoning. The development of a tenant relocation bylaw as authorized by the legislation would require significant staff time, and given the number of active policy projects, staff could not initiate this item in 2025.

In the interim, staff propose adding a condition to the Development Agreement for 3333 Metchosin Road that explicitly states a demolition permit will not be issued until a Form and Character Development Permit has been submitted for the site. Submitting a Development Permit application is a significant milestone indicating that the development is progressing and the owner, in good faith, expects to move forward with demolishing the home in the near future. In the absence of a City tenant assistance policy, applicants and residents must adhere to the provisions of the *Residential Tenancy Act*.

Residential Tenancy Act

The *Residential Tenancy Act* (RTA) outlines the timing and conditions of eviction in the case of redevelopment. According to Section 49 of the RTA, the property owner must give 4-months notice to end tenancy for demolition. The owner must have permits and approvals required by law before they provide eviction notice, including a demolition permit. The owner must also compensate a tenant an amount equal to one month's rent under the tenancy agreement.

CONCLUSIONS

The information in this report provides background information related to tenant relocation policies. The recommendation is intended to provide an interim solution to alleviate the timing concerns of eviction from the existing tenants at 3333 Metchosin Road. As mentioned, any other powers given to the Municipality are considered at the time of Development Permit and not at this stage of rezoning.

Respectfully submitted,



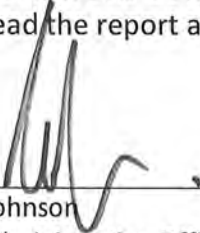
Kelsea Fielden
Planner I



Yazmin Hernandez, MCIP RPP
Director of Development Services

ADMINISTRATORS COMMENTS:

I have read the report and endorse the recommendation



Jason Johnson
Chief Administrative Officer

07 April 2025

Mayor and Council
c/o Kelsea Fielden
Planner, Development Services
City of Colwood
kfielden@colwood.ca | www.colwood.ca

RE: Redevelopment of 3333 Metchosin Road
Residential Development
3333 Metchosin Road, Colwood, BC
RE: RZ Submission



Mayor and council,

We are pleased to present a rezoning proposal to redevelop 3333 Metchosin Road, which is located on the corner with Lagoon Road, having now been reviewed by Planning, Engineering, and following a neighbourhood engagement held recently.

DESCRIPTION

9 units over three stories consistent with the neighbourhood plan.
5 Two storey, Two and Three bedroom units over
4 one bedroom units on the ground floor.

As the OCP is encouraging a mixed use commercial outcome at this Hub. The ground floor corner unit is designed with a commercial space potential and/or a live work unit with a forecourt facing Metchosin and Lagoon Roads for patron entrances.

This dynamic corner unit offers a street level experience for the pedestrian in a character rich building uniquely designed for this setting, to infuse a key intersection to better serve its neighbours, with more residences, and consistent with the Official Community Plan

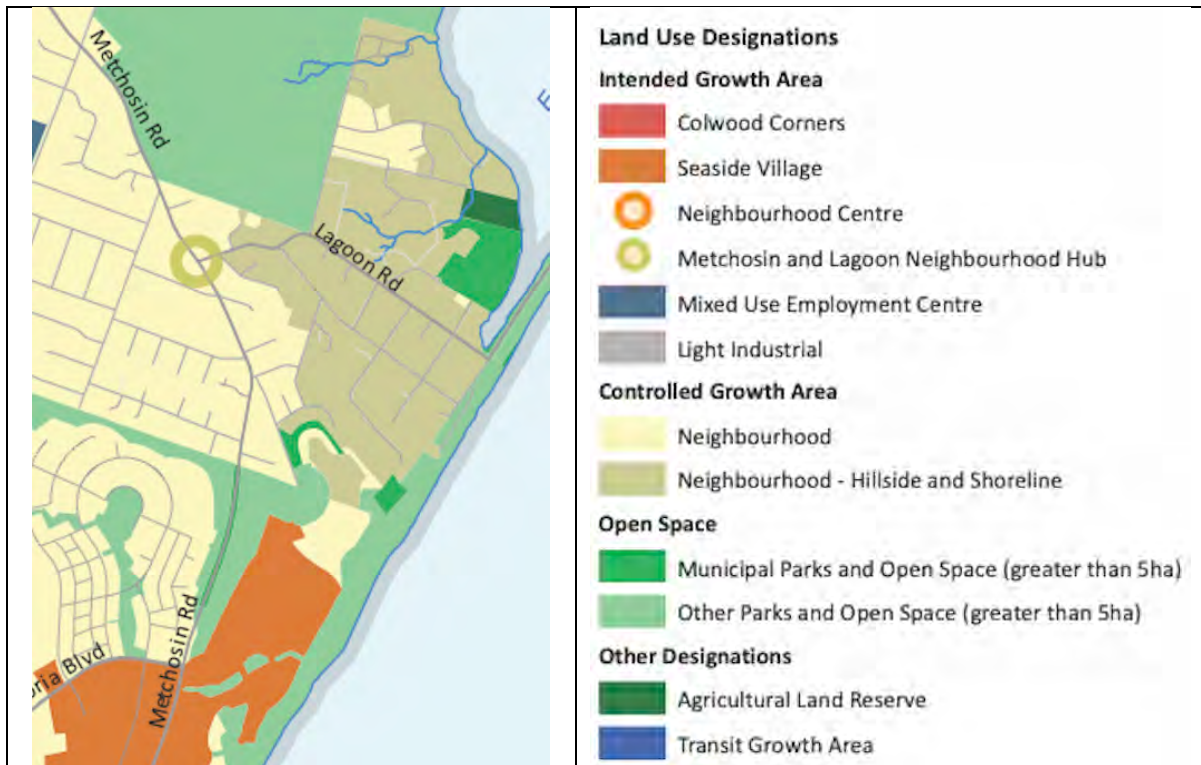


Existing

INTRODUCTION

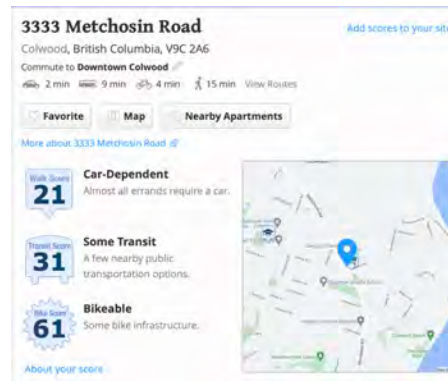
3333 Metchosin Road is currently a single family home housing residential tenants, at the intersection of Lagoon Road identified as a Neighbourhood Hub. This project therefore offers a potential commercial unit or live work unit on the Metchosin and Lagoon Road corner serving the intent of the OCP along the Metchosin Road corridor. On the opposing side of the Lagoon Road, a single storey commercial plaza hosts the Royal Bay Bakery and Lagoon Road Foods. Sangster Elementary is the adjacent neighbour along the Metchosin Road frontage.

On the opposing side of Metchosin road is a series of 3 storey multi-family developments, intermixed with existing older homes.



This intersection however, represents the gateway to Lagoon Road and its quieter, residential focus. The project therefore purposefully provides only residential accommodation on the side facing that quieter residential character of Lagoon Road. The site's ample tree plantings will also contribute to that quiet nature by serving as a noise attenuating landscape buffer. A visual cue that one has turned off of the busy Metchosin Road, and has entered the quieter Lagoon Road neighbourhood.

INFRASTRUCTURE



The site is currently listed as car dependent, and bikeable, with some bike infrastructure in place. This property is located at the confluence of two roads, both approved for significant upgrades to vehicle, bike, and pedestrian level features. Metchosin Road has been approved for significant redevelopment to a multi-lane commuter road with bike lanes and new pedestrian sidewalks separated from its traffic lanes with occasional landscape buffers in the center lane when not used as central turning lane.

Lagoon road has also been approved for its own redevelopment and will continue to be the gatehouse to the quieter more residential neighbourhood on its way down to the Lagoon and its public beach area. It will continue to offer both a bike lane and pedestrian sidewalks in its new form.

The proposal respects these recent approved road designs and the encouragement in the OCP for the properties at this intersection to each play a role in creating a neighbourhood hub.

PARKING

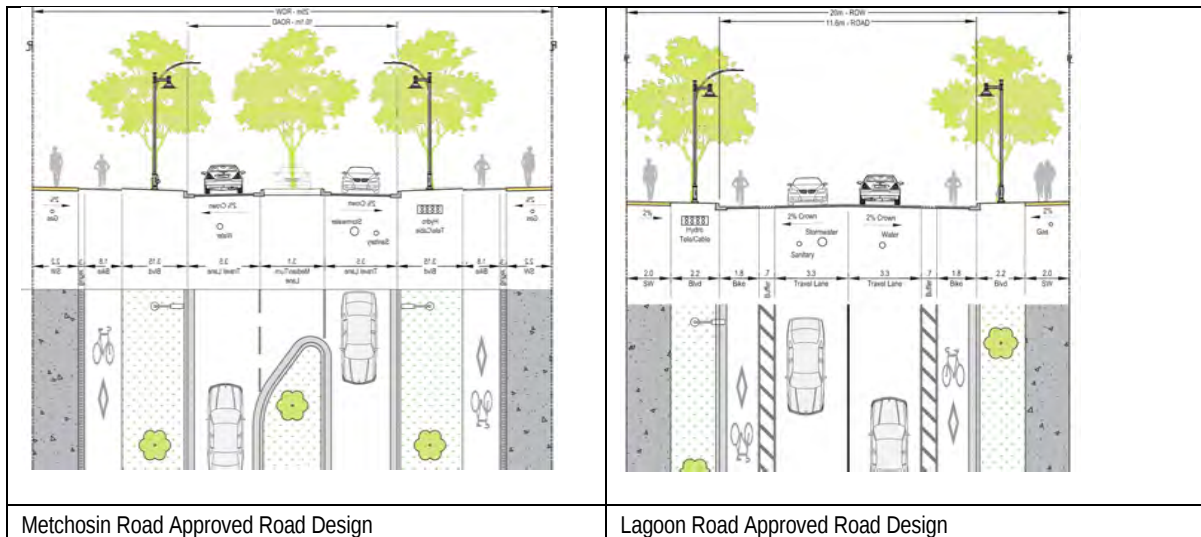
The proposal respects the parking required of the current Parking Bylaw. The project is however at the intersection of Lagoon and Metchosin Roads specifically identified as eligible for reduced parking requirements. *No reduction in the permitted parking is being requested of this development.*

FIGURE 1. "URBAN CENTRE" AREAS ELIGIBLE FOR REDUCED PARKING REQUIREMENTS



DETAIL HOW THE DEVELOPMENT WILL IMPROVE CONDITIONS SURROUNDING NEIGHBOURHOOD

A part of this property redevelopment responds to the new work intended at this intersection. Recently approved road infrastructure changes along Lagoon and Metchosin Road's intersect here. The consulting team - in consultation with Colwood Engineering staff - has mapped out those future Approved Road Profiles and features, and are proposing new sidewalk installations to suit those future plans.



DENSITY CHANGES

The existing family home form is intended to be removed and replaced with a three storey residential development matching, but not exceeding the hts of Metchosin Road neighbours. Density increases from .14 : 1 single family to .76 : 1 Mixed use Residential with a Live work unit and potential commercial location.

Reflecting on the OCP designation of this intersection as being a location of a Neighbourhood Hub, and reflecting on the nature and size of the commercial street plaza in proximity, this proposal diversifies the potential of commercial tenancy offerings. It is recognized this location is well serviced by its current business uses and is a remote location perhaps unsuitable for further businesses of that nature. It can however, by offering a potential commercial space or a live work unit, offer a business opportunity not currently located here. And in doing so, provide commercial opportunity in a manner not offered currently, in a scale compatible with the residential uses on the property, and for those interested in live work units this offers space considerably more economically than commercial tenancies.

Several types of Group D, Business and Personal Services could consider this location, broadening the sense of Hub, while being a sensitive neighbour to Sangster Elementary, and the quieter Lagoon Road neighbours.

LIST OF DWELLING UNITS TO BE PROVIDED

The proposal responds to the very high demand for residential units in this vicinity by providing 2 three bedroom units, 3 two bedroom units, and 4 single bedroom ground floor walk out units. The close location to a school, and location within a well-established residential community, makes the two and three bedroom homes particularly desirable.

The corner unit on the ground floor will have a courtyard designed facing Metchosin and Lagoon Roads with access gates permitting outdoor social and interactive places adjacent to the sidewalk. As a commercial corner unit it permits interaction with the Metchosin streetscape. This forecourt will be particularly welcoming, engaging, and attractive to the viewer and patron. As a live work unit, after hours gates can be closed and the outdoor space considered more private.

In this manner the proposal responds to the OCP, coincidentally responds to our significant demand for all forms of residential housing, and does so while respecting the quieter side of Lagoon Road and offering a potential commercial space if viability exists for one.

ITEMIZE POLICIES AND ADDRESS HOW THIS PROJECT RESPONDS

The project is designed to respond to our contemporary concerns, and those captured in the Colwood Action Plan.

- The building is located in a location adjacent to new bike lane installations and will benefit from the linkage that this bike lane will provide. Shops and services are located within walking distance. Indeed on this point the Royal Bay Bakery and the location of Lagoon Foods is immediately across the street.
- The building is designed to contain the most contemporary and energy efficient mechanics and controls systems. Owners in this project have extensive experience in mechanical systems and controls, and the engineering required.
- The building is designed to significantly increase its tree canopy coverage. While initially designed to preserve an existing mature street tree, that tree has now been recommended for removal by engineering staff. That private tree became a public tree with the location of a new property line location. Under that new title of "street tree" that tree location is in conflict with required road corridor planning. In this location, the tree is in conflict with the much larger community engineering design requirements. Its removal benefits a much larger community service: new bike lanes, new pedestrian corridors, new road lanes, a safer outcome suitable to a growing community.

This project does however replace this one street tree with four new street trees: 2 on Metchosin, and 2 on Lagoon Road. And that becomes a great outcome.

ITEMIZE HOW THE PROJECT CONFORMS TO OTHER POLICIES AND BYLAWS

- Elevating common social and interactive spaces within the ground floor, and up on the second floor, aids in making additional site area available for food source plantings and recreation areas. 65m² of common play space is planned. Several locations for neighbour interaction, personal socializing, and working from home are present, in addition to increasing green contribution from the site.
- All private social spaces outside are facing Southwest. This excellent outcome extends the outside uses of these areas.
- In addition, covered and shaded outdoor common spaces, on the Lagoon side provide places of neighbour interaction, but also places for those working from home. Power and internet connection will be available to these outdoor work spaces.
- The project is designed as solar ready. Roof top spaces will be preconfigured for solar power generation and will feed this potential through conduit directly to the on-site exterior hydro room. Project managers and future residents will be able to apply that solar potential to hot water preheating or building electrical power needs.
- The project is designed to make use of carbon sequestering concrete products, naturally low carbon materials and finishes, and high recycled content products. LED lighting throughout, and other energy saving appliances and equipment minimize the environmental impact.
- The provision of power for charging at each vehicle parking space and within the Bike Room is included in the project planning

SUMMARIZE HOW THE PROPOSAL CONFORMS TO THE SITE ADAPTIVE PLANNING

All ground floor units are directly accessible by those who are mobility impaired. 4 of these 4 ground floor units it appears can be developed as adaptable housing units conforming to the March 2025 Building Code.

HIGHLIGHT SOCIAL BENEFITS

This proposal belongs to the residential housing sector 2 three bedroom units and 3 two bedroom units addressing the diverse needs of everyone from older couples needing to entertain grandchildren, empty nesters wanting a home office or den, a young couple starting a new family, or young couples or individuals just needing to share expenses to make ends meet.

The four one bedroom ground floor units offer walk in / walk out convenience. The corner location where a commercial business can have an attractive street presence and welcoming forecourt, or where a live work units have more private outdoor social place after hours with gates closed.

For all units, an elevated outdoor deck away from the traffic offers a social space, but also a potential work from home location, social interactive location, restful place to read and interact with neighbours. The equivalent of the front porch for the residents.



HIGHLIGHT AMENITIES

The residents will each benefit from well-lit pedestrian walkways to each unit entry. Residents will share a common elevated social space (covered, shaded, and open), central bike room with repair area, with each unit having access to multiple outdoor areas. Outdoor spaces consist of decks, terraces, greenspaces, courtyards, and shared spaces with tables and chairs.

The location provides a multiple family outcome in the vicinity of schools, shops and services, and does so on a transportation corridor which will include new pedestrian, new bike, and connected bus routes.

STATE HOW THE PROJECT MEETS COLWOOD HOUSING NEEDS ASSESSMENT

The residential needs within Colwood and within south Vancouver Island are dramatic. This small boutique residential building brings 9 new homes to the need for residential homes + a live work unit - with which we have 17 bedrooms combined. The diverse offerings of one bedrooms, two bedrooms, and three bedroom units contributes to housing needs in a broad and diverse manner.

That the corner unit on the ground floor is also designed as potential live / work unit or commercial unit, and aids in bringing services and products to the community to diversify those business offerings in a location advocated by the OCP. It brings business opportunities – a small scale - not currently offered, and without competition with adjacent local businesses because of that scale.

DETAIL WHAT IS UNIQUE THAT DESERVES REZONING

The OCP identifies this lot and its immediate Metchosin road neighbours as suitable for mixed use commercial development contributing to the Neighbourhood Hub. As an existing single family zone its current zoning designation, building height, density, and setbacks do not permit the lot to contribute to the OCP as now intended.

The proposed development brings

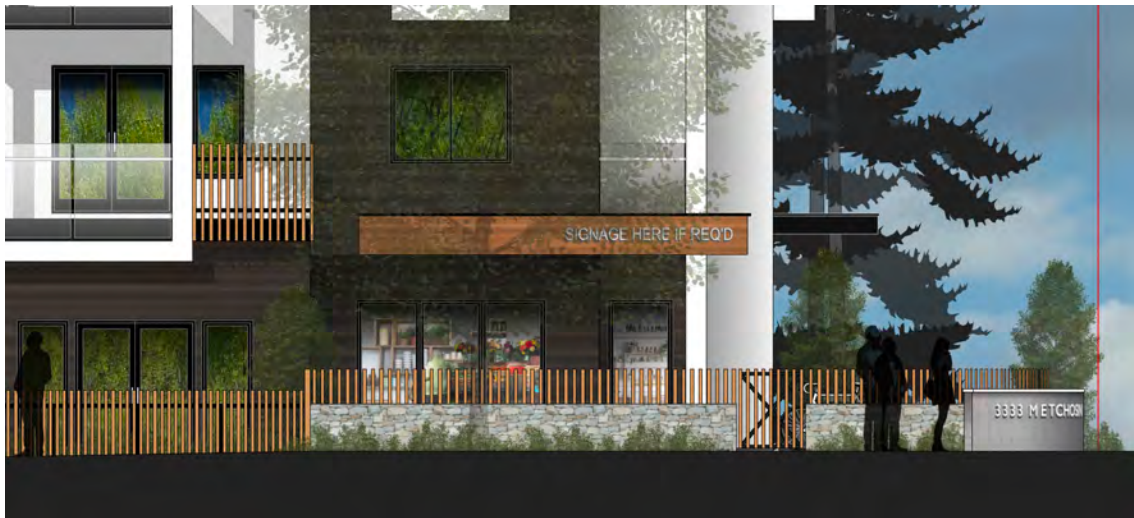
- density to a location where it is needed,
- more residences where only two could exist by zoning today,
- diverse residential unit types where only one type exists,
- a series of live / work opportunities where none exists at present, and
- in a manner that matches the 3 storey multi-family buildings in the vicinity.

DETAIL HOW IT BENEFITS NEIGHBOURHOOD / RELATES TO NEIGHBOURHOOD / LAND USES SURROUNDING LOT

The project is designed to fit within the three storey context that surrounds it. Within this context there also exists numerous existing single family homes original to this area. Many of these homes will be redeveloped into larger buildings as Metchosin Road is itself redeveloped into a more contemporary road corridor with its increases services for bikes and pedestrians. We wish this building to stand out today.

To be visually striking and attract new buyers to this vicinity. High contrast colours and materials attract attention even in the cloudy overcast winter and shoulder seasons. A palette of rich darks and clean whites always ensures a building looks clean and presentable, new and well cared, for even in significantly compromised lighting.





The building is designed with clean lines and a contemporary style, but is decidedly not too modern, nor introducing materials jarring to the community context. The existing community has a variety of building heights and forms. The proposal provides an articulated roof line, and articulated walls dividing the form. On all sides the building facades include white frames supporting key building elements and these are designed to cast shadows on the volume beyond increasing their visual presence.

The proposal has varying roof heights, an articulated exterior form, and with additional eye catching enclosing frames to the decks will create interesting shadows playing off its exterior form. These residences have their private entries on the more private Lagoon Road side. The more public streetscape corner frontage of Metchosin Road and Lagoon Road will host a welcoming forecourt, not unlike our forecourts within the Cook Street Village context at the Belle and the Chatsworth.

DETAIL AVAILABLE TRANSPORTATION OPTIONS / EXISTING NEIGHBOURHOOD AMENITIES

Newly installed or planned bikes lanes of both Lagoon Road and the very interconnected Metchosin Road provide numerous transportation options. Linkages to beaches and parks in one direction, and interconnectedness to businesses and services in the other. New pedestrian sidewalks planned for both roads encourage foot traffic, and the closely located bakeries and food stores make this a very enviable location. The current walk and Bike scores will improve with these installations.

DETAIL WHAT HAPPENS TO EXISTING TENANTS

Existing tenants have their rental agreements tailored to align with this project ensuring the removal of this single family home inconveniences as few people as possible to bring its 9 new residential units / 1 live work or commercial unit / 17 new bedrooms in total. The average tenancy turn-over is within the planning considerations here.

SAFETY FEATURES

The equivalent of a front porch for the residents oversees the property entry. This elevated social space as well assumes that same role of the front porch by being aware of the property and overseeing its comings and goings. Offering that oversight as a means of safety and

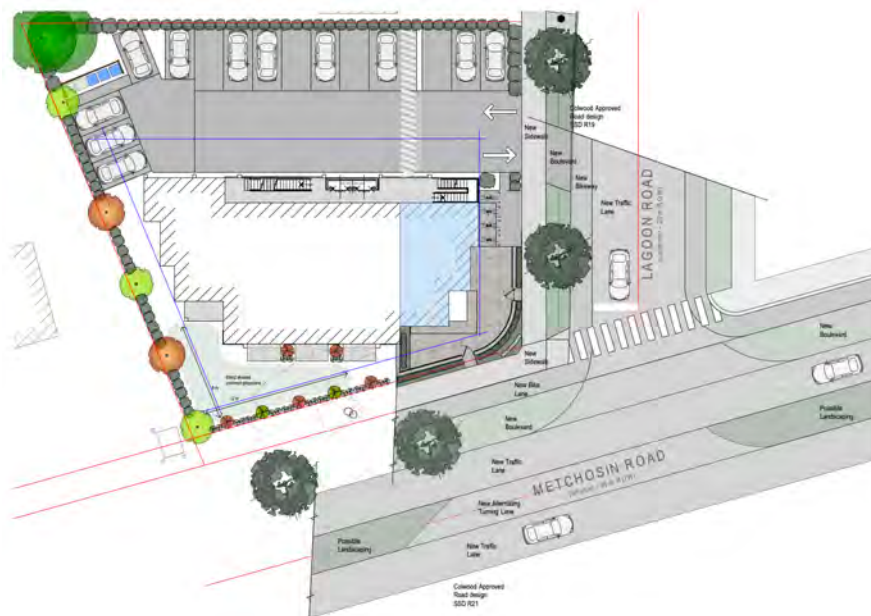
security when residents return home. Under the cover of that elevated perch, as one approaches the entries of the lower units and the stairs to the entries above, low level lighting will raise its illumination levels to ensure safe bright welcoming atmosphere.

