

DISTRICT OF CENTRAL SAANICH RFP NO. 23-001

Facilities Redevelopment Feasibility Study

FINAL REPORT

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DATE: 11-JULY 2023

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Project Overview

1.1

PROJECT OVERVIEW

In February 2023, the District of Central Saanich engaged Kasian Architecture, Interior Design & Planning Ltd. to provide a feasibility study for the replacement or renewal of key municipal facilities: the Municipal Hall including Police Services and Fire Hall #2 and the Municipal Works Yard. These facilities are identified in the District’s Facilities Long-term Asset Management (FLAMP) as requiring major rehabilitation or replacement in the next five years. A feasibility study for replacement or renewal was identified in the District’s 2021-2022 Strategic Priorities. The redevelopment of these facilities is important for the District as the facilities house the majority of the District’s staff and renewal and/or replacement of the facilities will represent a significant cost to the District as identified in the 2022 Asset Management Plan (AMP) and Long-Term Financial Strategy (LTFS).

The District identified five potential sites for site planning studies as part of the feasibility study:

- 1903 Mt. Newton Cross Road (existing location of the Municipal Hall)
- 1703 Keating Cross Road (existing location of the Municipal Works Yard)
- 1512 Keating Cross Road
- [Redacted]
- Hovey Road Site

The District originally identified four Site Distribution Concepts describing how the facilities would be distributed across the five sites. Kasian performed a series of site planning studies for each concept, exploring how the functional programs for the various departments could be arranged to meet the vision and objectives of the District. Based on feedback received, three of those Site Distribution Concepts were selected for refinement and one additional Site Distribution Concept was developed:

Site Distribution Concept 1:

- 1903 Mt Newton Cross Road: Municipal Hall, Fire Station #2, Police Services
- 1703 Keating Cross Road: Municipal Works Yard

Site Distribution Concept 2:

- Hovey Road Site: Municipal Hall, Fire Station #2, Police Services
- 1703 Keating Cross Road: Municipal Works Yard

Site Distribution Concept 3:

- [Redacted]
- [Redacted]
- 1903 Mt Newton Cross Road: Fire Station #2

Site Distribution Concept 4:

- Hovey Road Site: Municipal Hall, Fire Station #2, Police Services
- [Redacted]

The refined Site Distribution Concepts were costed and evaluated to better understand their feasibility and identify a preferred concept. Based this evaluation process, Site Distribution Concept #4 is recommended to proceed to more detailed development and study.



Figure 1.1 Aerial View - Central Saanich (Partial). Source: Google Earth 2021

2

Vision & Objectives

2.1

PROJECT OBJECTIVES

The project vision and objectives for the Feasibility Study were derived from key operational objectives identified by The District as well the Central Saanich Official Community Plan (OCP) Fundamental Philosophy and key associated Fundamental Principles.

Project Vision:

“The District strives to establish municipal facilities that foster a healthy, complete, socially diverse and walkable community. The facilities will exemplify the District’s rural and small town character, being a focal point of the community and a centre of service excellence.”

The OCP Fundamental Principles that may be applicable to this project include:

- Support Agriculture
- Maintain Rural Character
- Use Limited Land Supply Wisely
- Manage Growth Carefully
- Provide a range of Housing Opportunities
- Create Walkable Neighbourhoods
- Address the causes and impacts of Climate Change
- Support Economic Development
- Facilitate a sense of community
- Protect & Enhance the environment, biodiversity and natural ecosystems
- Protect Water Quantity & Quality

The Fundamental Philosophy and applicable Fundamental Principles were translated into a series of project objectives to inform the site planning and provide evaluation criteria against which options were assessed.

Table 2.1 lists the specific project objectives and their applicable Fundamental Principles. These objectives were translated into evaluation criteria and weighted to reflect the relative importance of each project objective. The resulting evaluation criteria and matrix are included in Section 5 and Appendix E of this report

Table 2.1 Project Objectives	
Objective	Applicable OCP Fundamental Principle
Prioritize development within the Urban Containment Boundary	Support Agriculture
Provide area on site for agricultural use (ex: Community Food Production Hub, Demonstration Garden, Land swap with ALR lands)	Maintain Rural Character
Support a balanced approach to growth on-site (ex: not overbuilding municipal site, allowance for potential areas for future expansion adjacent to buildings)	Use Limited Land Supply Wisely
Provide new, purpose-built facilities to support future service provision and workstyles	
Support synergies between functional groups to streamline operations and increase efficiency	
Develop land to its highest and best use with respect to market feasibility	
Allow for flexibility in phased construction and minimizes disruption to ongoing operations during redevelopment, especially for Police Services and Municipal Yard (ex: minimizes need for swing space, number of temporary moves)	
Achieve synergies with surrounding property uses (ex: access/links to neighbourhood amenities)	Manage Growth Carefully
Use compact footprints for Municipal services to make space available for other uses on site, without compromising the functionality of the Municipal services	
Support easy access to public services (ex: close to residential centre)	Support Economic Development
Provide accessible space for community use on site such as open plaza space and park/play areas, to promote health/wellbeing and community connection.	
Create an active, pedestrian oriented, street frontage	Provide a Range of Housing Opportunities
Support intuitive wayfinding in the organization of the site (ex: zoning public use to front of site, considering sightlines, placemaking markers)	
Ensure the site is accessible and inclusive for all	
Reflect a “good neighbour” approach to the organization of the site with respect to the surrounding area to minimize negative impacts: consider access points to site, visual sight-lines into the sites, noise transfer etc.	
Support the design “Green and Pedestrian Friendly Streets” (wider sidewalks, bike lanes, integrated trees and landscaping) that prioritize pedestrians and cyclists	Facilitate a Sense of Community
Create new pedestrian cross connections across the site or retain and enhance existing pedestrian paths across the site.	
	Create Walkable Neighbourhoods

