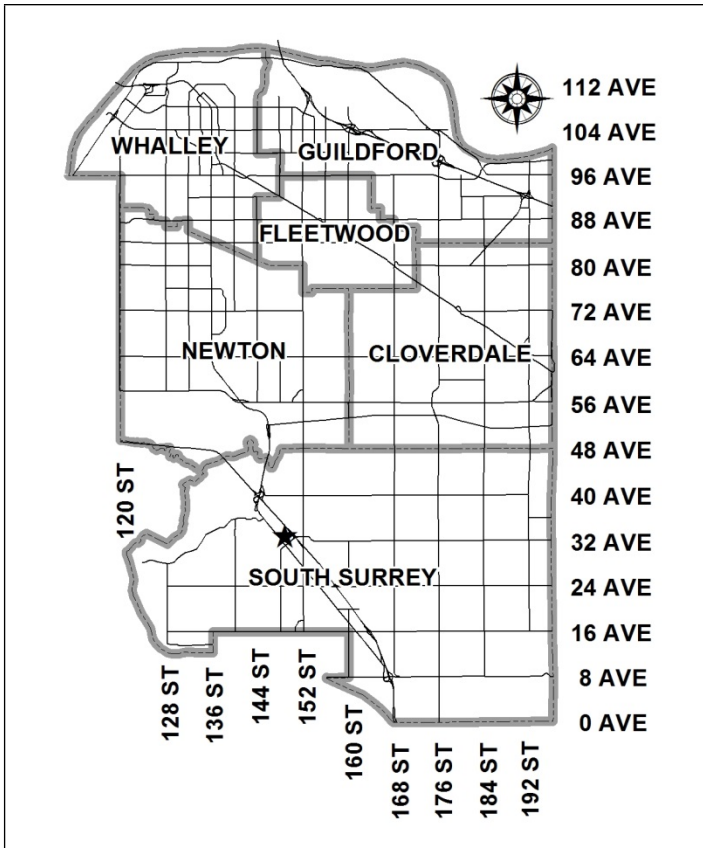


City of Surrey
PLANNING & DEVELOPMENT REPORT

File: 7917-0382-00

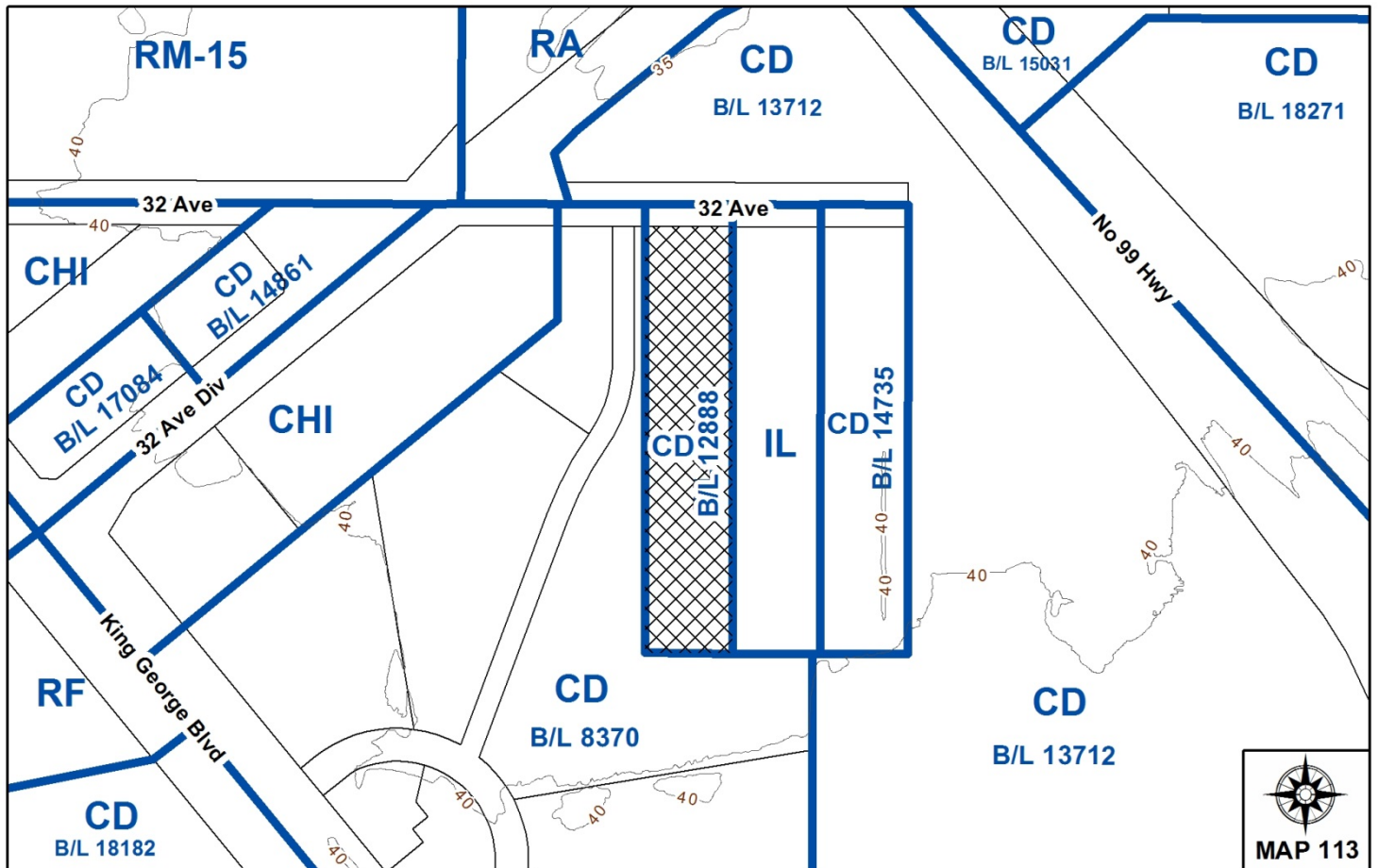
Planning Report Date: December 4, 2017



PROPOSAL:

- Amend CD By-law No. 12888 to increase the amount of accessory office space permitted within an existing mini-storage building.

LOCATION: 15028 - 32 Avenue
ZONING: CD By-law No. 12888
OCF DESIGNATION: Industrial
LAP DESIGNATION: Industrial/Business Park



RECOMMENDATION SUMMARY

- By-law Introduction and set date for Public Hearing to amend Comprehensive Development By-law No. 12888.

DEVIATION FROM PLANS, POLICIES OR REGULATIONS

- The applicant is requesting an amendment to CD Zone (By-law No. 12888) to increase the floor area of the accessory office space within an existing mini-storage building.

RATIONALE OF RECOMMENDATION

- The proposal complies with the site's Industrial designation in the Official Community Plan.
- The proposal complies with the Industrial/Business Park designation in the King George Corridor Land Use/Development Concept Plan.
- The proposed office space is an appropriate accessory use within the existing mini-storage building. The additional office space will replace a 140 square metre (1,507 sq. ft.) residential caretaker unit within the building.

RECOMMENDATION

The Planning & Development Department recommends that:

1. a By-law be introduced to amend "Comprehensive Development Zone (CD)" (By-law No. 12888) and a date be set for Public Hearing.
2. Council instruct staff to resolve the following issues prior to final adoption:
 - (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; and
 - (b) approval from the Ministry of Transportation & Infrastructure.

REFERRALS

Engineering: No concerns.

Surrey Fire Department: No concerns.

Ministry of Transportation & Infrastructure (MOTI): Preliminary Approval is granted for the rezoning for one year pursuant to Section 52(3)(a) of the Transportation Act.