Humour: A community wide deer education program will teach all the local deer to respect this property and teach them how not to trigger the exterior lighting motion detectors.

The proposal has been designed to ensure no exterior hiding spaces offer concealed locations to gather. In addition, being a street corner location the property will also ensure that there is no perceived shortcut through the property and that pedestrians should continue along the designated pedestrian sidewalks.

DESCRIBE HOW PROJECT IMPLIMENTS ACTIVE TRANSPORTATION PLAN, SUPPORTS APPROVED TRANSPORTATION PLAN AND IMPROVE VEHICULAR, BIKE, AND PEDESTRIAN ROUTES

This redevelopment proposal for 3333 Metchosin is based on the City of Colwood diagram SSD - R19 approved by Council for Lagoon road, and the larger SSD - R21 approved by Council for Metchosin Road. These two road designs are the current approved transportation outcomes of these streets and our proposed sidewalks and street trees – in discussion with Colwood Engineering Staff - respond to these future installations. This new sidewalk installation, well in advance of the 2044 road installation project increase the safety of this pedestrian environment.



CONCLUSION

We are pleased to be proposing a project designed to suit the community, and to provide a series of differing residential housing options in a neighbourhood requiring a diverse offering of residential housing options. We trust that the enclosed is a submission that will be well received and stand at the ready to answer any further questions that may arise.

Regards

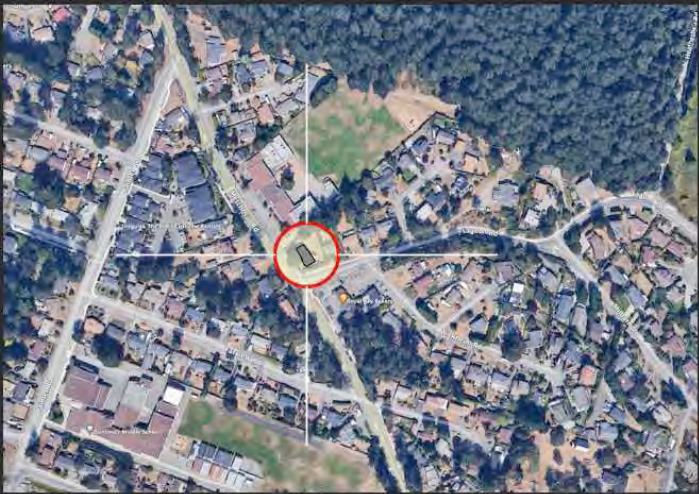
Peter Hardcastle
Hillel Architecture Inc.

Hillel Architecture Inc.



3333 Metchosin Road Redevelopment

Owner / Developer	Architect	Civil Engineering	Transportation & Parking	Landscape / Plantings	Arborists
Blue Bridge Holdings Ltd Contact: Matt Pye Unit A 1127 Wychbury Ave, Victoria BC, V9A 5K9 250 686 9580 matt.pye@activeearth.ca	Hillel Architecture Inc Peter Hardcastle Central Stores Building 697 St. Patrick Street Oak Bay V8S 4X4 250 592 9198 peter@hillelarch.ca	Westbrook Consulting Bruce Crawshaw, P.Eng., LEED@AP 115 - 866 Goldstream Avenue Victoria, BC, V9B 0J3 Phone: 250 391-8592 bcrawshaw@wbrook.ca	Watt Consulting Group Kristen Machina P.Eng Watt Victoria 302 - 740 Hillside Avenue Victoria BC V8T 1Z4 250 388 9877 kmachina@wattconsultinggroup.com	Hillel Architecture Inc Peter Hardcastle Central Stores Building 697 St. Patrick Street Oak Bay V8S 4X4 250 592 9198 peter@hillelarch.ca	Capital Tree Services Joel Creese Arborist PO Box 53512 Victoria Bc V8X 5K2 250 415 7244 info@capitaltreeservice.ca



Community Key Plan

A 9 unit, three storey rental development consistent with the Community Plan.

Offering
2 Three Bedroom units,
3 Two Bedroom units, and
4 One bedroom walkout units.

In a mixed use building where an additional 1 lower floor corner unit offers both a potential commercial or live / work location.

Land Use Designations

Intended Growth Area

Colwood Corners

Seaside Village

Neighbourhood Centre

Metchosin and Lagoon Neighbourhood Hub

Mixed Use Employment Centre

Light Industrial

Controlled Growth Area

Neighbourhood

Neighbourhood - Hillside and Shoreline

Open Space

Municipal Parks and Open Space (greater than 5ha)

Other Parks and Open Space (greater than 5ha)

Other Designations

Agricultural Land Reserve

Transit Growth Area



Official Community Plan Land Use

April 07, 2025

Metchosin Road Residences

3333 Metchosin Road at Lagoon Road, Colwood, BC

Hillel Architecture Inc

Central Stores Building, 697 St. Patrick Street, Victoria BC, V8S 4X4 | 250.392.9198

Rev	Date	Issued For
01	01/20/2025	Issue for R2 Submission
02	04/07/2025	Issue for R2 Submission

Project: 3333 Metchosin Road
3333 Metchosin Road, Colwood, BC

Drawing Title: Site As Found / Project Data

Revision No: 02
Drawing No: A1



Mature Tree
Existing mature **private** tree on private property, becomes an existing mature **public** street tree on public property following road allowance increase.

As a **public** street tree, this tree is removed by default of new road standards applied along this length of Metchosin Road. The design intent was - as expected - that both client, consultant team, and staff engineers wished to retain this tree. The long term service needs of this road corridor however and its design parametres simply govern.

- It is replaced with 4 trees: **2 new** street trees within the new street boulevard on Metchosin Road.

- In addition, **2 new** street trees are located along Lagoon Road.

4 new municipal street trees in locations that serve the future road development planning, and the new intersection considered for 2044

1
A1
Aerial Photo Survey
Scale: 1:100 metric



Project Description

3 storey building: 5 units ground floor. 5 units above.
Consistent with Community Planning, and offering the potential of ground floor live work units along the Mechosin Road corridor.

Grd:
4 One Bedroom Apartments + 1 Live /Work one bedroom unit

Above / Floors 2 and 3
3 Twin Bedroom / Twin ensuite Apartments
2 Three Bedroom Apartments

Zoning Analysis

Zone Criteria:	Proposal:
Permitted Use Requested	Apartment Use
Lot area min	1160 m2 (irregular in shape)
Lot frontage	29.28m along Metchosin
Lot coverage	31% 360.4m2 / 1160m2
Density	887m2 / new 1160m2 lot Floor Space Ratio: 0.76 : 1
set back front (Metchosin)	2.0m - 4.5m recommended 3m achieved (Metchosin)
Setback side (Lagoon)	2.0m - 4.5m exterior side yard 3.6 m achieved
Setback side (interior)	3.0m - 7.5m recommended 3.0m acheived, building corners only
Setback rear yard	3.0m -10m recommended 13.025m achieved
Bldg ht. proposed	3 stories or 10.672m
Open useable space	1160 - 858.0 = 302 m2 / 26%
Parking	15 stalls provided / 14.25 required Guest parking included • plus street side parking serving the community • plus short term parking for delivery vehicles serving the greater community

Urban Core Setback Guidelines

20.2 Setbacks			
20.2.1 The setbacks below are to serve as guidelines and should inform initial site planning.			
Use	Front	Side	Rear
Clustered housing, or rowhouses	2.0m of lot line along the principal street in the centre, up to 5m on secondary streets	Within 1.5m - 4.5m of any interior side lot line	Within 7.5m of any rear lot line
Multi-Family Residential & Mixed Use Residential	2.0m - 4.5m	3m - 7.5m of any interior side lot line or a distance equal to 0.6 multiplied by the building height, whichever is less.	Within 3m - 10m of any rear lot line
Commercial, including Office, & Institutional	2.0m of lot line	Within 6m or more to form an interior courtyard	Within 10m of any rear lot line

Parking Analysis

Parking for urban cores / urban centres

Scenario 1

1 stall per dwelling, one bedroom apartment.
1 per unit x 4 units = **4 stalls**

1.3 stalls per dwelling for 2 bedroom apartments
1.3 per unit x 3 units = **3.9 stalls**

1.5 stalls per dwelling for 3 Bedroom apartments
1.5 per unit x 2 units = **3.0**

.15 Guest stalls per dwelling unit
9 dwellings x .15 = **1.35 stalls**

Total of **12.25** stalls required for residential use

One bed Live / Work Unit = 1 residential stall.
One bed Live / Work Unit = 1 additional stall.

Total of 14.25 stalls required / 15 shown.

- min 1 stall for HC use.
- max 30% small cars: 4 shown

Scenario 2

If one unit is dedicated as a commercial tenancy the residential parking is reduced, the commercial parking is increased:

- delete Live work unit parking of 2 stalls, then add

- office use @ 45m2 per stall = 1.2 stalls
- or
- personal services use @ 25m2 = 2.2 stalls / governs

2.2 commercial stalls serve equally as 1.35 residential guest stalls after business hours.

In this scenario, the parking required is 14.45 stalls and therefore equal to initial Scenario 1 requiring 15 stalls outlined above.

Parking Variance

Parking Variances are permitted to be presented for consideration in this Neighbourhood Hub location.

No parking variance is being requested.

Bikes

1 stall per dwelling less than 60m2 @ 1.8m x .6m
(5 units) 5 stalls

1.25 stalls per dwelling over 60m2 @ 1.8m x .6m
(5 units) 6.25 stalls

11.25 - 10% oversized bikes / 3m x .9m = 2

13.25 or 14 Long term Bike stalls
Short term exterior guest bikes: 6

April 07,
2025

Metchosin Road Residences

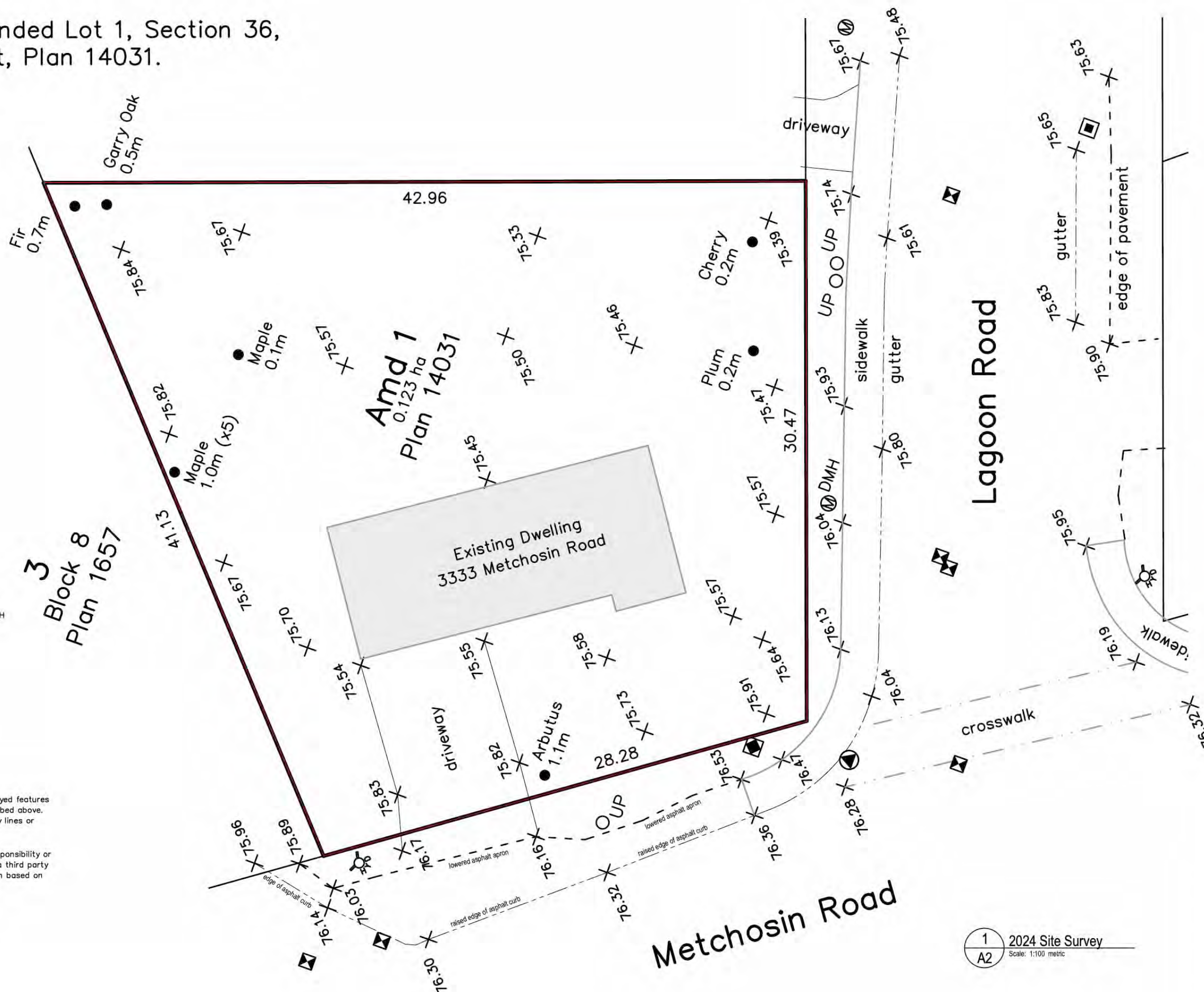
3333 Metchosin Road at Lagoon Road, Colwood, BC

Hillel Architecture Inc

Central Square Building, 637-65 Pacific Street, Victoria BC, V8B 4A8 | 250.335.8188

date	client	issued for
date	client	issued for
date	client	issued for
revision date	January 20 2025	revision for
drawn by	A. Hillel (p.hardcastle)	issued for R2 Submission
checked by	g.hardcastle	
scale	as noted	project number
		2022-34

project:	
3333 Metchosin Road	
3333 Metchosin Road, Colwood, BC	
drawing title:	
Site As Found / Project Data	
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	drawing no.
	A1

[illegible]

Metchosin Road Residences

Central Issues Building, 107 St. Patrick Street, Vermont BC, 056-4344, (254)292-9198

drawing title
Site Plan

Initial sidewalk installations and roadbeds designed to respect this future road installation as reviewed by Colwood Engineering Staff shown on civil engineering drawings



April 07,
2025

Metchosin Road Residences

3333 Metchosin Road at Lagoon Road, Colwood, BC

Hillel Architecture Inc

Control Space/Rooming, 407-610-1111, Vancouver, BC, V6N 1A6, 1-202-075-0118

Rev	Date	Issued For
01	01/20/2025	Issue for R2 Submission
02	04/07/2025	Issue for R2 Submission
03	04/07/2025	Issue for R2 Submission
04	04/07/2025	Issue for R2 Submission
05	04/07/2025	Issue for R2 Submission
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99	04/07/2025	Issue for R2 Submission
100	04/07/2025	Issue for R2 Submission



Project:	3333 Metchosin Road
Location:	3333 Metchosin Road, Colwood, BC
Drawing Title:	Basement Floor Plan
Drawn by:	g.hartcastle
Checked by:	g.hartcastle
Date:	2022-04
Revision:	A4

1 Crawl Space and Basement Planning
A4 Scale: 1:100 metric

April 07,
2025

Metchosin Road Residences

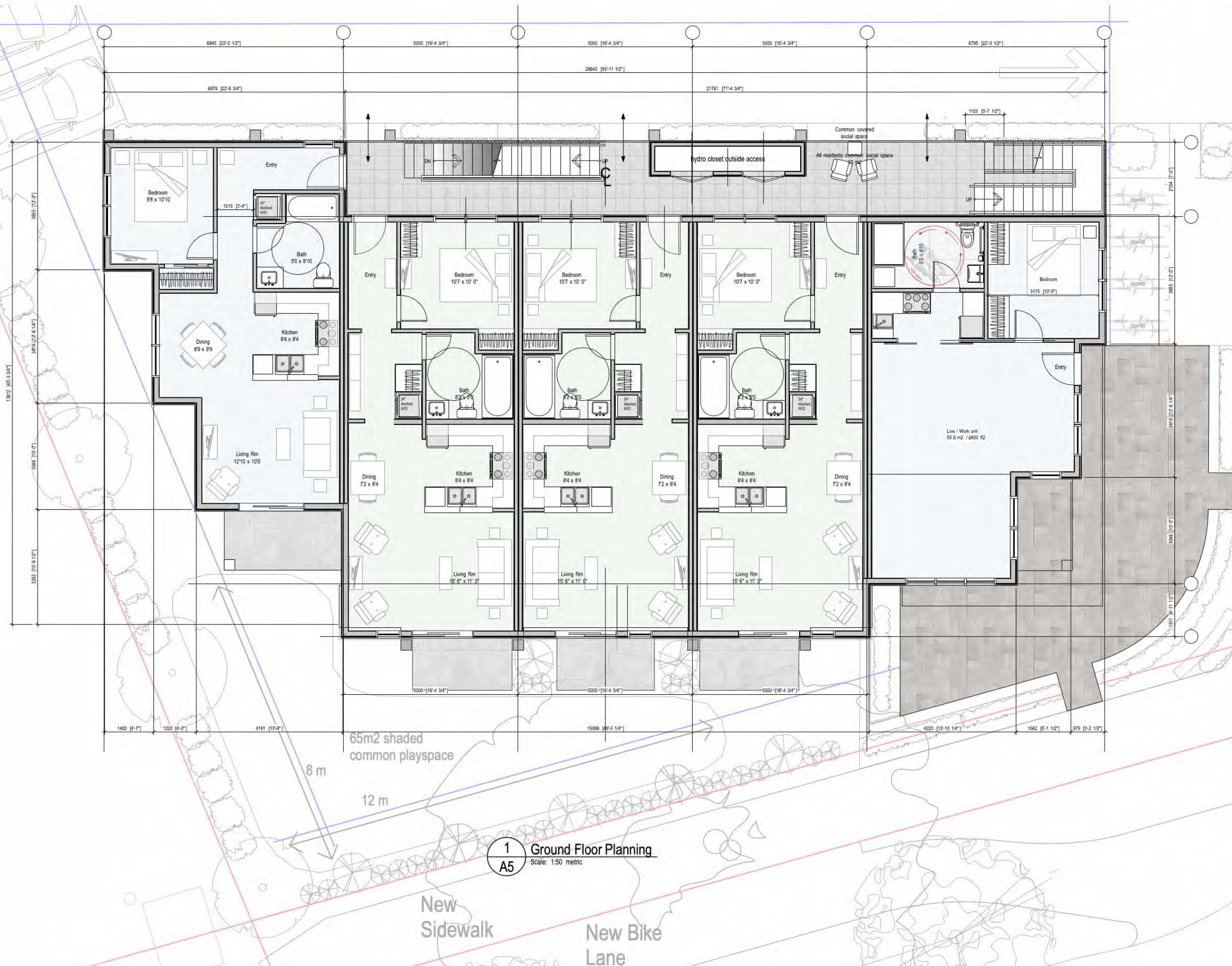
3333 Metchosin Road at Lagoon Road, Colwood, BC

Hillel Architecture Inc

Central Office Building, 437-75 Pacific Street, Victoria BC, V8B 4A4 | 250.335.8198

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1	2025-01-20	Issue for R2 Submission
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9	2025-01-20	Issue for R2 Submission
10	2025-01-20	Issue for R2 Submission
11	2025-01-20	Issue for R2 Submission
12	2025-01-20	Issue for R2 Submission
13	2025-01-20	Issue for R2 Submission
14	2025-01-20	Issue for R2 Submission
15	2025-01-20	Issue for R2 Submission
16	2025-01-20	Issue for R2 Submission
17	2025-01-20	Issue for R2 Submission
18	2025-01-20	Issue for R2 Submission
19	2025-01-20	Issue for R2 Submission
20	2025-01-20	Issue for R2 Submission

Project:	3333 Metchosin Road
Address:	3333 Metchosin Road, Colwood, BC
Drawing Title:	Ground Floor Plan
Revision No:	A5
Revision Date:	2025-01-20
Revision Description:	Issue for R2 Submission
Revision By:	p.hardcastle
Revision For:	2022-34



1 Ground Floor Planning
A5 Scale: 1:50 metric

April 07,
2025

Metchosin Road Residences

3333 Metchosin Road at Lagoon Road, Colwood, BC

Hillel Architecture Inc

Central Office Building, 457-15 Pacific Street, Victoria BC, V8N 4A4 | 250.335.8158

rev	date	issued for
1	Jan 20 2025	Issue for R2 Submission
2	Jan 20 2025	Issue for R2 Submission
3	Jan 20 2025	Issue for R2 Submission
4	Jan 20 2025	Issue for R2 Submission
5	Jan 20 2025	Issue for R2 Submission
6	Jan 20 2025	Issue for R2 Submission
7	Jan 20 2025	Issue for R2 Submission
8	Jan 20 2025	Issue for R2 Submission
9	Jan 20 2025	Issue for R2 Submission
10	Jan 20 2025	Issue for R2 Submission

project	3333 Metchosin Road 3333 Metchosin Road, Colwood, BC
drawing title	Second Floor Plan
revision no.	A6
drawing no.	A6



1 Second Floor Planning
A6 Scale: 1:50 metric

Lower Floor Planning of
two storey units which start at this floor
level
End units demonstrate the potential of a 3 bedroom use

April 07,
2025

Metchosin Road Residences

3333 Metchosin Road at Lagoon Road, Colwood, BC

Hillel Architecture Inc

Central Island, 407-610-1000, Vancouver, BC, V6V 2G6, Canada

Rev	Date	By	For
1	2025-01-20	g.hardcastle	Issue for R2 Submission
2	2025-04-07	g.hardcastle	Issue for R2 Submission

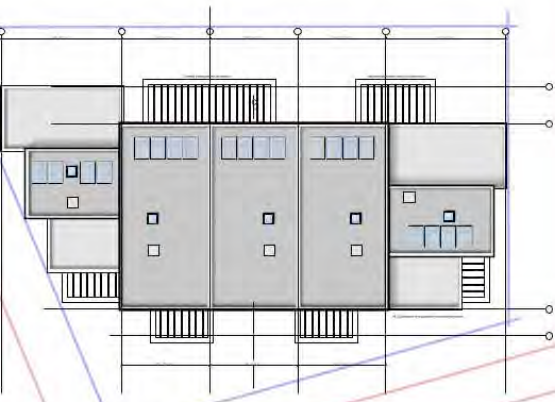
Project	3333 Metchosin Road 3333 Metchosin Road, Colwood, BC
Drawing title	Third Floor Plan
Drawn by	g.hardcastle
Checked by	g.hardcastle
Scale	1:50 metric
Revision	2
Drawn by	g.hardcastle
Checked by	g.hardcastle
Scale	1:50 metric



1 Third Floor Planning
Scale: 1:50 metric

Third Floor Planning
Each unit shown demonstrates twin prime bedrooms, twin ensuites, and maximize the number of lifestyles that can be accommodated.

2 Roof Plan
Scale: 1:200 metric





1 Metchosin Road Facade
A8 Scale: 1:50 metric

Elevation facing Metchosin Road
Three central ground floor units are designed as live work units with access from Metchosin Road.
They are equally capable of being naturally well lit bright residences with private walk out terraces.
The remaining two end units, purposefully more concealed from public view, have private outdoor terraces.

