



**To:** Planning Committee  
**From:** Wayne Craig  
Director of Development  
**Date:** August 23, 2013  
**File:** SC 12-617506  
**Re:** Application by Dagneault Planning Consultants Ltd. for a Strata Title Conversion at 11400 Twigg Place

**Staff Recommendations:**

1. That the application for a Strata Title Conversion by Dagneault Planning Consultants Ltd. for the property located at 11400 Twigg Place, as generally shown in **Attachment 1**, be approved on fulfilment of the following conditions:
  - (a) payment of all City utility charges and property taxes up to and including the year 2013;
  - (b) registration of a flood plain covenant on title identifying a minimum habitable elevation of 4.35 m GSC;
  - (c) completion of the remediation works recommended in the Ankenman Marchand report; and
  - (d) submission of appropriate plans and documents for execution by the Approving Officer within 180 days of the date of this resolution.
2. That the City, as the Approving Authority, delegate to the Approving Officer the authority to execute the strata conversion plan on behalf of the City, as the Approving Authority, on the basis that the conditions set out in Recommendation 1 have been satisfied.

  
Wayne Craig  
Director of Development

EL:kt  
Att.

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER

  
FOR JE

## Staff Report

### Origin

Dagneault Planning Consultants Ltd. has applied to the City of Richmond for permission to convert an existing industrial building at 11400 Twigg Place (**Attachment 2**) from a fee simple lot into four (4) strata title lots (**Attachment 1**).

### Findings of Fact

The subject site is located in an established heavy industrial area. The site is located at the corner of Twigg Place and Eburne Way; it is surrounded by other industrial establishments on lots zoned Industrial (I).

The existing building was originally designed and built as a four (4) unit strata building but the strata subdivision was never completed. One of the existing units is tenanted and the other three (3) units are occupied by the owner.

A Development Application Data Sheet providing details about the development proposal is attached (**Attachment 3**).

### Analysis

Policy 5031 (Strata Title Conversion Applications – Commercial and Industrial) outlines Council's policy in determining how staff process strata title conversion applications for three (3) or more strata lots (see **Attachment 4**). The applicant has submitted necessary processing information required by City staff (i.e. building report; tenant survey; confirmation of compliance with applicable City Bylaws and guidelines).

- The existing building received its Final Inspection from the City's Building Approvals Division on March 1, 2007.
- A condition statement provided by Ackenman Marchand Architects dated July 9, 2012 indicates that the building is in excellent condition and there is no evidence of building failure or system failures in any division including architectural, mechanical, electrical or structural. There is no evidence of any leaks in the roof or any exterior walls.
- Building Approvals confirmed that a strata title conversion of a building has no impact on the requirements of the building codes and no upgrades to meet current code requirements are needed.
- The owner occupied unit will continue to be used for his existing business that involves warehousing and distributing recreational vehicles.
- The owner's intention is to sell the surplus units. The existing tenant has no interest to purchase the premises but will continue adhere to the existing lease agreement. A letter from the representative of the tenant is on file.
- There are no renovations or maintenance items planned or required other than the remediation works recommended in the Ankenman Marchand report, including:
  - i. Removal of a small sapling and its entire root system within the main water valve intake area.

- ii. Installation of a 1070 mm guardrail wherever the grade change is larger than 24” (specifically around the loading bay area) as per the B.C. Building Code.
- iii. Closure of an existing opening that has been cut between demising walls with a minimum 45 minute rated wall.
- iv. Testing the lateral resistance of the existing guardrails installed in the interior stair in Unit 135.

These remediation works will be completed prior to the Approving Officer executing the strata conversion plan for registration at the Land Title Office.

- The creation of the strata lots will not result in any changes to common open space, access, parking facilities and other amenities.
- The off-street parking will be assigned to the individual strata units in accordance with the draft strata plans (**Attachment 1**). Likewise the loading bays will be formally assigned to the adjacent strata unit. Parking and loading will be regulated by the Strata Council.
- There are no issues relating to compliance with relevant City bylaws or servicing for the subject lot.

