

City of Surrey  
**PLANNING & DEVELOPMENT REPORT**

File: 7916-0367-00

Planning Report Date: September 12, 2016

**PROPOSAL:**

- **Temporary Use Permit**

to permit temporary outside storage of modular buildings for a period not to exceed three years.

**LOCATION:**

12123 Old Yale Road  
 10986 Spruce Road

**OWNER:**

Millwood Forest Products Ltd

**ZONING:**

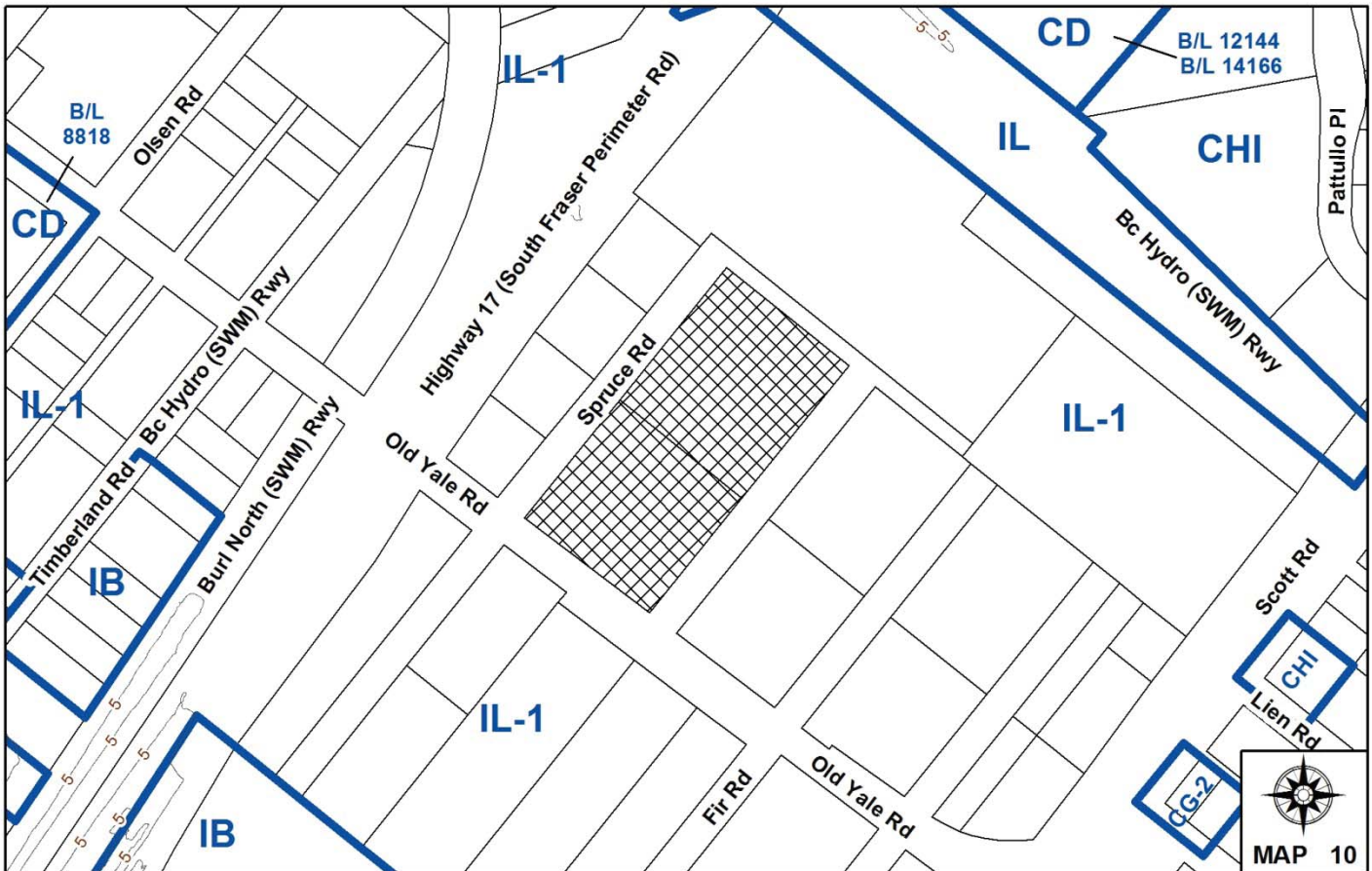
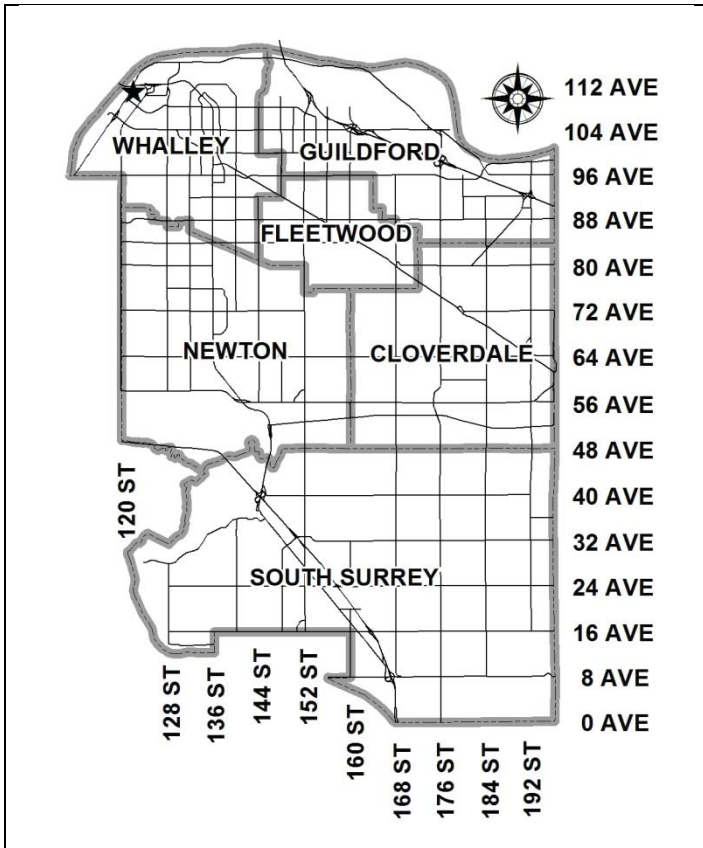
IL-1