April 07, 2025

Metchosin Road Residences
3333 Metchosin Road at Lagoon Road, Colwood, BC

Hillel Architecture inc

Central Town Building, 437-75 Parke Street, Victoria, BC, V8S 4K6 | 1.250.352.9118

Rev	Date	Issued For
Rev	Date	Issued For
Rev	Date	Issued For
Revision No.	January 20 2025	Issued For R2 Submission
Drawn by	A. Hillel (p.hardcastle)	Project No.
Scale	as noted	Project Name
		2022-34

Project:	3333 Metchosin Road 3333 Metchosin Road, Colwood, BC
Drawing title:	Metchosin Road Facade
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1 Lagoon Road Facade
A9 Scale: 1:50 metric



Elevation facing Lagoon Road
Entry to the property from Lagoon Road.
Elevation demonstrates significant sideyard
setback from adjacent residential property.

April 07,
2025

Metchosin Road Residences

3333 Metchosin Road at Lagoon Road, Colwood, BC

Hillel Architecture inc

Central Town Building 437-75 Parke Street Victoria BC V8S 4K6 1.250.352.9118

Rev	Date	Issued For
Rev	Date	Issued For
Rev	Date	Issued For
Revision Date	January 20 2025	Issued For R2 Submission
Drawn by	A.Hillel (p.hardcastle)	Project No. p.hardcastle
Scale	as noted	Project Number 2022-34

project:
3333 Metchosin Road
3333 Metchosin Road, Colwood, BC

drawing title:
Lagoon Road Facade

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revision no.

drawing no.
A9



0 1 2 3 4 5m

Hillel Architecture Inc

1 Rear Yard Building Facade
A10 Scale: 1:50 metric

Adjacent single storey garage shown dashed

Elevation facing on-site Parking
Each unit demonstrates an outside private entry.
Each unit has access to common outside social spaces.
Common spaces offer differing qualities from covered for rain,
exposed for sun, shaded and semi enclosed.

April 07,
2025

Metchosin Road Residences

3333 Metchosin Road at Lagoon Road, Colwood, BC

Hillel Architecture inc

Central Town Building, 437-55 Parice Street, Victoria, BC V8S 4K6 | 1.250.352.9118

Rev	Date	Issued For
Rev	Date	Issued For
Rev	Date	Issued For
Revision No.	January 20 2025	Issued For R2 Submission
Drawn by	A.Hillel (p.hardcastle)	Project No.
Scale	as noted	Project Name
		2022-24

Project:	3333 Metchosin Road 3333 Metchosin Road, Colwood, BC
Drawing title:	Rear Yard Building Facade
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1 Internal Side Yard Facade
A11 Scale: 1:50 metric

Property fencing removed for viewing elevation
Elevation facing parking facility of adjacent institutional use property,
Sangster Elementary
A landscaped buffer provides Privacy to Sangster Elementary and
Sound attenuation to 3333 Metchosin Road.

April 07,
2025

Metchosin Road Residences

3333 Metchosin Road at Lagoon Road, Colwood, BC

Hillel Architecture inc

Central Town Building 437-55 Patricia Street Victoria BC V8P 4G4 1.250.350.9198

rev	date	issued by
rev	date	issued by
rev	date	issued by
revision date	January 20 2025	revision for Issue for R2 Submission
drawn by	A.Hillel (p.hardcastle)	project no. p.hardcastle
scale	as noted	project number 2022-34

project:
3333 Metchosin Road
3333 Metchosin Road, Colwood, BC

drawing title:
Internal Side Yard Facade

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revision no.

drawing no.
A11



1 Elevation Materials
A12 Scale: 1:100 metric

EXTERIOR FINISHES LEGEND

typical all elevations

Light Palette

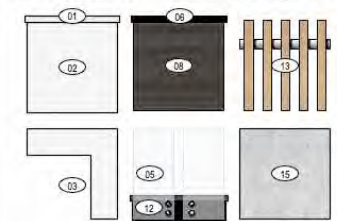
- 01 Prefinished steel roof parapet flashing: white
- 02 Smooth wood float finish stucco: white
- 03 250 x 250 PVC trimmed balcony support frame: white
- 04 250 PVC trimmed cantilevered roof projection as shading device: white
- 05 1100 Laminated glass balcony railing assembly clw 900 high handrail

Dark Palette

- 06 Prefinished steel roof parapet flashing: black
- 07 Prefinished steel head and sill window flashing: black
- 08 Horizontal extruded alum plank siding or similar: Burned Cherry
- 09 Double glazed, thermally broken vinyl window assemblies: Black
- 10 Double glazed, thermally broken vinyl sliding patio doors: Black
- 11 Double glazed, thermally broken vinyl entry doors: Black
- 12 Prefinished steel flashing balcony deck edge finishing: Black

Additional Building Finishes

- 13 40 x 40 @ 40 o.c. vertice picket extruded alum railing assemblies: Light Cherry
- 14 Exterior steel doors and welded steel frames / painted: black
- 15 Exposed concrete foundations / elastomeric paint finish: charcoal
- 16 Not shown: ventilated vinyl soffit: white
- 17 Not shown: ventilated wood tone vinyl soffit: matching light cherry
- 18 Not shown: underside of exterior deck assemblies: white wood float stucco finish



April 07,
2025

Metchosin Road Residences

3333 Metchosin Road at Lagoon Road, Colwood, BC

Hillel Architecture Inc

Current Project Address: 4377 St. Patrick Street, Victoria BC, V8N 4A6 | 250.4375.4148

Rev	Date	Issued For
Rev	Date	Issued For
Rev	Date	Issued For
Revision Date	January 20 2025	Issued For R2 Submission
Drawn by	k.hill (p.hardcastle)	Project by p.hardcastle
Scale	as noted	Project Number 2022-



Project:
3333 Metchosin Road
3333 Metchosin Road, Colwood, BC

Drawing Title:
Elevation Materials & Colours

Revision No. 1
Drawing No. A12

On site Parking Stalls



3333 Metchosin Road at Lagoon Road, Colwood, BC

date	2006	issued by	
date	2006	issued by	
date	2006	issued by	
release date	January 20 2025	issued by	Issue for RZ Submission
issue by	k.hoi@phardcastle	checked by	phardcastle
scale	as noted	project number	2022.34





LANDSCAPING PLANTING LEGEND

	(LBX) Linear Boxwood Buxus microphylla "Little Missy" compact rounded cultivar suitable for use as a sheared plant and hedging. Deer resistant. Very dark green in colour.
	(SBX) Spherical Boxwood Buxus microphylla "Little Missy" compact rounded cultivar suitable for use as a sheared plant and hedging. Deer resistant. Very dark green in colour. Spherically pruned stock intended to maintain a rounded spherical shape on site through regular shearing.
	(RLM) Red Japanese Maple Acer palmatum var. dissectum "waterfall" Japanese Maple or similar, suitable to hardness zone 5. Low clumping, rounding form. Red. 25 m2 canopy.
	(GLM) Green Japanese Maple Acer palmatum var. dissectum "waterfall" Japanese Maple or similar, suitable to hardness zone 5. Low clumping, rounding form. Light green. 25 m2 canopy.
	(FMW) Fairy Magnolia White Fragrant white Magnolia (Michelia + Mc. Juro1) naturally compact habit, with dark green leaves.
	(MAG) Kobus Magnolia Designated canopy tree. 50 m2 Northern Japanese Magnolia, pruned to encourage a more erect initial growth and development. Fragrant and attractive to birds and insects.
	(PLH) Portuguese Laurel Hedging Prunus Lusitanae hedging. Hardy evergreen with rich dark foliage with green stems when young and maroon coloured when mature. Dense hedge suitable for reducing noise, and offers wind protection. 4 yr old root ball stock, 2800mm high or similar.
	(BRM) Red Rocket Maple (Scarlet Maple) Acer Rubrum "Red Rocket" Narrow upright habit growth green maple mid summer, producing blazing red fall colour with orange highlights. Showy red flowers line the branches in the spring. Prefers non alkaline soils. Improved hardiness.
	(GM) Golden Maple with red tips Acer Palmatum "Arakawa" Rough bark narrow upright growing Japanese Maple. Spring growth is bright, leaning towards chartreuse. Leaves become green yellow later in summer, followed by brilliant yellow / orange in the fall.
	(PF) Personal Food gardens provision has been made, and permission granted for residents to host personal food gardens on the property. Areas are identified.

JAN 20, 2025

Metchosin Road Residences

3333 Metchosin Road at Lagoon Road, Colwood, BC

Hillel Architecture inc

3333 Metchosin Road, Colwood, BC V9B 5K1

Client	Metchosin Road Residences	Project No.	2024-001
Architect	Hillel Architecture Inc.	Scale	1:100
Project Manager	Michael Hillel	Date	January 20, 2025
Project Location	3333 Metchosin Road, Colwood, BC	Project Status	Final Design



3333 Metchosin Road
1111 Metchosin Road, Colwood, BC
Planting Plan
Sheet No. L1



Capital Tree Service Inc.

Arborist Report

3333 Metchosin Road

Colwood, BC V9C 2AC

December 5, 2023

Revised April 2, 2025

Prepared for:

Sean Janzer

Prepared by:

Capital Tree Service Inc.

Capital Tree Service Inc.

PO Box 53512 Royal Oak Dr, Victoria BC, V8X 5K2

Ph: 250-217-8370, email: joelcreese@capitaltreeservice.ca

capitaltreeservice.ca

GST # 861289783RT0001

WSBC Account #713323

Liability and Professional E and O, HSM Insurance - \$5 Million

Summary/Scope of Work

Capital Tree Service Inc. (CTS) was contacted by Sean Janzer (Client) regarding a proposed apartment building at 3333 Metchosin Road (the Site) in the City of Colwood. The Client indicated they required an Arborist Report and Tree Protection Plan (TPP) to move forward with the permit application.

The Client has requested that CTS provide a Basic Visual Tree Assessment (BVTA) and TPP for the Site. CTS agreed to complete the assessment and provide findings in an Arborist Report Form including a TPP.

Under the current proposal four (4) bylaw protected trees will be removed and one (1) bylaw protected tree will be retained. The retained tree is located offsite. A tree inventory is included as **Appendix 'A'**. Photographs and a Site Plan are included as **Appendix 'B'** of this report.

Methodology

The Site was entered on November 16, 2023, by CTS for the purpose of conducting tree assessments and collecting inventory. Keegan Durovich, a consulting arborist and representative of CTS, provided the BVTA for the site. The weather that day was 4°C and mostly sunny with a 10km/hr NNE breeze.

The Site was assessed from grade. No form of diagnostic tools or invasive techniques were used during the assessment, including excavation or assessment of roots below. Diameters were measured using a Richter Diameter Tape. Diameter at Breast Height (DBH) was measured approximately 1.4m above grade. Measurements and observations were recorded with the intent to provide a static representation of the area. A tree inventory is included as **Appendix 'A'** of this report. Photographs and a Site Plan are included as **Appendix 'B'** of this report.

During the assessment, five (5) trees were observed – all (5) of which are protected under the current City of Colwood Tree Protection Bylaw. One (1) of the trees is an offsite tree. Trees referenced in **Appendix 'A'** and located on the site have been tagged. Tags are located approximately 1.5-2m above grade on tree stems and were visible at the time of assessment. One (1) tree was not tagged as it is an offsite tree and is labeled offsite (OS) one (1).

Protected Root Zone calculations are based on the ISA recommended one foot for each one inch of trunk diameter (0.3m for each 2.5 cm). Matheny and Clark's 'Trees and Development' was used to assess relative tolerance to Development Impacts.

Observations/Discussion

During the assessment, a lot residential lot in a rapidly developing suburban neighborhood was observed. The Site was observed to be sparsely treed with a variety of native species. The Site appears to receive plenty of direct sun. One (1) bylaw protected offsite tree observed during the BVTA is proposed for retention and protection. Construction activities are expected to have a low to moderate impact on the tree proposed for retention.

The proposed apartment building will require the removal of one (1) tree. Tree 822 is located 2m from the edge of the proposed building and will have more than 35% of its PRZ impacted by the building footprint and the parking area. The tree is therefore proposed for removal.

The proposed recycling and garbage area will require the removal of trees 820 and 821. 820, a Garry oak, is located ~1.5m (or just over 3x the trees diameter) from the edge of the concrete. At this proximity to the trunk there is an increased risk of destabilizing the tree and long-term health effects. Tree 821, a Douglas fir) is located ~2.4m (or less than 3x the diameter) from the proposed disposal area. Douglas firs are likely to decline following impact to greater than 25% of the tree's PRZ (which occurs at ~6x the trees diameter). Additionally, the likelihood of tree destabilization is a significantly increased as any required excavation would be within 3x the tree's diameter from the trunk. Therefore 821 is proposed for removal. OS1 will also be impacted by the concrete pad, however, less than 20% of the tree's PRZ will be affected. Arborist supervision will be required during excavation in this area. Impact to 821 is expected to be low.

Although initially proposed for retention, Tree 823 will now require removal under the new proposal to allow for Metchosin Road and sidewalk upgrades. Although currently located on site, after land dedication Tree 823 (an Arbutus) will be located on the municipal boulevard. Under the current "2044 approved road corridors" shared to the client by Municipal staff, Tree 823 is located in the footprint of the new Metchosin Road sidewalk location and therefore requires removal.

Replacement trees will be required at a 1:1 ratio for each bylaw protected tree removed, as 5 or less trees are proposed for removal. The current plan includes four (4) new boulevard trees and seven (7) new onsite trees, more than meeting the replacement requirements.

Tree Dynamics

A tree inventory is included as **Appendix 'A'** of this report.

Observed Tree Impacts

- Four (4) trees are proposed for removal.
- One (1) Douglas fir tree (OS1) in the back of the property of a neighbouring property and is proposed for retention and protection.
- Replacement trees will be required to be planted at **1:1** ratio for each protected tree removed.
- Construction impact to the retained trees is expected to be low to moderate.
- Assessment of the site may expose further tree issues or conditions. If this occurs the project arborist will contact City staff for further recommendations.

Common and Latin Names

Arbutus – *Arbutus menziesii*

Garry oak – *Quercus garryana*

Douglas fir – *Pseudotsuga menziesii*

Tree Condition Ratings Summary

Health Condition:

- Poor - significant signs of visible stress and/or decline that threaten the long-term survival of the specimen.
- Fair - signs of stress.
- Good - no visible signs of significant stress and/or only minor aesthetic issues.

Structural Condition:

- Poor - Structural defects that have been in place for a long period of time to the point that mitigation measures are limited.
- Fair - Structural concerns that are possible to mitigate through pruning.
- Good - No visible or only minor structural flaws that require no to little pruning.

Species Relative Tolerance to Construction Impacts¹:

Arbutus – Poor – “Intolerant of site disturbance”

Douglas Fir – Poor-good – “Tolerant of fill soil if limited to one-quarter of root zone. However, may decline slowly following addition of fill. Tolerant of root pruning. Intolerant of poor drainage.”

Garry Oak – Good – “Largely intolerant of construction injury.”

Tree Protection Plan

Utilize Tree Protection Fencing (TPF) to restrict access to Tree Protection Zones, see Appendix C for fencing specifications. Provide signage on fencing which states: Tree Protection Area – No Admittance. Signage must be in a visible location attached to the fence. Signage must be attached to the outside of each Tree Protection Fencing area.

Contact CTS to mark locations for the Tree Protection Fencing. All Tree Protection Fencing must be installed in the locations indicated by CTS. CTS must provide inspection and verification of the fencing detail for District approval.

Each Tree Protection Zone (TPZ) must be vacated of all construction materials and/or equipment. At no time may the fencing be removed or modified unless the Project Arborist is contacted and approval given. In such cases the Project Arborist must assist fence removal and assess combined impacts which are required for construction completion. Capital Tree Service 250-217-8370 – Five business days notice required.

Landing/Storage Area

All construction materials will be stored in areas identified as ‘Landing/Storage’ in site plans. These locations are indicated on the Site Plan.

Access

A single point of access shall be utilized. This shall be in the location marked ‘Access’ on the Site Plan. Contractors and workers shall be made aware of the Tree Protection Zones and Measures in place. Site access will be along proposed driveway as well as the existing driveway, until it is removed. **Tree Protection Zones and areas of the Site not under construction or within the Zone of Impact will be strictly off limits.** It is the responsibility of the Client to schedule a pre-job meeting with the Project Arborist to discuss Tree Protection Plans, Zones, and requirements.

Five business days notice required. Project Arborist. 250-217-8370

¹ Nelda P. Matheny and James R. Clark, *Trees and Development: A Technical Guide to Preservation of Trees during Land Development* (Champaign, Ill: International Soc. of Arboriculture, 1998).

Root Assessment and Observation

The Project Arborist must be on site for observation and assessment when working within the Protected Root Zone of any Protected Trees. This shall include trees:

- OS1

Tree Pruning

Tree pruning required for access and egress, tree health and safety shall be performed by an International Society of Arboriculture (ISA) Certified Arborist without the use of climbing spurs. All tree pruning shall be performed in accordance with ANSI A-300 Standards for Tree Care Operations.

Blasting

The use of blasting for removal of rock may cause serious damage or death to nearby trees if not managed appropriately. CTS recommends the use of an expanding foam (e.g., Geobreak) to break the rock, if powder must be used, a low nitrogen and low velocity explosive should be utilized. Furthermore, we recommend the use of foam to strategically fracture the rock before using an excavator to breakup (using a hoe ram) and remove the rock. It is critical that $\frac{3}{4}$ " plywood is used to protect (armour) retained trees and that heavy matting is used to dampen shockwaves if explosives are utilized. A removal plan for the rock will be developed with the blasting contractor and the Project Arborist. It is recommended that this plan is created prior to the blasting contractor providing a cost estimate.

Typical Excavation within PRZ Process Plan

1. Provide and schedule Project Arborist to assess site prior to construction.
2. Inventory and identify trees and hazards which could complicate excavation process.
3. Utilize hand tools and cutting equipment when large tree roots are anticipated.
4. When possible, utilize small, rubberized track excavation equipment which will reduce soil compaction.
5. Excavator operator must be well informed about dig site and goal to complete project.
6. Use shallow excavation sweeps across the site to establish a depth which roots can be easily identified. (3cm to 5cm in depth of soil for each sweep across the soil face)
7. Roots greater than 6cm in diameter shall be preserved and inspected by the Project Arborist. The project arborist will determine if roots should be pruned or cut.
8. All roots greater than 6cm in diameter should be identified and documented for project records.
9. Photos are highly recommended for documentation purposes.

Assessment of the site may expose further tree issues or conditions. If this occurs the project arborist will contact City Staff for further recommendations.

Role of the Project Arborist

As well as creating the Tree Preservation Plan, the Project Arborist must be on site to supervise work within or immediately adjacent to the tree protection areas identified on the attached tree plan. **This will include sidewalk, driveway and any improvements proposed for the municipal boulevard.**

The Project Arborist will be present to supervise landscaping operations and activity within the tree protection areas.

At completion of the project, the Project Arborist will confirm that any tree protection or remediation related deficiencies have been addressed by the owner and building contractor. Once all deficiencies (if any) have been remedied, the Project Arborist shall prepare a letter to the City of Colwood confirming completion of the project.

Tree Protection Plan Summary

- i. Provide a detailed sign specifying that tree protection measures are in place and will be followed during the project. Fines will be posted for malicious acts and can be placed on individuals who disregard the tree protection plan and its guidelines. Signs will be placed at each entrance of the project detailing what is expected when working in potentially high impact tree protection zones.
- ii. Provide tree protection fencing for all trees identified with protection requirement in this report. This fencing shall be four (4ft) feet in height and made of orange plastic. If required, header and footer boards will be used to secure the protective fencing.
- iii. Tree protection and root protection signs will be placed on the fencing (see Appendix C). No entry will be allowed, unless specified by the Project Arborist and in their presence while on site.
- iv. Restrict vehicle traffic to designated access routes and travel lanes to avoid soil compaction and vegetation disturbances.
- v. Make all necessary precautions to prevent the storage of material, equipment, stockpiling of aggregate or excavated soils within tree protection areas. No dumping of fuels, oils or washing of concrete fluids will be allowed in tree protection zones.
- vi. Provide an onsite arborist when a risk of root damage, root cutting, or limb removal is required within the tree protection zone.
- vii. Avoid alterations to existing hydrological patterns to minimize vegetation impacts to the site.

- viii. The use of a Project Arborist is required to provide layout of tree protection zones. The Project Arborist(s) will provide pre-construction information to all parties involved with the project. The Project Arborist must be notified five business days prior to construction activities in sensitive areas. The Project Arborist should be used to provide root and branch pruning when diameters are greater than 6cm.
- ix. At no time will tree protection zones be removed from the project unless approved by the Project Arborist

The following is a summary of key roles of the Project Arborist.

- Participation in a site meeting prior to the commencement of works adjacent to Tree Protection Zones to discuss the preservation plan and tree protection measures in place. **It is the responsibility of the Client to schedule a pre-work site meeting. *Five Business Days Notice Required. CTS 250-217-8370***
- The meeting will review the Tree Protection Plan, Tree Protection Zones and the specific measures required to protect the trees during the site preparation, construction, and landscape phases of construction.
- The Project Arborist will inspect the Tree Protection Fencing and any other tree protection measures prior to a tree permit being issued by the District and prior to work commencing on site.
- The Project Arborist will be on site during the following work within or immediately adjacent to the Tree Protection Areas as indicated on the attached Site Plan:
 - ❖ demolition
 - ❖ grading
 - ❖ excavation
 - ❖ rock removal or blasting
 - ❖ trenching for underground services and utilities
 - ❖ preparation of grade for the proposed driveways and parking areas
 - ❖ site inspections to insure adherence to Tree Protection Measures

Although this site has been assessed trees in the landscape are dynamic and changes could occur. This report is a static representation of the site during our assessment.



Keegan Durovich 2025-04-02
Capital Tree Service Inc.
ISA Certified Arborist TRAQ PN-9272A
B.A.Sc.

Capital Tree Service Inc. (CTS)**CONDITIONS OF ASSESSMENT AGREEMENT**

This Conditions of Assessment Agreement is made pursuant to and as a provision of CTS, providing tree assessment services as agreed to between the parties, the terms and substance of which are incorporated in and made a part of this Agreement (collectively the "Services").

Trees are living organisms that are subject to stress and conditions and which inherently impose some degree or level of risk. Unless a tree is removed, the risk cannot be eliminated entirely. Tree conditions may also change over time even if there is no external evidence or manifestation. In that CTS provides the Services at a point in time utilizing applicable standard industry practices, any conclusions and recommendations provided are relevant only to the facts and conditions at the time the Services are performed. Given that CTS cannot predict or otherwise determine subsequent developments, CTS will not be liable for any such developments, acts, or conditions that occur including, but not limited to, decay, deterioration, or damage from any cause, insect infestation, acts of god or nature or otherwise. Unless otherwise stated in writing, assessments are performed visually from the ground on the above-ground portions of the tree(s). However, the outward appearance of trees may conceal defects. Therefore, to the extent permitted by law, CTS does not make and expressly disclaims any warranties or representations of any kind, express or implied, with respect to completeness or accuracy of the information contained in the reports or findings resulting from the Services beyond that expressly contracted for by CTS in writing, including, but not limited to, performing diagnosis or identifying hazards or conditions not within the scope of the Services or not readily discoverable using the methods applied pursuant to applicable standard industry practices. Further, CTS' liability for any claim, damage or loss caused by or related to the Services shall be limited to the work expressly contracted for. In performing the Services, CTS may have reviewed publicly available or other third- party records or conducted interviews and has assumed the genuineness of such documents and statements. CTS disclaims any liability for errors, omissions, or inaccuracies resulting from or contained in any information obtained from any third- party or publicly available source.

Except as agreed to between the parties prior to the Services being performed, the reports and recommendations resulting from the Services may not be used by any other party or for any other purpose. The undersigned also agrees, to the extent permitted by law, to protect, indemnify, defend and hold CTS harmless from and against any and all claims, demands, actions, rights and causes of action of every kind and nature, including actions for contribution or indemnity, that may hereafter at any time be asserted against CTS or another party, including, but not limited to, bodily injury or death or property damage arising in any manner from or in any way related to any disclaimers or limitations in this Agreement.