In light of this, staff support the proposed strata title conversion subject to:

1. Payment of all City utility charges and property taxes up to and including the year 2013.
2. Registration of a flood plain covenant on title identifying a minimum habitable elevation of 4.35 m GSC.
3. Submission of a signed and sealed letter from an architect to confirm all of the remediation works listed above are completed.
4. Submission of appropriate plans and documents (i.e., Strata Plan Surveyor’s Certificate, Application to Deposit, Form V and Form W, etc.) for execution by the Approving Officer within 180 days of the date of this resolution.

#### **Financial Impact**

None.

**Conclusion**

Dagneault Planning Consultants Ltd. has applied to convert the existing industrial building at 11400 Twigg Place into four (4) strata title lots. The proposal is straightforward. Staff have no objection to this application and recommend approval of the strata title conversion application.



Edwin Lee  
Planning Technician - Design

EL:kt

Attachment 1: Draft Strata Plan

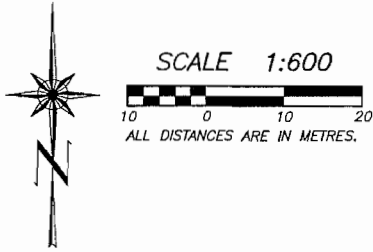
Attachment 2: Location Map

Attachment 3: Development Application Data Sheet

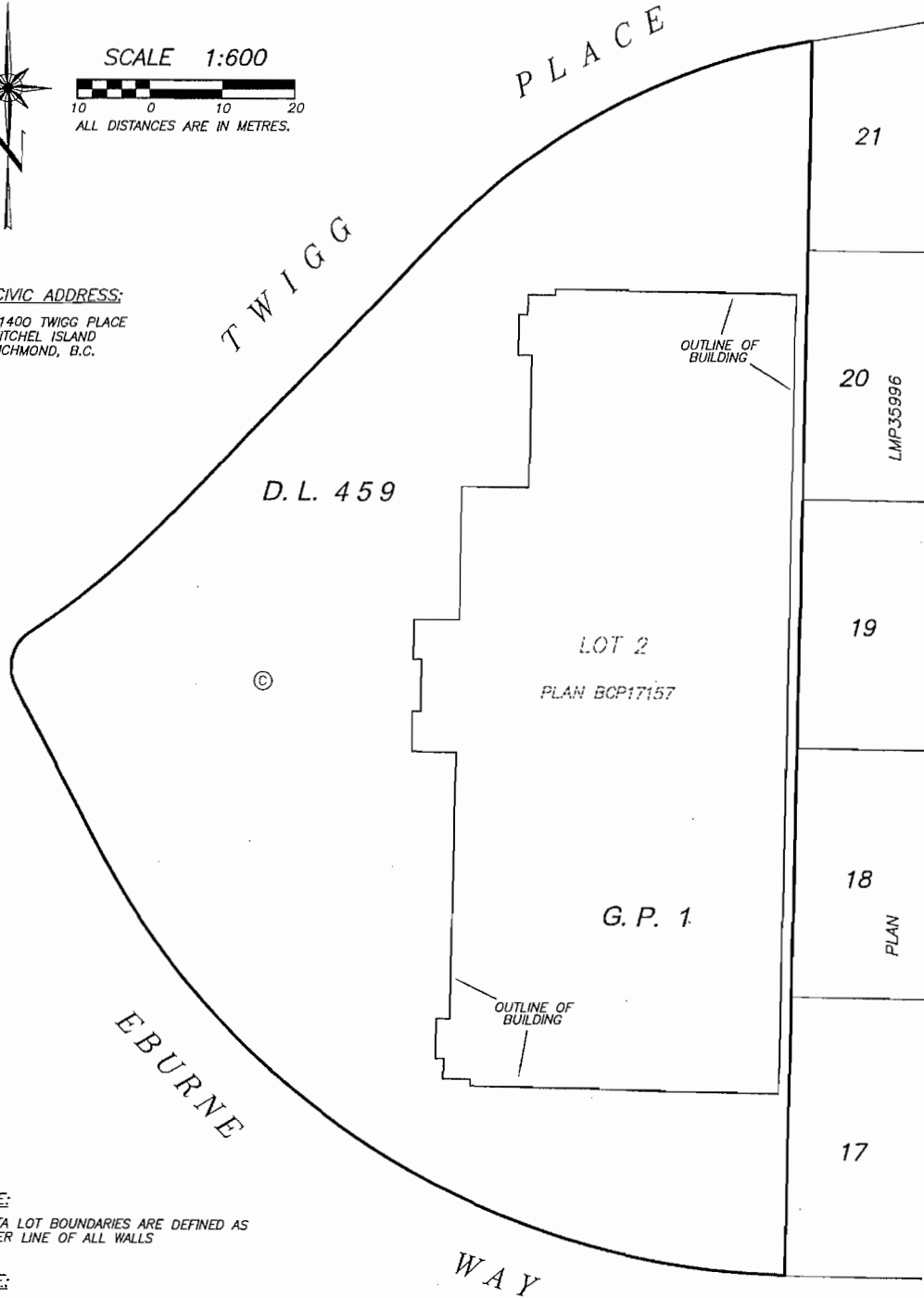
Attachment 4: Policy 5031: Strata Title Conversion Applications – Commercial and Industrial

