



Planning Application Information Sheet

Application Type: Rezoning/OCP Amendment

File Number: 3360-20/20220008

Bylaw(s): Quesnel Fringe Area Official Community Plan Amendment Bylaw No. 5376, 2022 and Quesnel Fringe Area Zoning Amendment Bylaw No. 5377, 2022

Electoral Area: I

Date of Referral: February 22, 2022

Date of Application: January 21, 2022

Property Owner's Name(s): CYNTHIA M SHANAHAN

SECTION 1: Property Summary

Legal Description(s): Lot A, District Lot 7280, Cariboo District, Plan 11158

Property Size(s): 2.72 ha (6.72 ac.)

Area of Application: 2.72 ha (6.72 ac.)

Location: 1548 West Fraser Road

Current Designation:

Institutional

Min. Lot Size Permitted:

N/A

Proposed Designation:

Neighbourhood Commercial

Min. Lot Size Permitted

N/A

Current Zoning:

Institutional (P)

Min. Lot Size Permitted:

4000 sq. m (43,057 sq. ft.)

Proposed Zoning:

Service Commercial (C 4)

Min. Lot Size Permitted:

4000 sq. m (43,057 sq. ft.)

Proposal: mini-storage or self-storage facility

No. and size of Proposed Lots: No new lots proposed.

Existing Buildings: Old School - 1,310 sq. m (14,100.72 sq. ft.)

Proposed Buildings: No new buildings proposed.

Road Name: West Fraser Road

Road Type: Paved

Within the influence of a Controlled Access Highway: N/A

Services Available: Hydro, Telephone, Sewage Disposal System, Well, Natural Gas

Within the confines of the Agricultural Land Reserve: No

Required to comply with the Shoreland Management Policy: N/A

Name of Lake/Contributing River: N/A

Within Development Permit Area: No

Adjoining Properties: (Source: B.C.A.A.)

	Land Use:	Lot Sizes:
(a) North	001 Vacant Residential Less Than 2 Acres	0.28 ha (0.70 ac.)
	061 2 Acres Or More (Vacant)	14.04 ha (34.7 ac.)
	Unsurveyed Crown Land	N/A
(b) South	060 2 Acres Or More (Single Family Dwelling, Duplex)	2.61 ha (6.46 ac.)
	063 2 Acres Or More (Manufactured Home)	2.02 ha (5 ac.)
(c) East	120 Vegetable & Truck	13.94 ha (34.45 ac.)
	140 Small Fruits	2.03 ha (5.01 ac.)
(d) West	Unsurveyed Crown Land	N/A

PLANNING COMMENTS

Background:

A proposal to rezone the property at 1548 West Fraser Road from Institutional (P) to Service Commercial (C 4) has been received by planning staff. The subject property, a 2.72 ha (6.72 ac.) former school site is proposed to be converted to commercial use as a mini-storage and self-storage facility. In order to permit the proposed use on the property, the applicants have applied to rezone the site from Institutional (P) zone in the Quesnel Fringe Area Zoning Bylaw No. 3504, 1999 and from Institutional to Neighbourhood Commercial in the Quesnel Fringe Area Official Community Plan Bylaw No. 4844, 2013. The proposal provided to planning staff is to convert roughly half the building into 39 self-storage units, with a range of sizes proposed: with the smallest having an area of 5.57 sq. m (60 sq. ft.) and the largest 23.5 sq. m (253 sq. ft.). It was indicated to the Electoral Area 'I' Advisory Planning Commission (APC) that the intention is to phase the development of the facility and convert the remaining half of the school once the initial units have been fully rented.

Location and Surrounding:

The subject property is located on West Fraser Road, being formerly known as the West Fraser Elementary School, and is located south of the intersection with Garner Road. The property is not connected to a water or sewer service area. The site is roughly ten minutes south-west of downtown Quesnel. It sits on a flat bench and contains a mix of grasslands, trees, and shrubs. The nearest body of water is the Fraser River, roughly 550 m (1,804 ft.) to the east, outside of the Shoreland Management Policy requirements.