By accepting or using the Services, the customer will be deemed to have agreed to the terms of this Agreement, even if it is not signed.

Acknowledged by:

Name of Customer: Sean Janzer, 3333 Metchosin Road, Colwood, BC, V9C 2AC

Authorized Signature: _____

Date: 2025-04-02

Appendix 'A' Tree Inventory

Table 1. Tree Inventory for 3333 Metchosin Road. Diameter at breast height (DBH) is measured in centimeters. Protected root zones (PRZ) are calculated using a 0.12 multiplier and represent the protected radius area around the tree in meters. Canopy spread is the radius of the dripline measured in meters.

Capital Tree Service Inc.									
Appendix A - Tree Inventory/Hazard Ratings Summary									
Location: 3333 Metchosin Road, Colwood, BC V9C 2A6									
Date: November 16, 2023							Conditions: 4°C, mostly sunny, 10km/hr NNE		
Tag #	Species	DBH (cm)	PRZ (m)	Canopy (r) (m)	Health/Structure	Bylaw Protected	Action	Observations	
823	Arbutus	92	11	6	F/P	Yes	Remove	2x stem 0.3m above grade (68+61cm DBHs). Epicormics. Poor pruning cuts. Mechanical damage to basal stem. Some dieback	
822	Big leaf maple	75	9	8	F-P/P	Yes	Remove	Shared ownership. 4x stem 0.5-1.6m above grade (28, 32, 30, and 54cm DBHs). Epicormics. Poor aspect ratio in union. Included bark. Narrow angle of attachment. Poor pruning cuts. Uneven	
821	Douglas fir	89	11	5	F/F-P	Yes	Remove	DBH over ivy. Previously topped. Healthy elongation of new growth. Deadwood. Previous limb failures.	
820	Garry oak	44	5	7	F/F	Yes	Remove	DBH over ivy. Uneven canopy. Dieback. 10cm deadwood.	
OS1	Douglas fir	75	9	5	F/F-P	Yes	Retain	Estimated DBH. Previously topped as a juvenile tree. Chlorotic foliage. Epicormics. Previous limb failures.	

Appendix 'B' Photos and Site Plan

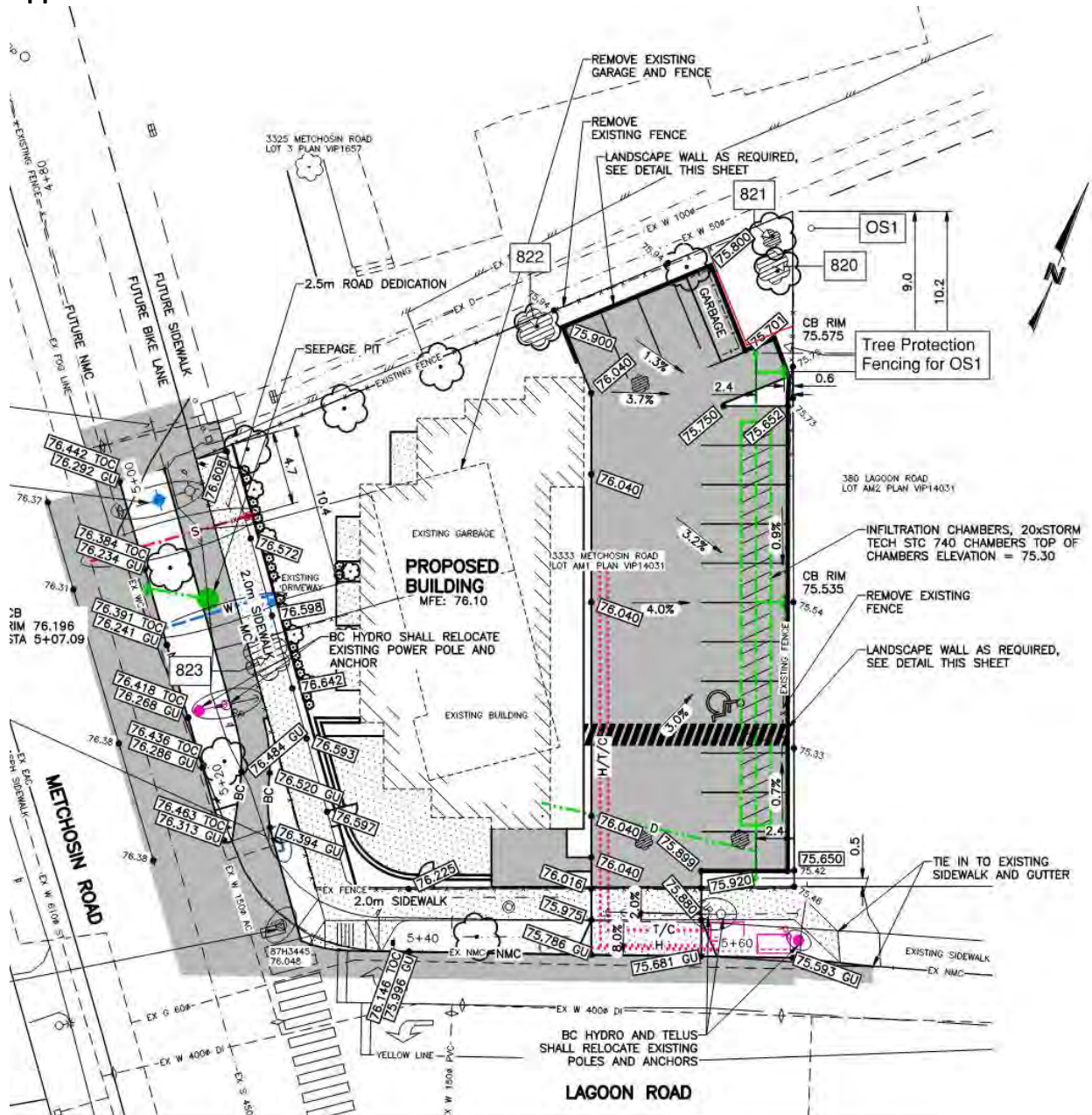


Figure 1a. Site Plan. Bold red line indicates Tree Protection Fencing. See Appendix C for Tree Protection Fencing specifications.



Figure 1b. Site Plan. Bold red line indicates Tree Protection Fencing. See Appendix C for Tree Protection Fencing specifications. Tree Protection fencing in upper left corner is for OS1.



Figure 2. 3333 Metchosin Road Property Frontage. 823 can be seen in front of the existing house.



Figure 3. South side of back yard. A couple of small non-protected fruit trees are shown, these trees were not part of the site assessment as they are less than 20cm DBH.



Figure 4. North Side of back yard.

Appendix 'C' Tree Protection Fencing

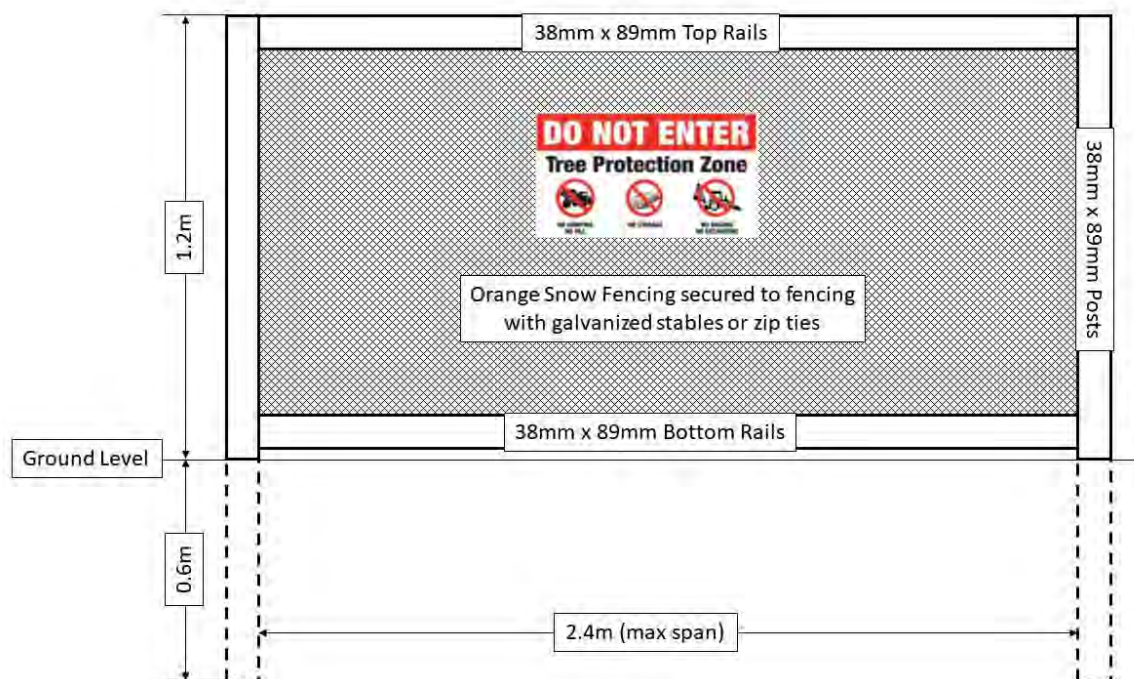


Figure 1. Tree Protection Fencing. In rocky areas, metal (t-posts or rebar) drilled into rock will be accepted instead of wooden posts.

Attach a sign with a minimum size of 407mm x 610mm (16"x24") with the following wording:

- a) DO NOT ENTER – Tree Protection Zone (for retained trees) or;
- b) DO NOT ENTER – Future Tree Planting Zone (for tree planting sites).

These signs must be affixed on every fence face or at least every 10 linear meters.



ACCEPTED City of Colwood
Engineering Dept.
By deden Feb-03-2025

WATT VICTORIA
302 - 740 Hillside Ave
Victoria, BC V8T 1Z4
250-388-9877

**ACCEPTED
WITH COMMENTS** City of Colwood
Engineering Dept.
By deden Apr-03-2025

With the condition that left
turn lane will not be a
consideration on Lagoon
Road for site access to 3333
Metchosin Road.

MEMORANDUM

Date: December 10, 2024
To: Sean Janzer, Blue Bridge Holdings Ltd.
Cc: Deanna Eden, City of Colwood
John Rosenberg, City of Colwood
From: Kristen Machina, WATT Consulting Group
Our File No: 3649.B01
Subject: 3333 Metchosin Road – TIA Addendum + Response to City Comments

1.0 INTRODUCTION

WATT Consulting Group is retained by Blue Bridge Holdings Ltd. to provide transportation consulting services in support of a proposed rezoning application for the 3333 Metchosin Road property in Colwood BC (City Folder Number RZ000021).

WATT prepared a Transportation Impact Assessment (TIA) in support of the proposed development dated July 31, 2024. City staff have provided comments on the initial site plan and TIA in a document dated October 30, 2024.

This memo provides an update on the development program, and a response to the City's comments on the TIA.

2.0 DEVELOPMENT PROGRAM UPDATE

The site plan is generally consistent with the previous application, though minor changes have occurred based on feedback received from City staff. Previously, 10 residential units were considered. The updated site plan now consists of 9 residential units and 1 live-work unit. The parking supply and access location have not changed. The current site plan is provided in **Appendix A**.

The previous TIA provided a trip generation forecast based on the Single-Family Attached Housing rate provided by the Institute of Transportation Engineers (ITE) under the assumption that the proposed development was a townhouse. Based on feedback from City staff, the development is more suitable for the Multifamily Housing (Low-Rise) land use, given that the upper floor units do not have their own individual exits out to ground level.

MEMORANDUM

Date: 2024-12-10

To: Sean Janzer, Blue Bridge Holdings Ltd.

Subject: 3333 Metchosin Road – TIA Addendum + Response to City Comments

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For the purposes of this trip generation forecast, the single Live-Work unit will be considered as a typical residential unit, as the work-associated uses for this unit are unknown at this time; however these types of Live-Work units are generally small / low employee / visitor type businesses. The updated trip generation forecast for the proposed development is provided in **Table 1**.

Table 1 – Trip Generation Forecast

Use	AM Peak Hour			PM Peak Hour		
	In	Out	2-Way	In	Out	2-Way
Trip Generation Rates						
Multifamily Housing (Low-Rise) Not Close to Rail Transit General Urban/Suburban (ITE LU 220)	0.10	0.30	0.40	0.32	0.19	0.51
Vehicular Trip Generation						
Apartments (9 units + 1 Live-Work Unit)	1	3	4	3	2	5

A comparison between the trip generation forecasts between the previous submission and the current site plan is provided in **Table 2**.

Table 2 – Trip Generation Comparison

	AM Peak Hour			PM Peak Hour		
	In	Out	2-Way	In	Out	2-Way
Previous TIA	2	3	5	3	3	6
Current TIA	1	3	4	3	2	5
Difference	-1	0	-1	0	-1	-1

MEMORANDUM

Date: 2024-12-10

To: Sean Janzer, Blue Bridge Holdings Ltd.

Subject: 3333 Metchosin Road – TIA Addendum + Response to City Comments

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Based on the above, the site's impact on the surrounding street network is not substantially different from the previous application. A difference of one fewer trip is expected in both the morning and afternoon peak hours.

3.0 RESPONSE TO CITY COMMENTS

City Engineering staff provided two material comments on WATT's July 2024 TIA. These comments are provided in the sections below, along with a response.

3.1 Comment 1: Metchosin Road / Lagoon Road Intersection Conditions

Comment

With respect to WATT's statement that Colwood's 2015 Transportation Master Plan includes the installation of a traffic signal at the Metchosin Road / Lagoon Road intersection:

This intersection is a well used intersection specifically for the school pedestrian and vehicular traffic already causing congestion and safety concerns. Further consideration/investigation should be considered on whether traffic signal or round-a-bout at this intersection are needed now.

Response

As WATT's July 2024 TIA was a Level 1 TIA under the City's guidelines, turning movement counts were not conducted, and no operational analysis was conducted for the proposed development, as it was only forecasted to generate 6 trips during the PM peak hour.

City of Colwood staff have indicated that for the purposes of this study, it is acceptable to use counts conducted in 2019 by Bunt & Associates in support of the Latoria South Master Plan TIA.

A corridor growth rate for Metchosin Road was calculated using counts at the Metchosin Road / Wishart Road intersection for 2019 (collected by Bunt & Associates and in 2023 (collected by WATT in support of an updated traffic signal timing plan for the intersection). The calculated 2019-2023 compound growth rates are summarized in **Table 3**.

MEMORANDUM

Date: 2024-12-10

To: Sean Janzer, Blue Bridge Holdings Ltd.

Subject: 3333 Metchosin Road – TIA Addendum + Response to City Comments

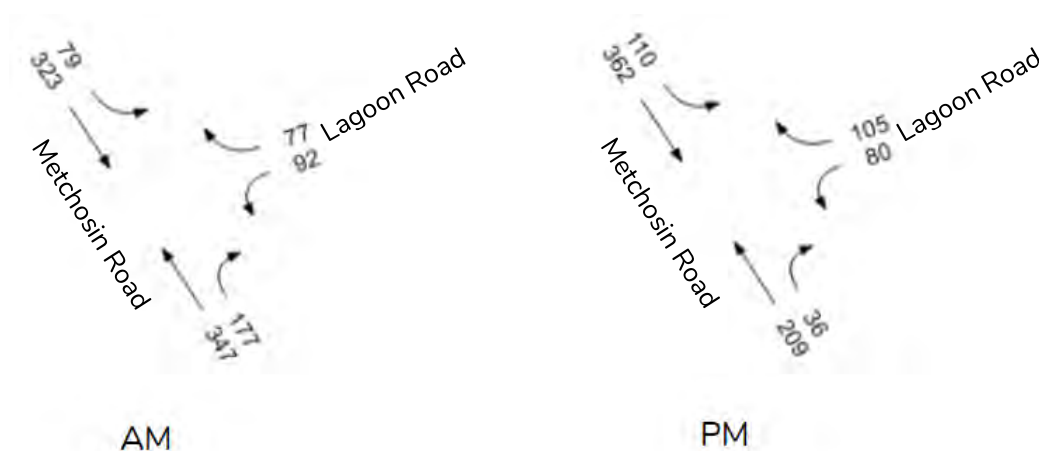
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Table 3 – Metchosin Road Corridor Growth Rate

	AM	PM
Northbound	-2%	8%
Southbound	6%	1%

The above-noted growth rates were applied to Bunt's 2019 volumes at the Metchosin Road / Lagoon Road intersection to obtain an estimate for current (2024) traffic volumes. These volumes are illustrated in **Figure 1**.

**Figure 1 – Estimated Existing Traffic Volumes (Metchosin Road / Lagoon Road)**

A preliminary traffic signal warrant was conducted using the methodology from TAC's *Traffic Signal and Pedestrian Signal Head Warrant Handbook* (2014). The validity of the data is limited, as the warrant uses a 6-hour average (only 2 were available), and no pedestrian volumes were provided. For the purposes of the preliminary warrant, WATT has used a conservative 2-hour average.

Based on the above-noted assumptions, a score of 79 for vehicle traffic was achieved based on the estimated present-day traffic volumes. The addition of hypothetical pedestrian traffic north-south along Metchosin Road does not impact the pedestrian score; only east-west pedestrians impact the score, and there is already a pedestrian crosswalk with flashers approximately 115m to the north.

MEMORANDUM

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A traffic signal is warranted at a score of 100, indicating that based on the assumptions in this assessment, **a traffic signal is not currently warranted at the Metchosin Road / Lagoon Road intersection at this time and due to this development.**

A high-level traffic operations assessment was also conducted using the estimated present-day traffic data for the intersection. Based on the estimated data, limited traffic concerns were observed. The westbound (Lagoon Road) approach performs at LOS C in the AM peak, with an average delay of 25 seconds to turn left onto Metchosin Road. The 95th percentile queue is 11 metres, approximately 1-2 car lengths. No issues were observed on Metchosin Road. PM performance was slightly better than AM, with delays of approximately 20 seconds to turn left onto Metchosin Road (still LOS C), and a 95th percentile queue of 8 metres (1 car length).

Based on the estimated data, there is limited concern with existing conditions. Although there may be short periods where left turns from Lagoon Road maybe challenging due to school pick-up/drop-off, these periods are only for a short duration (less than 15 minutes) on weekdays. The westbound queue at the intersection does not appear to block the proposed site driveway or the opposing plaza driveway. Delays to turn off of Lagoon Road appear reasonable on average over the peak hours.

The proposed development adds 4 and 5 additional vehicle trips over a one hour period to the road network during AM and PM peak hours, respectively. This level of additional traffic is equivalent to daily fluctuations in traffic at any intersection and will not be noticeable to drivers. No upgrades to the existing intersection control are needed due to the proposed development.

MEMORANDUM

Date: 2024-12-10

To: Sean Janzer, Blue Bridge Holdings Ltd.

Subject: 3333 Metchosin Road – TIA Addendum + Response to City Comments

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3.2 Comment 2: Site Access Configuration

Comment

With respect to WATT's statement that "Limiting the access to right-in / right-out traffic only is not recommended given the lack of alternative routes to enter the site from the east on Lagoon Road.":

Disagree - This is felt to be a safety concern. Turning left off Lagoon into TH complex will be an immediate stop affecting traffic in both directions on Metchosin Road and patrons exiting the bakery/store businesses across the street due to this left turn action. Please provide further explanation why it is not a recommended.

Response

Restricting the site access to right-in / right-out is unnecessary for several reasons:

Safety

Inbound traffic into the site during the AM and PM peak periods amounts to 1 to 3 vehicles over the course of one hour. This is equivalent to one inbound vehicle every 20 to 60 minutes. Based on the high-level operational assessment conducted (see section above), average delay for these vehicles to successfully turn left into the site is 8 seconds. The level of conflict that permitting left turns into the site introduces is minimal. If needed, there is sufficient space for 1-2 vehicles to queue behind a vehicle waiting to turn left into the site without blocking the crosswalk at Metchosin Road. Furthermore, without a signal in place, there is no consistent "stream" of left-turning vehicles attempting to enter the site, as they must find a gap in traffic on Metchosin Road to successfully make a turn onto Lagoon Road. This further limits the ability for multi-vehicle queues to develop behind a vehicle waiting to turn left into the proposed development.

It is anticipated that most traffic entering the site will be coming from Metchosin Road, predominantly from the north. This necessitates a left turn into the site from Lagoon Road. In the event that a right-in / right-out restriction is instated, the legal detour route to enter the site from Metchosin Road is via Hatley Drive and Milburn Drive, an additional 1.3 km of travel with two additional left turn movements. From a practical standpoint, it is likely that drivers may attempt to circumvent the right-in / right-out

A left turn lane requires 20-30m to accommodate storage for one vehicle and the taper length. Even if we tried to squeeze a left turn lane in this location, it would result in the removal of the Lagoon Road westbound left turn lane. We would not re-prioritize a left turn lane for site access over at the intersection.

MEMORANDUM

Date: 2024-12-10

To: Sean Janzer, Blue Bridge Holdings Ltd.

Subject: 3333 Metchosin Road – TIA Addendum + Response to City Comments

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restriction by making U-turn movements on local roads further down Lagoon Road, on side streets such as Wickheim Road or Christopher Place, or in adjacent driveways. This is undesirable behaviour, and an additional safety issue introduced solely by efforts to restrict 3 movements per hour. This also pushes (a very small amount) traffic into the neighbourhood which is undesirable.

Impacts to Royal Bay Bakery and Lagoon Food Market

The alignment of the Royal Bay Bakery and Lagoon Food Market driveway is nearly opposite to the proposed site driveway, offset by approximately 2.5 metres (measured centreline to centreline). Obstruction by inbound vehicles to the proposed development is not anticipated to be a concern.

City staff indicated support for bolt-down pickets to enforce the right-in / right-out condition at the site driveway. Given the alignment of the plaza driveway onto Lagoon Road opposite the proposed site driveway, installation of pickets would also restrict the plaza driveway to right-in / right-out only. The plaza has an alternate access onto Metchosin Road that would become the primary access to exit back out onto Metchosin Road. Based on the existing parking lot design for the Bakery/Market site this maybe undesirable due to the driveway alignment around the building. In addition, Metchosin Road is higher volume than Lagoon Road and turns onto Metchosin maybe difficult and lead exiting drivers to make aggressive and unsafe turns.

Restrictions to left turns into the plaza from Lagoon Road may encourage vehicles to park in the adjacent West Shore Wellness plaza parking lot to access the bakery and market, given that it has full movement access from Wickheim Road. This is undesirable behaviour, causing externalized impacts onto an unrelated business. The restriction may also push traffic from the bakery/market into the neighbourhood to exit onto Metchosin Road which is also undesirable.

Based on the factors above, restricting the site access to right-in / right-out only is unnecessary, and may introduce undesirable driver behaviour in the surrounding area as a result.

MEMORANDUM

Date: 2024-12-10

To: Sean Janzer, Blue Bridge Holdings Ltd.

Subject: 3333 Metchosin Road – TIA Addendum + Response to City Comments

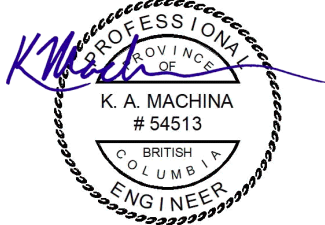
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Please feel free to reach out if you have any questions regarding the above.

Sincerely,

WATT Consulting Group



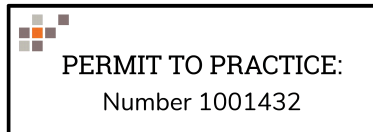
2024-12-10

Kristen Machina, P.Eng.