PRELIMINARY STRATA PLAN OF LOT 2,  
DISTRICT LOT 459, GROUP 1,  
N.W.D., PLAN BCP17157

"CITY OF RICHMOND"  
B.C.G.S. 92G.025



CIVIC ADDRESS:  
11400 TWIGG PLACE  
MITCHEL ISLAND  
RICHMOND, B.C.



NOTE:  
STRATA LOT BOUNDARIES ARE DEFINED AS  
CENTER LINE OF ALL WALLS

NOTE:  
INFORMATION SHOWN IS BASED  
ON FIELD SURVEY

LEGEND

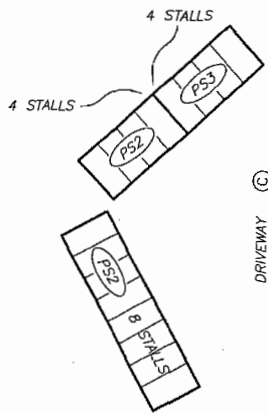
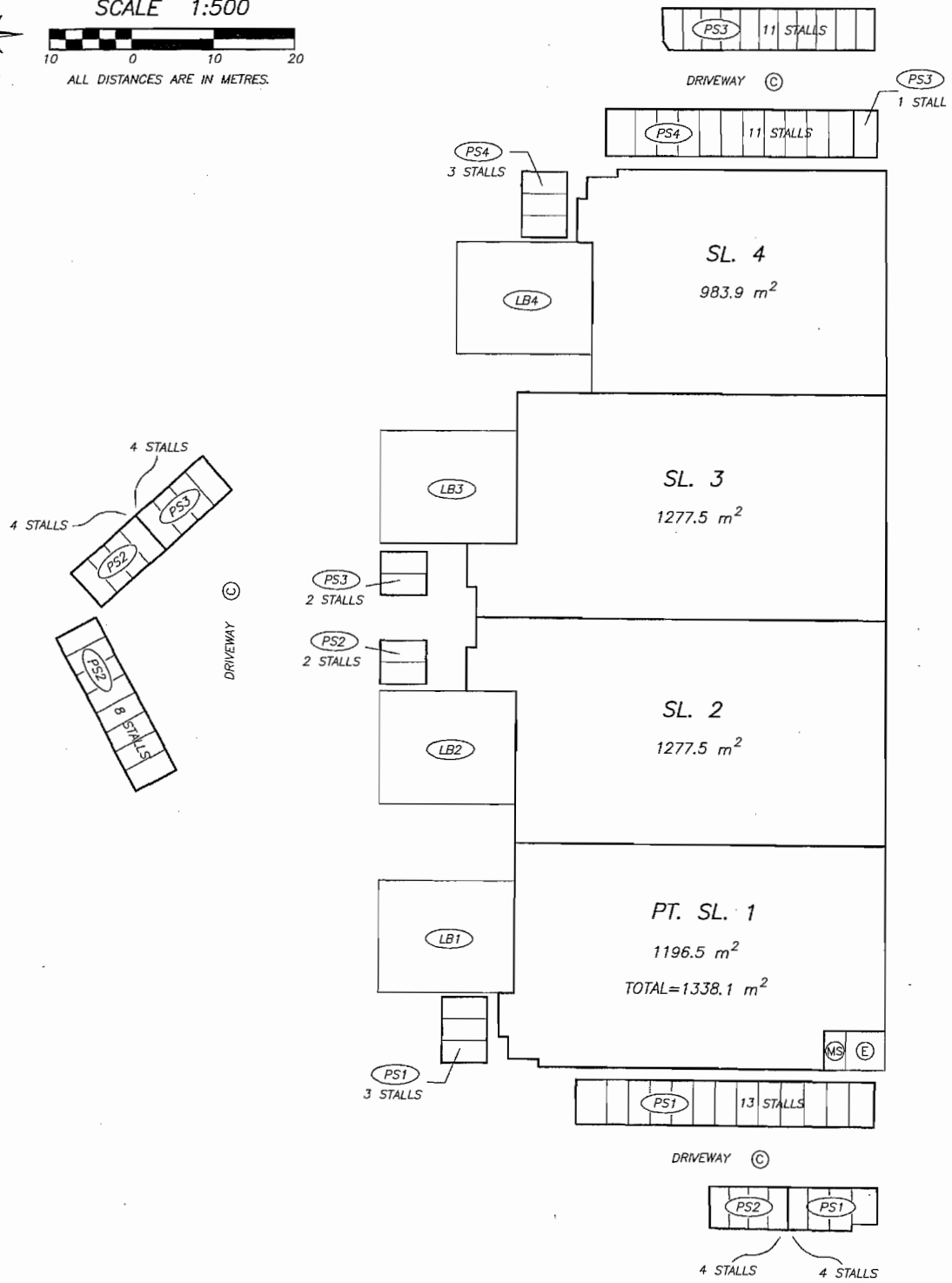
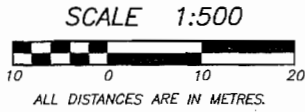
- |      |  |         |  |
|------|--|---------|--|
| SL   | - DENOTES STRATA LOT                             | (PS1)   | - DENOTES PARKING STALL BEING LIMITED COMMON PROPERTY FOR THE EXCLUSIVE USE OF SL. 1 |
| PT.  | - DENOTES PART                                   | TYPICAL |  |
| (C)  | - DENOTES COMMON PROPERTY                        | (LB1)   | - DENOTES LOADING BAY BEING LIMITED COMMON PROPERTY FOR THE EXCLUSIVE USE OF SL. 1   |
| (E)  | - DENOTES ELECTRICAL ROOM BEING COMMON PROPERTY  | TYPICAL |  |
| (MS) | - DENOTES MECHANICAL SPACE BEING COMMON PROPERTY | O/B     | - DENOTES OPEN TO BELOW, PART OF SL, BUT EXCLUDED FROM AREA CALCULATION.             |

BENNETT LAND SURVEYING LTD.  
B.C. & CANADA LAND SURVEYORS  
#201-9547 152nd STREET,  
SURREY, B.C.  
PHONE : 604-582-0717

