



# STAFF REPORT TO COMMITTEE

**DATE OF REPORT** November 14, 2023

**MEETING TYPE & DATE** Electoral Area Services Committee Meeting of December 6, 2023

**FROM:** Development Services Division  
Land Use Services

**SUBJECT:** Application No. SA21B10 (2006 Renfrew Road/PID: 003-924-637)

**FILE:** SA21B10

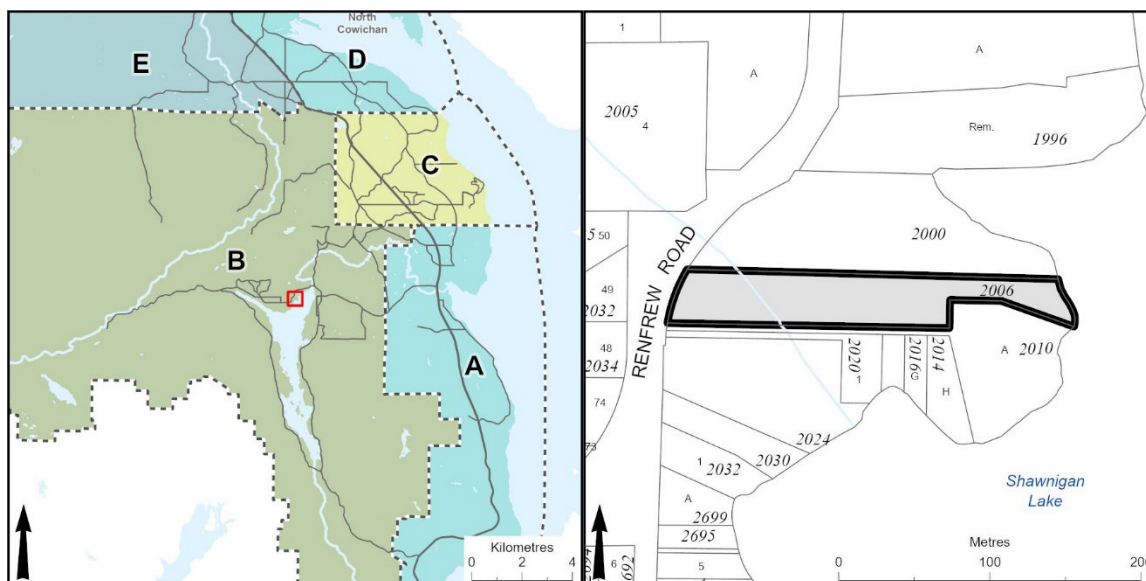
## **PURPOSE/INTRODUCTION**

A 2-lot conventional subdivision is proposed for 2006 Renfrew Road (PID: 003-924-647); the applicant is requesting a minimum frontage exemption under the *Local Government Act*.

## **RECOMMENDED RESOLUTION**

That it be recommended to the Board that proposed Lots A and B in Subdivision Application No. SA21B10 (2006 Renfrew Road, PID: 003-924-637) be exempted from the minimum parcel frontage requirement in accordance with Section 512 of the *Local Government Act*.

## **LOCATION MAP**



## **BACKGROUND**

The subject property, located at 2006 Renfrew Road (PID: 003-924-647) is approximately 0.85 ha. Currently, a single-family dwelling is located on the parcel. The property is forested to the west and fronts Shawnigan Lake to the east. A wetland and creek are located on the western portion of the property. A shared driveway is used to access the single-family dwelling on the property from Renfrew Road. The access easement CA3532306 allows the property owner of the

subject property to use the panhandle driveway access located on the southern adjacent parcel (PID: 004-120-892). The easement allows a maximum access to two single-family residences.

The property is designated Residential in the Official Community Plan, and Village Residential within the Local Area Plan, and also falls within the Shawnigan Village Growth Containment Boundary. The property falls within the Shawnigan Lake Improvement District Fire Service Area, the Shawnigan Lake North Water System, and Shawnigan Creek Cleanout and Drainage service area. The dwelling is serviced by a private septic system.

The property owner is proposing a 2-lot subdivision. Proposed Lot A is 0.43 ha, and proposed Lot B is 0.31 ha (excluding the panhandle access). Both parcels will be connected to the Shawnigan Lake North Water System and will be serviced by private septic systems. Proposed Lot B will contain the existing single-family dwelling. New residential construction will be located on the eastern portion of proposed Lot A. Both residences will be accessed using the current shared driveway in accordance with easement CA3532306, no new driveway construction is proposed. The parcel frontage of Lot A is 32 m, which is 9.19% of the perimeter, and Lot B frontage is via panhandle lot, with a frontage of 6 m or 0.93%, significantly less than 10% of the perimeter.

This Subdivision Application No. SA21B10 is associated with Development Permit Application DP22B06, for the development areas DPA 1 – Riparian Protection, DPA 2 – Environmentally Sensitive Areas Protection, and DPA 4 – Aquifer Protection located on the property.

- See Attachment A – Background Table
- See Attachment B – Property Context Maps
- See Attachment C – Easement CA3532306
- See Attachment D – Site Photos
- See Attachment E – Subdivision Plan

#### **OFFICIAL COMMUNITY PLAN / POLICY CONSIDERATIONS**

Official Community Plan (OCP) for the Electoral Areas Bylaw No. 4270:

The property is regionally designated Residential. The OCP is required by law to ensure there is sufficient area available in the plan for residential development to meet anticipated housing needs for at least five years.