Senior Transportation Engineer & Vancouver Island Team Lead

T 236-464-5265

E kmachina@wattconsultinggroup.com



MEMORANDUM

Date: 2024-12-10

To: Sean Janzer, Blue Bridge Holdings Ltd.

Subject: 3333 Metchosin Road – TIA Addendum + Response to City Comments

WATT CONSULTING GROUP

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APPENDIX A – SITE PLAN

December 03, 2024

Metchosin Road Residences

3333 Metchosin Road at Lagoon Road, Colwood, BC

Hibel Architecture Inc

3333 Metchosin Road

3333 Metchosin Road, Colwood, BC

Site Plan

Approved Road Design Applied

Options based on Approved Road Design

Notes: Roadway construction designed to support

the proposed development

Consulting Engineering Ltd

1

A3

Architectural Site Plan

Scale: 1:500

North Arrow





3333 METCHOSIN ROAD

Transportation Impact Assessment

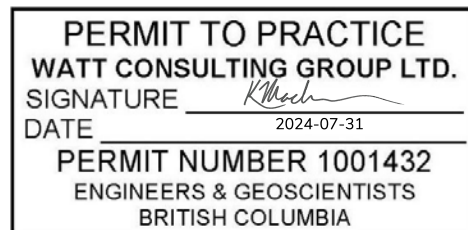


Oliver Kerr – Transportation Technical
Assistant

Author

Kristen Machina P.Eng – Senior
Transportation Engineer

Reviewer



Prepared For: Blue Bridge Holdings Ltd.
Date: 2024-07-31
Our File No: 3649.B01

WATT VICTORIA
302 – 740 Hillside Ave
Victoria, BC V8T 1Z4
250-388-9877



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APPENDICES

Appendix A – Site Plan

Appendix B – City of Colwood TIA Guidelines



1.0 INTRODUCTION

WATT Consulting Group is retained by Blue Bridge Holdings Ltd. to prepare a Traffic Impact Assessment (TIA) for a proposed ten-unit townhouse development at 3333 Metchosin Road, Colwood. The site location is illustrated in **Figure 1**.

1.1 The Site Today

The site is bound by Metchosin Road to the west and Lagoon Road to the south. The northern property boundary is adjacent to Sangster Elementary School. The site today is occupied by a single-detached residential house. The site is opposite from a small strip mall including Lagoon Food Market, Royal Bay Bakery, and West Shore Wellness. The City of Colwood has designated a circular area surrounding the Metchosin Road / Lagoon Road intersection one of its “Urban Centre” zones.

Dunsmuir Middle School is approximately 200 metres south of Metchosin Road / Lagoon Road intersection, and Royal Roads University/Hatley Park/DND Land are approximately 200 metres north. The rest of the surrounding area is occupied by detached residential dwellings.

1.2 Proposed Development

The proposed development will consist of a three-storey townhouse with ten residential townhouses. Five (5) will be one-bedroom units, three (3) will be two-bedroom units, and two (2) will be three-bedroom units. Five on these units will be on the ground level and five will be above. The proposed building height will be 9.9 metres and will include a surface parking lot for residential and guest use.



1.3 This Report

This report is provided as part of the residential development application being submitted to the City of Colwood. As categorized by the City of Colwood's *Transportation Impact Assessment Guidelines*, this residential development will produce an estimated 6 two-way PM peak hour trips, which classifies this TIA as a Level 1 Multi-Modal Review.

This report provides the following:

- An overview of the existing and evolving transportation context, including vehicular, pedestrian, cycling, and transit facilities, and area travel characteristics
- An overview of the proposed development and the transportation-related features of the proposed site plan
- A projection of the site's trip generation for AM/PM peak hours



Figure 1 – Site Location





2.0 TRANSPORTATION CONTEXT

2.1 Road Network

2.1.1 Existing Road Network

An outline of the characteristics of the existing roads within the study area is provided in **Table 1**.

Table 1 – Existing Road Network

Road Name	Ownership	Classification	Extents	# of Lanes	On-Street Parking	Posted Speed Limit
Metchosin Road	City of Colwood	Arterial	Sooke Road to Happy Valley Road	2 lanes (1 in each direction)	Permitted on west side until bike lane begins	50 km/h (30 km/h when playground/school zone active)
Lagoon Road	City of Colwood	Collector	Metchosin Road to Ocean Boulevard	2 lanes (1 in each direction)	Not permitted	40 km/h (30 km/h when playground zone active)

2.1.2 Evolving Road Network

The City of Colwood *Transportation Master Plan* encompasses multiple changes to create a safer environment for pedestrians, cyclists, and users of nearby schools and playgrounds. These future changes include a proposed traffic signal for the Metchosin Road / Lagoon Road intersection, traffic calming measures on Metchosin Road between Lagoon Road and Hatley Drive, and a pedestrian crosswalk at Benhomer Drive (see **Figure 2**). Furthermore, Lagoon Road will receive traffic calming features, concrete sidewalks, pocket parking, and buffered bicycle lanes through the corridor (see **Figure 3**).



Figure 2 – Metchosin Road Proposed Upgrades

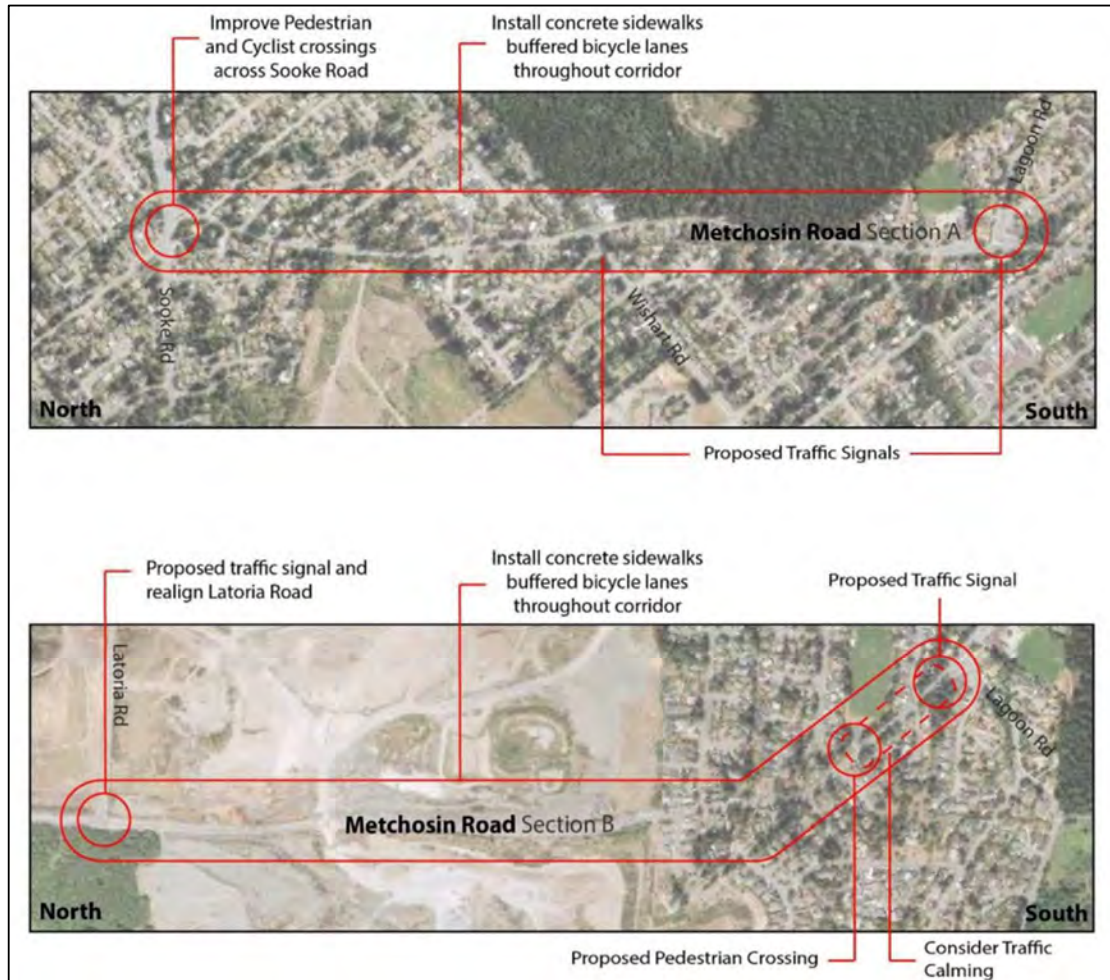
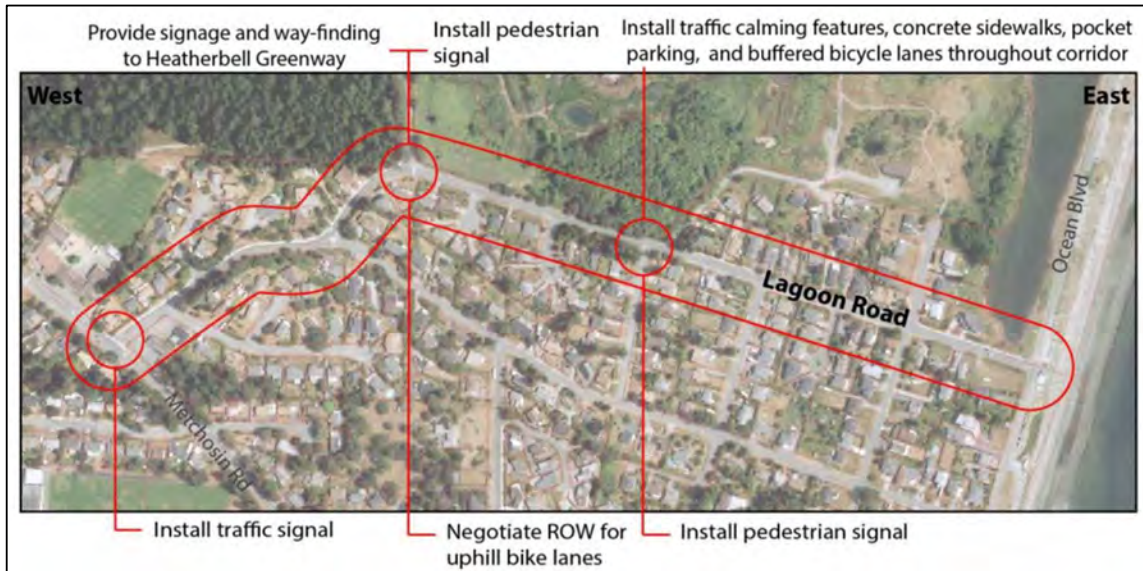




Figure 3 – Lagoon Road Proposed Upgrades





2.2 Transit Network

2.2.1 Existing Transit Network

The existing transit network in the vicinity of the site is illustrated in **Figure 4**. An outline of the nearby transit routes within the study area is provided in **Table 2**.

Table 2 – Existing Transit Network

Route # and Name	Extents	Headways ¹	Nearest Stop	Walking Distance to Nearest Stop
Route 48 – Happy Valley / Downtown	Langford Transit Exchange to Downtown Victoria	Weekdays: Three times per day in the AM towards Downtown, three times per day in the PM returning to Langford Exch.	Metchosin Rd at Farview Rd	100 metres (2 minutes)
Route 52 – Colwood Exch / Bear Mountain	Bear Mountain to Colwood Transit Exchange	Weekdays: Every 20-60 minutes Weekends: Every 45-60 minutes	Metchosin Rd at Farview Rd	100 metres (2 minutes)
Route 60 – Wishart / Langford Exch	Royal Bay Transit Exchange to Langford Transit Exchange	Weekdays: Every 30-60 minutes Weekends: Every 60 minutes	Metchosin Rd at Farview Rd	100 metres (2 minutes)

Notes:

1. Based on bus schedules effective 2024-07-01.

The bus stops in the vicinity of the site have adequate accessibility by pedestrians. Lagoon at Christopher has basic seating and bus identification poles. Metchosin at Farview only has identification poles.



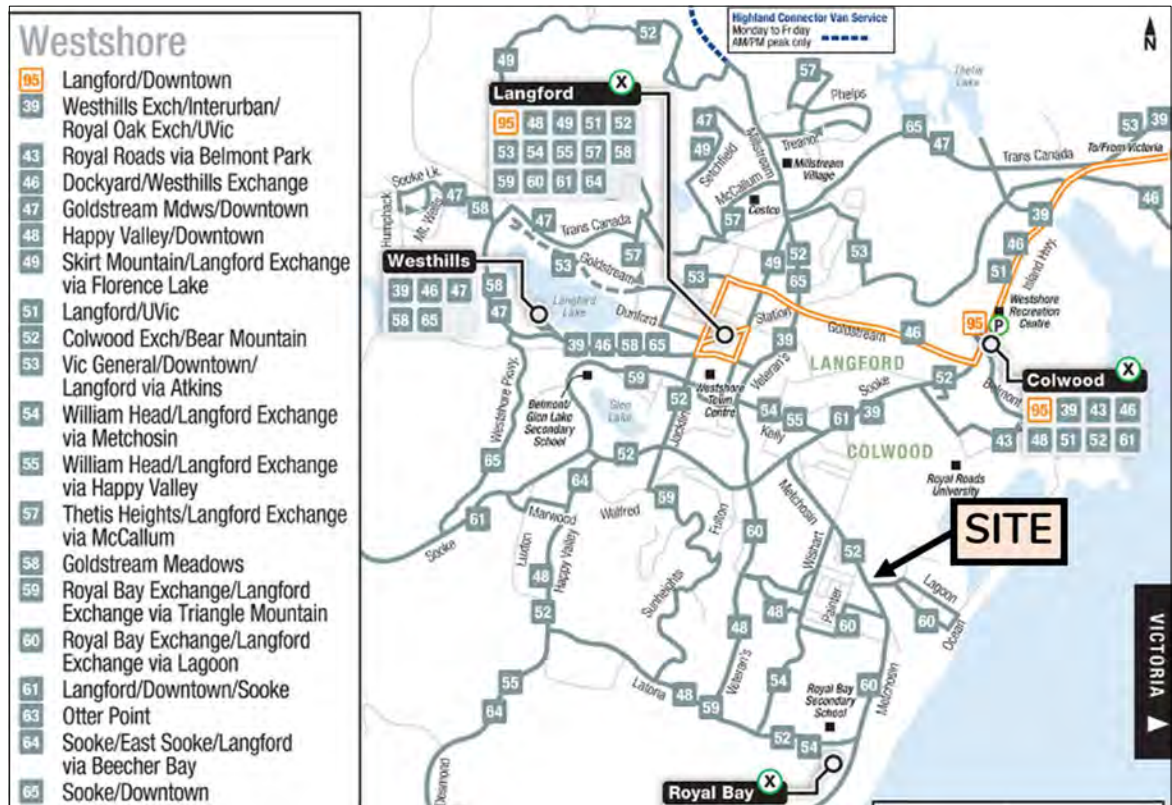
2.2.2 Evolving Transit Network

The BC Transit 2011 *Victoria Region Transit Future Plan* identified Metchosin Road as a Frequent Transit Corridor. This corridor extends to Royal Bay from Langford Transit Exchange along Sooke Road. As development and demand grows along the Metchosin Road corridor, frequent transit will be planned.

BC Transit has an ongoing *BC Transit Bus Shelter Program* to upgrade existing bus stops and achieve a safer, more efficient, and more comfortable process. The stops surrounding the site are expected to be upgraded in the near future and will promote a better transit experience.



Figure 4 – Existing Transit Network





2.3 Cycling Network

2.3.1 Existing Cycling network

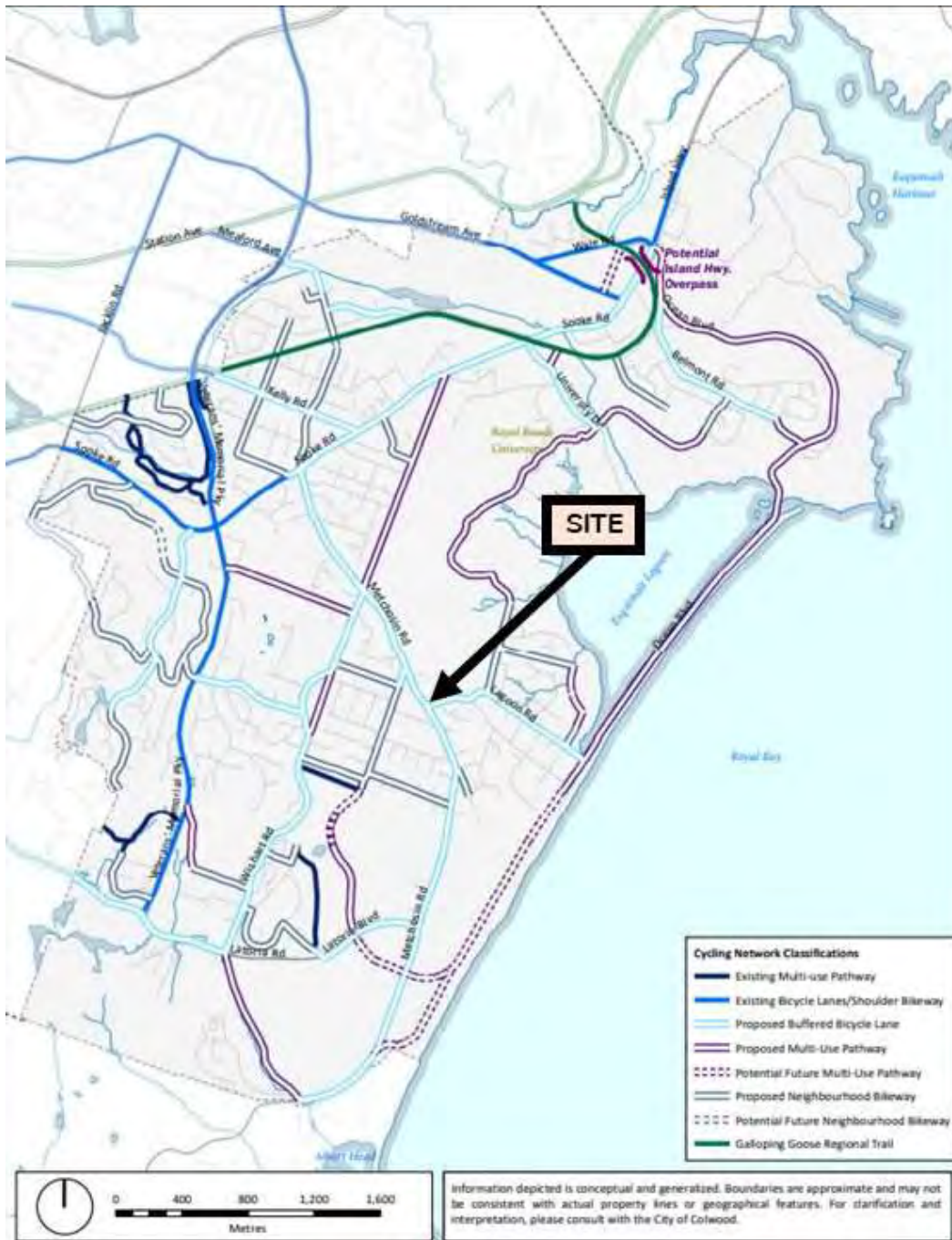
The southern side of Metchosin Road has painted bicycle lanes until the Metchosin Road / Lagoon Road intersection. Lagoon Road does not have any cycling infrastructure and the roadway is narrow and steep in parts which is not desirable for cyclists. The existing cycling network in the vicinity of the site is illustrated in **Figure 5**.

2.3.2 Evolving Cycling Network

The City of Colwood *Transportation Master Plan* encompasses multiple changes to create a safer environment for cyclists. Metchosin Road will have upgraded buffered bike lanes along the extents of the roadway, and the potential of bike lanes to be installed along Lagoon Road. The future upgrades to the cycling network are also shown in **Figure 5**.



Figure 5 – Existing & Future Cycling Network





2.4 Pedestrian Network

2.4.1 Existing Pedestrian Network

Metchosin Road has raised concrete sidewalks on the eastern side of the roadway and has asphalt sidewalks on the western side. The quality of these sidewalks is inconsistent; however, adequate pedestrian infrastructure does exist. There is a crosswalk at the east side of the Metchosin Road / Lagoon Road intersection which allows easy access to the local amenities across the street. However, this crosswalk lacks a pushbutton and flashing lights. There is a crosswalk approximately 50 metres south from Farview Road which allows pedestrian access to Dunsmuir Middle School. Similarly, approximately 100 metres north of Lagoon Road there is a crosswalk providing access to Sangster Elementary School. Unlike the previous crosswalk at the Metchosin Road / Lagoon Road intersection, these crosswalks have pushbuttons to activate flashing lights to warn drivers. All three crosswalks are illuminated by streetlamps.

2.4.2 Evolving Pedestrian Network

The City of Colwood *Active Transportation Network Plan* proposes a priority sidewalk project with raised concrete sidewalks along Metchosin Road and Lagoon Road. The current gaps will be filled in with high quality accessible sidewalks. The upgrades along Metchosin Road are illustrated in **Figure 2**.



2.5 Area Travel Characteristics

2.5.1 Existing Area Travel Characteristics

Table 3 outlines the current mode share for the City of Colwood.

Table 3 – Existing Mode Share

Mode	Mode Share
Auto Driver	60 %
Auto Passenger	18 %
Transit	4 %
Bicycle	6 %
Walk	8 %
Other	4 %

Notes:

1. Based on CRD Origin Destination 2022 Household Travel Survey

Per the CRD Origin Destination 2022 Household Travel Survey, 40% of households in Colwood have access to 0-1 vehicles. This is an increase from 32% in 2017, as more households are adopting “car light” lifestyles. Furthermore, there are several long-term trends which argue for lower parking requirements in the future including an aging population and an increase in active transportation modes. Older persons tend to travel less and have lower auto ownership.

Some keys origins and destinations as described in the Household Travel Survey are Langford, Saanich East, Esquimalt, and View Royal. However, travel occurring within the City of Colwood itself is the most common, with Langford as a close second. It is important to note that the key destinations listed above are easily accessible by regional trails and cycling routes. Similarly, frequent transit routes also serve these destinations too.



2.5.2 Evolving Area Travel Characteristics

The City of Colwood *Transportation Master Plan* outlines several sustainable mode share and transportation related goals for the 2026 & 2038 horizon to reduce GHG emissions. Of these goals, an increase to 12% overall transit usage and 18% active transportation usage by 2038. The city has exceeded their 2026 walking goal of 5% by 3% already and is well on their way to their 2038 goal of 10%.



3.0 PROPOSED DEVELOPMENT

The proposed development will consist of a three-storey townhouse with ten residential units. Five units will be twin master bedroom townhouses, five will be one-bedroom units. Five on these units will be on the ground level and five will be above. The proposed building height will be 9.9 metres. The key land uses and transportation-related elements of the proposed site plan are summarized in **Table 4**. The current site plan is provided in **Appendix A**.

Table 4 – Development Proposal

Site Element	Details	
Residential Units	10 units	
Vehicular & Pedestrian Access	1 access from Lagoon Road	
Vehicular Parking Supply	Residential	13 spaces
	Visitor	2 spaces
	Total	15 spaces
Bicycle Parking Supply	Residential short-term	14 spaces
	Residential long-term	6 spaces
	Total	20 spaces

Notes:

1. Based on architectural plans prepared by Hillel Architecture Inc., dated 2024-06-30.



3.1 Site Access

The site plan proposes the main vehicular and pedestrian site access to be onto Lagoon Road at the southeast corner of the property. Although, the Transportation Association of Canada (TAC) 2017 *Geometric Design Guide for Canadian Roads* recommends restricting accesses close to an intersection with an Arterial Road, the site access is theoretically as far away from the Metchosin Road / Lagoon Road intersection as possible. Limiting the access to right-in / right-out traffic only is not recommended given the lack of alternative routes to enter the site from the east on Lagoon Road. Furthermore, due to the low two-way PM trip ends, the location of the site access and the absence of turning limitations is acceptable.

