



**To:** Richmond City Council  
**From:** John Irving  
Chair, Development Permit Panel  
**Date:** April 11, 2022  
**File:** DP 19-862430  
**Re:** **Development Permit Panel Meeting Held on September 15, 2021**

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**Staff Recommendation**

That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 19-862430) for the property located at 8011 Leslie Road, be endorsed and the Permit so issued.

John Irving  
Chair, Development Permit Panel  
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WC/SB:blg

## Panel Report

The Development Permit Panel considered the following item at its meeting held on September 15, 2021.

DP 19-862430 – CSC INTERIOR SERVICES – 8011 LESLIE ROAD  
(September 15, 2021)

The Panel considered a Development Permit (DP) application to permit renovations to the existing building on a site zoned “Auto Oriented Commercial (CA)”. Variances are included in the proposal for reduced minimum side yard setback, to permit two small vehicle parking spaces, to not provide an on-site loading space, and for reduced parking setbacks from side and rear lot lines.

Architect, Linda Valter, provided a brief presentation, noting that: (i) the proposed changes to the existing building are for conversion from office to hotel uses; (ii) there will be two additions under the building however, there will be no changes to the existing building footprint; (iii) existing windows will be rearranged and reduced in size; (iv) business signage will be installed on the front (i.e., south elevation) of the hotel building; and (v) three Japanese Maple trees will be planted in the front yard setback.

Staff reviewed the proposed variances, noting that staff support these variances as: (i) the majority of the proposed variances are a result of existing conditions in the site; (ii) the provision of two small parking spaces underneath the building would provide more on-site parking spaces; (iii) the proposed loading area for the site does not meet the technical requirements for a medium-size loading area in the Zoning Bylaw however, the City’s Transportation Department had reviewed and supported the proposed loading arrangement and noted its functionality for the intended use of the building; (iv) the proposed landscape setbacks are an improvement to the existing conditions; and (v) no landscaping is proposed along the north property line due to its interface with the service lane of the adjacent development.

In reply to Panel queries, Linda Valter noted that: (i) no exterior lighting is proposed along the east and west sides of the building; (ii) low-growth planting is proposed along the landscaped area on the west property line as it is located on an existing City utility corridor; (iii) the existing exterior cladding on the building elevations will be retained; (iv) the new windows will be of the same material as the existing windows that will be replaced; and (v) on-site vehicle and bicycle parking is provided.

Discussion ensued regarding the size of trees proposed to be installed in the front yard setback. As a result of the discussion, staff was directed to work with the applicant for the choice of appropriate tree species to be planted that could grow taller and provide more canopy and shading.

The Panel then expressed support for the project, noting the improvement on the quality of the presentation materials provided by the applicant.

No correspondence was submitted to the meeting regarding the application.

Subsequent to the meeting, the applicant revised the landscape design in response to the Development Permit Panel comments to include a Big Leaf Maple tree, Nootka Cypress tree and Pacific Dogwood tree instead of the previously proposed three Japanese Maple trees, which together will provide increased canopy and shading.

The Panel recommends the Permit be issued.