CRD Regulations and Policies:

3504 Quesnel Fringe Area Zoning Bylaw, 1999

4.19 OFF-STREET PARKING AND LOADING SPACE REQUIREMENTS

- (d) When a building or structure accommodates more than one type of use, the off-street parking and loading space requirements for the whole building shall be the sum of the requirements for the separate parts of the building occupied by the separate types of use.

Industrial:

- | | |
|--|--|
| - service commercial /
light industrial uses; | - 1.5 per 100 metres of
gross floor area; |
|--|--|

5.4 SERVICE COMMERCIAL (C 4) ZONE

5.4.1 USES PERMITTED

- (b) NON-RESIDENTIAL USES:
 - v) mini-storage or self-storage facility;

5.4.2 ZONE PROVISIONS

- (a) LOT AREA (minimum) = UNSERVICED LOT 4,000 square metres (43,057 square feet)
- (e) OPEN STORAGE: No open storage of goods or materials shall be permitted except where in full compliance with the required yard setbacks and unless fully enclosed behind a screened and fenced area a minimum of 2 metres (6.56 feet), uniformly painted, constructed of durable materials and maintained in good condition free of advertising materials, displays or notices.

Rationale for Recommendations:

Planning staff have no objections to the approval of the application to rezone from Institutional (P) to Service Commercial (C 4). Planning staff note that the parking requirements of the property require approximately 20 parking spaces upon completion of both phases of the proposed facility. Parking spaces are required to have a minimum area of 17.08 sq. m (183.85 sq. ft.). Staff note, through measurements in aerial photography applications, that the driveway area is approximately 1,160 sq. m (12,486 sq. ft.). The required area for the parking area is therefore 335.62 sq. m (3,612.58 sq. ft.) which can be accommodated on the existing site.

The Electoral Area 'I' Advisory Planning Commission (APC) responded to the referral, indicating that discussions about the operating hours, and outdoor storage had taken place. The APC carried a motion to support the application subject to operations being limited to normal business hours and that no storage rentals may be permitted outside of the building.

The CRD is not authorized to regulate business hours, users, or owners, as requested by the APC.

Planning staff note the APC request to restrict outdoor storage. The subject property is located on a flat bench that is level with West Fraser Road. Planning staff also request the Board to consider that open storage is already regulated within the proposed zone, requiring extensive fencing and screening according to Section 5.4.2 (e). As such, planning staff do not support the proposed amendment to the open space regulations by the APC.

The Northern Health Authority and Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRO) have both responded that the respective agencies have no objections to the proposal. A similar response was received from the Ministry of Transportation

and Infrastructure (MOTI), with the addition that a Commercial Access Permit will be required to be received by their agency.

The Cariboo Regional District Chief Building Official has also reviewed the proposal and has no objection to the proposed use, subject to appropriate permitting for changes to the school building. It was noted that a Change of Occupancy permit would be required by the Building Services Department and that either architectural drawings, engineering analysis, or both, may be required as part of the process.

Planning Staff note that the property is located outside of the OCP commercial development permit areas and as proposed would not require additional permits from the CRD Planning Services department, should exterior renovations or works be required.

Staff support the reutilization of the existing school structure. The proposed business will have reasonable access to an arterial road, and the proposal is not anticipated to impact neighbouring properties. Therefore, planning staff recommend the Board approve the proposed Zoning and Official Community Plan amendment bylaws.

Recommendation:

That the Quesnel Fringe Area Official Community Plan Amendment Bylaw No. 5376, 2022 be given first and second reading.

That the Quesnel Fringe Area Zoning Amendment Bylaw No. 5377, 2022 be given first and second reading, and that adoption be subject to the following.

Adoption of the Quesnel Fringe Area Official Community Plan Amendment Bylaw No. 5376, 2022.

REFERRAL COMMENTS

Health Authority: February 22, 2022

No objections to this rezoning application.

Ministry of Transportation and Infrastructure: February 23, 2022

The Ministry of Transportation and Infrastructure has no objections to the proposal. However, the applicant will be required to obtain a Commercial Access permit for the access off West Fraser Road. Thank you for giving the Ministry an opportunity to provide comments.

Advisory Planning Commission: March 7, 2022

See attached.

