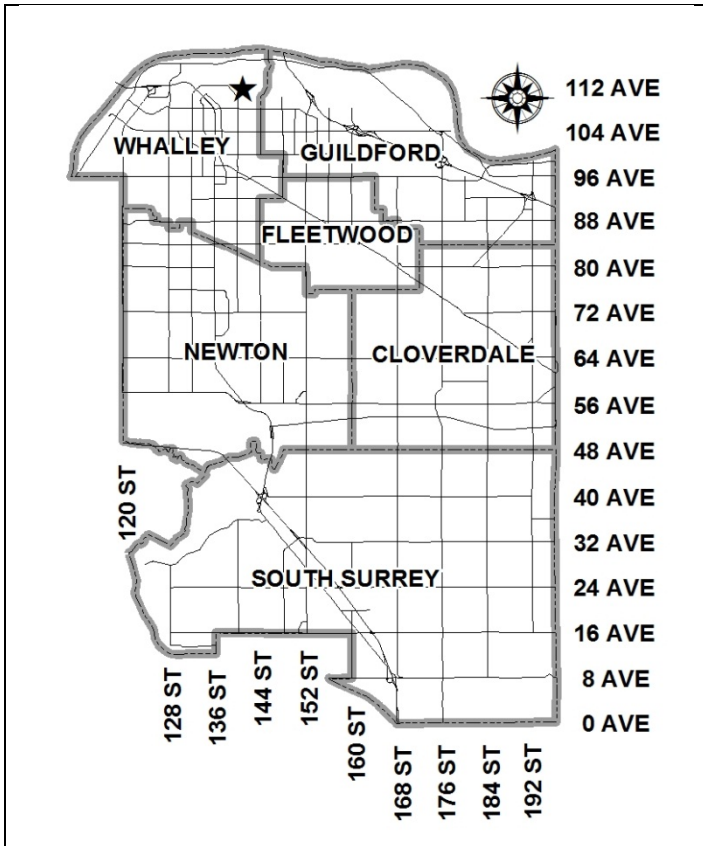


City of Surrey
PLANNING & DEVELOPMENT REPORT

File: 7913-0239-00

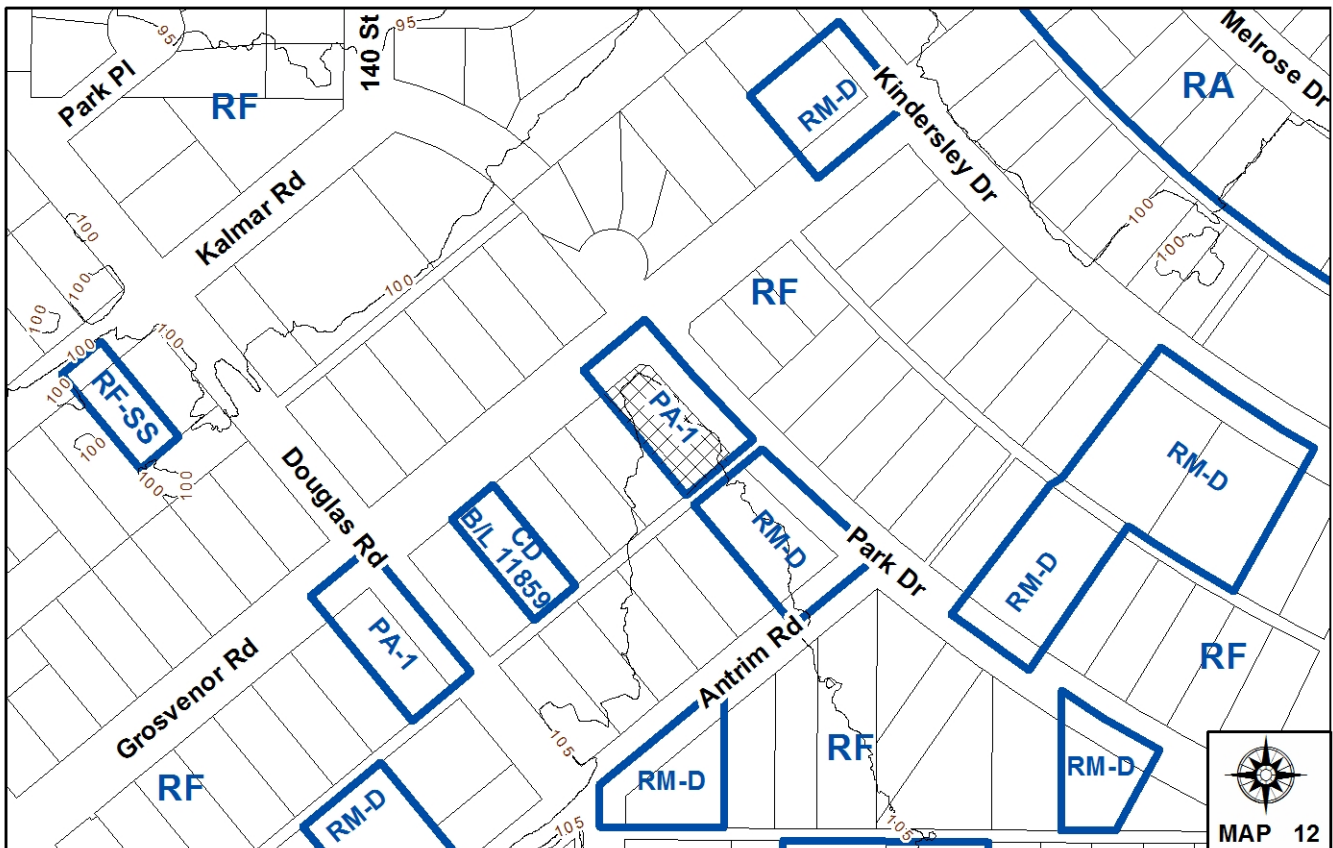
Planning Report Date: December 16, 2013



PROPOSAL:

- **Development Variance Permit**
 to further relax parking requirements in order to permit the development of the basement for an existing public assembly building.

LOCATION: 14042 - Grosvenor Road
OWNER: Masonic Building Association Of North Surrey
ZONING: PA-1
OCP DESIGNATION: Urban



RECOMMENDATION SUMMARY

- Approval for Development Variance Permit to proceed to Public Notification.

DEVIATION FROM PLANS, POLICIES OR REGULATIONS

- The applicant is seeking a further relaxation of the parking requirements.

RATIONALE OF RECOMMENDATION

- In order to ensure reduced parking demand, a restrictive covenant will be registered against the property to control use and capacity.

RECOMMENDATION

The Planning & Development Department recommends that:

1. Council approve Development Variance Permit No. 7913-0239-00 (Appendix IV) varying the following, to proceed to Public Notification:
 - (a) to vary the Zoning By-law to reduce the minimum number of on-site parking spaces for an assembly hall from 42 to 17.
2. Council instruct staff to resolve the following issues prior to approval:
 - (a) submission of a finalized tree survey and a statement regarding tree preservation to the satisfaction of the City Landscape Architect; and
 - (b) registration of a Section 219 Restrictive Covenant to ensure that only one use will take place within the building at the same time, and to limit the maximum occupancy of the building to 94 people.

REFERRALS

Engineering: The Engineering Department has concerns about the proposed parking variance, as described in the By-law Variance section of this report, and requests a Restrictive Covenant as outlined in Appendix III.

SITE CHARACTERISTICS

Existing Land Use: Existing public assembly building.