**OCP DESIGNATION:**

Commercial

**NCP DESIGNATION:**

Business/Residential Park, Retail Residential, and Parks/Open Space



### RECOMMENDATION SUMMARY

- Approval for Temporary Use Permit to proceed to Public Notification.

### DEVIATION FROM PLANS, POLICIES OR REGULATIONS

- The amount of outdoor storage exceeds the requirements in the IL-1 Zone.
- The proposed use is contrary to the Business/Residential Park and Retail Residential designations in the South Westminster Neighbourhood Concept Plan (NCP).

### RATIONALE OF RECOMMENDATION

- The proposed temporary storage of modular buildings will allow for the interim use of the land until it is economically viable for redevelopment.
- The site is in close proximity to major truck routes, including Highway No. 17 (South Fraser Perimeter Road), Old Yale Road and Scott Road.
- The proposed use is generally a low impact use, with minimal truck traffic, and will have standard Monday-Friday operating hours.

RECOMMENDATION

The Planning & Development Department recommends that:

1. Council approve Temporary Use Permit No. 7916-0367-00 (Appendix II) to proceed to Public Notification.
2. Council instruct staff to resolve the following issues prior to approval:
  - (a) ensure that all engineering requirements and issues including restrictive covenants, dedications, and rights-of-way where necessary, are addressed to the satisfaction of the General Manager, Engineering;
  - (b) the front entry gate along Old Yale Road is to be set back 24 metres (79 ft.) from the front property line;
  - (c) provision of adequate washroom facilities on the site to the satisfaction of the General Manager, Planning and Development;
  - (d) submission of a temporary trailer permit application for the existing trailer located in the southeast portion of the site; and
  - (e) installation of landscaping along Old Yale Road, to the specifications and satisfaction of the Planning and Development Department.