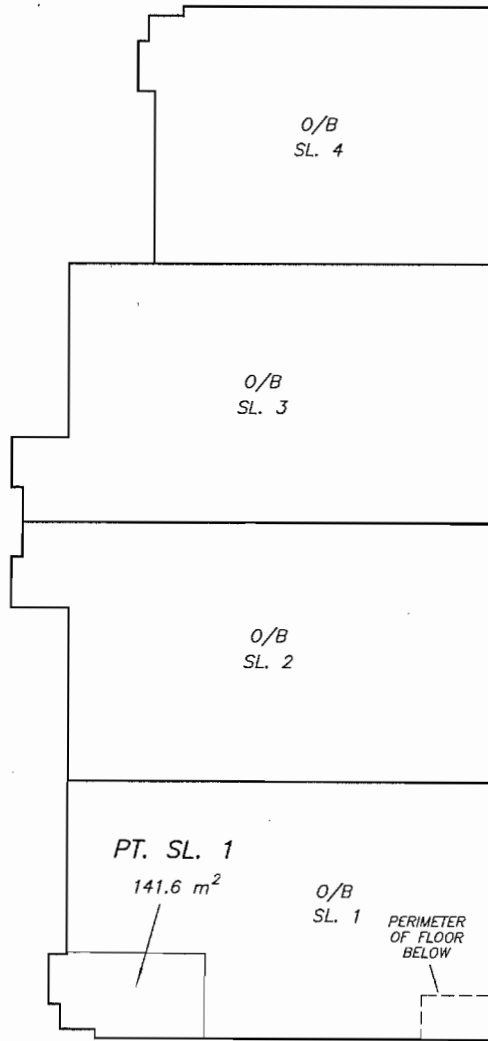
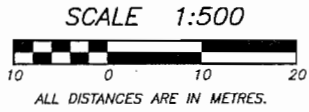
DRAWING # 30514-121 Revision #1  
FILE # 30514-121\_FS\_R1  
DATE : JULY 26, 2012