Table 2.1 Project Objectives	
Employ Crime Prevention Through Environmental Design (CPTED) principles in site organization and building forms: sightlines/overlook	Create Walkable Neighbourhoods
Enhance the Urban Forest and create urban habitat to support biodiversity	Protect and Enhance the Natural Environment, Biodiversity and Natural Ecosystems
Employ blue-green solutions and natural systems (ex: rain gardens, bioswales, permeable paving) to address stormwater management on site	Protect Water Quantity & Quality
Implement passive design strategies for building massing, orientation, and location to minimize energy demands. Support applicable BC Energy Step Code level identified by District for new construction post 2025	Address the Causes and Impacts of Climate Change
Support cost effective on-site energy generation and storage, such as Solar Photovoltaic (PV) and Geothermal.	
Support post disaster response, in particular for Police, Fire, and Municipal Works Yard, on-site	
Encourage alternative modes of transportation, including walking, cycling and public transportation (ex: proximity to public transit)	

2.2

PROGRAM SUMMARY

Table 2.2 on this page summarizes the interior and exterior program size for each Municipal service component as well as the anticipated parking requirements. These area requirements were developed based on programs provided by the District, site visits to review the existing facilities and discussions with key District personnel.

A detailed functional program breakdown for all components is included in Appendix B of this report.

Table 2.2 Core Functional Space Program Summary			
Component	Gross Building Area Required	Exterior Area Required (not incl parking or overall site circulation)	Parking Stalls Required
Municipal Hall	1615m ²	0m ²	4 fleet, 4 Lions Vehicles, 55 staff/public, 2 accessible staff/public, 16 bike parking (enclosed)
Police Services	1296m ²	121m ²	13 fleet, 16 staff, 5 public, 1 accessible. 8 bike stalls (enclosed)
Fire Hall #2	553m ²	79m ²	1 fleet (not incl 2 parked in apparatus bays), 5 PEMO vehicles, 22 staff/public, 1 accessible staff/public
Municipal Works Yard	1612m ²	6192.5 m ²	36 fleet, 40 staff/public, 2 accessible staff/public/8 bike stalls (enclosed).

3

Project Sites

3.1

FIVE PROJECT SITES

The District identified five (5) sites to be considered for site development plan options:

- 1. 1903 Mt. Newton Cross Road
- 2. 1703 Keating Cross Road
- 3. 1512 Keating Cross Road
- 4. [REDACTED]
- 5. Hovey Road Site

Refer to Figure 3.1 this page for the keyed locations of each site.

A sixth site, [REDACTED], was also identified by Central Saanich. This site was not considered for site development plan options under this scope of work. [REDACTED]

This section identifies the key features of each site which informed the site development plan options.



● Project Sites

Figure 3.1 Partial District of Central Saanich Aerial View showing Project Site Locations, Source: Central Saanich GIS

3.1.1

1903 Mt Newton Cross Road

1903 Mt. Newton Cross Road is the current site of the Central Saanich Municipal Hall and Public Safety Building (Police Services and Fire Station #2). These functions are combined in a two storey single building, with surrounding surface parking and landscaping.

The site is sloped from the north to the south, allowing for each storey of the building to have direct ground level access. Multiple level changes occur both within and outside of the building. The age of the building and the findings of the condition assessment suggest that the existing building be replaced rather than renovated.

A small portion of the site falls under a Riparian Development Permit Area due to the presence of an adjacent ditch. It is not anticipated that this will place any limitations on development on the site, but the associated permit application process will need to be undertaken at time of development.

The site additionally hosts the Central Saanich Volunteer

Fire Museum. The location of this component has been considered in each site option.

The site is currently surrounded by residential on three sides, with a mixed use development to the east and an additional commercial mixed use developed planned to the north-east.

New development on the site must take in consideration the requirements of the Saanichton Village Plan. Of particular note for the site is the desire to preserve and promote pedestrian/bike connections around and across the site, consideration for open public space and an active street frontage, the development of green-blue solutions to address stormwater management and the enhancement of the urban tree canopy.

Table 3.1 on this page summarizes the key characteristics of the site and its current usage.