Adjacent Area:

Direction	Existing Use	OCP Designation	Existing Zone
Northwest (Across Grosvenor Road):	Single family dwellings.	Urban	RF
Northeast (Across Park Drive):	Single family dwellings.	Urban	RF
Southwest:	Single family dwellings.	Urban	RF
Southeast (Across lane):	Single family dwellings and duplex.	Urban	RF and RM-D

DEVELOPMENT CONSIDERATIONS

Background

- The subject property is located at 14042 - Grosvenor Road, just outside the eastern boundary of Surrey City Centre. The 1,162-square metre (0.3 acre) subject site is designated Urban in the Official Community Plan and is zoned "Assembly Hall 1 Zone (PA-1)".
- The Masonic Building Association of North Surrey ("North Surrey Masons") has operated on the subject site since 1956.
- On July 14, 2011, a Building Permit was issued for major renovations to the Masonic Lodge building that existed on the subject site at that time. However, through the construction process, the applicant's consultant determined that, due to termite infestation, the original building was not salvageable and an entirely new building was constructed on the site.
- Since the project now involved the construction of a completely new building, the new building was required to conform to all the provisions for the PA-1 Zone including the provision of on-site parking. As the new building was located on the same footprint as the original building, and as the North Surrey Masons were not anticipating consolidating additional land to the site, the portion of the subject site available for on-site parking remained the same as before the new building was constructed.
- As a result, with the construction of the new building, a total of 12 parking spaces were provided on the subject site, which is the same number of parking spaces as had been provided with the original building.
- However, under the provisions of the Zoning By-law, a total of 21 parking spaces are required for the new building.
- As a result, the applicant submitted a Development Variance Permit application requesting a relaxation of the provision of on-site parking spaces from 21 to 12, as well as requesting variances to other sections of Surrey Zoning By-law No. 12000.
- On October 3, 2011 Council issued Development Variance Permit No. 7911-0218-00 for the following variances:
 - to reduce the minimum front yard setback of the PA-1 Zone from 9 metres (30 ft.) to 3.6 metres (12 ft.);
 - to reduce the minimum north and south side yard setbacks of the PA-1 Zone from 9 metres (30 ft.) to 5.1 metres (16 ft.);
 - to reduce the minimum parking requirements of the PA-1 Zone from 21 spaces to 12 spaces;
 - to vary Part 5 of the Zoning By-law to permit a gravel parking surface; and

- to vary the PA-1 Zone to permit parking within the side yard setback along a flanking street.
- During the construction of the new building, the excavation to accommodate the footings and foundation was dug deeper than required and was, in fact, deep enough to accommodate a fully functional basement.
- Although the North Surrey Masons requested that the basement be constructed as useable space, it was noted that the gross floor area of the basement would need to be included for the purpose of calculating parking requirements.
- If the basement was converted into useable space, a total of 42 on-site parking spaces would be required. Although Council had issued a Development Variance Permit to reduce the amount of required on-site parking, this variance was related to the parking requirements of the main floor of the building only, and did not address the parking requirements of the basement.
- Therefore, to ensure that the basement was not converted into useable space after the building was constructed, the basement was filled with gravel, leaving only a small crawl space under the building.
- The building received final occupancy on December 24, 2012.

Current Proposal

- Currently 3 independent Masonic Lodges utilise the facility. Each Lodge meets in the evenings, two times per month. As a result, the building is used for Masonic Lodge meetings only 6 nights per month. There are four additional Lodges that are interested in using the building for their meetings, which would result in the Lodge being used 14 nights per month for Lodge functions..
- The North Surrey Masons are a non-profit organization and would like to rent their building to non-masonic organizations when it would otherwise not be in use.
- However, currently, Lodge Meetings are held on the main floor of the building which is the same space that would be rented to non-Masonic groups. As a result, after each Lodge meeting, all Lodge furniture must be taken down and stored away.
- The Masons do not allow non-Masons to enter the Lodge space, nor will they permit non-Masons to occupy the building at the same time as the Lodge meeting.
- Dismantling the ceremonial Lodge furnishings after each use is difficult and time consuming, with the difficulty being compounded by lack of adequate storage space to accommodate these furnishings.
- As a result of the time and effort required to set-up and dismantle the Lodge after each Lodge meeting, the current owners are experiencing difficulty in renting the facility to outside users. The applicant advises that renting the facility is necessary to ensure its economic viability.