Ministry of Environment and Climate Change Strategy:

No response

Ministry of Forests, Lands and Natural Resource Operations - Crown: February 23, 2022

Interests unaffected by bylaw.

CRD Chief Building Official: March 3, 2022

No objection. Change of occupancy permit required. Architect and engineering may be required. Applicant to contact building department prior to commencement of construction.

BOARD ACTION

April 13, 2022:

That Quesnel Fringe Area Official Community Plan Amendment Bylaw No. 5376, 2022 be read a first and second time this 13th day of April 2022.

That Quesnel Fringe Area Zoning Amendment Bylaw No. 5377, 2022 be read a first and second time this 13th day of April 2022. Further, that adoption be subject to the following:

Adoption of Quesnel Fringe Area Official Community Plan Amendment Bylaw No. 5376, 2022.

ATTACHMENTS

Appendix A: Bylaw 5376 and 5377
Appendix B: General Map
Appendix C: Specific Map
Appendix D: Orthographic Map
Other: Applicants Supporting Documentation
Advisory Planning Commission Comments
Public Hearing Results



CARIBOO REGIONAL DISTRICT

BYLAW NO. 5376

A bylaw of the Cariboo Regional District, in the Province of British Columbia to amend Bylaw No. 4844, being the "Quesnel Fringe Area Official Community Plan Bylaw No. 4844, 2013.

WHEREAS the Regional Board may amend by bylaw an official community plan; and

WHEREAS the Regional Board has in its consideration of this bylaw had due regard to the consideration and requirements of the *Local Government Act*;

NOW, THEREFORE, the Board of Directors of the Cariboo Regional District, duly assembled, enacts as follows:

1. CITATION:

This bylaw may be cited for all purposes as the "Quesnel Fringe Area Official Community Plan Amendment Bylaw No. 5376, 2022".

2. Schedule "B" of Bylaw No. 4844 of the Cariboo Regional District is amended by

Redesignating Lot A, District Lot 7280, Cariboo District, Plan 11158 from Institutional designation to Neighbourhood Commercial designation.

READ A FIRST TIME this 13th day of April, 2022.

READ A SECOND TIME this 13th day of April, 2022.

A PUBLIC HEARING WAS HELD ON THE 21st DAY OF June, 2022.

READ A THIRD TIME this _____ day of _____, 2022.

ADOPTED THIS _____ DAY OF _____, 2022.

Chair

Manager of Corporate Services

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 5376, cited as the "Quesnel Fringe Area Official Community Plan Amendment Bylaw No. 5376, 2022", as adopted by the Cariboo Regional District Board on the _____ day of _____, 2022.

Manager of Corporate Services



CARIBOO REGIONAL DISTRICT

BYLAW NO. 5377

A bylaw of the Cariboo Regional District, in the Province of British Columbia, to amend Bylaw No. 3504, being the "Quesnel Fringe Area Zoning Bylaw No. 3504, 1999".

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a Zoning bylaw after a public hearing and upon the affirmative vote of the Directors.

WHEREAS an application has been received to rezone property.

NOW, THEREFORE, the Board of Directors of the Cariboo Regional District, duly assembled, hereby enacts as follows:

1. CITATION

This bylaw may be cited for all purposes as the "Quesnel Fringe Area Zoning Amendment Bylaw No. 5377, 2022".

2. AMENDMENT

Bylaw No. 3504 of the Cariboo Regional District is amended by:

- i) rezoning Lot A, District Lot 7280, Cariboo District, Plan 11158 from Institutional (P) zone to Service Commercial (C 4) zone; and
- ii) amending Schedule "C" accordingly.