SITE CHARACTERISTICS

Existing Land Use: Mini-storage building

Adjacent Area:

Direction	Existing Use	OCP/LAP Designation	Existing Zone
North (Across 32 Avenue):	Retail Commercial	Commercial/Commercial	CD By-law No. 13712
East:	Industrial	Industrial / Industrial/Business Park	IL
South:	South Surrey Auto mall	Commercial/Commercial	CD By-law No. 8370
West:	South Surrey Auto mall	Commercial/Commercial	CD By-law No. 8370

DEVELOPMENT CONSIDERATIONS

Context/Background

- The subject site is approximately 7,580 square metres (1.9 acres) in area and is designated as "Industrial/Business Park Area" in the King George Corridor Land Use/Development Concept Plan (LAP) and Industrial in the Official Community Plan (OCP).
- The property was previously rezoned from "Single Family Residential Zone (RF)" to "Comprehensive Development Zone (CD)" (By-law No. 12888) (CD based on IL) under Development Application No. 7996-0036-00, which received Final Adoption on June 30, 1997, in order to accommodate the mini-storage use.
- The existing 2-storey, 7,212 square metre (77,630 sq. ft.) mini-storage building is owned and operated by White Rock/Surrey U-Lock Mini Storage.

Current Proposal

- The applicant is proposing to amend CD By-law No. 12888 to increase the amount of permitted accessory office space from 140 square metres to 280 square metres within the existing mini-storage building. The application also proposes an amendment to the off-street parking regulations under the CD By-law as discussed below.
- The proposed tenant improvements associated with the rezoning application will convert an unused residential caretaker suite and 5 small storage units to office space including a boardroom and workstations for use by the employees of the mini-storage business.
- The applicant has requested to retain the residential unit as a permitted use under the CD By-law, in the event that the office space is converted back to a caretaker residential unit in the future. However, no residential unit is proposed at this time.
- No changes are proposed to the building exterior or landscaping.
- The applicant wishes to replace the unused residential caretaker suite and five (5) small storage units with additional office space. The combined total accessory office and residential currently permitted under CD By-law No. 12888 is 280 square metres. The proposed amendment will increase the permitted accessory office space from 140 square metres to 280 square metres.
- The office space is accessory to the mini-storage use and will only be used by the owner/occupant, White Rock/Surrey U-Lock Mini Storage.
- The mini-storage business employs eight (8) workers. The owner advises that they have maintained a consistent number of staff since 2001 and do not anticipate increasing staffing levels in the next 10 years. The maximum number of staff on site at any given time is 8; however, it would be extremely rare to have all staff on site at one time since working hours are in shifts. There are three (3) full time employees and five (5) part time employees.

Parking Requirements

- The application proposes to provide eight (8) parking spaces, which meets the parking requirements under CD By-law No. 12888.
- As part of the subject application, staff also recommend revising the wording within Section 2.H.1. Off-Street Parking of the CD By-law to clarify that eight (8) parking spaces are required for mini-storage and its accessory uses, regardless of the combination of uses. CD By-law No. 12888 currently stipulates that eight (8) parking spaces are required for the uses onsite but allocates these based on use, including allocating one space for a residential use which is no longer proposed. The CD By-law change will ensure that eight (8) parking spaces are required for all other uses regardless of the combination that is proposed.
- The City's Transportation Planning Division has reviewed the proposed parking and confirmed that the eight (8) spaces will be sufficient for the uses that are proposed on site.

PRE-NOTIFICATION

Pre-notification letters were sent and a Development Proposal Sign was installed on November 27, 2017. Staff have not received any comments regarding the proposal as of the finalization of this report.

INFORMATION ATTACHED TO THIS REPORT

The following information is attached to this Report:

Appendix I.	Lot Owners and Action Summary (Confidential)
Appendix II.	Project Data Sheets
Appendix III.	Site Plan and Floor Plan
Appendix IV.	Proposed CD By-law

Jean Lamontagne
General Manager
Planning and Development

EM/da

APPENDIX I HAS BEEN
REMOVED AS IT CONTAINS
CONFIDENTIAL INFORMATION

DEVELOPMENT DATA SHEET

Proposed Zoning: CD (based on IL)