Table 3.1 1903 Mt. Newton Cross Road Key Site Characteristics	
Legal Description	Lot 1, Section 5, Range 2 East, South Saanich District, Plan 31358
Land Size	4.08 acres (16,518m²)
Zoning	P-1 General Institutional. Within the Urban Containment Boundary
Permitted Uses under Zoning	Assembly use, Civic use, Child care facility, Community Care facility, Community Institutional Use, Offices of the Federal, Provincial and Municipal Governments, Recycling Facilities, Memorial Gardens, Cemetary, Health Care Facility, Nursing Home, Caretaker’s Dwelling
Size of Buildings & Structures permitted by Zoning	Height: maximum of 8.0m Lot Coverage: maximum of 40% Floor Area Ratio: maximum of 0.4
Building Siting requirements by Zoning (setbacks)	Front Yard: minimum of 7.5m Rear Yard: minimum of 7.5m Side Yard: minimum of 6.0m
Highest/Best Use (if as vacant)	Rezoning and development within the guidelines and constraints of the Official Community Plan and Saanichton Village Design Plan.
Appraisal Value	\$8,000,000 “As Is”, \$15,590,000 “As Rezoned” (May 2023)
Topography and Site Features	Sloped from north to south
Specialty Considerations	North-west corner of site falls under Riparian Development Permit application requirements. Large mature trees at east corner of site.