READ A FIRST TIME THIS 13th DAY OF April, 2022

READ A SECOND TIME THIS 13th DAY OF April, 2022

A PUBLIC HEARING WAS HELD ON THE 21st DAY OF June, 2022

READ A THIRD TIME THIS _____ DAY OF _____, 2022

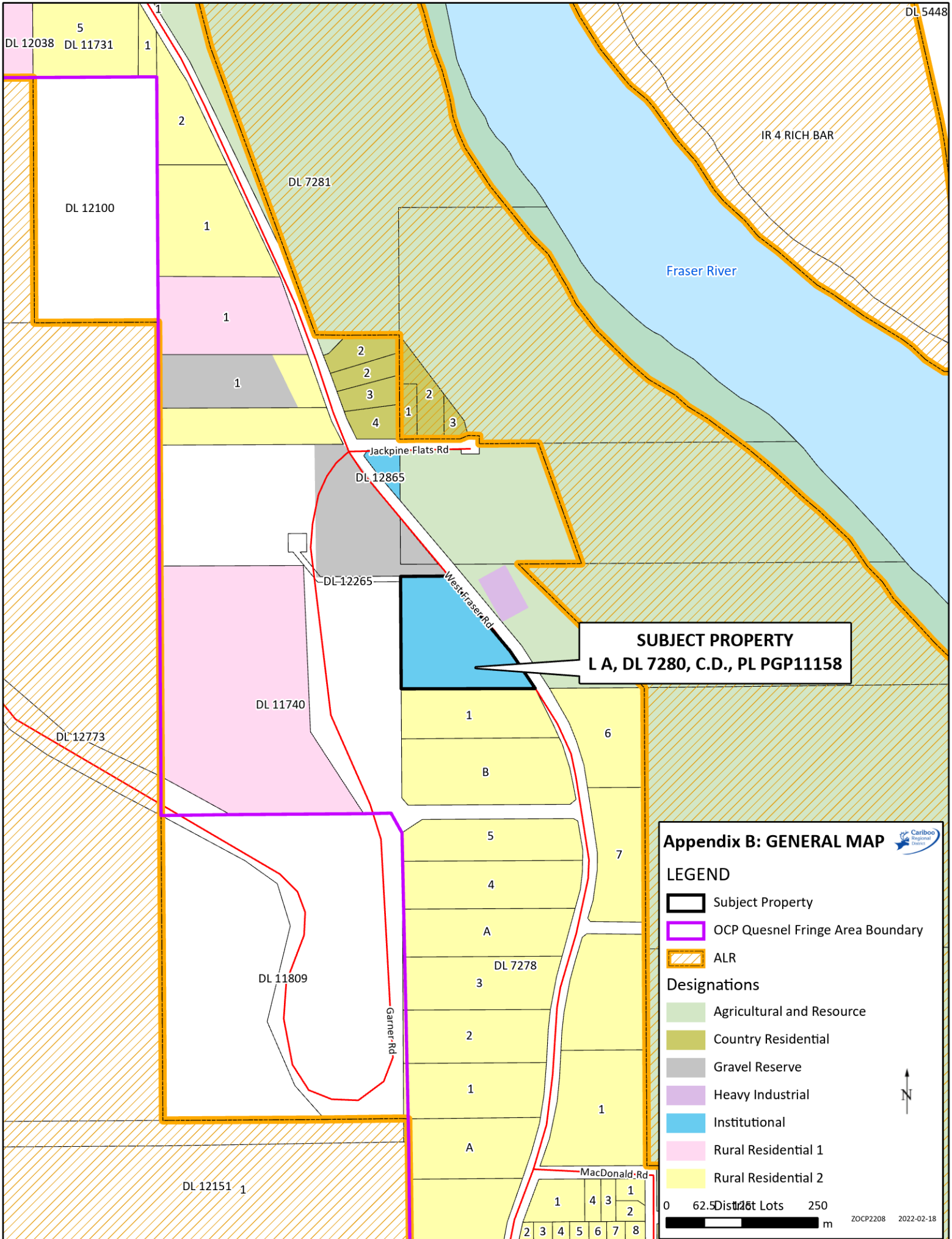
ADOPTED THIS _____ DAY OF _____, 2022