##### **4.10.1 Objectives**

1. *Provide a wide range of housing and lifestyle options for various stages of life and different community lifestyles, as the community demographics continue to change.*
2. *Provide a rural residential lifestyle option that provides a buffer between resource lands and residential areas.*
3. *Preserve the rural character of rural areas in residential development.*
4. *Ensure residential developments are compatible with physical site conditions of slope, drainage patterns, and natural features.*

##### **4.10.2. Policies**

2. *Encourages affordable housing in all communities*
3. *Encourages secondary suite or second dwelling units in service areas*

The property has a [Local Area Plan \(LAP\)](#) designation of Village Residential. The relevant objectives and policies include:

**2.9.15. Objectives**

1. *Maintain the small-scale, rural village character of the community*
2. *Provide incentives for multi-family dwellings*
3. *Create compact, complete communities*
4. *Provide affordable housing*

The property falls within several development permit areas (DPA), within Schedule C of the OCP: DPA 1 – Riparian Protection, DPA 2 – Environmentally Sensitive Areas Protection, and DPA 4 – Aquifer Protection. The DPA guidelines are listed in separate Bylaw No. 4485.

**Electoral Area B Zoning Bylaw No. 985:**

The property is zoned R-3 – Urban Residential 3 Zone, which permits a minimum parcel size of 0.2 ha.

**Local Government Act:****Minimum parcel frontage on highway**

- 512** (1) *If a parcel being created by a subdivision fronts on a highway, the minimum frontage on the highway must be the greater of:*
- (a) *10% of the perimeter of the lot that fronts on the highway, and*
  - (b) *The minimum frontage that the local government may, by bylaw, provide*
- (2) *A local government may exempt a parcel from the statutory or bylaw minimum frontage provided for in subsection (1).*

**COMMISSION / AGENCY / DEPARTMENTAL CONSIDERATIONS**

**Utilities Division:** This lot is within the Shawnigan Lake North water system service area, but not currently connected to the system. A watermain extension is required to service the proposed subdivision and the design of the watermain is currently underway. All costs for design and construction are to be borne by the applicant, although some cost sharing may be possible for upsizing the watermain to benefit the CVRD for future servicing; the applicant will need to consult with the Utilities Division to discuss this further and to discuss a latecomer's agreement as well as payment of the applicable fees. Subdivision approval cannot be finalized until the water connection is completed.

**PLANNING ANALYSIS**

The property owner uses a shared driveway access over the adjacent southern lot to access the existing single-family dwelling. The same driveway is proposed to access the new parcels Lot A and Lot B. Minimum parcel frontage requirements exist in the *Local Government Act (LGA)* to ensure that parcels have an adequate building envelope for building construction and driveway access. The minimum parcel frontage requirements assume that most parcels will be rectangular in nature, and does not account for irregularly shaped lots or unique features on parcels.

When the decision for minimum frontage is delegated to the Provincial Approving Officer (PAO), the PAO considers the potential building envelop, safety of driveway access, and potential for further subdivision that may not be realized because of the minimum frontage limits. For this particular subdivision, the current and proposed building envelopes for proposed Lot A and Lot B are considered sufficient. For proposed Lot B, the parcel will already contain the existing single-family dwelling, and no further residential construction is proposed nor expected on this parcel. For proposed Lot A, which will be the parcel with future residential construction, the building envelope is considered sufficient for the construction of a single-family dwelling, and ancillary development including a drainage infiltration system and a private septic system. The existing

shared driveway, covered under easement CA3532306, will continue to be used for access to both new parcels. The driveway is considered by staff to be a safe access for both parcels.

The property contains a unique natural feature, a wetland and creek located on the western portion of the property. This impacts the developable area, so while Lot A will be 0.43 ha in area, it is not expected that the parcel will accommodate further subdivision, as the only developable area outside of the Streamside Protection and Enhancement Area on the property is the building envelope already identified on Parcel A. The applicant has also volunteered to register a restrictive covenant to protect and preserve the wetland and surrounding riparian area on the western portion of the parcel.

Overall, staff consider the proposed subdivision to meet the intention of OCP policies to allow for growth within Shawnigan Village Growth Containment Boundary, while ensuring protection of significant environmental features, and safety of access and residential development. The minimum frontage does not meet the LGA requirements, however, the proposed layout does allow for safe access, protection of natural environment, and adequate buildable area. As such staff recommend approval of the minimum frontage request.

#### **OPTIONS**

Option 1: That it be recommended to the Board that proposed Lots A and B in Subdivision Application No. SA21B10 (2006 Renfrew Road, PID: 003-924-637) be exempted from the minimum parcel frontage requirement in accordance with Section 512 of the *Local Government Act*.

Option 2: That the minimum parcel frontage exemption request for Subdivision Application No. SA21B10 (2006 Renfrew Road, PID: 003-924-637), be denied.

Prepared by:



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Reviewed for form and content and approved for submission to the Committee:

Resolution:

☒ Corporate Officer

Financial Considerations:

☒ Chief Financial Officer

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**ATTACHMENTS:**

Attachment A – Background Table

Attachment B – Property Context Maps

Attachment C – Easement CA3532306

Attachment D – Site Photos

Attachment E – Subdivision Plan