3.2 Vehicular Parking

3.2.1 Vehicular Parking Requirements

The site is currently subject to the parking requirements outlined in the City of Colwood Bylaw No.1909, 2022. As the site is located in the “Urban Centre” area, reduced parking requirements are available. Per Section 3.2 in Bylaw No.1909, the calculation of parking and loading requirements must round fractional parking numbers to the nearest whole number. Therefore, the vehicular parking requirements applicable to the site are outlined in **Table 5**.

Table 5 – Vehicular Parking Requirements

Use	Units	Minimum Rate	Minimum Requirement
Residential			
One-bedroom unit	5 units	1.0 spaces / unit	5 spaces
Two-bedroom unit	3 units	1.3 spaces / unit	4 spaces
Three-bedroom unit	2 units	1.3 spaces / unit	3 spaces
Visitor Parking	10 units	0.15 spaces / unit	2 spaces
Total			14 spaces



3.2.2 Vehicular Parking Supply

A total of 15 parking spaces are provided on the site, including one accessible parking space. The proposed development exceeds the requirements of the City of Colwood Bylaw No.1909 by one parking space.

3.3 Bicycle Parking

3.3.1 Bicycle Parking Requirements

The site is currently subject to the bicycle parking requirements outlined in City of Colwood Bylaw No.1909. The bicycle parking requirements applicable to the site are outlined in **Table 6**.

Table 6 – Bicycle Parking Requirements

Use	Units	Minimum Rate	Minimum Requirement
Residential Dwelling <60m ²	5 units	1 spaces / unit	5 spaces
Residential Dwelling >60m ²	5 units	1.25 spaces / unit	7 spaces
Short-term	-	6 spaces per building	6 spaces
Total			18 spaces

3.3.2 Bicycle Parking Supply and Facilities

A total of 20 bicycle parking spaces are proposed to be provided on the site, including 14 long-term spaces and 6 short-term spaces. Two spaces for oversized bicycles will be included in the overall bicycle parking supply.

The proposed bicycle parking supply meets the City of Colwood Bylaw No.1909. Fourteen of the eighteen bicycle spaces must be long-term and enclosed in a weather-protected facility with controlled access. The remaining six bicycle spaces are to be short-term exterior guest spaces.



Per Section 5.3 of Bylaw No.1909, a minimum of 10% of bicycle parking spaces must be oversized; 50% of these bicycle spaces must have access to a 110V outlet. One and two spaces must be equipped for oversize bikes and 110V charging, respectively.

4.0 TRIP GENERATION

Vehicular trip generation rates for the proposed development are based on the *ITE Trip Generation Manual* (11th Edition). The trip generation forecast for the site is provided in **Table 7**. The proposed development of ten townhouse units is forecast to generate 5 two-way AM peak hour trips, and 6 two-way AM peak hour trips.

Table 7 – New Site Trip Generation

Use	AM Peak Hour			PM Peak Hour		
	In	Out	Two-Way	In	Out	Two-Way
Trip Generation Rates						
Single-Family Attached Housing (ITE LU 215) ^[1]	0.15	0.33	0.48	0.32	0.25	0.57
Vehicular Trip Generation						
Townhouse (10 units)	2	3	5	3	3	6

Notes:

1. Trip rates are per dwelling unit



5.0 TRANSPORTATION DEMAND MANAGEMENT

Transportation Demand Management (TDM) is the application of strategies and policies to influence the travel choice of an individual, most commonly to reduce single-occupant vehicle travel. TDM measures typically aim to encourage sustainable travel, enhance travel options, and decrease parking demand. The applicant is not pursuing a reduction in the parking supply; therefore, TDM measures are not required to support the proposed development.



6.0 CONCLUSIONS

The proposed development of ten-unit townhouses at 3333 Metchosin Road in the City of Colwood is located in one of the city's "Urban Centres". Future residents will have access to transit facilities reaching to Langford, Metchosin and View Royal, and developing cycling and pedestrian facilities. Close proximity to primary and secondary schools, and parks and playgrounds will be attractive for families with children.

This Transportation Impact Assessment determined that the development of an existing single detached residential dwelling to ten-unit townhouses will produce an additional six two-way PM peak hour trips. These trips will have a limited effect on the surrounding road network. Furthermore, due to the low number of these trip additions, the site access is also acceptable as it is as theoretically far away from the Metchosin Road / Lagoon Road intersection as possible. Moreover, the development meets the City of Colwood vehicular and bicycle parking requirements.



APPENDIX A – SITE PLAN





APPENDIX B – CITY OF COLWOOD TIA GUIDELINES



CITY OF COLWOOD

Transportation Impact Assessment (TIA) Guidelines

Overview

The Transportation Impact Assessment (TIA) Guidelines are intended to assist land developers, consultants, and the City of Colwood to establish appropriate TIA scope for technical transportation studies in review of land development applications.

TIA Levels

The TIA Guidelines identify three (3) TIA levels. The required TIA level is determined by peak hour trip generation, as determined using the most recent version of the Institute of Transportation Engineers (ITE) *Trip Generation Manual*. The recommended terms of reference and level of study required generally increase where trip generation is higher.

The TIA levels and criteria for each are identified below:

	Peak Hour Two-Way Vehicle Trips ¹	General Description
No TIA Required	< 5 Trips	--
Level 1. Multi-Modal Review	5 – 25 Trips	A brief summary of the transportation context, anticipated vehicle trip generation, site access, and active transportation and transit opportunities.
Level 2. Multi-Modal TIA	25 – 75 Trips	Fulsome review of existing and future network operations, sustainable transportation, off-street parking, and transportation demand management (TDM) opportunities.
Level 3. Comprehensive Multi-Modal TIA	> 75 Trips	Addresses all components of the Level 2 TIA, but with analysis of future horizon year, greater emphasis on site circulation, and detailed quantification of TDM opportunities.

The criteria identified above and detailed requirements contained on the following pages are intended to support land development, consultants, and City of Colwood staff to collectively determine an appropriate TIA study scope. It is acknowledged that all applications are unique and the City intends upon preliminary application review, to identify the specific terms of reference and study scope items that should be addressed.

¹ Peak hour two-way vehicle trips based on the most recent version of the ITE *Trip Generation Manual*. Peak hour typically reflects morning (AM) conditions, unless otherwise determined in coordination with City staff.

TIA Study Components, Overview

An overview of TIA study components is provided in the summary below. A detailed description of each study component is contained in the following section.

Study Component		TIA Level		
		1	2	3
1	Trip Generation	Calculate peak hour trips using local data or ITE Trip Generation Manual.		
2	Site, Land Use + Transp. Context	Brief review.	Multi-modal review, including development site plan.	
3	Study Area	--	All intersections with possible impact (determined in coordination with City staff).	
4	Data Collection	Not typically required.	Required for all study intersections, pre-existing count data may be used (approval by City staff).	
5	Operational Analysis, Existing Conditions		Assess intersection performance for study intersection (LOS, V/C, queue length, delay).	
			One, highest peak hour (AM or PM)	AM and PM peak hour, Saturday based on uses
6	Operational Analysis, Future Background Conditions		Account for background traffic growth, assess intersection performance for study intersection (LOS, V/C, queue length, delay)	
			Opening day	Opening + 10 yr horizon
7	Operational Analysis, Future Development Conditions		Trip generation based on Task 1, trip distribution and assignment, assess performance for study intersections (LOS, V/C, queue length, delay)	
			Opening Day	Opening + 10 yr horizon
8	Community Impact		Review impact on community and neighbourhoods (beyond operational analysis)	
9	Site Access	Brief review.	Review spacing and sight distance.	
10	Site Design + Circulation	Not typically required.	Consideration of on-site circulation, including vehicle turn testing where appropriate.	
11	Large Vehicles + Loading		Review of large vehicle circulation and loading activities incl. refuse collection where applicable.	
12	Active Transportation	Review pedestrian and cycling, including reference to the <i>Transportation Master Plan</i> and <i>Active Transportation Network Plan</i> .		
13	Public Transit	Review public transit and opportunities to upgrade facilities to attract new ridership, including reference to the <i>Transportation Master Plan</i> .		
14	Off-Street Parking	Where a parking variance is sought, independent Parking Study required with reference to the City's <i>Parking Variance Policy</i> .		
15	Bicycle + Mobility Scooter Parking			
16	Transportation Demand Management (TDM)	Brief identification of TDM opportunities.	Detailed review of TDM opportunities.	Detailed review of TDM, quantify impact on traffic and parking.
17	Conclusions + Recommendations	Summarize key findings and recommendations.		
18	Executive Summary	Not typically required.		Typically required.

TIA Study Components, Detailed Requirements

1. Trip Generation

Trip generation is the first step in order to determine the level of TIA that is required. The trip generation approach and any trip reduction factors are to be determined in coordination with City staff.

Trip generation is to be based on comparable local data (where available) and/or rates contained in the Institute of Transportation Engineers (ITE) *Trip Generation Manual*. Where appropriate, trip reductions may be applied to reflect known mode split data and/or where mixed land use and internal trip making are anticipated.

2. Site, Land Use + Transportation Context

All TIAs are to provide the title, address and location for the development site. Level 2 /3 TIAs are to include the following supporting details:

- Site Plan - A site plan with building entries, site access / driveways, circulation and parking areas identified.
- Network + Context – A map referencing the surrounding streets, active transportation facilities, transit infrastructure and service, and intersections (including traffic control).
- Land Use - A summary of the proposed land use type, quantity (i.e., floor area, units, etc.) and any supporting information necessary to understand trip making and multi-modal transportation characteristics.
- Timing – A description of development phasing and expected opening day.

3. Study Area

The geographic extent of the TIA is determined in coordination with City staff. It is to include all site accesses and all intersections adjacent to the site, as well as other intersections and corridors with known safety and/or operational issues.

4. Data Collection

Data collection is required for key intersections in the study area. Pre-existing counts may be utilized provided they represent typical conditions and are no less than three (3) years old and with confirmation from City staff. Traffic counts are required for the following periods:

- Level 3 TIA – Weekday AM and PM peak periods, as well as on Saturdays where land uses may generate weekend trips (e.g., Retail, Restaurant, Institutional).
- Level 2 TIA – Weekday AM and PM peak period.

Counts should be completed over a two- to three-hour period for each peak period to ensure the peak hour is captured. Weekday counts should be completed on a Tuesday, Wednesday or Thursday. Saturday counts should be completed between 11:00am and 3:00pm. All counts should be undertaken during typical conditions, ensuring seasonal trends and/or special events do not impact traffic patterns.

All count data is to be summarized on a map and included in the TIA.

5. Operational Analysis, Existing Conditions

The operational analysis of site accesses and study intersections is to be based on the Highway Capacity Manual (HCM) methodology and analysis carried out using Synchro software. Any analysis completed for a possible roundabout is to be carried out using Sidra. Operational performance is to be expressed as level of service (LOS) and volume-to-capacity (V/C) ratio, as well as delay and queue length where applicable.

The following are the key components for the operational analysis:

- Level of Service – An overall intersection LOS D and LOS E on left turn movement and minor movements are the minimum accepted level of service before mitigation is required for both signalized and unsignalized intersections.
- Volume-to-Capacity – For signalized intersections the minimum acceptable V/C ratio is 0.90 overall and 0.95 for individual movements before mitigation is required.

The TIA report should include a brief written summary of the analysis highlights with reference to a table and/or map. Detailed Synchro outputs are to be provided as an appendix to the report.

Operational analysis for a Level 2 TIA is required for the peak hour only, as determined through traffic counts completed for both the AM and PM periods. Operation analysis for a Level 3 TIA is to be carried out for both the AM and PM peak hours.

6. Operational Analysis, Future Background Conditions

Future background conditions are assessed to understand future conditions in the study area without the proposed development.

Background traffic volumes are to be forecasted for the opening day and horizon year scenarios with consideration of the items below. All assumptions are to be confirmed with City staff prior to completing analysis.

- A background growth rate is to be used to account for growth in non-site traffic.
- Future traffic resulting from any approved or planned nearby developments.
- Any planned transportation network changes that may affect travel patterns.
- Possible changes in mode share and resulting impact on travel mode choice and trip generation.
- Any removal or alteration of existing site traffic caused by the site development.

Required horizon years vary by TIA level, as identified in the summary table above.

The operational analysis for the future background conditions is to be based on the forecasted total traffic volumes, and carried out for the opening day and horizon year scenarios consistent with the approach to analyzing existing conditions, as established in Task 5 above.

7. Operational Analysis, Future Development Conditions

Trip generation for the analysis of future development conditions is identified through Task 1 above.

Trips generated by the proposed development are to be distributed and assigned to the street network. The distribution process should be based on local understanding and overseen by an experienced practitioner. Pre-established trip pattern data and/or assumptions from previous TIAs are to be referenced where available, as well as on-going City-wide network planning and modelling analysis made available by the City. All distribution and assignment assumptions are to be clearly communicated in the TIA report, both as written text and supported by data tables and maps.

The operational analysis for the future development conditions is to be based on the forecasted total traffic volumes, and carried out for the opening day and horizon year scenarios consistent with the approach to analyzing existing conditions, as established in Task 5 above.

Analysis may be required to test possible mitigation options, including changes in traffic control, changes in circulation, access restrictions or otherwise. The Transportation Association of Canada (TAC) signal warrant process should be exercised where a traffic signal is contemplated.

8. Community Impact

Beyond the operational analysis (Items 5 – 7, above), consideration is to be given to other possible impacts on the community and neighbourhood character. Where applicable, consideration should be given to the following:

- Anticipated new traffic as a percentage of total corridor traffic volumes.
- Anticipated total corridor traffic volumes relative to target traffic volumes by road classification.
- Additional traffic volumes and possible impact on residential neighbourhoods, schools and/or parks.

9. Site Access

Site accesses are to be reviewed to ensure safe interface with adjacent streets. The review is to consider classification of adjacent streets, spacing from adjacent intersections and driveways, and sight distance (analysis per the Transportation Association of Canada's (TAC) *Geometric Design Guide for Canadian Roads*).

10. Site Design + Circulation

On-site circulation is to be reviewed for safety and efficiency. The review is to consider on-site circulation for all travel modes and ensure that the external network will not be adversely impacted.

Any unusual aspects of the site design should be highlighted (e.g., poor on-site intersection, awkward parking layout, undesirable geometry or spacing, etc.). A review of turn movements may be required to demonstrate adequate design and turn movement geometry templates (typically using AutoTurn).

11. Large Vehicles + Loading

Loading activities are to be reviewed to ensure safe conditions on-site and to prevent impacts on the surrounding street network. The review is to consider freight and delivery vehicles, refuse collection and other larger vehicles, as well as short-term delivery and drop-off activities where appropriate (typically residential and office uses).

This is to include a review of the turn movements and swept path for the largest vehicle(s) anticipated to access the site using turn templates (typically using AutoTurn).

Review of emergency vehicle and/or public transit circulation may be required, typically limited to larger development sites with on-site street network (typically TIA Level 3). The Colwood Fire Department is to be engaged to determine site access and circulation requirements.

12. Active Transportation

Review of pedestrian connections to surrounding sidewalk and trail network. Specific review of accessible design required for linkages to between off-site pedestrian facilities, accessible parking, and accessible building entrances.

Review of site access for cyclists, including connections to nearby cycling facilities and to on-site bicycle parking and end-of-trip facilities.

Consideration is to be given to the City's future active transportation network, as identified in the *Transportation Master Plan (TMP)* and/or *Active Transportation Network Plan (ATNP)*.

13. Public Transit

Review of nearby transit service and transit infrastructure, opportunities to encourage transit use among future site occupants, and any additional considerations raised through the BC Transit Development Referral Program. Consideration is to be given to the City's future transit network, as identified in the *Transportation Master Plan* (TMP), and improvements required to help achieve desired future service levels and infrastructure.

Any bus stop alterations associated with frontage improvements should be design in accordance with BC Transit's *Transit Infrastructure Guidelines*.

14. Off-Street Parking

A Parking Study is required where the proposed off-street parking supply does not meet the requirements setout in the *Off-Street Parking Regulations Bylaw No. 1909*. The Parking Study is to be prepared to address the conditions identified in the City's *Parking Variance Policy*.

15. Bicycle + Mobility Scooter Parking

A technical review and justification is required where a development application does not meet the requirements for bicycle parking and/or mobility scooter parking setout in the *Off-Street Parking Regulations Bylaw No. 1909*.

The technical review may be included in a Parking Study where required, or alternatively as part of the TIA.

16. Transportation Demand Management (TDM)

Transportation demand management (TDM) initiatives seek to reduce single occupant vehicle trips by encouraging other forms of transportation such as cycling, transit use, walking, carshare and carpooling.

Opportunities to pursue TDM should be identified in all TIAs, including quantifying the impact of TDM on trip generation and parking demand as part of a Level 3 TIA.

TDM opportunities should be identified in consideration of the City's planned active transportation and transit networks per the *Transportation Master Plan* and *Active Transportation Network Plan*.

17. Conclusions + Recommendations

The TIA should describe how the development will impact the transportation system, including operational issues revealed through the analysis and other safety and multi-modal concerns.

Recommendations are to be made to mitigate any adverse impacts resulting from the proposed development. Recommendations should consider the City's multi-modal transportation aspirations and ensure that the needs of all travel modes are considered without vehicular operational and safety improvements creating an adverse impact for other modes.

18. Executive Summary

An executive summary should summarize the report and its findings without introducing new material.

20 March 2025

Mayor and Council
c/o Kelsea Fielden
Planner, Development Services
City of Colwood
kfielden@colwood.ca | www.colwood.ca

RE: Redevelopment of 3333 Metchosin Road
Residential Townhouse development
3333 Metchosin Road, Colwood, BC
RE: Neighbourhood Consultation



Mayor and council, c/o Kelsea Fielden

We are pleased to confirm that we have hosted a neighbourhood consultation March 17th, 2025, with all residences within 100m of 3333 Metchosin. Within this 100m designated boundary, 70 addresses personally received invitations. We are proud to note that only 9-10 persons attended the evening. 5 comment cards were received that evening. One attending couple lives at 380 Lagoon Road and are the immediate neighbours. Of the 7-8 others present, only 4 other comment cards were received.

We would assess this low turnout must represent a low level of concern, a low level of interest, and / or low level of need to comment.



70 residences received invitations to attend the presentation
4 addresses of signed comment cards shown, 5 received in total.

INTRODUCTION

The engagement session was held in a local board room, and a power point presentation was provided by Hillel Architecture with two representatives of the owner group being present and hearing feedback directly. The power point presentation was augmented with three panel boards demonstrating the design to date. Copies of the proposal and letter of architectural intent were displayed.

The presentation covered The Official Community Plan, the site planning, floor plans, all elevations, with recent feedback from the Planning Department which we feel has positively infused the design approach and the interaction with the street corner. The revised drawings currently with Colwood at this time were those used in this evening's presentation. Record copies of the invitation are attached.

THE FEEDBACK

1. A lengthy conversation was held with a family member (565 Maywell Place) of an elderly person within the neighbourhood (no address stated). This conversation revolved around traffic flow in and throughout the community, and concerns over the intersection with pedestrians and school children. No concerns over the architectural solution were stated.
2. A neighbour from 3319 Metchosin (the multifamily complex down the road), and another at 3336 Metchosin (similarly located) expressed concern similarly over traffic flow. This was again not a commentary on the proposal itself, but a concern stated over the flow of cars through and around this intersection and the increasing concern over volumes of cars, and volumes of pedestrians, and the question of if this proposal's 15 cars are an additional burden.

Discussion; Local neighbours all expressing concern uniformly over entering and leaving their personal driveways. Some fortunate to exit their driveways facing forward, some acknowledging leaving in reverse, and each complaining of needing to wait for 30-40 cars to pass before an opening is found sufficient for them. This was again not a comment on the proposal's architecture, nor that this small number of units (10), nor small number of cars (15) that will influence this existing community concern. Their concern was not after construction some 18-24 months from now, but a concern of today. And a daily one. Hillel's term coined that evening was "traffic flow" and seemed to best represent waiting at intersections for many cars to pass, waiting at driveways for many cars to pass, waiting to cross a road by car or on foot for many cars to pass.

Each participant recognizing that out of thousands of cars per day, our unit count of 10, and meeting the parking Bylaw requirements - do not influence this number of vehicles transiting this location daily in any real way. Hillel Architecture confirmed that Colwood has a road redevelopment plan already in place for both of these roads to service this existing and future traffic. Our project conforms to this future road development.

Comments stating our driveway entry location is close to the intersection and expressing concern over traffic delays should persons desire to turn left into the entry drive are noted. We assured them that this topic had also been discussed with Colwood Engineers at length. Colwood Engineers reviewing the location and parking numbers have at this time noted a "*right in - right out - only*" may not be necessary. That the owners understand that if this left turning potential is permitted initially, that over time if this does prove to be an issue that a "*right in - right out - only*" drive can be quickly incorporated with restrictive barriers. The owners will simply follow the guidance of Colwood Engineers in this outcome.

3. The residents of 3328 Metchosin commented only that their preference for all exterior lighting – parking or building - to be hooded / shielded in some manner to reduce light pollution. This is gladly done. This is the current intent.

And finally, and importantly;

4. The residents of 380 Lagoon Road were in attendance – the immediate neighbours - and expressed concern over proximity of cars to their property, proximity of resident entries to their property, proximity of parking lot noise, and building height. These comments we understand and our response is:

Discussion;

Item 1

Their proximity concerns stems from their dwellings proximity to the property line. The dwelling, portions of which were a former open car port on this side (their disclosure), now enclosed as primary living space (their disclosure), was built exceptionally close to the property ($\pm 164\text{mm}$ to roof overhang, 762mm to wall face, by survey).



Under the R1 zoning bylaw the sideyard setback at 380 Lagoon Road is listed as a min of 1.5m. Their home is approximately 50% of this required standard.

The property at 3333 Metchosin being proposed for redevelopment, under this same existing R1 zoning would similarly be permitted to build to with a;

- 1.5m side yard setback for a new two storey home (the shorter property boundary after road allowance is Lagoon Road) or
- 7.5m rear yard setback (we are proposing this to be a rear yard, respectful of this neighbour), and
- the new building proposal is 13m to columns, and building face proposed is 15.15m from their property boundary.
- the proposal therefore exceeds both current bylaws (7.5m) and new development guidelines (3-10m).



The issue therefore is not one of this ownership's making, nor this project's design outcome, but stems from the dwelling being in proximity to their property line. The design team had recognized this impact and have designed an outcome respectful of this concern.

Item 2

As no driveway entry is acceptable on Metchosin, and driveways must be as far from the intersection as possible leads to locations of cars and manouvering aisles in proximity to their home. Our static parked cars will in fact be quieter than the actual maneuvering aisle if our maneuvering aisle was placed along their property line. Signage directing cars to park facing inwards mitigates this even further. The proposal currently includes solid fencing and hedging along this property line both aiding in noise and fume control.

Item 3

Their comments regarding entry doors facing their property, or windows facing their property and affecting their privacy also has been considered. Their comments stated a concern over "slamming" resident doors and the overview of their backyard. In this regard our substantial setbacks aid here. With residential entry doors we feel no privacy is lost, power closures can limit noise produced, our generous setbacks ensuring residential doors are well removed from their environment, and our windows on this elevation are secondary in nature, with all primary living spaces facing Metchosin Road, purposefully away from these neighbours and purposefully facing their own sun in those important afternoon and evening social hours.