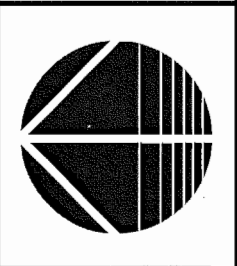
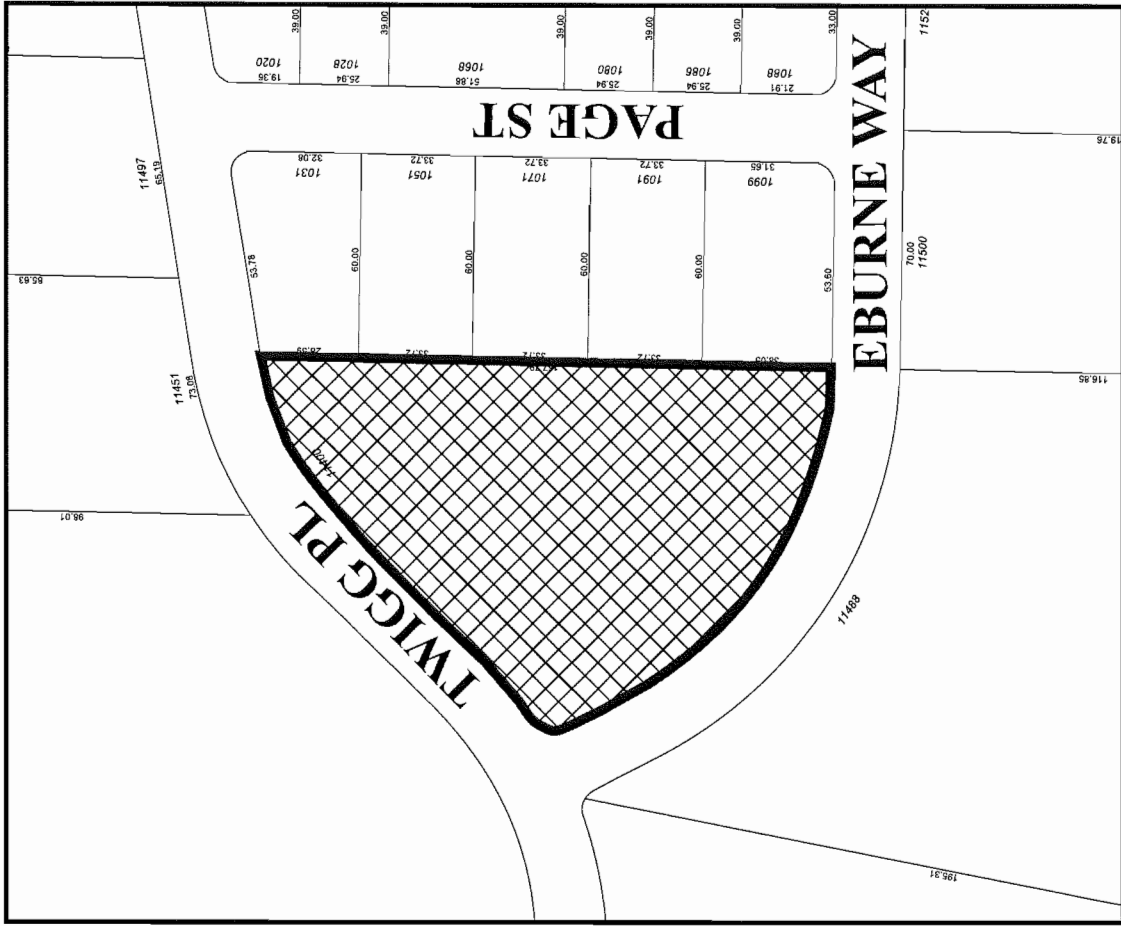
