



# REFERRAL RESPONSE FORM

COWICHAN VALLEY REGIONAL DISTRICT  
175 Ingram Street, Duncan, B.C. V9L 1N8  
Tel: 250.746.2620 | Fax: 250.746.2621

<b>CVRD File No.:</b>	RZ21C01
<b>Application Type:</b>	Official Community Plan Amendment & Zoning Bylaw Amendment
<b>Subject Property:</b>	3570 Telegraph Road (PID 010-427-171)
<b>Planner Assigned to File:</b>	Chloe Boyle - chloe.boyle@cprd.bc.ca - 250.746.2622 Please contact Planner for any questions or if you require more time to respond.
<b>Please Respond By:</b>	<b>Friday, February 11, 2022</b>
<p><b>Comments:</b> (attach a separate sheet if more space is needed for comments)</p> <p><input type="checkbox"/> No comments.</p> <p><input type="checkbox"/> Application not supported for the reasons outlined below.</p> <p><input type="checkbox"/> Application supported for the reasons outlined below.</p> <p><input checked="" type="checkbox"/> Application supported subject to the recommendations outlined below.</p> <p>Under the BC Building Code, the Main House is functioning as a three-unit dwelling. The BC Building Code only allows for one secondary suite per real estate entity, therefore; two secondary suites are not possible without subdividing the building. The building therefore would be considered a multi-family building with three dwelling units. Historical CVRD records indicate that the original building was permitted as a two unit dwelling with an unfinished basement. The short-term rental units would not be considered by the Building Inspection Division to be separate individual dwelling units. These would be viewed as “bed and breakfast” suites within the owner’s portion of the overall building. The detached garage is functioning as a dwelling unit used for temporary accommodation, as well as the other separate structure used for short-term rental. The CVRD will have to issue a retrospective Building Permit to address the multi-unit dwelling. The CVRD will also need to issue a Building Permit to allow for the use of the garage for accommodation, as well as for the other separate structure. Historical CVRD records indicate that the detached garage was permitted to be used as temporary accommodation while the main house was under construction, but that it was restored to that of an Accessory Building prior to Occupancy being awarded to the new house. No record exists for the other detached unit known as the “Escape”, we understand that the structure may have at one time been used for agricultural purposes. All together, the owner will need 3 or 4 Building Permits in total. These building permits will ensure that all sleeping units meet an acceptable level of life safety standards. The Building Inspection Division will require verification from Island Health that the septic system is adequate and functioning properly, as well as sign-off from Island Health for the multiple buildings being serviced by a single well.</p>	
<b>Comments Provided By:</b> (Organization/Agency Name)	Building Inspection Division
<b>Contact Name:</b>	<b>Sonny Bryski</b>
<b>Contact Person Phone No.:</b>	<b>250-746-2644</b> <a href="mailto:Sonny.Bryski@cprd.bc.ca">Sonny.Bryski@cprd.bc.ca</a>

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<p><b>Comments:</b> (attach a separate sheet if more space is needed for comments)</p> <p><input type="checkbox"/> No comments.</p> <p><input type="checkbox"/> Application not supported for the reasons outlined below.</p> <p><input type="checkbox"/> Application supported for the reasons outlined below.</p> <p><input type="checkbox"/> Application supported subject to the recommendations outlined below.</p> <p>The property is not within any CVRD water or sewer service areas, so the Water Management division has no comments related to community service.</p> <p>The property will require a well licence and new septic filing as per the building code.</p>	
<b>Comments Provided By:</b> (Organization/Agency Name)	Louise Knodel-Joy, Water Management, CVRD

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<p><b>Comments:</b> <i>(attach a separate sheet if more space is needed for comments)</i></p> <p><input type="checkbox"/> No comments.</p> <p><input type="checkbox"/> Application not supported for the reasons outlined below.</p> <p><input type="checkbox"/> Application supported for the reasons outlined below.</p> <p><input checked="" type="checkbox"/> Application supported subject to the recommendations outlined below.</p> <p>The use of the property for three dwelling units and four temporary tourist accommodation sleeping units exceeds the density of the Rural Residential Designation within the Area C LAP in the OCP for the Electoral Areas. An amendment to the policies within The Rural Residential designation would be required if the property was to remain under this land-use designation. The current use of the property aligns better under the Tourist Commercial Designation, and no policy amendment would be required for the use to continue if the property is designated Tourist Commercial. The recommendation from Strategic Initiatives is to re-designate the property to Tourist Commercial.</p>	
<b>Comments Provided By:</b> <i>(Organization/Agency Name)</i>	Strategic Initiatives Division
<b>Contact Name:</b>	Coralie Breen
<b>Contact Person Phone No.:</b>	+1.250.746.2625 <a href="mailto:Coralie.Breen@cprd.bc.ca">Coralie.Breen@cprd.bc.ca</a>

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<b>Comments Provided By:</b> <i>(Organization/Agency Name)</i>	Facilities and Transit Division, CVRD
<b>Contact Person Name:</b>	<b>Rachelle Rondeau</b>
<b>Contact Person Phone No.:</b>	<b>250.746.2637</b>

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