- As a result, the applicant has requested that they be allowed to remove the gravel from the basement and convert the entire basement into useable space in order to create a permanent space for Masonic Lodge meetings.
- By converting the basement to useable area, the applicant is able to have a space dedicated exclusively for lodge meetings and will avoid having to continuously set-up and take-down the Lodge furniture.
- Having a permanent Lodge meeting space in the basement, will allow greater flexibility in renting the main floor of the building to other users. Although the applicant does not have a prospective tenant for this space at present, the applicant envisions renting the space to seniors groups, a child care centre, or volunteer organizations. The space may also be rented for special events such as weddings or family gatherings.
- As noted previously, if the basement, which comprises an area of 195 square metres (2,100 sq.ft.), is converted to useable space, the Zoning By-law requires forty-two (42) parking spaces for the site based on a parking ratio of ten (10) spaces per every 100 square metres (1,075 sq. ft.) of assembly hall floor area.
- As a result, the applicant has submitted a Development Variance Permit application requesting that the number of on-site parking space required be reduced from 42 to 17.

Parking

- There are currently 12 parking spaces available on the subject site. The applicant proposes to reconfigure the parking area and increase the number of stalls by 5 spaces to a total of 17 spaces. Some of these parking spaces will extend into the required side yard setbacks.
- Vehicle access to the existing parking area is from Park Drive. The applicant proposes to close this vehicle access and to construct a new vehicle access from the rear lane, as shown in Appendix II.
- In order to achieve 17 parking stalls, the applicant submitted an arborist report which recommends that 7 trees be removed. To reduce the impact on the root protection zones for the remaining 2 trees, the parking area will be surfaced with crushed gravel, with individual parking spaces being demarcated by curb stops.
- Variances to permit a crushed gravel, rather than a paved, parking surface, and to permit parking in the side yard setbacks were previously approved under Development Variance Permit No. 7911-0218-00.

BY-LAW VARIANCE AND JUSTIFICATION

(a) Requested Variance:

- To vary the Zoning By-law to reduce the minimum number of parking spaces for the assembly hall from 42 spaces to 17 spaces.

Applicant's Reasons:

- The North Surrey Masons have operated on this site since 1956 with the existing 12 parking stalls.
- Although the existing single-storey building is the same square footage as the original building, functionally it is very different and contains much less storage space.
- By opening the basement, the North Surrey Masons are able to have a space dedicated exclusively for lodge meetings with permanent Lodge fixtures (non-Masons are not permitted to enter the Lodge space, nor are they permitted to occupy the building at the same time as Lodge meeting).
- The parking layout is proposed to be reconfigured to accommodate 17 stalls by removing the current driveway access from Park Drive and taking access from the lane instead.
- In order to accommodate the additional cars, the applicant has submitted an arborist report, which proposes to remove 5 trees.

Staff Comments:

- Zoning By-law No. 12000 requires 42 parking spaces for the site based on 10 spaces per every 100 square metres (1,075 sq. ft.) of assembly hall floor area. The proposed development will be providing 17 parking spaces.
- The North Surrey Masons have operated on the subject site since 1956, and in that time there have been no recorded By-law Complaints regarding parking.
- The reconfigured parking lot will increase the number of parking spaces by 5 spaces (from 12 spaces to 17 spaces) and will improve traffic circulation by eliminating the driveway from Park Drive and creating an access point from the lane.
- The PA-1 Zone prohibits parking within the setbacks along a fronting or flanking street. Many of the proposed parking spaces partially encroach into the rear yard and side yard setbacks as permitted by Development Variance Permit No. 7911-0218-00. Without approval of this variance, on-site parking would have been considerably compromised.
- The applicant advises that Lodge meetings of approximately 25 people are held at the site a few times per week. On occasion, the hall is rented to members for larger private events.
- With the additional floor space in the basement, it can be expected that there will be more frequent use of the building by both the owners and other potential users (e.g. child care centre and/or community services).
- As such, there is an expectation of increases in the frequency of the proposed 17-stall parking lot being at full capacity, and in the possibility of fully utilized on-street parking in the area.