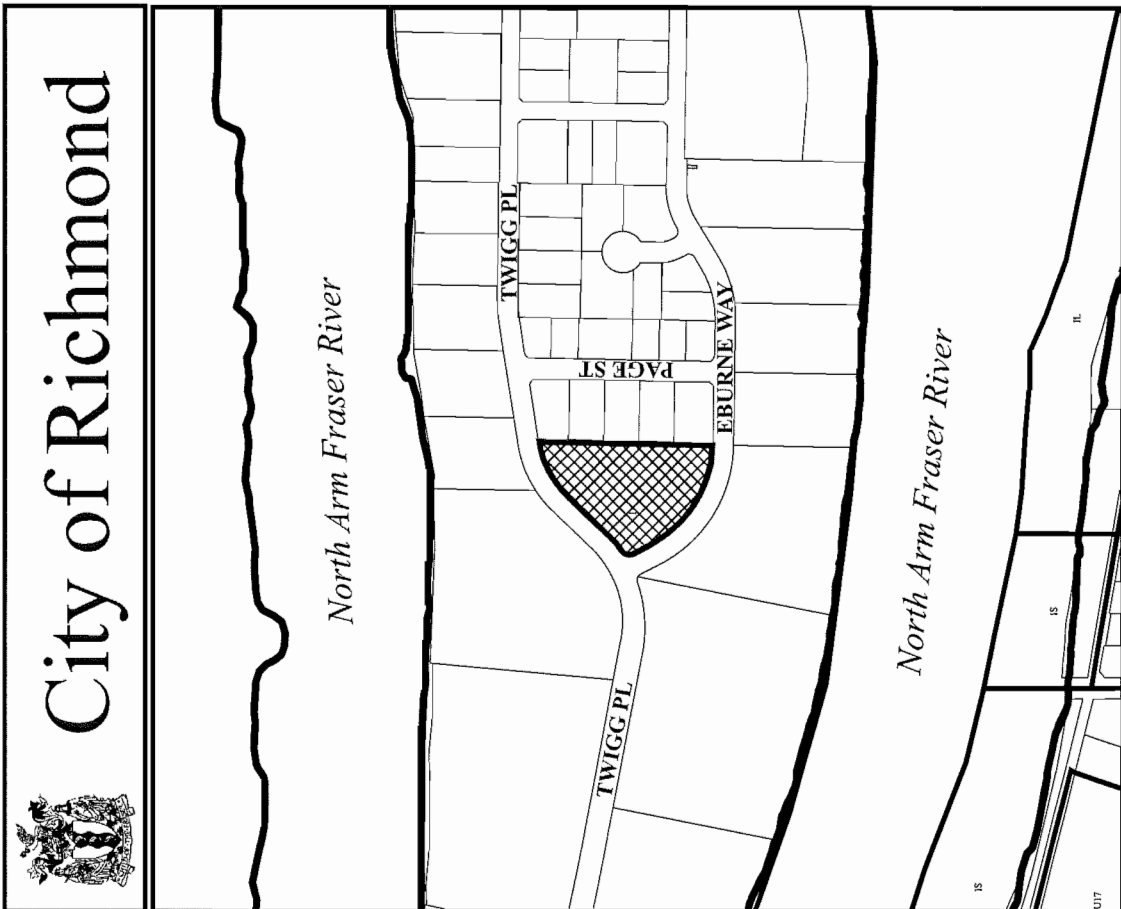
**CNCL-265**