Required Development Data	Minimum Required / Maximum Allowed	Proposed
LOT AREA* (in square metres)		7,578.37 sq. m.
Gross Total		
Road Widening area		
Undevelopable area		
Net Total		7,578.37 sq. m.
LOT COVERAGE (in % of net lot area)		
Buildings & Structures		
Paved & Hard Surfaced Areas		
Total Site Coverage		
SETBACKS (in metres)		
Front	7.5 m.	13.0 m.
Rear	7.5 m.	9.0 m.
Side #1 (N,S,E, or W)	7.5 m.	9.0 m.
Side #2 (N,S,E, or W)	7.5 m.	9.0 m.
Side #3 (N, S, E or W)		
BUILDING HEIGHT (in metres/storeys)		
Principal	18 m	7.01
Accessory		
NUMBER OF RESIDENTIAL UNITS		
Bachelor		
One Bed		
Two Bedroom	1	0
Three Bedroom +		
Total		
FLOOR AREA: Residential	140 sq. m.	n/a
FLOOR AREA: Commercial		
Retail		
Office	140 sq. m.	203.45 sq. m.
Total	140 sq. m.	203.45 sq. m.
FLOOR AREA: Industrial		7,008.60 sq. m.
FLOOR AREA: Institutional	n/a	n/a
TOTAL BUILDING FLOOR AREA		7,212.06 sq. m.

** If the development site consists of more than one lot, lot dimensions pertain to the entire site.*

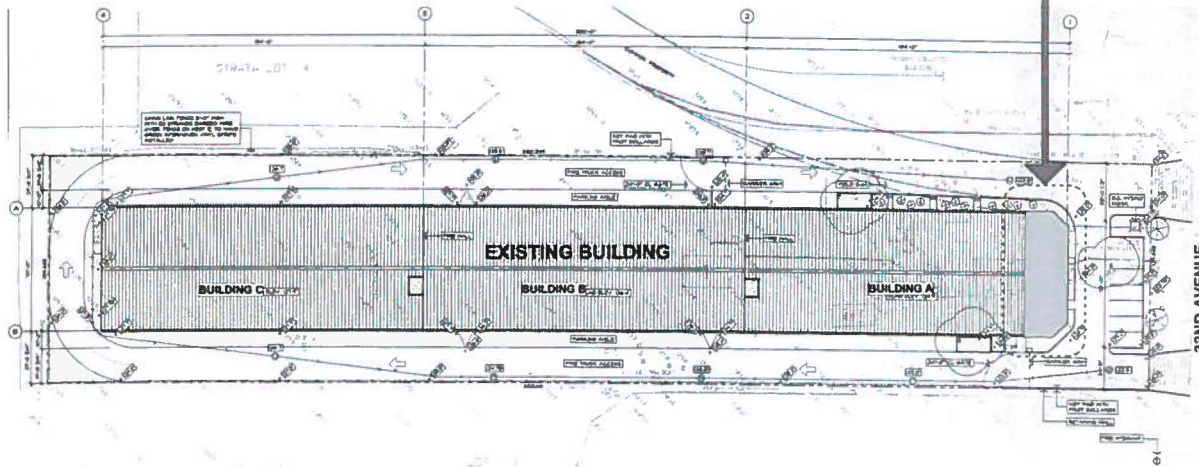
Development Data Sheet cont'd

Required Development Data	Minimum Required / Maximum Allowed	Proposed
DENSITY		
# of units/ha /# units/acre (gross)		
# of units/ha /# units/acre (net)		
FAR (gross)	1.0	0.95
FAR (net)		
AMENITY SPACE (area in square metres)		
Indoor		
Outdoor		
PARKING (number of stalls)		
Commercial		
Industrial (CD By-law 12888)	8	8
Residential Bachelor + 1 Bedroom		
2-Bed		
3-Bed		
Residential Visitors		
Institutional		
Total Number of Parking Spaces	8	8
Number of accessible stalls		1
Number of small cars		
Tandem Parking Spaces: Number / % of Total Number of Units		
Size of Tandem Parking Spaces width/length		

Heritage Site	NO	Tree Survey/Assessment Provided	NO
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2 CONTEXT PLAN
NTS



TENANT IMPROVEMENT
SCOPE OF WORK
SECOND FLOOR

1 SITE PLAN
NTS

NOTE
ALL DIMENSIONS SHALL BE VERIFIED ON SITE
PRIOR TO CONSTRUCTION.