REFERRALS

Engineering: The Engineering Department has no objection to the project subject to the completion of Engineering servicing requirements as outlined in Appendix II.

SITE CHARACTERISTICS

Existing Land Use: Unauthorized truck parking.

Adjacent Area:

Direction	Existing Use	NCP Designation	Existing Zone
North (within and across unopened Road):	TUP Application No. 7911-0193-00 to permit lumber storage (supported on April 23, 2012)	Business/Residential Park	IL-1

Direction	Existing Use	NCP Designation	Existing Zone
East (Within and across unopened Road):	Lumber storage and TUP Application No. 7914-0130-00 (supported on February 23, 2015) to permit truck parking	Business/Residential Park, Retail/Residential and Parks/Open Space	IL-1
South (Across Old Yale Road):	Proposed TUP Application No. 7916-0393-00 (Pre-Council) to permit pallet storage and manufacturing	Retail/Residential and Parks/Open Space	IL-1
West (Across Spruce Road):	Vacant lots	Business/Residential Park, Retail/Residential and Parks/Open Space	IL-1

### DEVELOPMENT CONSIDERATIONS

- The 0.8-hectare (2.0 ac.) subject site consists of two lots located at 12123 Old Yale Road and 10986 Spruce Road in South Westminster. The site is designated “Commercial” in the Official Community Plan, is designated “Business/Residential Park”, “Retail Residential”, and “Parks/Open Space” in the South Westminster Neighbourhood Concept Plan (NCP), and is zoned “Light Impact Industrial 1 Zone” (IL-1).
- The IL-1 Zone allows for the outdoor storage of goods and materials, provided that the area used for outdoor storage does not exceed a total area greater than 1.5 times the lot area covered by the principal building up to a maximum of 40% lot coverage. The IL-1 Zone further specifies that the outdoor storage cannot be located within any front or side yard of the lot, and must be completely screened with landscaping and/or fencing.
- The existing structure on this site is small, and the applicant would like to use the majority of the lot area for the storage of modular buildings. The applicant, BOXX Modular, is therefore requesting a Temporary Use Permit (TUP) to allow outside storage of modular buildings, for a period not to exceed three years.
- The applicant has indicated that up to 300 modular buildings may be stored on the site, however, given that the modular buildings will be leased for various amounts of time, the applicant anticipates that the number of modular buildings stored on site on an average day-to-day basis will be less than 100.
- Due to the ongoing circulation of inventory entering and leaving the site for different lengths of time, a site plan defining where the modular buildings will be stored on site is not practical. The applicant confirmed that the site can accommodate 300 modular buildings, of which none will be stacked.
- Although a site plan defining drive-aisle widths and separation distances between modular buildings will not be attached to the TUP, the TUP will require that all modular buildings be stored in compliance with the British Columbia Fire Code and will not be stacked.