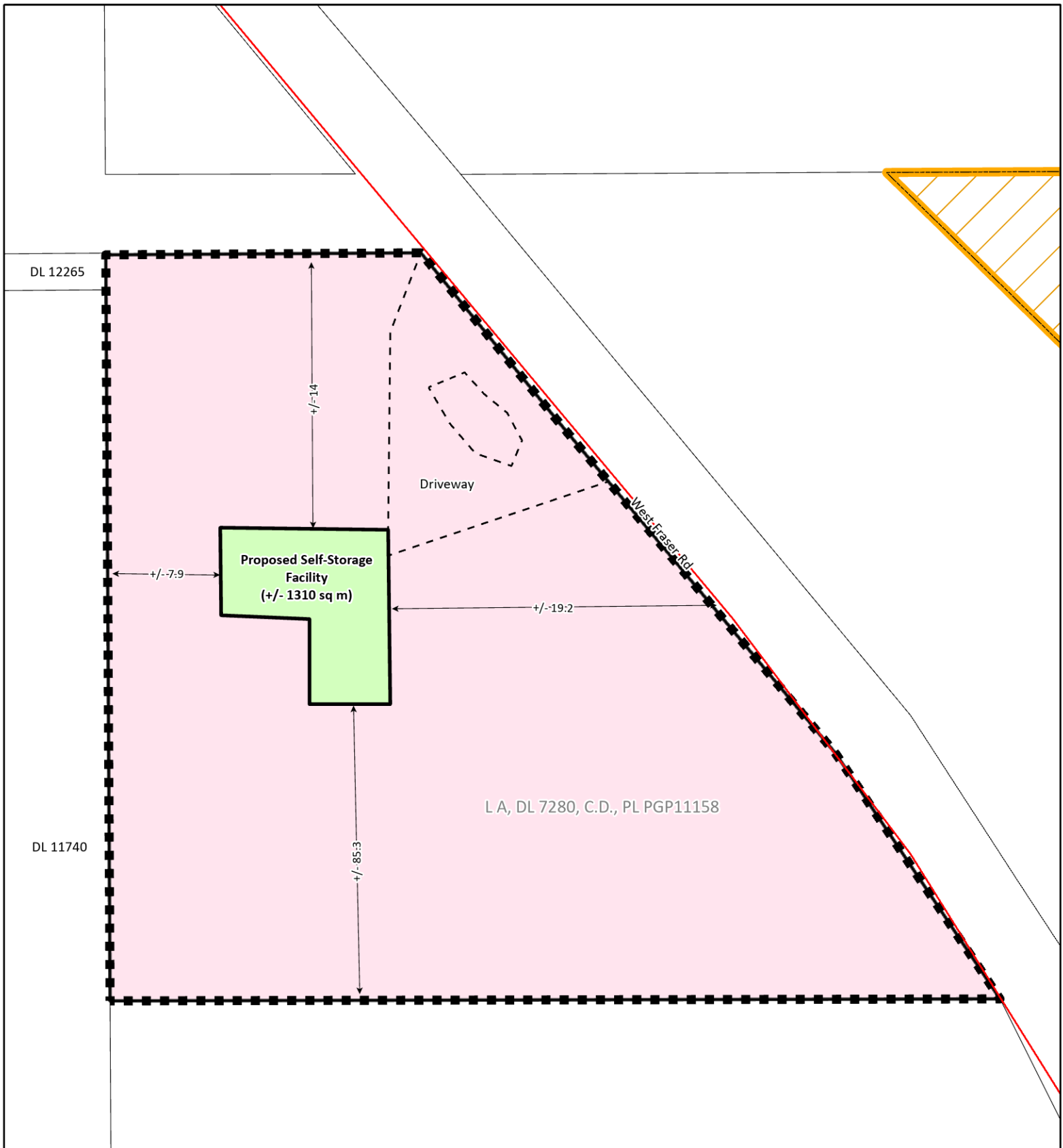
Chair

Manager of Corporate Services

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 5377 cited as the "Quesnel Fringe Area Zoning Amendment Bylaw No. 5377, 2022", as adopted by the Cariboo Regional District Board on the day of _____, 2022.