Figure 3.2 Municipal Hall Building, Source: Central Saanich



Figure 3.3 Municipal Hall Building, Source: Kasian



Figure 3.4 Central Saanich Volunteer Fire Museum, Source: Kasian



Figure 3.5 Fire Station #2, Source: Kasian

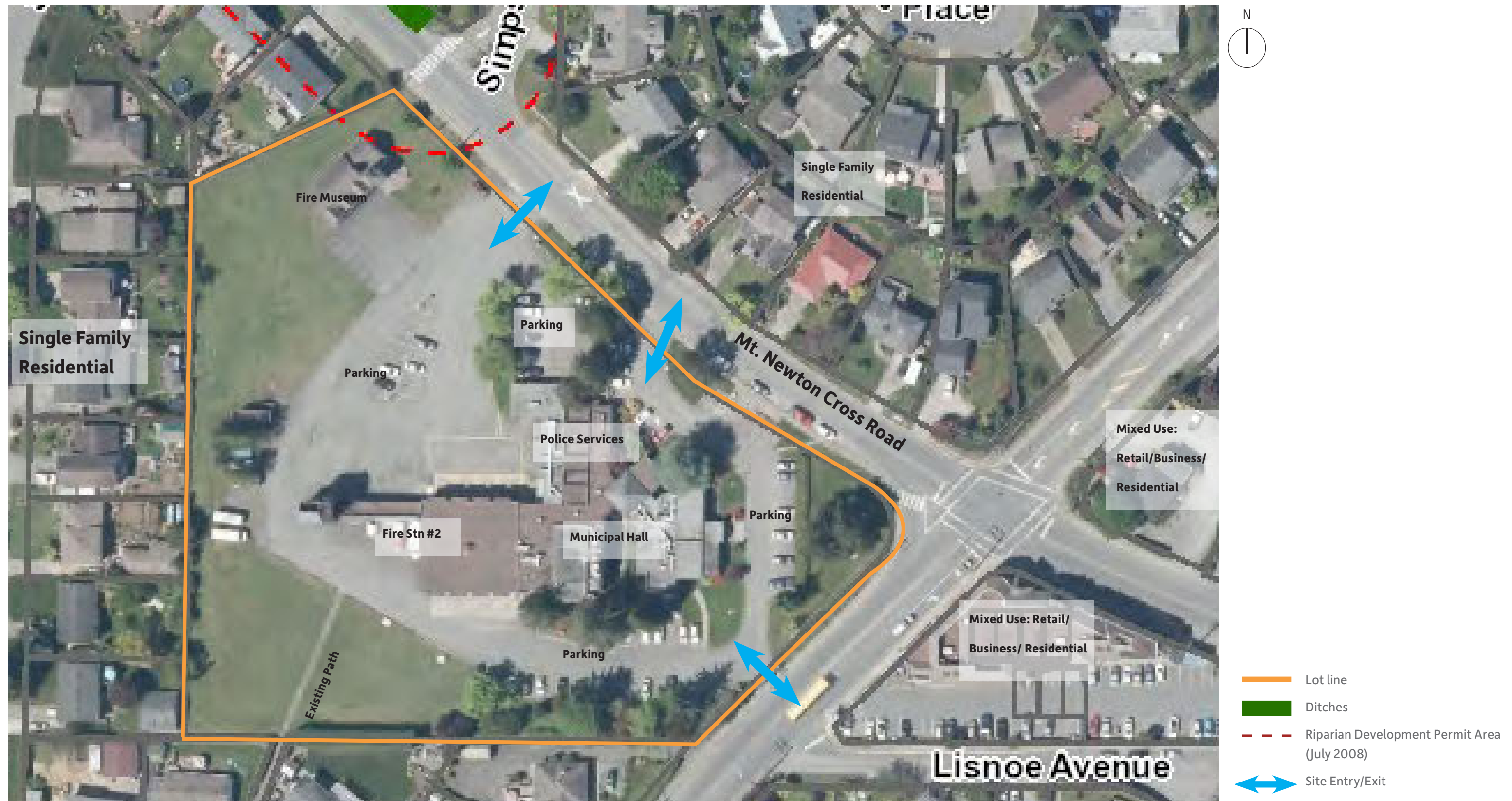


Figure 3.6 1903 Mt. Newton Cross Road Site, Source: Central Saanich GIS

3.1.2

1703 Keating Cross Road

1703 Keating Cross Road is the current site of the Municipal Works Yard. The site has two main buildings which have been renovated over time to accommodate changing and growing needs. The main building houses the fleet maintenance spaces, as well as office space and shared amenity space, such as the lunchroom and changing areas, for the works yard staff. The second building is an outbuilding with a combination of enclosed and covered storage and workshop space, with office and amenity space for the Parks staff on site. The age of the buildings and the findings of the condition assessment suggest that the existing buildings be replaced rather than renovated.

Exterior areas include open laydown areas and covered storage for construction materials, equipment and vehicle attachments, bulk materials storage, waste and recycling storage, a fuel station, a vehicle washbay, uncovered parking for fleet vehicles as well as a minor enclosed outbuilding and sea cans for materials that require enclosed storage.

The used portion of the site is flat, with a raised area to the south-west to accommodate the two level waste/recycling area, allowing vehicles to drive to an upper level to dump materials down into bins on the main site level. Approximately 2.25 acres at the back of the site is currently unused. A portion of the unused area at the southern most extent of the site slopes significantly up to a high ridge. There is a pond in an neighbouring site to the south-west. While not identified as a sensitive development zone, the nature of the pond should be reviewed in the next phase of this project if redevelopment of this site proceeds.

The site is currently surrounded by industrial lands, including a large gravel pit to the east. These lands are anticipated to remain industrial, with future development to densify their use to meet rising demand for industrial spaces.

Table 3.2 on this page summarizes the key characteristics of the site and its current usage.

Table 3.2 1703 Keating Cross Road Key Site Characteristics	
Legal Description	Lots B & C, Section 14, Range 2E, South Saanich District, Plan 3053
Land Size	9.70 acres combined (39,255m ²)
Zoning	I-2 Extraction Industrial. Within the Urban Containment Boundary
Permitted Uses under Zoning	Extraction of sand and gravel on lots 2.0 ha in area and larger, Screening, curhsing, washing, blending and storing of sand and gravel, Municipal Works Yard, Agriculture
Size of Buildings & Structures permitted by Zoning	Height: maximum of 11.0 m Lot Coverage: maximum of 60% Floor Area Ratio: maximum of .01
Building Siting requirements by Zoning (setbacks)	Front Yard: minimum of 12m Rear Yard: minimum of 7.5m, abutting residential zone: 30m, abutting industrial zone: 15m Side Yard: minimum of 6.0m, abutting residential zone: 30m, abutting industrial zone: 15m
Subdivision Requirements by Zoning	Minimum and Average Lot Area: minimum of 1850m2 Lot Frontage: minimum of 30m
Highest/Best Use (if as vacant)	Rezoning to I-1. Development of light industrial facilities/ self-storage/ warehousing.
Appraisal Value	
Topography and Site Features	Flat except for raised area at south-west corner of site (waste area)
Specialty Considerations	Pond on adjacent property to the south-west