SITE PLAN PREPARED BY ALBION CONSULTANTS LTD. DWG DATE 21-01-16



SITE DATA

CIVIC ADDRESS
- 15028 - 32 Avenue Surrey BC

LEGAL DESCRIPTION
- Lot 2 Section 22, Township 1, N.W.D. Plan 10503 City of Surrey

SITE AREA
81,573 SF

ZONING
Comprehensive Development Zone CD (By-Law No. 12868)

SITE COVERAGE
Permitted 60% MAX Proposed 47%

BUILDING AREAS

Ground Floor Storage	37,810 sf
Second Floor Storage	37,530 sf
Office ground floor	740 sf
Office second floor	1,450 sf
Total area	77,630 sf

PARKING

	REQUIRED	PROVIDED
Office 2.5 x 100m	6	6

BUILDING CODE ANALYSIS

DESIGN BASED ON 2012 BRITISH COLUMBIA BUILDING CODE PART 3

3.1.2	MAJOR OCCUPANCIES	F2 (MEDIUM - HAZARDOUS INDUSTRIAL OCCUPANCIES)
3.2.2.8	EXCEPTION FOR MAJOR OCCUPANCIES	D (BUSINESS AND PERSONAL SERVICES OCCUPANCIES)
3.1.5	CONSTRUCTION TYPE	COMBUSTIBLE AND/OR NON-COMBUSTIBLE
3.1.7	FIRE RESISTANCE RATING	TO HAVE RATED CLOSURES & CLOSERS
3.1.8	FIRE SEPARATIONS	TO HAVE PRESHIPPING &/OR FIRE DAMPERS AT ALL PENETRATIONS
3.1.13.2	FLAME SPREAD RATING	MAX 200 TYP. EXCEPT 35 FOR EXITS
3.1.17	OCCUPANT LOAD	MIN STORAGE= 28.00 M2 PER PERSON+ 249.25 OFFICE= 8.20 M2 PER PERSON +25 TOTAL 180 PEOPLE

3.2.2 BUILDING SIZE & CONSTRUCTION RELATIVE TO OCCUPANCY:
CLASSIFICATION 3.2.2.17 GROUP F2, UP TO 3 STOREYS, SPRINKLERED COMBUSTIBLE/NON-COMBUSTIBLE CONSTRUCTION FLOORS SHALL BE FIRE SEPARATIONS, IF OF COMBUSTIBLE CONSTRUCTION SHALL HAVE A FIRE RESISTANCE RATING OF 48 MIN. LOAD BEARING WALLS, COLUMNS ETC SHALL HAVE A FIRE RESISTANCE RATING NO LESS 48 MIN OR BE OF NON-COMBUSTIBLE CONSTRUCTION MAJOR OCCUPANCIES FIRE SEPARATIONS NOT REQUIRED

3.1.3.1	MAJOR OCCUPANCIES FIRE SEPARATIONS	NOT REQUIRED
3.2.3	SPATIAL SEPARATIONS NOT CHANGED FROM THE EXISTING BUILDING	MINIMUM CONSTRUCTION REQUIREMENTS FOR EXPOSING BUILDING FACES 2 HOURS
3.2.4	FIRE ALARM SYSTEM	PROVIDED
3.2.5	PROVISIONS FOR FIRE FIGHTERS NOT CHANGED FROM THE EXISTING BUILDING	
3.4.2.1 B	CRITERIA FOR ONE EXIT (SPRINKLERED BUILDING)	Area Floor area 200 sm Proposed 137.5 sm
3.4.2.4	TRAVEL DISTANCE	-45m mb-storage (existing) -25m office area
3.4.2.2	MEANS OF EGRESS FROM MEZZANINES	NOT CHANGED FROM EXISTING BUILDING
3.4.3	EXITS	NOT CHANGED FROM EXISTING BUILDING
3.7.2	WATER CLOSETS	REQUIRED PROVIDED
	U-LOCK Mini Storage 7 employees	3.7.2.2(4) 1 1
	3.7.2.2 (2) (reduce by 10 employees)	1 1
3.8	ACCESSIBILITY REQUIREMENTS PROVIDED IN THE EXISTING BUILDING	

- ACCESS PROVIDED TO MAIN ENTRANCE PER 3.8.3.5
- PROVIDE N.C. ACCESSIBLE WASHROOM PER 3.7.2.10

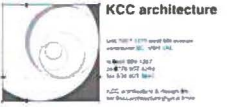
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PROJECT NAME:
Tenant Improvement
For
White Rock U-LOCK Mini Storage
Office Renovation
15028 32 Ave, Surrey BC