Item4

Their concern over building height of three stories has been one that has been anticipated. We did state that where minimum setback recommendations today are 1.5m for a potential new two storey home, or 3.0m – 10m as stated in development guidelines, that we have achieved 13m to column faces, and that the actual enclosed building faces are 15.15m from their home. The proposed third floor is 15.15m and ensures privacy and no shadows during critical outside social hours. In addition, semi-transparent railings of spaced vertical wood members aids concealing entries and stairs mitigating noise and privacy issues generated. The Consulting design firm did consider their property. Did consider the impact of privacy. And we are confident that we have substantially mitigated these impacts. We feel our design outcome is thoughtful in this regard.

CONCLUSION

We are pleased to have hosted this community engagement session. It was informative and helpful. We are pleased that few items arose regarding the building design, the number of units, or in fact the height of the building (1 comment card from immediate neighbours). Concerns over 15 parking stalls adding to the traffic flow of thousands of cars per day seem mathematically to be of minimal concern, and we are pleased to have stated that we meet all the required parking as dictated by the Parking Bylaw, and in a location where we are permitted to request reducing this parking requirement as a Neighbourhood Hub. We feel the design as presented thoughtfully approaches, and thoughtfully anticipated neighbour's and community concerns.

In review of the feedback presented from both Planning, Engineering, and now the neighbourhood, we feel confident to ask that our project, as designed, be advanced to those next stages. We look forward to presenting to Council whenever that may be scheduled.

Regards

Peter Hardcastle
Hillel Architecture Inc.

You are invited

to a presentation about a new residential development in your community

3333 Metchosin Road

at the corner of Lagoon Road



Hosted by the property owners
and
Hillel Architecture

The presentation will take place at:
Holiday Inn Express
318 Wale Road Colwood, British Columbia

on: March 17 2025
from: 5 - 7PM in the Boardroom



Consistent with the **Official Community Plan**, the proposed development offers 9 residential units and 1 live-work unit

Site Plan Considerations

- building footprint similar to the existing home
- attractive outdoor patio space at the corner for the ground oriented live-work unit or small commercial space...



...animating the public and pedestrian realm

- new sidewalks, bike paths, and street trees designed to align with the new street design for Metchosin and Lagoon Roads
- a gateway to Lagoon Road
- providing required parking without seeking a parking reduction



Land Use Designations

Intended Growth Area

- Colwood Corners
- Seaside Village
- Neighbourhood Centre
- Metchosin and Lagoon Neighbourhood Hub
- Mixed Use Employment Centre
- Light Industrial

Controlled Growth Area

- Neighbourhood
- Neighbourhood - Hillside and Shoreline

Open Space

- Municipal Parks and Open Space (greater than Sha)
- Other Parks and Open Space (greater than Sha)

Other Designations

- Agricultural Land Reserve
- Transit Growth Area

Building Design

- at a density less than permitted: 0.76 : 1 vs the maximum 1.75 : 1 FAR



- with a height of only 3 storeys so as not to impose on adjacent properties.

- with a mix of housing options:

2 three bedroom units

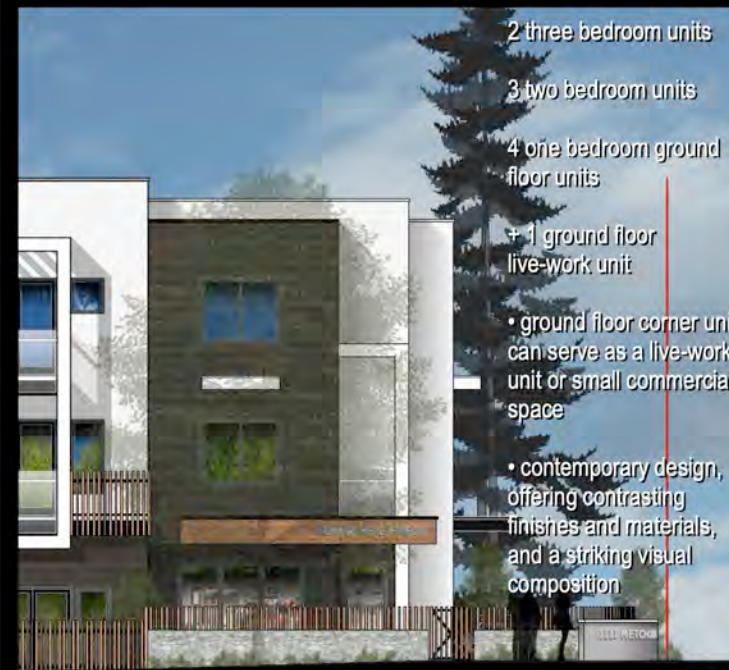
3 two bedroom units

4 one bedroom ground floor units

+ 1 ground floor live-work unit

- ground floor corner unit can serve as a live-work unit or small commercial space

- contemporary design, offering contrasting finishes and materials, and a striking visual composition



Unit Design

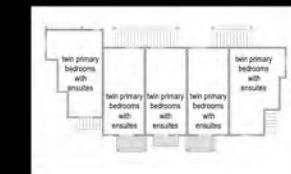
- Level 1 offers 5 ground oriented one bedroom units with patios



... with the corner unit designed to be a live work unit or a small commercial unit



- Above Level 1, 5 two-storey units with primary living spaces and private balconies,



and internal stairs leading to the bedrooms on the upper most level

Comments:

If you are unable to attend, or would like to comment, you can forward contact the owners at : bluebridgevic@gmail.com



Hosted at the

Holiday Inn Express

318 Wale Road Colwood, British Columbia

V9B2W3 Canada

1-250-3857829

3333 Metchosin Road

Rezoning Application

Kelsea Fielden, Planner 1

Planning and Land Use Committee

May 5, 2025

Proposal

- Rezone to new Metchosin Lagoon Neighbourhood (C9) zone
- 10-unit 3-storey apartment
 - 9 residential units
 - 1 convertible live/work studio or commercial unit
- Maximum 1.75 FAR



Site Context



Address: 3333
Metchosin Rd



Zoned: R1



OCP Designation:
Metchosin Lagoon
Neighbourhood Hub



Official Community Plan

- Neighbourhood Centre
 - Small-scale, mixed-use centres that create gathering places that help meet residents' daily needs by foot.
 - Multi-unit residential and mixed-use and live/work
 - 1.75 FAR
- Metchosin Lagoon Neighbourhood Hub
 - Maximum 3 storey
 - Uses geared to retail and services



Land Use Bylaw

- New C9 zone enables density envisioned as part of 'Metchosin Lagoon Neighbourhood Hub' Land Use Designation
 - Apartment Use
 - Commercial uses such as bakery, personal service, retail store, live/work studio



Metchosin and Lagoon Road

Metchosin Road

- Transit Network
 - Increase density
- 2.5m road dedication
 - 25m ROW
- Off-site works
 - Active transportation
 - Removal of tree

Lagoon Road

- Access/Egress location
 - No left-hand turn in
- No road dedication
 - 20m ROW
- Off-site works
 - Active transportation

No intersection upgrades required by this development.

Mature Tree



Previous
Property Line

New Property
Line

Metchosin Rd

Private tree
becomes
City tree

2.5m road dedication
for City infrastructure

Communication

- Development Notification Sign Posted
- Applicant led public consultation summary
- Notification postcards within 100m will be sent prior to amending bylaw readings
 - Ad in local newspaper
 - Highlighted on website



Options / Alternatives

Option 1	Staff recommendation
Option 2	Recommend that Council request staff to provide additional information
Option 3	Recommend to Council that the application be denied
Option 4	Committee provides another option for Council consideration

Thank you!



**CITY OF COLWOOD
BYLAW NO 2056**

10

A BYLAW TO AMEND BYLAW NO. 151 BEING THE “COLWOOD LAND USE BYLAW, 1989”

The Council of the City of Colwood, in open meeting assembled, enacts as follows:

1. CITATION

This Bylaw may be cited as **“Colwood Land Use Bylaw No. 151, 1989, Amendment No. 222 (Metchosin and Lagoon Neighbourhood (C9) - 3333 Metchosin Road), Bylaw No. 2056, 2025”**.

2. AMENDMENT

Bylaw No. 151, the **“Colwood Land Use Bylaw, 1989”** is amended as follows:

- a. Amend Schedule “A” (Zoning Map) by deleting from the Residential 1 (R1) Zone and adding to the Metchosin Lagoon Neighbourhood (C9) Zone, the property shown in Schedule 1 attached to this bylaw and described as “LOT AM1 PLAN VIP14031 SECTION 36 ESQUIMALT”.
- b. In Section 1.2 “DEFINITIONS”, under the heading “COMMERCIAL ZONE” insert “C9”.
- c. In Section 1.3.09 under the heading “SHORT FORM” insert “C9” after “C8A” and under the heading “ZONE” insert “Metchosin Lagoon Neighbourhood” under “Towncentre Mixed Use”.
- d. Add Section 7.5E METCHOSIN LAGOON NEIGHBOURHOOD (C9) as per Schedule 2 of this bylaw.
- e. Add the following to SCHEDULE B – AMENITY CONTRIBUTIONS

Zone	Bylaw No.	Legal Description	Amenity Contribution
C9	2056	LOT AM1 PLAN VIP14031 SECTION 36 ESQUIMALT (3333 Metchosin Rd)	a) Contributes to the Affordable Housing Fund \$1,500 per additional residential unit; b) Contribute to the Community Amenity Fund \$4,500 per additional dwelling unit for an apartment use; c) Contribute to the Fire Hall Fund \$618 per additional dwelling unit; d) All dollar amounts referred to above are the 2025 baseline rates and shall increase annually starting

			on January 1 st of each year starting on January 1, 2026 as per the Victoria Consumer Price Index (CPI).
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READ A FIRST TIME on the day of 2025

READ A SECOND TIME on the day of 2025

READ A THIRD TIME on the day of 2025

ADOPTED on the day of 2025

Mayor

Corporate Officer

SCHEDULE 1**Subject Property Map****Metchosin Lagoon Neighbourhood (C9) Zone**

April 15 2025
Scale: 1:1,500



SCHEDULE 2

SECTION 7.5E METCHOSIN AND LAGOON NEIGHBOURHOOD (C9) ZONE

7.5E.1 Purpose

The purpose of this zone is to provide for the orderly development of the Metchosin and Lagoon Neighbourhood Hub in support of the land use designation in the Official Community Plan. The C9 zone is applied within 200m of real travel distance from the Metchosin Road and Lagoon Road intersection.

7.5E.2 Permitted Uses

1. In addition to the uses permitted by Section 2.1.10, the following uses and no others are permitted in the C9 zone:
 - a. Apartment
 - b. Bakery
 - c. Personal Service
 - d. Restaurants
 - e. Retail Store
 - f. Home Occupation – Office Use Only
 - g. Assembly and Entertainment
 - h. Live/work Studio
 - i. Accessory Buildings and Structures

7.5E.3 Permitted Base Development

1. In the C9 Zone the number of dwelling units shall not exceed 1.

7.5E.4 Comprehensive Development Conditions

1. Despite the restrictions in Section 7.5E.3, on land whose legal description is set out in Table 1 of Schedule B of the Land Use Bylaw, the density of development is permitted up to a maximum of 1.75 FAR in accordance with Section 7.5E.5 if the owner pays to the City of Colwood the amount specified in Table 1 of Schedule B of the Land Use Bylaw.
2. Payment of the contributions in Section 7.5E.4.1 shall be made at the time of issuance of a building permit.

7.5E.5 Regulatory Conditions

1. A minimum ground-floor live/work or commercial floor space of 50m² shall be provided for properties fronting Metchosin Road or Lagoon Road.

2. Regulation Table:

Regulation	General
Minimum lot area	1000m ²
Minimum lot frontage	25m
Maximum lot coverage	40%
Useable Open Space	5% (minimum)
Maximum building height	3 storeys or 11m
Maximum Floor Area Ratio (FAR)	1.75
Minimum Building Setbacks	
Front	2.0m (minimum); 4.5m (maximum)
Interior Side	3.0m
Exterior Side	3.5m
Rear	6.0m

7.5E.6 Metchosin Road Dedication

- Where a parcel abuts Metchosin Road with a dedicated Right-of-Way width of less than 25m, road dedication will be required meeting standards outlined in the Transportation Master Plan and/or the Subdivision and Servicing Bylaw, as amended from time to time.

7.5E.7 Lagoon Road Dedication

- Where a parcel abuts Lagoon Road with a dedicated Right-of-Way width of less than 20m, road dedication will be required meeting standards outlined in the Transportation Master Plan and/or the Subdivision and Servicing Bylaw, as amended from time to time.

7.54.8 Landscaping and Screening

- All mechanical, electrical, and other service equipment located outside or on the roof of a building must be screened from adjacent properties and streets by ornamental structures, landscaping, or other means.
- To separate parking areas from adjacent properties, a landscaped buffer area of at least 1.0m in width and 2.0m in height must be provided along the inside of all property lines, with the exception of properties fronting Metchosin Rd and Lagoon Rd where the width is reduced to a minimum of 0.5m.
- Refuse removal area and recycling containers must be screened from adjacent properties and streets and gated to a minimum height of 2.0m by a landscape screen or solid decorative fence or combination thereof.
- Where a lot line joins a public road, a landscaped area of at least 1.5m in width must be provided inside the property line, with the exception of properties fronting Metchosin Rd and Lagoon Rd where the width is reduced to a minimum of 1.0m.
- All mechanical, electrical, and other service equipment located outside must be

screened from streets with a decorative UV and graffiti resistant laminated wrap that will form a year-round visual barrier.

7.5E.9 General

1. The relevant provisions of Divisions 1 and 2 shall apply. In the case of a conflict between the provisions of Divisions 1 and 2 and the provisions of this Zone, the latter shall prevail.

NOTICE OF AMENDING BYLAW

Colwood Land Use Bylaw No. 151, 1989, Amendment No. 222 (C9 – 3333 Metchosin Rd),
Bylaw No. 2056, 2025

MEETING:	Regular Meeting of Council
DATE and TIME:	Monday, May 26, 2025, 6:30pm
PLACE:	Council Chambers, 3300 Wishart Road, Colwood BC

NOTICE IS GIVEN that Council of the City of Colwood will consider First, Second and Third Reading on Monday, May 26, 2025, at 6:30pm in relation to the proposed “Colwood Land Use Bylaw No. 151, 1989, Amendment No. 222 (C9 – 3333 Metchosin Rd), Bylaw No. 2056, 2025”.

PURPOSE: This application proposes a rezoning from R1 to a new Metchosin and Lagoon Neighbourhood (C9) Zone to enable a 3-storey, 10-unit multi-family development, including 9 residential units and 1 live/work or commercial unit.

SUBJECT PROPERTY: This Bylaw applies to the lands legally described as “LOT AM1, SECTION 36, ESQUIMALT LAND DISTRICT, PLAN VIP14031” (3333 METCHOSIN RD).



INSPECTION OF MATERIALS: Copies of the proposed bylaw and related materials can be viewed at <https://www.colwood.ca/news>.

We want to hear from you!

WRITE TO US

The deadline for written submissions is 12:00 pm on the day of the meeting and must include your name and civic address.

- Email corporateservices@colwood.ca
- Mail/Drop-off: City of Colwood, 3300 Wishart Road, Colwood, BC V9C 1R1

SPEAK TO COUNCIL

In Person: The public is welcome to provide comments in person during the public participation portion of the meeting.

Electronically: To pre-register to speak please contact corporateservices@colwood.ca up until noon on the day of the meeting.

NEED MORE INFORMATION? Contact Development Services at (250) 294-8153 or planning@colwood.ca.



CITY OF COLWOOD
MINUTES OF
REGULAR COUNCIL MEETING
Monday, May 26, 2025 at 6:30 PM
Council Chambers
3300 Wishart Road, Colwood, BC

PRESENT

Mayor

Doug Kobayashi

Councillors

Cynthia Day

David Grove

Dean Jantzen

Kim Jordison

Misty Olsen

Ian Ward

ATTENDING

Chief Administrative Officer

Jason Johnson

Deputy Chief Administrative Officer

Jenn Hepting

Director of Planning

Yazmin Hernandez

Manager of Engineering

Joshua Baylis

Manager of Roads and Utilities

Tanner Northrup

Planner I

Kelsea Fielden

Parks Lead - Capital

Ryan Campeau

Manager of Corporate Services

Marcy Lalande

Recording Secretary

Tiffany MacDonald

1. CALL TO ORDER

Mayor Kobayashi called the meeting to order at 6:30 pm and acknowledged meeting on the shared traditional lands of the Lekwungen speaking people represented by the Xwepsum and Songhees Nations.

2. APPROVAL OF THE AGENDA

MOVED BY: COUNCILLOR OLSEN

SECONDED: COUNCILLOR GROVE

R2025-126 THAT the Near Term and Long Term agendas be received;

AND THAT the Agenda of the Regular Council meeting of May 26, 2025 be adopted as amended as follows:

Item 7.1 – Rezoning application - 3333 Metchosin Road, and Tenant Displacement Information for Rezoning Application - 3333 Metchosin Road; and Item 8.1 – Bylaw No. 2056 (C9-3333 Metchosin Road) First Reading be combined;

AND THAT Item 8. Bylaws be moved up in the agenda to Item 7. and renumber accordingly.

CARRIED

3. MAYOR'S MESSAGE

Mayor Kobayashi advised on the following:

- *Property tax notices have been mailed out and due July 2, 2025*

Yazmin Hernandez, Director of Planning, provided information on the Provincial Legislation Bills, 44, 46, 47 and Bill 16 and the impacts on municipal planning. Mayor Kobayashi provided an overview of the correspondence received from the Minister of Housing and Municipal Affairs related to Colwood's progress towards provincial housing targets.

4. ADOPTION / RECEIPT OF THE MINUTES

MOVED BY: COUNCILLOR OLSEN

SECONDED: COUNCILLOR GROVE

R2025-127 THAT the minutes of the Regular Council meeting held May 12, 2025 be adopted as presented;

AND THAT the minutes of the Planning and Land Use Committee Meeting held April 7, 2025 be received for information.

CARRIED

5. PUBLIC PARTICIPATION

Forty-three (43) written submissions were received regarding rezoning 3333 Metchosin Road; Eight (8) of those written submissions were received from the Planning and Land Use Committee Meeting of May 5, 2025 and have been appended to the agenda and available on the city meetings website.

Resident of Gratton Road, addressed Council regarding feeding birds at the Lagoon and concerns of the avian flu.

6. DELEGATIONS

6.1 Inspector Stephen Rose RCMP Quarterly Update

Inspector Stephen Rose, West Shore Royal Canadian Mounted Police provided a quarterly update for January 1, 2025 to April 30, 2025.

Council discussion ensued regarding:

- *Public input from the town hall meeting held in March for the West Shore.*
- *Mental health response protocols*
- *Driver education initiatives*
- *Hospital wait times for members with apprehended individuals*
- *Resources for crime, substance abuse and mental health prevention*
- *Youth diversion programs*
- *School education on image sharing*
- *Organized crime prevention*
- *Comparative municipal metrics*
- *Ticket warning vs. violations*
- *Proactive crime prevention strategies*

6.2 Rotary Club - Mike Reilly and Linda Mackie West Shore Outdoor Pool Project

Mike Reilly and Linda Mackie, Rotary Club, requested to reschedule their presentation on the West Shore Outdoor Pool Project to allow more time for discussion on item 7.1.

7. BYLAWS

7.1 Bylaw No. 2056 (C9-3333 Metchosin Road) - First Reading

Public Participation

Resident of Colwood and Member of the Planning Land Use Committee, addressed Council regarding vehicle congestion, road safety, social media discourse and education.

Resident of Wickheim Road, addressed Council regarding, traffic issues, vehicle egress regress, pedestrian safety and parking issues during peak times of school pick up and drop off.

Resident of the Lagoon area, addressed Council regarding, zoning, Metchosin Road density, traffic congestion, tsunami evacuation route, emergency route updates, traffic routing from Royal Bay, school pick up and drop off, Pacific Landing construction and past traffic studies.

Resident of Wickheim Road, addressed Council regarding safety issues, implications of a 200 meter notification, and parking challenges experienced during recent paving work on Wickheim and Maywell.

Resident of Lagoon Road, addressed Council regarding parking, safety, existing business access during peak pick up and drop off time, main emergency route, construction noise, flooding concerns, and new business space parking.

Resident of the Lagoon area, addressed Council regarding traffic calming, location of development, housing numbers, near misses with traffic guards, advocacy, school sizing and traffic congestion.

Resident of Metchosin Road, addressed Council regarding, development type use and location options.

Resident of Lagoon Road, addressed Council regarding, proximity of development to road, school, future appearance, neighborhood hub uses, infrastructure and commercial space use.

Resident of Hallsor Drive, and school crossing guard, addressed Council regarding concerns of safety during peak school drop off hours and timing of development projects.

Resident of Wickheim Road, addressed Council regarding concerns of traffic and pedestrian safety, parking issues, exiting property during peak hours, length of construction and impact to students.

Resident of Metchosin Road, addressed Council about concerns of traffic, parking, sense of community, and visual changes.

Resident of Metchosin Road, addressed Council regarding concerns for the neighbour next to the development and supporting them through the change.

MOVED BY: COUNCILLOR JANTZEN

SECONDED: COUNCILLOR JORDISON

R2025-128

THAT public participation be extended.

CARRIED

Resident of Maywell Place addressed Council regarding concerns of pedestrian safety, driveway location and access, size of development in space. They also spoke about a temporary light installation.

Resident of Gratton Road, addressed Council regarding school crossing guards' safety, traffic and location.

Member of the Public spoke on behalf of a resident of Christopher Place regarding concerns of pedestrian safety, school capacity and size, width of lanes on Lagoon Road, driveway location, lot size and building location.

Resident of Christopher Place addressed Council regarding, setting precedence for further rezoning, increased traffic diversions and emergency response access.

The meeting recessed at 8:19 pm

The meeting resumed at 8:27 pm

Kelsea Fielden, Planner I, presented the rezoning application for 3333 Metchosin Road and provided information on tenant displacement. Peter Hardcastle, Architect, Hillel Architecture Inc presented on 3333 Metchosin Road. Kristen Machina, Senior Transportation Engineer, Watt Consulting Group, made herself available for questions.

Council discussion ensued regarding:

- New neighborhood zone and alignment with the Official Community Plan
- Spacing requirements of usable open space
- Property tax classifications due to a commercial component
- Sewer zoning and parameters for connecting
- Alternative options if rezoning application is not approved
- Max density, height and set backs
- Community amenity funding programs
- Safety improvements and costs
- Play spaces as per parks and recreation master plan
- Garbage truck and delivery accessibility
- Alternative considerations to driveway access and egress
- Tsunami evacuation route
- Legislation impacts and road dedication
- Climate action features
- Development Cost Charge program contribution ratios
- Traffic counters and data collection

MOVED BY: COUNCILLOR JANTZEN
SECONDED: COUNCILLOR JORDISON

R2025-129 THAT staff return to Council with options for improvements to the intersection at Metchosin Road and Lagoon Road, and that suggested improvements include costings and timelines for delivery.

NOT VOTED ON DUE TO AMENDING MOTION

MOVED BY: COUNCILLOR GROVE
SECONDED: COUNCILLOR WARD

R2025-130 THAT the meeting be extended until 11:00 pm.

CARRIED

MOVED BY: COUNCILLOR WARD
SECONDED: COUNCILLOR DAY

R2025-131 MAIN MOTION AS AMENDED:

THAT Council refer item 7.1 to Committee of the Whole and concurrently direct staff return to Committee of the Whole with options for improvements to the intersection at Metchosin Road and Lagoon Road, and that suggested improvements include costings and timelines for delivery.