Figure 3.7 Municipal Works Yard, Source: Kasian



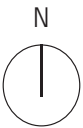
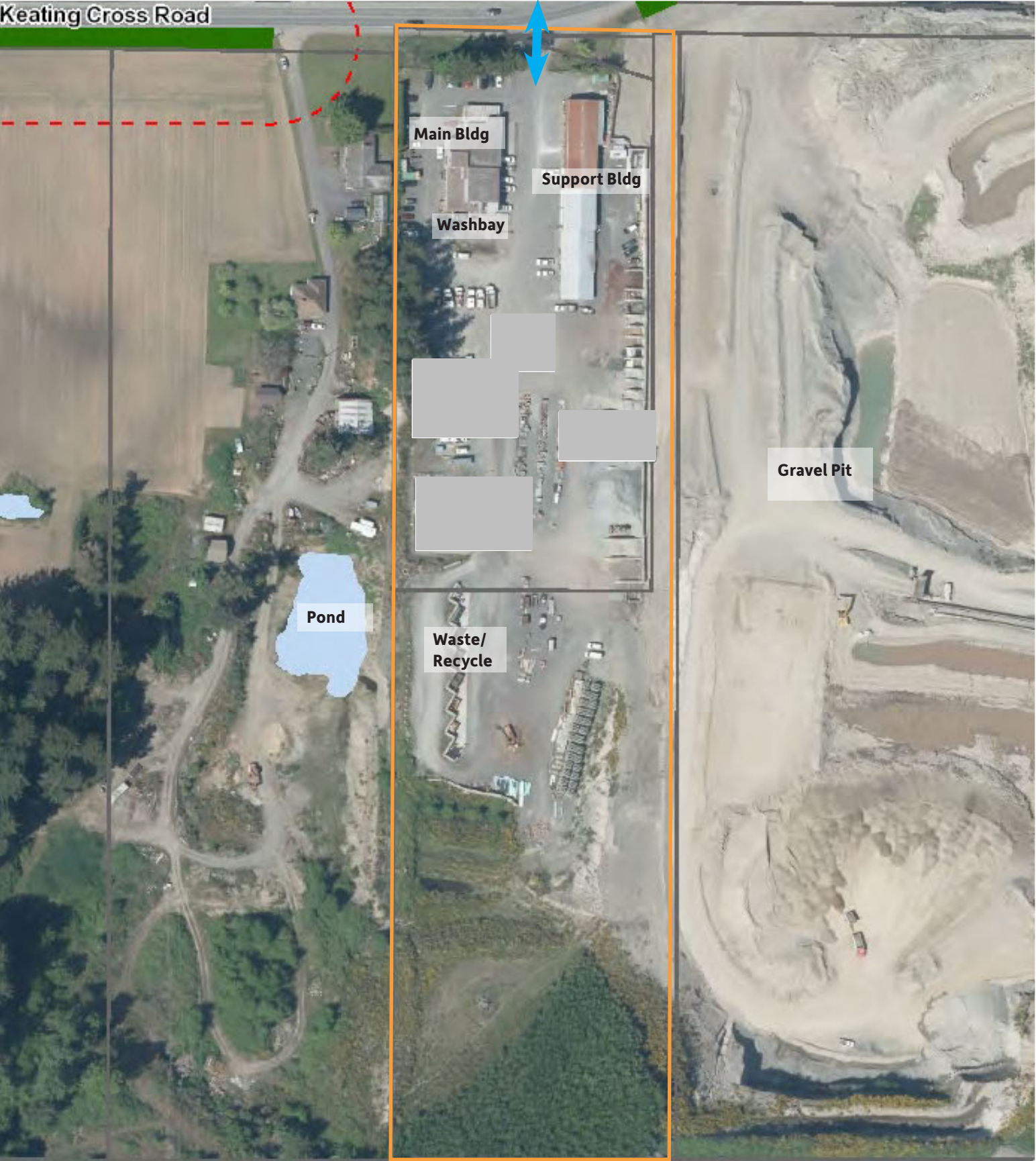
Figure 3.8 Municipal Works Yard, Source: Kasian



Figure 3.9 Municipal Works Yard, Source: Kasian



Figure 3.10 Municipal Works Yard, Source: Kasian



- Lot line
- Ditches
- Riparian Development Permit Area (July 2008)
- Site Entry/Exit

Figure 3.11 1703 Keating Cross Road Site, Source: Central Saanich GIS

3.1.3

1512 Keating Cross Road

1512 Keating Cross Road is the site of Fire Station #1 which was completed in 2013. The site includes the Fire Station building as well as its associated exterior equipment training area and surface parking for staff. The site also accommodates a small community park, with a children’s play area and a half court basketball court in the south-west portion of the site.

The site is flat, though there is a significant level change between the site and the adjacent co-op car wash site which is addressed through a large retaining wall on that site. A bioswale has been integrated into the site landscaping, to address on site stormwater management as well as contribute to the aesthetics and public use of the facility. The bioswale is primarily located along the western and northern site boundaries, with additional branches into the centre of the site around the play area. Underneath the bioswale is a geothermal field serving the Fire Station building. If possible it is recommended the bioswale and geothermal field be

retained in its current state, or replaced on site if required to suit new development plans.

The site is outside of the Urban Containment Boundary and is zoned P-1F (Fire Hall Institutional). The development of this site for the Districts intended use would require rezoning and an adjustment to the Official Community Plan as it relates to the Urban Containment Boundary.

The surrounding developments include a co-op gas station and car wash to the west, single unit residential with agricultural lands to the north and east, and multi-unit residential to the south. A future mixed use development has been identified to the south-west of the site, where a restaurant is currently located.

Table 3.3 on this page summarizes the key characteristics of the site and its current usage.

Table 3.3 1512 Keating Cross Road Key Site Characteristics	
Legal Description	Lot B, Section 13, Range 1, South Saanich District Plan, Plan 37165
Land Size	1.9 acres (15,387m²)
Zoning	P-1F Fire Hall Institutional. Outside the Urban Containment Boundary
Permitted Uses under Zoning	Main Fire Hall, Training Centre for firefighting and emergency response
Size of Buildings & Structures permitted by Zoning	Floor Area Ratio: maximum of 0.2
	Height: maximum of 13.5m
	Accessory Height: maximum of 3.0 m
Building Siting requirements by Zoning (setbacks)	Lot Coverage: maximum of 12%
	Front Yard: minimum of 7.5m
	Rear Yard: minimum of 7.5m
Subdivision Requirements by Zoning	Side Yard: minimum of 6.0m
	Minimum and Average Lot Area: minimum 0.8 ha
Highest/Best Use (if as vacant)	Not determined at this time
Appraisal Value	Not determined at this time
Topography and Site Features	Flat, bioswale and specialty landscaping on western portion of site.
Specialty Considerations	South-east corner of site falls under Riparian Development Permit application requirements. Geothermal field on site under bioswale.