CONTRACTOR:

PROFESSIONAL SEAL:



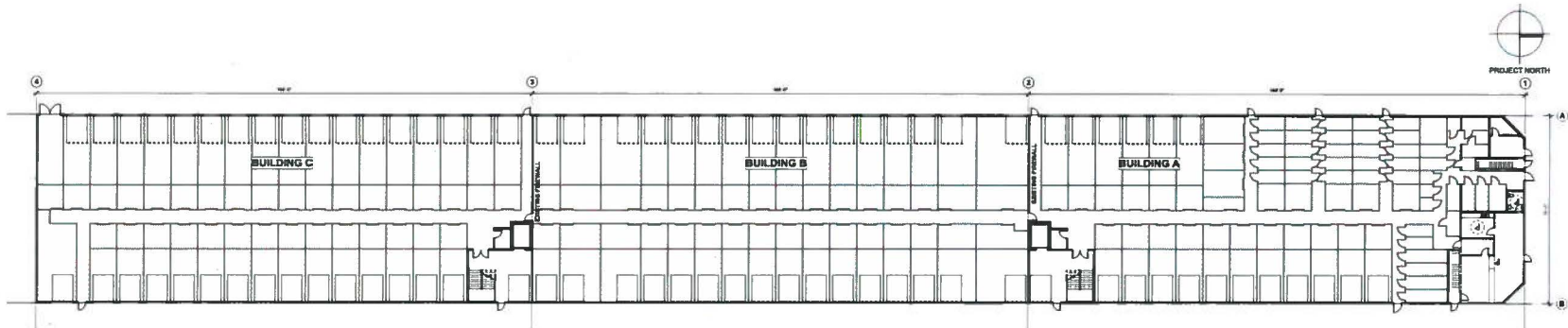
NO.	DATE	ISSUANCE
1	2017 05 10	ISSUED FOR REVIEW
2	2017 05 17	ISSUED FOR BUILDING PERMIT
3	2017 06 14	ISSUED FOR REZONING
4	2017 11 17	RP ISSUED FOR REZONING

TITLE
A1 1767

SITE PLAN

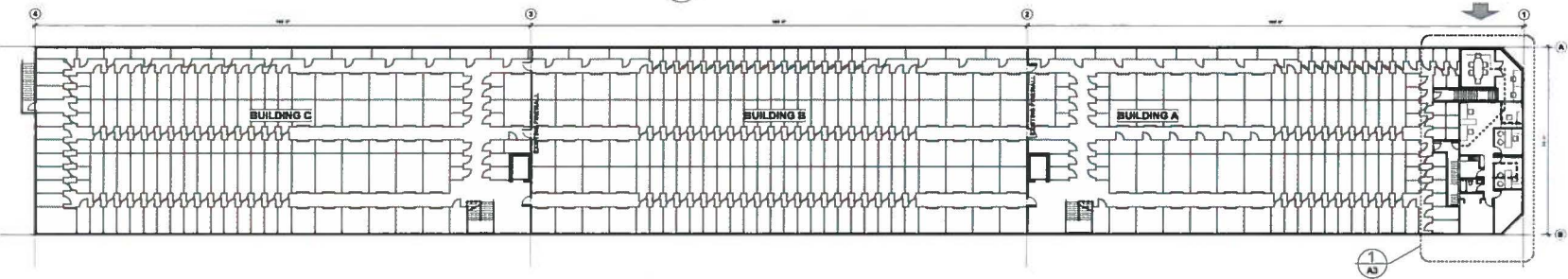
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APPENDIX III