CARRIED

7.2 Bylaw No. 1700-10 Colwood Official Community Plan Amendment (Environmental Development Permit Area) (as amended) - Adoption

MOVED BY: COUNCILLOR WARD
SECONDED: COUNCILLOR JANTZEN

R2025-132 THAT the "Official Community Plan Bylaw No. 1700, 2023, Amendment Bylaw No.1700-10 (Environmental Development Permit Area)" be adopted.

CARRIED

7.3 Sewer Local Area Service Enlargement Amendment Bylaws - Adoption

MOVED BY: COUNCILLOR JANTZEN
SECONDED: COUNCILLOR GROVE

R2025-133 THAT the following sewer bylaws be adopted:

- "Colwood Main Sewer Local Area Service Establishment and Loan Authorization Bylaw No. 598, 2001, Amendment No. 167 (LAS Enlargement – 507 Pearkes Road), Bylaw No. 2062, 2025"

- “Colwood West Sewer Local Area Service Establishment and Loan Authorization Bylaw No. 625, 2001, Amendment No. 95 (LAS Enlargement – 507 Pearkes Road), Bylaw No. 2063, 2025”

CARRIED

8. NEW BUSINESS

8.1 Councillor Jordison

Request for Letter to be sent to Sooke School District #62

Councillor Jordison provided information on the request to send a letter to the Sooke School District #62 to notify of the pre-design process for an expanded roadway on Metchosin Road.

Council discussion ensued regarding notification and past correspondence.

MOVED BY: COUNCILLOR JORDISON

SECONDED: COUNCILLOR DAY

R2025-134 THAT the City of Colwood send a letter to Sooke School District # 62 notifying them that the City of Colwood is in the process of pre-design for an expanded roadway on Metchosin Road;

AND THAT the encroachment approved by Council in 2011 will need to be removed by a specific date.

NOT VOTED ON DUE TO AMENDING MOTION

MOVED BY: COUNCILLOR JORDISON

SECONDED: COUNCILLOR DAY

R2025-135 MAIN MOTION AS AMENDED:

THAT the City of Colwood send a letter to Sooke School District # 62 notifying them that the City of Colwood is working to finalize our Transportation Master Plan for an expanded roadway on Metchosin Road;

AND THAT the encroachment approved by Council in 2011 will need to be removed once a date is known.

CARRIED

8.2 Kelsea Fielden, Planner I

Agricultural Land Commission Exclusion Application - Colwood Creek Park

Kelsea Fielden, Planner I, and Ryan Campeau, Parks Lead Capital, provided information on the Agricultural Land Commission exclusion application for Colwood Creek Park.

Council discussion ensued regarding:

- *Awareness of the Agricultural Land Reserve (ALR) status*
- *Concerns with removing land from ALR*
- *Allowable structures with a ALR*
- *Application process and alternatives*
- *Potential of covenant for land protection*

MOVED BY: COUNCILLOR WARD

SECONDED: MAYOR KOBAYASHI

R2025-136 THAT Council direct staff to initiate an application under Section 29 of the Agricultural Land Commission Act to exclude Colwood Creek Park from the Agricultural Land Reserve.

DEFEATED

IN FAVOUR: MAYOR KOBAYASHI AND COUNCILLOR WARD

MOVED BY: COUNCILLOR JORDISON

SECONDED: COUNCILLOR DAY

R2025-137 THAT the Agricultural Land Commission Exclusion Application for Colwood Creek Park be referred to staff to return to Council with additional information on alternatives to protect the park and to provide amenities affordably.

CARRIED

OPPOSED: COUNCILLOR WARD

8.3 Tanner Northrup, Manager of Roads and Utilities Sewer Connection Fee Amendment Proposal

Tanner Northrup, Manager of Roads and Utilities, presented on sewer connection fee amendment proposal.

Council discussion ensued regarding the fee structure.

MOVED BY: COUNCILLOR DAY

SECONDED: COUNCILLOR OLSEN

R2025-138 THAT Council direct staff to draft an amendment bylaw to the "Colwood Sewer Utility Bylaw No. 1500, 2011" to amend the Sewer Connection Fee and Sewer Disconnection Fee to ensure full cost recovery.

CARRIED

**8.4 Jenn Hepting, Deputy Chief Administrative Officer
2025 E-Comm Policing Dispatch Services Agreement**

Jenn Hepting, Deputy Chief Administrative Officer, provided information on the 2025 E-Comm policing dispatch services agreement.

Council discussion ensued regarding the differences of services between E-Comm 911 and Next Generation 911.

**MOVED BY: COUNCILLOR DAY
SECONDED: COUNCILLOR JORDISON**

R2025-139 THAT Council approve the Dispatch Services Agreement for the period April 1 – December 31, 2025 with E-Comm Emergency Communications for BC Inc;

AND THAT E-Comm be requested to come to present to Colwood Council.

CARRIED

9. ADJOURNMENT

**MOVED BY: COUNCILLOR JANTZEN
SECONDED: COUNCILLOR DAY**

R2025-140 THAT the meeting adjourn at 10:46 pm.

CARRIED

APPROVED AND CONFIRMED

CERTIFIED CORRECT



CITY OF COLWOOD
MINUTES OF
REGULAR COUNCIL MEETING
Monday, July 14, 2025 at 6:30 PM
Council Chambers
3300 Wishart Road, Colwood, BC

PRESENT

A/Mayor
 Councillors

Misty Olsen
 Cynthia Day
 David Grove
 Dean Jantzen
 Kim Jordison

REGRETS

Mayor
 Councillor

Doug Kobayashi
 Ian Ward

ATTENDING

Chief Administrative Officer
 Deputy Chief Administrative Officer
 Director of Engineering and Public Works
 Director of Planning
 Manager of Engineering
 Engineering Capital Projects Lead
 Manager of Building Inspections and Bylaw Services
 Senior Planner
 Climate Planner
 Planner I
 Corporate Services Assistant
 Recording Secretary

Jason Johnson
 Jenn Hepting
 John Rosenberg
 Yazmin Hernandez
 Joshua Baylis
 Tyler Pettepiece
 Byron Grant
 Mairi Bosomworth
 Carolyn Richman
 Kelsea Fielden
 Tiffany MacDonald
 Annalise Parker

1. CALL TO ORDER

Acting Mayor Olsen called the meeting to order at 6:30 pm and acknowledged meeting on the shared traditional lands of the Lekwungen speaking people represented by the Xwepsum and Songhees Nations. She also advised of the issue with the livestreaming section on our meeting portal; we have updated the meeting portal to include the link to our YouTube page, for the public to watch live.

2. APPROVAL OF THE AGENDA

MOVED BY: COUNCILLOR GROVE
SECONDED: COUNCILLOR JANTZEN

R2025-163 THAT the Near Term and Long Term agendas be received;

AND THAT the Agenda of the Regular Council meeting of July 14, 2025 be adopted as amended, as follows:

- Add - Notice of Motion as Item 6.1
- Remove - In-Camera section

CARRIED

3. MAYOR'S MESSAGE

Acting Mayor Olsen provided the following message on behalf of Mayor Kobayashi:

- *Regular council meetings will resume August 25, 2025*
- *Effective June 9, 2025, the province amended two regulations affecting municipal borrowing*

4. ADOPTION / RECEIPT OF THE MINUTES

MOVED BY: COUNCILLOR GROVE
SECONDED: COUNCILLOR JANTZEN

R2025-164 THAT the minutes of the Regular Council meeting held June 23, 2025 be adopted as presented;

AND THAT the minutes of the Special Infrastructure and Active Transportation Committee meeting held April 22, 2025 be received for information

CARRIED

5. PUBLIC PARTICIPATION

The following written submissions were received and have been appended to the agenda, and are available on the City's meeting website:

- *Eight (8) regarding traffic and access with the proposed development for 3145 Metchosin Road*
- *One (1) regarding rezoning and high density developments in Colwood*
- *One (1) regarding the draft 2025-2030 Building Retrofit Strategy*
- *One (1) regarding the rezoning application for 546 Windthrop Road and the HAH1 zone*
- *One (1) regarding the MR1 and HAH1 zones*

Carol Brown, Citizens Environment Network in Colwood, addressed Council regarding the 2025-2030 Building Retrofit Strategy.

6. NOTICE OF MOTION

6.1 Councillor Ward

Designation of Metchosin Road Widening as Top Priority Transportation Infrastructure Project

(This item will be brought to Council for discussion at the August 25, 2025 Council meeting)

WHEREAS the City of Colwood's Transportation Master Plan (TMP) serves as the guiding document for planning, prioritizing, and implementing road, transit, and active transportation improvements; and

WHEREAS Metchosin Road is a critical north-south arterial corridor serving residents, businesses, emergency services, and regional commuters; and

WHEREAS the existing configuration of Metchosin Road experiences recurring congestion, safety concerns, and lacks sufficient infrastructure for active transportation and transit users; and

WHEREAS the City of Colwood is experiencing ongoing population and development growth, increasing demand on the Metchosin Road corridor; and

WHEREAS improved capacity, safety, and multi-modal infrastructure along Metchosin Road aligns with the City's strategic priorities for mobility, livability, and sustainable urban development;

THEREFORE BE IT RESOLVED THAT the City of Colwood Council amends the Transportation Master Plan to designate the widening of Metchosin Road as the City's top-priority transportation infrastructure project;

AND THAT this project include the following elements, subject to technical and community consultation:

- Widening of Metchosin Road from two to three and/or four lanes where feasible, between Sooke Road and Lagoon Road or Latoria Road or a terminus determined through detailed design;
- Integration of protected cycling infrastructure and pedestrian multi-use pathways;
- Intersection upgrades and signalization improvements to enhance safety and reduce congestion;
- Transit-supportive features, such as bus pullouts and shelters;

- Upgraded stormwater management and underground utilities in conjunction with road works;

AND THAT staff be directed to:

- Initiate a corridor study and preliminary design in 2025;
- Incorporate the project into the City's Capital Works and Five-Year Financial Plan;
- Seek funding through federal and provincial infrastructure programs;
- Engage with residents, First Nations, emergency services, and regional stakeholders throughout the planning process.

7. CONSENT AGENDA

The following item was removed from the Consent Agenda and added to New Business:

- Road Infrastructure Project Prioritization

7.1 Bryan Erwin, Fire Chief Asset Disposal – Battalion 55

MOVED BY: COUNCILLOR JANTZEN

SECONDED: COUNCILLOR GROVE

R2025-165 THAT Council approve the sale of the Colwood Fire Department's retired 2013 Chevrolet Tahoe (Battalion 55) to the Port Hardy Fire Department for \$9,500.

CARRIED

8. NEW BUSINESS

8.1 Tyler Pettepiece, Engineering Capital Projects Lead Traffic Safety Initiatives Program

Tyler Pettepiece, Engineering Capital Projects Lead, provided an overview of the traffic safety initiatives program.

Council discussion ensued regarding:

- *Consideration of weighted factors within the Matrix*
- *Review of current traffic and safety trends reported by ICBC*
- *Prioritization of future infrastructure projects*

MOVED BY: COUNCILLOR GROVE
SECONDED: COUNCILLOR JANTZEN

- R2025-166 THAT a weighted consideration be given to areas surrounding parks, schools, and safe routes to schools, when evaluating and prioritizing traffic safety concerns.

CARRIED

MOVED BY: COUNCILLOR GROVE
SECONDED: COUNCILLOR JANTZEN

- R2025-167 THAT the Traffic Safety Initiatives Program Scoring Criteria, as outlined in Appendix 1 of this report, be endorsed as the guiding framework for evaluating traffic safety concerns across the City;

AND THAT staff be directed to apply the approved scoring criteria to develop a prioritized list of traffic safety initiative projects for future implementation using the allocated \$100,000 program budget;

AND FURTHER THAT staff be directed to return to the Committee with the proposed project list following application of the matrix, prior to initiating any detailed design or treatment selection.

CARRIED

8.2 Carolyn Richman, Climate Planner
Lisa Westerhoff, Lead Consultant
Draft Building Retrofit Strategy

Carolyn Richman, Climate Planner, and Lisa Westerhoff, Consultant representing Introba and MODUS, presented the draft 2025-2030 Building Retrofit Strategy.

Council discussion ensued regarding:

- *Strategic priorities and level of impact on greenhouse gas emissions*
- *Expansion of tree canopy and retention of existing trees*

MOVED BY: COUNCILLOR GROVE
SECONDED: COUNCILLOR JORDISON

- R2025-168 THAT Council endorse the Building Retrofit Strategy and direct staff to use this strategy as a guiding document for initial implementation;

AND THAT the draft Building Retrofit Strategy be referred to the Parks and Environment Committee for review and comment.

CARRIED

8.3 Yazmin Hernandez, Director of Planning Waterfront Stewardship Plan

Public Participation

Resident of Gratton Road, and member of the Waterfront Stewardship Committee, addressed Council regarding the release of the plan, future of the shoreline, and engagement with the Waterfront Stewardship Committee.

Resident of Brookside Road, and member of the Waterfront Stewardship Committee, addressed Council regarding respect of the habitat and wildlife of Esquimalt Lagoon and the balance between stewardship and human enjoyment.

Resident of Ocean Boulevard, and member of the Waterfront Stewardship Committee, addressed Council regarding multi-committee collaboration, priorities, and protection of the ecosystem.

Yazmin Hernandez, Director of Planning, provided an overview of the draft Waterfront Stewardship Plan, the engagement process and how the goals, principles and values in the plan will guide the waterfront walkway plan.

Council discussion ensued regarding:

- Knowledge and expertise of the Waterfront Stewardship Committee members*
- Expenses incurred in the development of the plan*
- Consultation and engagement with First Nations*

MOVED BY: COUNCILLOR DAY

SECONDED: COUNCILLOR JANTZEN

R2025-169 THAT the draft of the Colwood Waterfront Stewardship Plan (CWSP) dated June 2025 be forwarded to the Waterfront Stewardship Committee for review and comment;

AND THAT a detailed update on the CWSP implementation strategy be provided to Council at its Regular Meeting scheduled for September 8th, 2025.

CARRIED

8.4 Jason Johnson, Chief Administrative Officer

Jenn Hepting, Deputy Chief Administrative Officer

Presentation of Refined 2025-2027 Strategic Plan: Council-Approved Priorities and Linkage to Operations Plan

Jason Johnson, Chief Administrative Officer, and Jenn Hepting, Deputy Chief Administrative Officer, provided an overview of the refined 2025-2027 Strategic Plan and strategic guiding principals.

Council discussion ensued regarding the level of details and data in the plan.

MOVED BY: COUNCILLOR OLSEN

SECONDED: COUNCILLOR GROVE

R2025-170 THAT Council adopt the refined 2025-2027 Strategic Plan as the City's guiding document;

AND THAT Council direct staff to integrate the 2025 - 2027 Strategic Plan priorities into quarterly reporting updates.

CARRIED

OPPOSED: COUNCILLOR DAY

8.5 Jason Johnson, Chief Administrative Officer

Jenn Hepting, Deputy Chief Administrative Officer

Operational Plan Implementation

Jason Johnson, Chief Administrative Officer, and Jenn Hepting, Deputy Chief Administrative Officer, provided an overview on the implementation of the operational plan.

Council discussion ensued regarding:

- *Layout and presentation of graphs*
- *Highlighting significant changes in the report*
- *Scheduling of quarterly report updates*

Meeting recessed at 7:56 pm

Meeting resumed at 8:02 pm

MOVED BY: COUNCILLOR GROVE
SECONDED: COUNCILLOR JORDISON

R2025-171 THAT Council receive the Operational Plan Implementation report for information;

AND THAT Council endorse the continued use of the operational plan framework and dashboard for organizational performance monitoring;

AND THAT Council direct staff to provide quarterly updates on the operational plan.

CARRIED

8.6 Mairi Bosomworth, Senior Planner

Bill 44 - Backgrounder

Mairi Bosomworth, Senior Planner, presented a high-level review of Bill 44.

Council discussion ensued regarding:

- *Mapping of sewer and non-sewered properties*
- *Sewer allotment and capacity*
- *Rezoning applications for properties not connected to sewer*
- *Budget and priority for sewer hookup*
- *Prediction of cost and availability of sewer infrastructure*
- *Small-Scale Multi Unit Housing (SSMUH)*
- *Housing targets based on population*
- *Population and Housing Needs Report*
- *Bill 44 and legal definition of a restricted zone*

MOVED BY: COUNCILLOR JANTZEN
SECONDED: COUNCILLOR GROVE

R2025-172 THAT Council direct staff to organize a workshop on Bill 44, extending invitations to Council members as well as the Planning and Land Use Committee, Transportation and Infrastructure Committee and further to the Province of British Columbia.

CARRIED

OPPOSED: COUNCILLORS DAY AND JORDISON

8.7 Road Infrastructure Project Prioritization

Recommendation from the Committee of the Whole meeting of July 14, 2025

Council discussion ensued regarding cost of the safety enhancements and impact to the Transportation Master Plan.

MOVED BY: COUNCILLOR JANTZEN

SECONDED: COUNCILLOR GROVE

R2025-173

THAT Council direct staff to proceed with interim safety enhancements at the Metchosin Road and Lagoon Road intersection, including the installation of an LED-enhanced stop sign and the regular repainting of road surface markings, while awaiting the completion of the new Transportation Master Plan (TMP).

CARRIED

OPPOSED: COUNCILLORS DAY AND JORDISON

9. BYLAWS

9.1 Bylaw No. 2055 (546 Windthrop Road) - Second and Third Reading

Public Participation

Rachael Sansom, from Grayland Consulting Inc, addressed Council regarding habitat and landscape, stormwater management and sewer hookup.

Council discussion ensued regarding:

- *Zoning of the property*
- *Standardization of heights for developments*
- *The bylaw and standardization of contribution amount*

MOVED BY: COUNCILLOR JANTZEN

SECONDED: COUNCILLOR GROVE

R2025-174

THAT prior to second and third reading consideration, the community amenity contributions in Bylaw No. 2055 (546 Windthrop Road) Schedule B be amended to read: b) Contribute to the Community Amenity Fund \$7,500 per additional dwelling unit."

CARRIED

OPPOSED: COUNCILLORS DAY AND JORDISON

MOVED BY: COUNCILLOR GROVE
SECONDED: COUNCILLOR JORDISON

R2025-175 THAT Colwood Land Use Bylaw No. 151, 1989, Amendment No. 220, Bylaw No. 2055, 2025 be given second and third reading as Amended.

CARRIED

9.2 Bylaw No. 2073 (221 Goldfinch Road) - Second and Third Reading

MOVED BY: COUNCILLOR JORDISON
SECONDED: COUNCILLOR DAY

R2025-176 THAT Council rescind first reading of "Colwood Land Use Bylaw No. 151, 1989, Amendment No. 224 (221 Goldfinch Road), Bylaw 2073, 2025," given June 23, 2025;

AND THAT "Colwood Land Use Bylaw No. 151, 1989, Amendment No. 224 (221 Goldfinch Road), Bylaw 2073, 2025," be given first, second and third reading.

CARRIED

9.3 Tanner Northrup, Manager of Roads and Utilities Colwood Sewer Utility Bylaw for First Three Readings Bylaw No. 2076 Colwood Sewer Utility Bylaw - First, Second and Third Reading

MOVED BY: COUNCILLOR GROVE
SECONDED: COUNCILLOR JANTZEN

R2025-177 THAT "Colwood Sewer Utility Bylaw No. 1500, 2011, Amendment No. 13, Bylaw 2076, 2025", which updates Schedules A and C to reflect revised sewer connection and disconnection fee structures be given first, second and third reading.

CARRIED

**9.4 Byron Grant, Manager of Building Inspections and Bylaw Services
Leash Requirements in Parks (Animal Control Bylaw Proposed Amendments)
Bylaw No. 2080 - Strengthen Provisions for Aggressive and Dangerous Dogs - First,
Second and Third Reading**

Council discussion ensued regarding the criteria listed in the bylaw to determine an aggressive dog.

**MOVED BY: COUNCILLOR GROVE
SECONDED: COUNCILLOR JANTZEN**

R2025-178 THAT the "Animal Control Bylaw, Amendment No. 3, Bylaw No. 2080, 2025" be given first, second and third reading.

CARRIED

**9.5 Byron Grant, Manager of Building Inspections and Bylaw Services
Living with Wildlife (Animal Control Bylaw Proposed Amendments)
Bylaw No. 2077 Restricting Persons from Feeding Wildlife - First, Second and Third
Reading**

**MOVED BY: COUNCILLOR GROVE
SECONDED: COUNCILLOR JORDISON**

R2025-179 THAT the "Animal Control Bylaw No. 1533, 2014, Amendment No. 2, Bylaw No. 2077, 2025," be given first, second and third reading;

AND THAT Council refer the "Animal Control Bylaw No. 1533, 2014, Amendment No. 2, Bylaw No. 2077, 2025" to the Waterfront Stewardship Committee meeting for feedback prior to adoption.

CARRIED

**9.6 Sewer Local Area Service Enlargement Amendment Bylaws - First, Second and Third
Reading**

**MOVED BY: COUNCILLOR JANTZEN
SECONDED: COUNCILLOR GROVE**

R2025-180 THAT the following sewer bylaws be given first, second and third reading:

- "Colwood Main Sewer Local Area Service Establishment and Loan Authorization Bylaw No. 598, 2001, Amendment No. 172 (LAS Enlargement – 3325 Metchosin Road), Bylaw No. 2074, 2025"

- "Colwood South Sewer Local Area Service Establishment and Loan Authorization Bylaw No. 602, 2001, Amendment No. 32 (LAS Enlargement – 3325 Metchosin Road), Bylaw No. 2075, 2025"

CARRIED

OPPOSED: COUNCILLOR DAY

10. ADJOURNMENT

MOVED BY: COUNCILLOR GROVE

SECONDED: COUNCILLOR DAY

R2025-181 THAT the meeting adjourn at 9:00 pm.

CARRIED

APPROVED AND CONFIRMED

CERTIFIED CORRECT

NOTICE OF AMENDING BYLAW

Colwood Land Use Bylaw No. 151, 1989, Amendment No. 222 (C9 – 3333 Metchosin Rd),
Bylaw No. 2056, 2025

MEETING:	Regular Meeting of Council
DATE and TIME:	Monday, November 10, 2025, 6:30pm
PLACE:	Council Chambers, 3300 Wishart Road, Colwood BC

NOTICE IS GIVEN that Council of the City of Colwood will consider First, Second and Third Reading on Monday, November 10, 2025, at 6:30pm in relation to the proposed **“Colwood Land Use Bylaw No. 151, 1989, Amendment No. 222 (C9 – 3333 Metchosin Rd), Bylaw No. 2056, 2025”**.

PURPOSE: This application proposes a rezoning from R1 to a new Metchosin and Lagoon Neighbourhood (C9) Zone to enable a 3-storey, 10-unit multi-family development, including 9 residential units and 1 live/work or commercial unit.

SUBJECT PROPERTY: This Bylaw applies to the lands legally described as “LOT AM1, SECTION 36, ESQUIMALT LAND DISTRICT, PLAN VIP14031” (3333 METCHOSIN RD).



INSPECTION OF MATERIALS: Copies of the proposed bylaw and related materials can be viewed at <https://www.colwood.ca/news>.

We want to hear from you!

WRITE TO US

The deadline for written submissions is 12:00 pm on the day of the meeting and must include your name and civic address.

- Email corporateservices@colwood.ca
- Mail/Drop-off: City of Colwood, 3300 Wishart Road, Colwood, BC V9C 1R1

SPEAK TO COUNCIL

In Person: The public is welcome to provide comments in person during the public participation portion of the meeting.

Electronically: To pre-register to speak please contact corporateservices@colwood.ca up until noon on the day of the meeting.

NEED MORE INFORMATION? Contact the Planning Department at (250) 294-8153 or planning@colwood.ca.