Figure 3.12 Fire Station #1, Source: Kasian



Figure 3.13 Fire Station #1 Site. Source: Kasian



Figure 3.14 Fire Station #1 Community Area, Source: Kasian



Figure 3.15 Fire Station #1 Bioswale, Source: Kasian

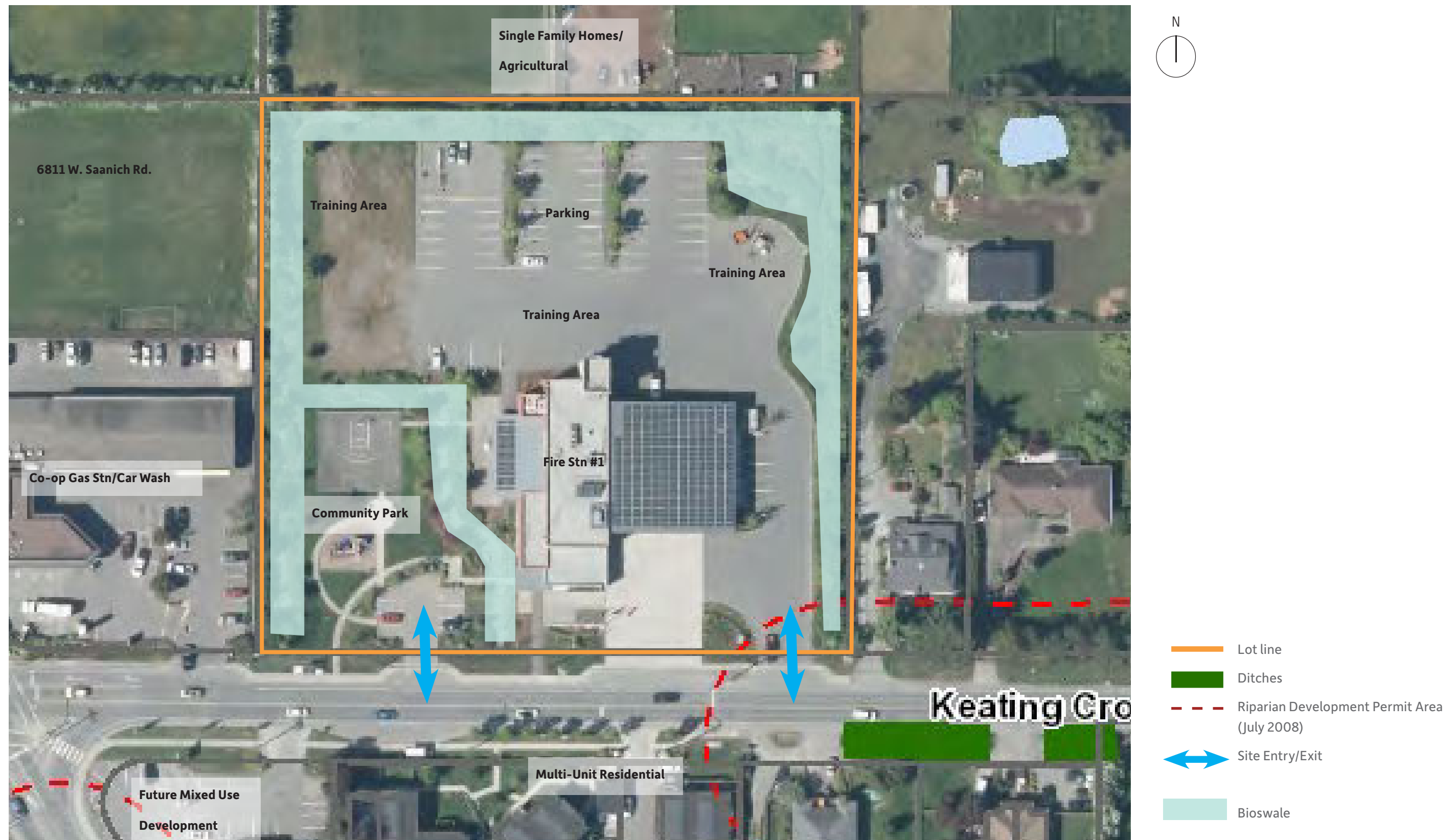


Figure 3.16 1512 Keating Cross Road Site, Source: Central Saanich GIS

3.1.4



Table 3.4	
Legal Description	
Land Size	
Zoning	
Permitted Uses under Zoning	
Size of Buildings & Structures permitted by Zoning * Refer to Land Use Bylaw 2072 for detail	
Building Siting requirements by Zoning (setbacks)	
Subdivision Requirements by Zoning	
Highest/Best Use (if as vacant)	
Appraisal Value	
Topography and Site Features	
Specialty Considerations	





-  Lot line
-  Ditches
-  Riparian Development Permit Area (July 2008)
-  Site Entry/Exit

3.1.5

Hovey Road Site

The Hovey Road site is privately owned agricultural land, but is currently under utilized. It is zoned A-1 (Agriculture) and is within the Urban Containment Boundary. As such, development of the site for the Districts intended use would require rezoning.