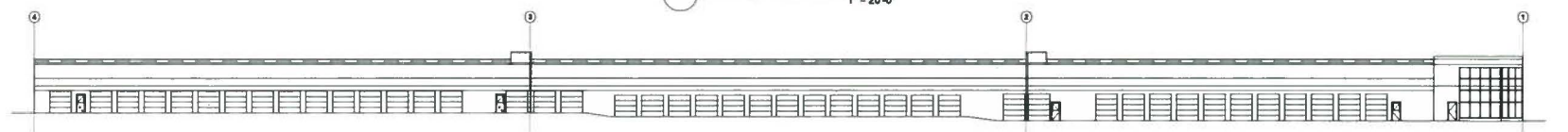


1 GROUND FLOOR PLAN
1" = 20'-0"

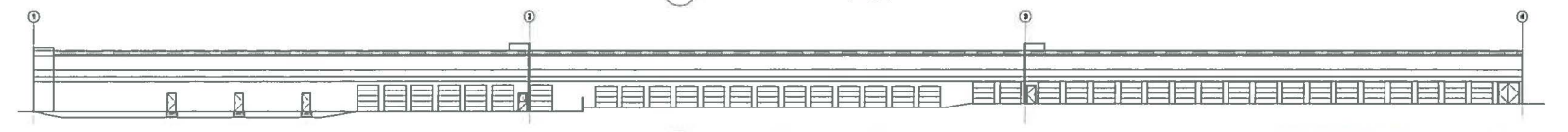
TENANT IMPROVEMENT
SCOPE OF WORK



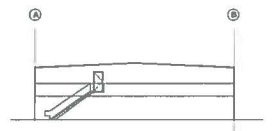
2 SECOND FLOOR PLAN
1" = 20'-0"



3 EAST ELEVATION
1" = 20'-0"



4 WEST ELEVATION
1" = 20'-0"



5 SOUTH ELEVATION
1" = 20'-0"



6 NORTH ELEVATION
1" = 20'-0"



ACCESSIBLE RECEPTION DESK
EXISTING TO REMAIN

Not to be used for any other purpose without the written consent of the architect. The architect shall not be responsible for the accuracy of the information provided by the client. The architect shall not be responsible for the accuracy of the information provided by the client. The architect shall not be responsible for the accuracy of the information provided by the client.

PROJECT NAME

Tenant Improvement
For
White Rock U-Lock Mini Storage
Office Renovation

15028 32 Ave, Surrey BC

CLIENT



CONSULTANT

PROFESSIONAL SEAL

KCC architecture

1177 17th Street
Surrey BC V4A 1A7
Tel: 604 276 1207
Tel: 604 276 4200
Tel: 604 276 8866
KCC Architecture & Design Ltd.
1177 17th Street, Surrey BC

NO.	DATE	ISSUANCE
1	2017 05 10	ISSUED FOR REVIEW
2	2017 05 17	ISSUED FOR BUILDING PERMIT
3	2017 08 14	ISSUED FOR RECORDING

TITLE
A2

FLOOR & ELEVATIONS

SCALE: 1/4" = 1'-0" DRAWN: AVF
FILE: 1787 CHECKED: KC

CITY OF SURREY

BY-LAW NO. _____

A by-law to amend "Surrey Zoning By-law, 1993, No. 12000, Amendment By-law, 1996, No. 12888."

.....

THE CITY COUNCIL of the City of Surrey, in open meeting assembled, ENACTS AS FOLLOWS:

- 1. "Surrey Zoning By-law, 1993, No. 12000, Amendment By-law, 1996, No. 12888" is hereby amended as follows:

Part 2, Section B. Permitted Uses is amended by inserting new sub-section 5 immediately following sub-section 4 as follows:

- "5. Notwithstanding sub-sections 2 and 3 above, where a residential unit is not provided, the floor area of an accessory office may be increased to 280 square metres of floor area within the same building."

Part 2, Section H. Off-Street Parking is amended by replacing sub-section 1. as follows:

- "1. For mini-storage and its accessory uses only:
 - (a) Eight (8) off-street parking spaces shall be provided."

- 2. This By-law shall be cited for purposes as "Surrey Zoning By-law, 1993, No. 12000, Amendment By-law, 1996, No. 12888, Amendment By-law, _____, No. _____."

PASSED FIRST AND SECOND READING on the _____ th day of _____, 20 .

PUBLIC HEARING HELD thereon on the _____ th day of _____, 20 .

PASSED THIRD READING ON THE _____ th day of _____, 20 .

RECONSIDERED AND FINALLY ADOPTED, signed by the Mayor and Clerk, and sealed with the Corporate Seal on the _____ th day of _____, 20 .

_____ MAYOR

_____ CLERK