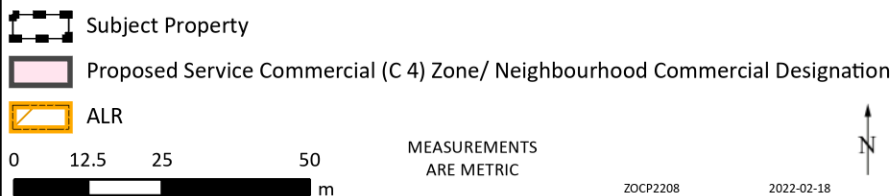
Manager of Corporate Services



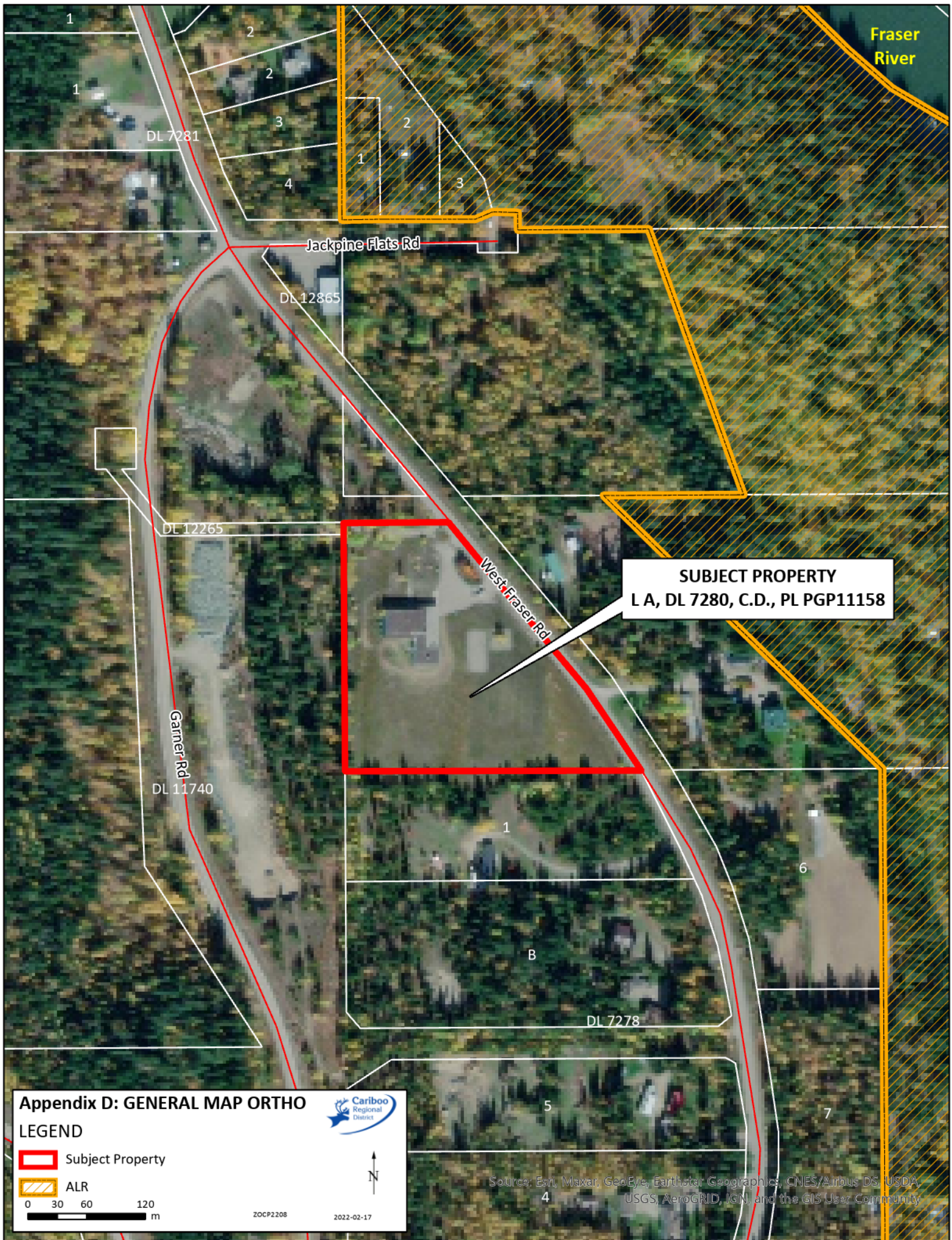


Appendix C: SPECIFIC MAP

LEGEND



Disclaimer: Structure size and location is a graphical representation of information provided by the applicant and may not necessarily be drawn to scale