The site is divided into two (2) lots. Lot A is relatively flat, while Lot B slopes gently from west to east, with a small hill on the northern boundary of the property. The southern and eastern boundaries of the property falls under a Riparian Development Permit area due to existing ditches. It is not anticipated that this will place any limitations on development on the site, but the associated permit application process will need to be undertaken at time of development.

There are no large trees or significant landscaped elements on site.

The Hovey Road site is directly east from Centennial Park, with single family homes to the south, a multi-unit seniors centre to the west, and a Church and multi-unit residential developments to the north. The multi-unit residential development to the north includes a supportive housing complex, a partnership between the provincial government and the a non-for-profit, which was nearing construction completion at the time of this report.

Table 3.5 on this page summarizes the key characteristics of the site and its current usage.

Table 3.5 Hovey Road Key Site Characteristics	
Legal Description	Lot A & B, Section 7, Range 2 East, South Saanich District, Plan VIP69834
Land Size	4.83 Acres (19,456m²)
Zoning	A-1 (Agriculture). Within the Urban Containment Boundary.
Permitted Uses under Zoning	Residential Single Family, Agriculture, Agricultural processing centre, Aquaculture, Bed and Breakfast, Equestrian or riding stable, Greenhouse. Accessory Uses: Home Occupation, Secondary Suite, Tree Nursery
Size of Buildings & Structures permitted by Zoning	Gross floor Area for Principal Residence: maximum of 500m2 Height for Agricultural use: maximum of 13.0m Height for Other uses: maximum of 8.0m
Building Siting requirements by Zoning (setbacks)	Residential Building: Front Yard: minimum of 7.5m, Rear Yard: minimum of 7.5 m, Side Yard: Interior - one side: 1.5m, Interior - two sides: 4.5m, Exterior: 6m. Accessory separation building: 3m from principal Agricultural Building: Front Yard: minimum of 7.5 m, Rear Yard: minimum of 1.5 m, Side Yard: 1.5m, Side Yard - Exterior: 6m
Subdivision Requirements by Zoning	Minimum and Average Lot Area: minimum of 4.0 ha. Lot Frontage: minimum of 10% of lot perimeter
Highest/Best Use (if as vacant)	Multifamily development within the OCP and Urban Containment Guideline
Appraisal Value	
Topography and Site Features	Generally flat, but with a gentle slope from west to east on Lot B
Specialty Considerations	South and east perimeter of falls under Riparian Development Permit application requirements



Figure 3.22 Hovey Rd Site, Source: Kasian



Figure 3.23 Hovey Rd Site, Source: Kasian



Figure 3.24 Hovey Rd Site, Source: Kasian



Figure 3.25 Hovey Rd Site, Source: Kasian



Figure 3.26 Hovey Road Site, Source: Central Saanich GIS

4

Site Distribution Concepts

Four preferred Site Distribution Concepts were developed through this project:

Site Distribution Concept 1:

- 1903 Mt Newton Cross Road: Municipal Hall, Fire Station #2, Police Services
- 1703 Keating Cross Road: Municipal Works Yard

Site Distribution Concept 2:

- Lot A/B Hovey Road: Municipal Hall, Police Services, Fire Station #2
- 1703 Keating Cross Road: Municipal Works Yard

Site Distribution Concept 3:

- [Redacted]
- 1903 Mt. Newton Cross Rd: Fire Station #2

Site Distribution Concept 4:

- Lot A/B Hovey Road: Municipal Hall, Police Services, Fire Station #2
- [Redacted]

An additional Site Distribution Concept was developed placing components on the existing Fire Station #1 site at 1512 Keating Cross Road. The additional planning studies for this concept, included in Appendix C of this report, resulted in functional compromises for the existing Fire Station #1, for the new municipal services that would come to the site and for the existing park on site. As a result, that Site Distribution Concept was not further developed.

The projected costs for the four Site Distribution Concepts are identified in Table 4.1 on this page. Refer to Appendix F for the full Class D Cost Estimate for each Site Distribution Concept, prepared by Hanscomb Ltd.

The four Site Distribution Concepts are then described, in detail, in the following pages. The full range of site plan options explored for each Site Distribution Concept is included in Appendix C of this report.