- To help mitigate the potential neighbourhood parking impact, the applicant has agreed to register a Restrictive Covenant on title to ensure that:
 - Of the permitted uses within the PA-1 Zone, only one use is permitted at a time; and
 - The maximum occupancy of the building is limited 94 people.
- Given the conditions listed in the Restrictive Covenant and the long history of this Lodge at this location with no recorded neighbourhood concerns, the provision of 17 parking spaces is reasonable.
- Staff support the requested variance.

INFORMATION ATTACHED TO THIS REPORT

The following information is attached to this Report:

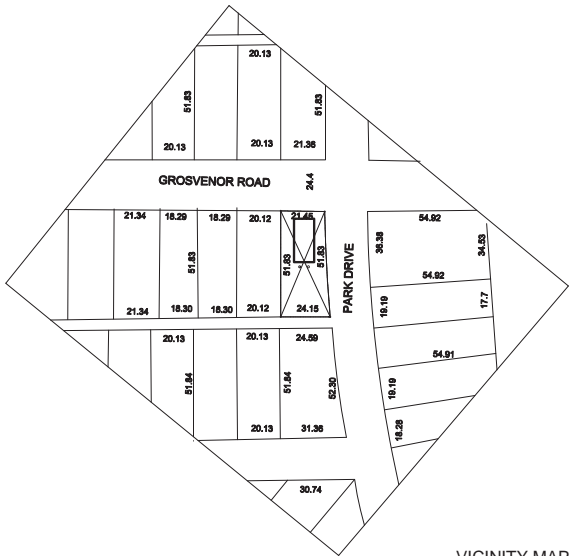
Appendix I.	Lot Owners and Action Summary
Appendix II.	Site Plan
Appendix III.	Engineering Comments
Appendix IV.	Development Variance Permit No. 7913-0239-00

original signed by Judith Robertson

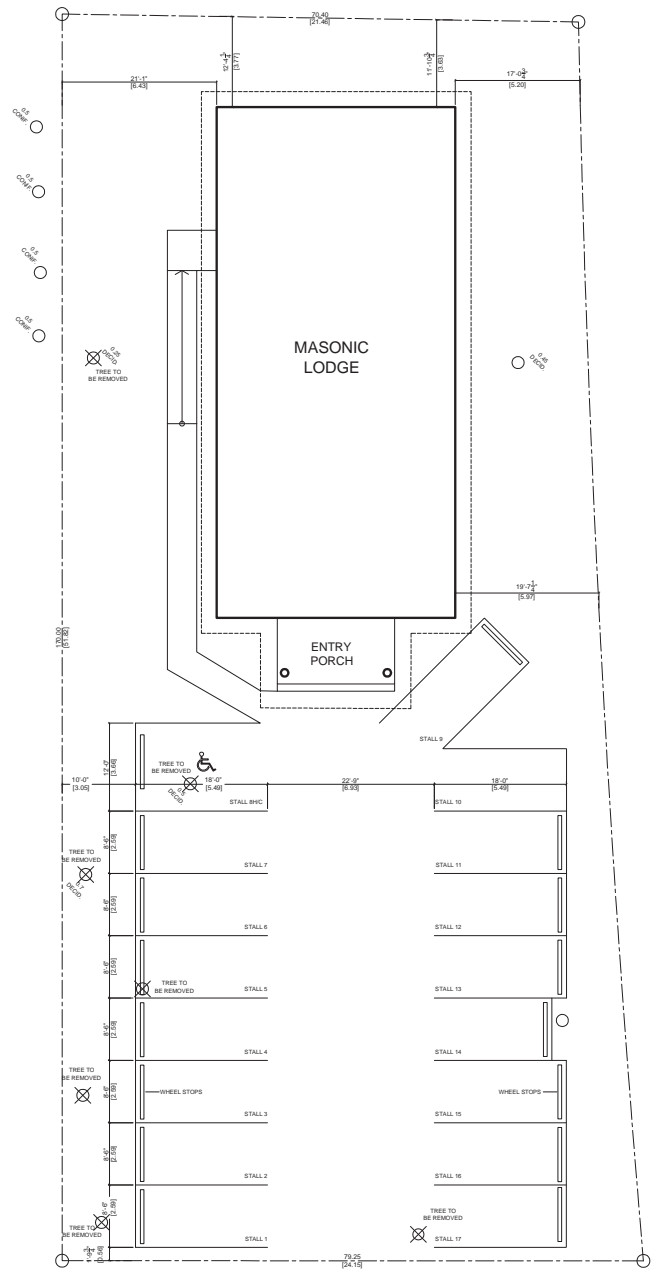
Jean Lamontagne
General Manager
Planning and Development