# GROUND LEVEL FLOOR PLAN



SECOND LEVEL  
FLOOR PLAN

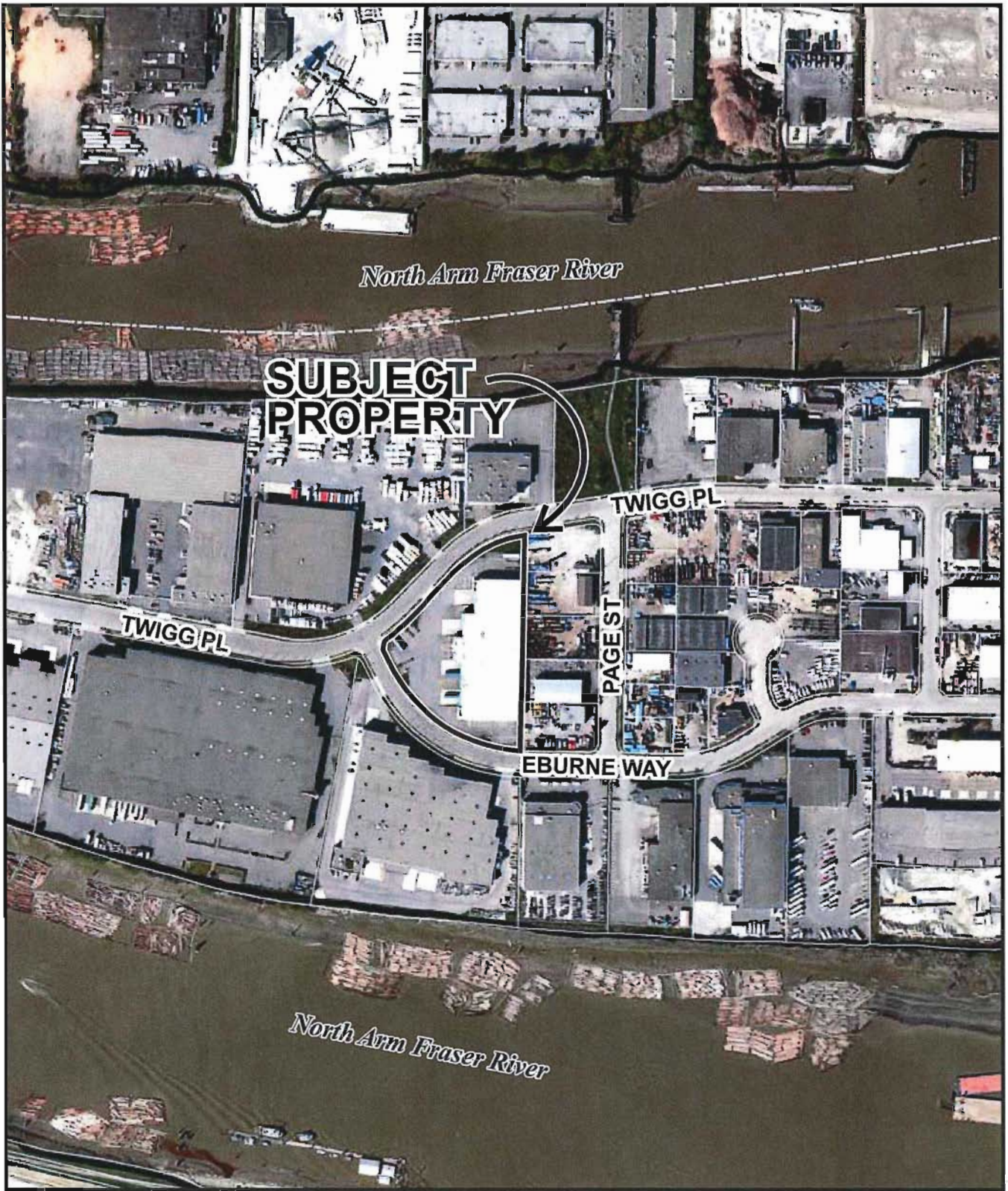




SC 12-617506

Original Date: 09/10/12  
 Revision Date:  
 Note: Dimensions are in METRES





*North Arm Fraser River*

**SUBJECT  
PROPERTY**

**TWIGG PL**

**TWIGG PL**

**PAGE ST**

**EBURNE WAY**

*North Arm Fraser River*



**SC 12-617506**

Original Date: 09/10/12

Amended Date:

Note: Dimensions are in METRES

**CNCL-269**



**SC 12-617506**

**Attachment 3**

Address: 11400 Twigg Place

Applicant: Dagneault Planning Consultants Ltd.

Planning Area(s): Bridgeport

	Existing	Proposed
<b>Owner:</b>	0760520 BC Ltd.	To be determined
<b>Site Size (m<sup>2</sup>):</b>	11, 922 m <sup>2</sup>	No Change
<b>Land Uses:</b>	Industrial	No Change
<b>OCP Designation:</b>	Industrial	No Change
<b>Area Plan Designation:</b>	Industrial	No Change
<b>Zoning:</b>	Industrial (I)	No Change
<b>Number of Units:</b>	1	4
<b>Other Designations:</b>	N/A	No Change

	Bylaw Requirement	Existing	Variance
Floor Area Ratio:	Max. 1.0	0.44	none permitted
Lot Coverage – Building:	Max. 60%	40.3%	none
Setback – Front Yard (m):	Min. 6.0 m	13.05 m	none
Setback – Side & Rear Yards (m):	Min. 0.0 m	1.52 m	none
Height (m):	12.0 m	9.75 m	none
Off-street Parking Spaces:	63	70	none

**POLICY 5031:**

It is Council policy that:

The following matters shall be considered before deciding on any commercial or industrial strata title conversion applications involving three or more strata lots:

1. The life expectancy of the building and any projected major increases in maintenance costs due to the condition of the building. This information shall be supplied by the applicant in the form of a written report in an acceptable form prepared by a registered architect, engineer or similarly qualified professional. The report shall review the building's age, quality, general condition and measure of compliance with current building codes and City bylaws.
2. The impact of the proposal on the existing tenants in terms of their existing leases and their ability to offer to purchase the units they occupy or to relocate in comparable and suitable rental premises if unable to purchase their existing units.
3. The views of the affected tenants as established by a formal canvass by the City Staff or agents of the City. A standard form available from the City's Urban Development Division may be used for this purpose.
4. Any proposals involving upgrading of the buildings or changes affecting open space, landscaping, common facilities, off-street parking and loading spaces. The ownership and management of the off-street parking and loading facilities should be specifically addressed.
5. Any other conditions peculiar to the circumstances of the conversion proposal and requiring special measures to be taken as a condition of approval.
6. All commercial or industrial strata conversion applications must be compatible with the City's bylaws regulating the use and development of the land and the servicing standards appropriate to the site.

(Urban Development Division)