- The modular buildings will be leased for a variety of purposes, such as temporary offices for construction sites, festivals, institutional facilities, and for the filming and entertainment industry.
- Lease periods range from 2 weeks to 36 months, and include the option to purchase the modular building. After the lease has ended, modular buildings will be returned to the site and cleaned and prepped for a new lease.
- The modular buildings are constructed in Abbotsford. They range in width from 2.4 metres (8 ft.) to 3.6 metres (12 ft.) and in length from 6 metres (20 ft.) to 18.3 metres (60 ft.). The height of the units is 2.75 metres (9 ft.).
- A specific type of truck is required to transport the modular buildings. The applicant indicated that there are ten such trucks in the Lower Mainland, and these trucks service multiple modular building companies. As such, the amount of truck traffic on site will be minimal.
- Trucks will enter the site from Old Yale Road, and exit the site at Spruce Road. The existing entry gate along Old Yale Road will be set back 24 metres (79 ft.) to allow for queuing.
- Spruce Road is an opened, but unconstructed (i.e. gravel) road adjacent the west property line, and will be constructed by the City in the future. The site currently has driveway access to Spruce Road, however, the applicant will be required to pave the driveway in order to maintain access to Spruce Road.
- The subject site has good access for trucks, being in close proximity to a controlled intersection at the South Fraser Perimeter Road to the west.
- The standard operating hours will be Monday through Friday, from 8 am to 5 pm.
- The subject site is paved and is to remain paved as a condition of the TUP.
- The existing perimeter fence will remain. The fence fronting Old Yale Road consists of concrete lock blocks and metal. The remaining portion of the perimeter fence is metal.
- There is natural vegetation within the boulevard along Old Yale Road. The applicant will provide on-site landscaping along the Old Yale Road frontage.
- The applicant (who is leasing the site) does not intend to occupy the temporary trailer in the southeast portion of the site, but will apply for a temporary trailer permit. The applicant does not intend to use the large shed that is centrally located on the site.
- A Class C (green-coded) watercourse exists near the southeast corner of the site. Staff determined that an increased setback from the watercourse is not required, and the existing fence can remain in its current location.
- The subject site will be the first business location in the Lower Mainland for BOXX Modular. BOXX Modular intends to expand in the region, and add additional and possibly larger locations over the next few years. As such, once the proposed TUP expires (valid for three years) for the subject site, BOXX Modular may seek a larger location.

- Under Part 4 General Provisions of Zoning By-law No. 12000, no use shall take place on an industrial zoned lot unless there is a building that exceeds 100 square metres (1,076 sq. ft.) and contains washroom facilities. This requirement will be waived with the TUP. The applicant will however, be required to provide adequate washroom facilities on site.

#### PRE-NOTIFICATION

Pre-notification letters were mailed on August 9, 2016, and staff received no responses

#### INFORMATION ATTACHED TO THIS REPORT

The following information is attached to this Report:

Appendix I.	Lot Owners and Action Summary
Appendix II.	Engineering Comments
Appendix III.	Temporary Use Permit No. 7916-0367-00
Appendix IV.	Conceptual Site Plan

*original signed by Judith Robertson*

Jean Lamontagne  
General Manager  
Planning and Development

JD/dk

Information for City Clerk

Legal Description and Owners of all lots that form part of the application:

- 1. (a) Agent:     Name:           James Broadhead  
                                    BOXX Modular  
                  Address:       650 West Georgia, Suite 2100  
                                    Vancouver, BC V6B 4N7  
  
                  Tel:            604-312-6886

2.     Properties involved in the Application

- (a)     Civic Addresses:        12123 Old Yale Road  
                                    10986 Spruce Road
  
- (b)     Civic Address:        12123 Old Yale Rd  
          Owner:                Millwood Forest Products Ltd  
          PID:                 001-404-911  
          Lot 1 District Lot 3 Block 6 Plan 886 New Westminster District
  
- (c)     Civic Address:        10986 Spruce Rd  
          Owner:                Millwood Forest Products Ltd  
          PID:                 001-404-938  
          Lot 2 District Lot 3 Block 6 Plan 886 New Westminster District Group 2

3.     Summary of Actions for City Clerk's Office

- (a)     Proceed with Public Notification for Temporary Use Permit No. 7916-0367-00 and bring the Temporary Use Permit forward for an indication of support by Council. If supported, the Temporary Use Permit will be brought forward for issuance and execution by the Mayor and City Clerk once all outstanding conditions are satisfied.



# INTER-OFFICE MEMO

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**TO: Manager, Area Planning & Development  
- North Surrey Division  
Planning and Development Department**

**FROM: Development Services Manager, Engineering Department**

**DATE: September 7, 2016**                      **PROJECT FILE: 7816-0367-00**  
(Revised from September 6, 2016)

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**RE: Engineering Requirements (Commercial/Industrial)  
Location: 12123 Old Yale Road**

## TEMPORARY USE PERMIT

The following issues are to be addressed as a condition of Temporary Use Permit:

- Construct driveway access to Old Yale Road (minimum 9.0-metre wide to maximum 11.0-metre wide) with 24.0 metres of queuing storage;
- Construct driveway access to Spruce Road (minimum 9.0-metre wide to maximum 11.0-metre wide); and
- Provide features to mitigate onsite storm water.