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VICINITY MAP



PARK DRIVE

**David
Danyluck
Architect** a.i.b.c.

108 20460 Douglas Crescent
Langley, B.C.
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Revisions

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Project:
Masonic Lodge

14042 Grosvenor Road, Surrey, B. C.

Sheet:
Site Plan

Written dimensions shall have precedence over scaled dimensions. Contractors shall verify and be responsible for all dimensions and conditions shown on the drawing and shall notify the Architect of discrepancies so that these may be corrected. Shop drawings shall be submitted for review.

Drawn: Tamas Checked: Name

Date: Dec 10 2013 Scale: 1/8"=1'-0"

Sheet No: **A1**



INTER-OFFICE MEMO

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

FROM: Development Services Manager, Engineering Department

DATE: December 12, 2013

PROJECT FILE: 7813-0239-00

**RE: Engineering Requirements
Location: 14042 Grosvenor Rd**

DEVELOPMENT VARIANCE PERMIT

The following issues are to be addressed as a condition of issuance of the Development Variance Permit:

a) The applicant is to file a Restrictive Covenant on the Land that limits the use of the building as follows:

- 1) Only one use can take place at a time (eg, a child care and public assembly cannot operate at the same time)
- 2) The occupancy of the building is limited to 94 people for "private events"



Rémi Dubé, P.Eng.
Development Services Manager

RWB

CITY OF SURREY

(the "City")

DEVELOPMENT VARIANCE PERMIT

NO.: 7913-0239-00

Issued To: MASONIC BUILDING ASSOCIATION OF NORTH SURREY

("the Owner")

Address of Owner: PO Box 167 Stn Main
Surrey, BC V3T 4W8

1. This development variance permit is issued subject to compliance by the Owner with all statutes, by-laws, orders, regulations or agreements, except as specifically varied by this development variance permit.
2. This development variance 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: 010-926-429
Lot 6 Block 136 New Westminster District Plan 2546 Except Plan BCP49645
14042 - Grosvenor Road

(the "Land")

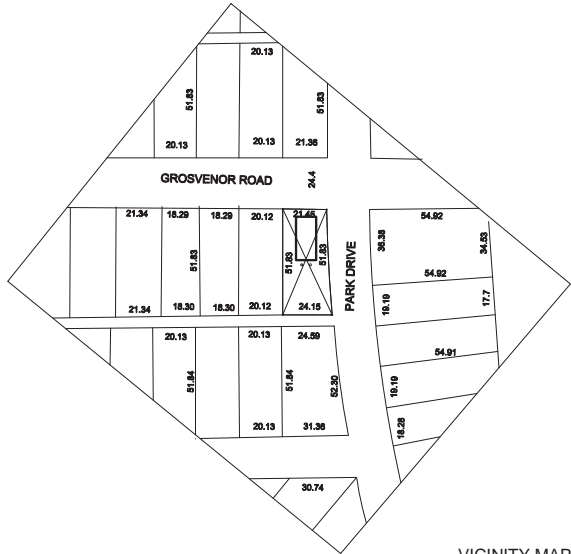
3. Surrey Zoning By-law, 1993, No. 12000, as amended is varied as follows:
 - (a) In Table C.4 Part 5 Off-Street Parking and Loading/Unloading, the minimum number of parking spaces for an assembly hall is reduced from 42 spaces to 17 spaces.
4. The parking configuration shall be in accordance with Schedule A which is attached hereto and form part of this development variance permit.
5. This development variance permit applies to only the portion of the Land shown on Schedule A which is attached hereto and forms part of this development variance permit. This development variance permit does not apply to additions to, or replacement of, any of the existing buildings shown on attached Schedule A, which is attached hereto and forms part of this development variance permit.