Describe the existing use of the subject property and all buildings: personal storage

Describe the proposed use of the subject property and all buildings: Self Storage

Describe the reasons in support for the application: to operate as a business
Self Storage

Provide a general description of vegetation cover (i.e. treed, grassland, forage crop etc.): grass
Field - trees - shrubs

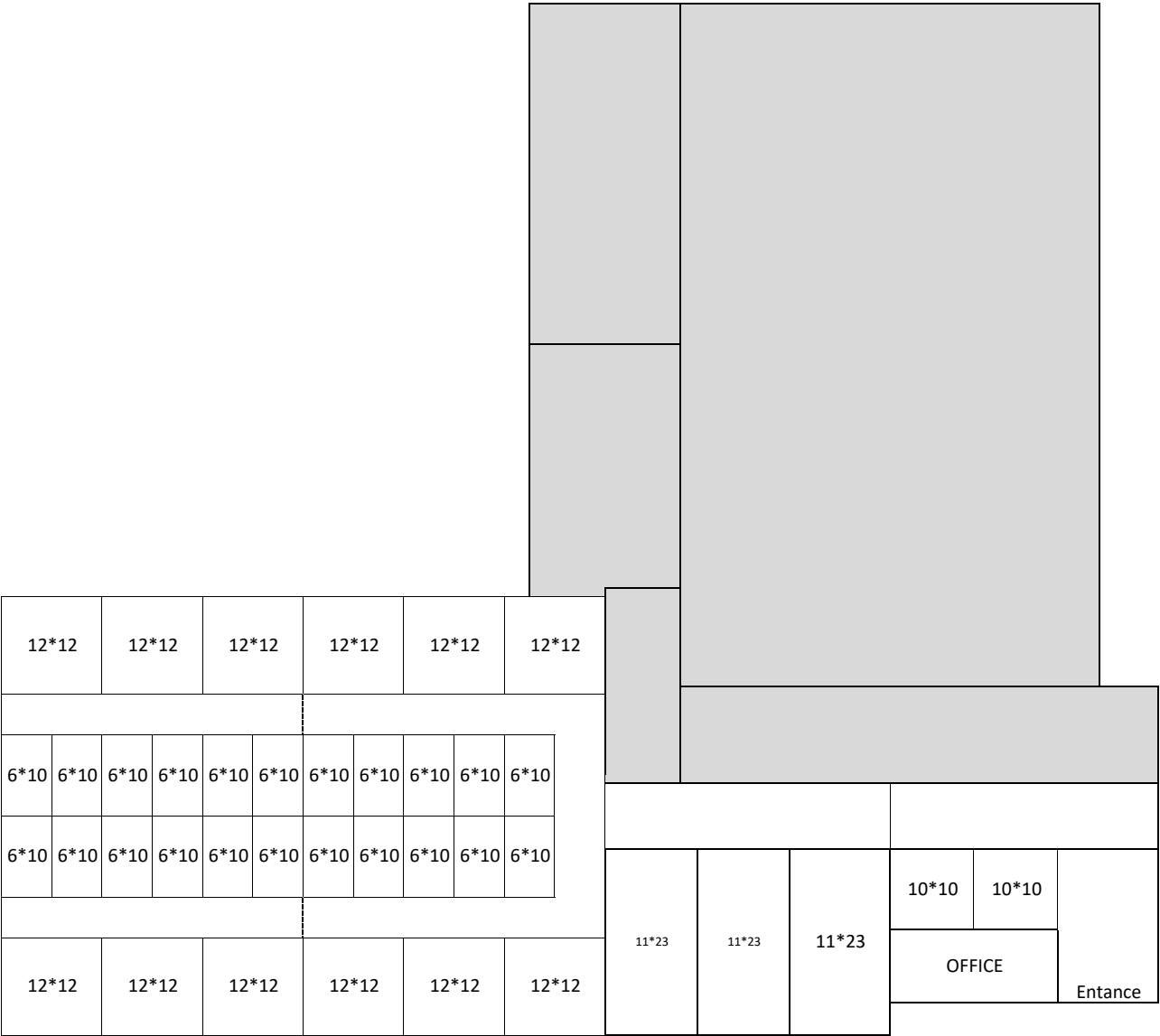
Provide general geographical information (i.e. existing lakes, streams, physical features etc.):
no lake or stream

Services Currently Existing or Readily Available to the Property (check applicable area)

* Readily Available means existing services can be easily extended to the subject property.