*For*   
Rémi Dubé, P.Eng.  
Development Services Manager

SK2



## CITY OF SURREY

(the "City")

**TEMPORARY USE PERMIT**

NO.: 7916-0367-00

Issued To: MILLWOOD FOREST PRODUCTS LTD.

(the Owner)

Address of Owner: 12123 Old Yale Road  
Surrey, BC V3V 3X6

1. This temporary use permit is issued subject to compliance by the Owner with all statutes, by-laws, orders, regulations or agreements, except as specifically varied by this temporary use permit.
2. This temporary use permit applies to that real property including land with or without improvements located within the City of Surrey, with the legal description and civic address as follows:

Parcel Identifier: 001-404-911

Lot 1 District Lot 3 Block 6 Plan 886 New Westminster District

12123 Old Yale Road

Parcel Identifier: 001-404-938

Lot 2 District Lot 3 Block 6 Plan 886 New Westminster District Group 2

10986 Spruce Road

(the "Land")

3. The authority to issue Temporary Use Permits is granted to municipalities under Sections 492 and 493 of the *Local Government Act* R.S.B.C. 2015, c.1. Pursuant to Implementation, II(c) Implementation Instruments, Temporary Use Permits of Surrey Official Community Plan, 2013, No. 18020, as amended, the entire City of Surrey is designated a Temporary Use Permit area.
4. The temporary use permitted on the Land shall be for the outside storage of modular buildings. The permitted amount of modular buildings that may be stored on the Land, may exceed 1.5 times the lot area covered by the principal building, and may exceed 40% of the lot coverage of the lot.

5. Surrey Zoning By-law, 1993, No. 12000, as amended is varied as follows:
  - (a) In Section B.3 of Part 4 "General Provisions", the requirement to construct a permanent building, including washroom facilities, with a minimum area of 100 square meters (1,076 sq. ft.) is waived.
  
6. The temporary use shall be carried out according to the following conditions:
  - (a) Temporary washroom facilities are to be provided and maintained on the Land to the satisfaction of the General Manager, Planning and Development but in any case there shall be a minimum of one washroom facility on the Land;
  - (b) Modular buildings shall be stored in compliance with the British Columbia Fire Code, including, but not limited to; maximum base area, maximum storage height, and minimum clearance space;
  - (c) Modular buildings cannot be stacked upon one another; and
  - (d) The Land shall remain paved.
  
7. The Land shall be developed strictly in accordance with the terms and conditions and provisions of this temporary use permit. This temporary use permit is not a building permit.
  
8. This temporary use permit is not transferable.

9. This temporary use permit shall lapse on or before three years from date of issuance.

AUTHORIZING RESOLUTION PASSED BY THE COUNCIL, THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_ .  
ISSUED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_ .

\_\_\_\_\_  
Mayor – Linda Hepner

\_\_\_\_\_  
City Clerk – Jane Sullivan

IN CONSIDERATION OF COUNCIL'S APPROVAL OF THIS TEMPORARY USE PERMIT AND OTHER GOOD AND VALUABLE CONSIDERATION, I/WE THE UNDERSIGNED AGREED TO THE TERMS AND CONDITIONS OF THIS TEMPORARY USE PERMIT AND ACKNOWLEDGE THAT WE HAVE READ AND UNDERSTOOD IT.



\_\_\_\_\_  
Authorized Agent: Signature

James Broadhead

\_\_\_\_\_  
Name (Please Print)

OR

\_\_\_\_\_  
Owner: Signature

\_\_\_\_\_  
Name: (Please Print)

Conceptual site plan  
For illustrative purposes only