6. This development variance permit amends Development Variance Permit No. 7911-0218-00.
7. The Land shall be developed strictly in accordance with the terms and conditions and provisions of this development variance permit.
8. This development variance permit shall lapse if the Owner does not substantially start any construction with respect to which this development variance permit is issued, within two (2) years after the date this development variance permit is issued.
9. The terms of this development variance permit or any amendment to it, are binding on all persons who acquire an interest in the Land.
10. This development variance permit is not a building permit.

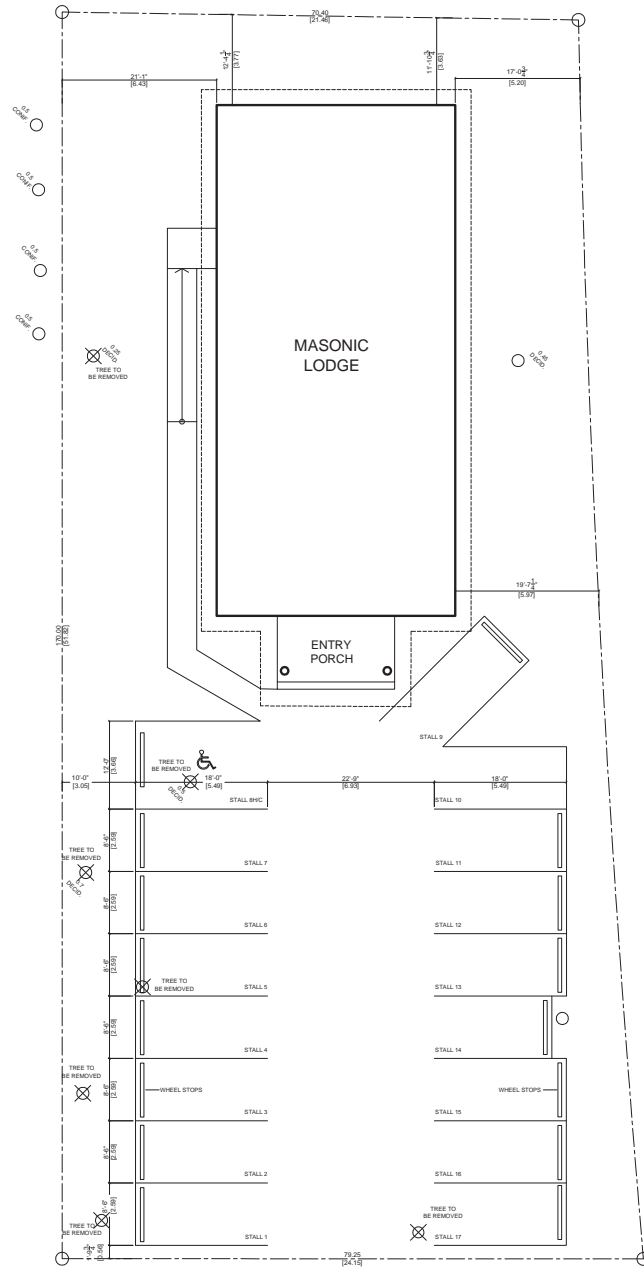
AUTHORIZING RESOLUTION PASSED BY THE COUNCIL, THE DAY OF , 20 .
ISSUED THIS DAY OF , 20 .

Mayor – Dianne L. Watts

City Clerk – Jane Sullivan



VICINITY MAP



PARK DRIVE

**David
Danyluck
Architect** a.i.b.c.

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Revisions

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