Services	Currently Existing?		Readily Available?*	
	Yes	No	Yes	No
Hydro	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Telephone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community Water System	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Community Sewer System	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sewage Disposal System	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Well	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other (please specify)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

natural gas



ADVISORY PLANNING COMMISSION RESPONSE FORM

Minutes of the meeting of the Electoral Area 'I' advisory planning commission held on the 3rd day of March, 2022 via conference call with attendees located at Quesnel, BC, and call commencing at 6:00 pm.

PRESENT:

Secretary Maureen Murray

Members Phil Megyesi, Joann Taylor, Jennifer Roberts

Owner Cynthia Shanahan, also participated in conference call along with her son Michael Zollinger

ALSO PRESENT: Electoral Area I Director Jim Glassford

Agenda Items

**REZONING/OCP AMENDMENT APPLICATION – 3360-20/20220008
(Lot A, District Lot 7280, Cariboo District, Plan 11158)**

Secretary confirmed that application would amend uses for this property known as former West Fraser Elementary School (1548 West Fraser Road) to Service Commercial Zone (C-4) and advised of her review of Bylaw on CRD website, noting that this Zone would permit other commercial uses as well as the proposed self-storage facility use currently proposed to be totally within the existing large structure. Owner Shanahan advised they have ceased using this building as a residence and plan on incorporating the entire front portion of building into heated self-storage units as noted in application package which all members received. The rear portion of building, including former gym, would be the second phase for storage units, possibly when the first area is fully rented.

Queries from members included:

- Visiting hours by tenants to this structure and Owner stated these would be normal business hours, with a representative of owner in attendance for most of that period;
- Would outside area be used for storage with Owner advising not planned at this time. Director Glassford confirmed that if any building changes or additions added to outside area, these would require CRD staff approval of such applications. Secretary noted these changes, if permitted under new zoning, would not require further approval of APC group.

APC members expressed some concern at discussing their views on this rezoning while applicant on the line, and were advised by Secretary/Director that this is a public meeting unless applicants wish to disconnect from call – no agreement made.


/ : "THAT the application to rezone and redesignate property at 1548 WEST FRASER ROAD be supported with the recommendation that visiting hours by tenants be restricted to normal business hours, and that no storage rentals be permitted outside the building.

CARRIED"

For: Maureen Murray, Phil Megyesi, Jennifer Roberts

Against: Joann Taylor

Termination Time: 6:25 p.m.


Maureen Murray, Recording Secretary

RESULTS OF PUBLIC HEARING

File No: 3360-20/20200008

Date: Tuesday, June 21th, 2022


Location: Quesnel and District Senior's Centre

Re: **QUESNEL FRINGE AREA OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 5376, 2022 AND QUESNEL FRINGE AREA ZONING AMENDMENT BYLAW NO. 5377, 2022**

Persons Present:

- ☒ Director: Jim Glassford
☒ Owner(s): Cynthia Shanahan
☐ Agent: N/A
☒ Public: See attached list
☐ Staff:
☐ **No public in attendance** (excluding owner/agent)

- ☒ Meeting called to order at 7:00.
- ☒ Welcome, introduction and the "Purpose of a Public Hearing", including the rules for the meeting and the specifics of the application were read out.
- ☒ The following verbal comments and questions were received: (add additional sheet if required)
Comments in favour:
- Comments of concern/opposition:
- ☒ Attendees were asked three times for further comments and/or questions.
- ☒ The Chair called the meeting adjourned at 7:20. **(Waited at least 10 mins from time of Calling to Order)**

I certify this is a fair and accurate report on the results of the public hearing. 

Signature of Chair

Steve Rowe - 1582 West Fraser Road

No concerns - Full support for application

JillanGarrett - 1582 West Fraser Rd

Go for it!

[illegible]