Table 4.1: Site Distribution Concept Cost Summary				
Option	Construction Cost incl soft costs	Sale Revenue (late 2026)	Land Purchase Price (2023)	Total
Site Distribution Concept 1	\$118,372,800	\$13,431,000	\$0	\$104,941,800
Site Distribution Concept 2	\$94,441,200	\$29,339,000	\$7,360,000	\$72,462,200
Site Distribution Concept 3				
Site Distribution Concept 4				

4.1

SITE DISTRIBUTION CONCEPT 1

In Site Distribution Concept 1, the Municipal Hall, Police Services and Fire Station #2 remain at Mt Newton Cross Road in a new building developed on the western side of the site as shown in Figure 4.1 this page. The remaining portion of the site is freed up for sale. The Municipal Works Yard remains at 1703 Keating Cross Road as shown in Figure 4.2 this page. The Works Yard is more efficiently planned to reduce the site area required and free up space for sale at the back of the site.

Table 4.2 below provides a cost summary of Site Distribution Concept 1. The following pages provide more detailed descriptions of development on each of the sites.

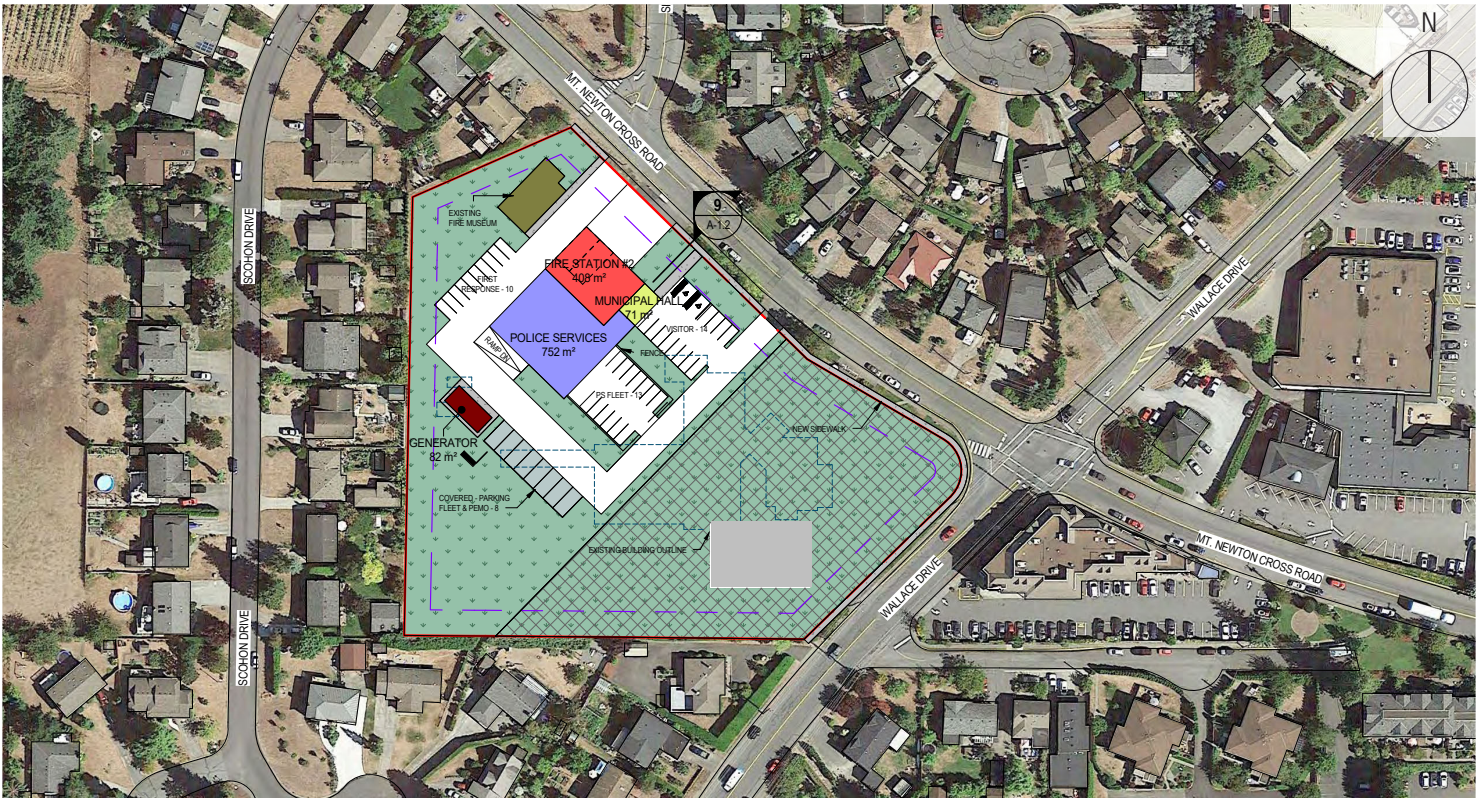


Figure 4.1 1903 Mt Newton Cross Road Site Concept: Site Distribution Concept 1

Table 4.2: Site Distribution Concept 1 Cost Summary by Site				
Site	Construction Cost incl soft costs	Sale Revenue (late 2026)	Land Purchase Price (2023)	Total
1903 Mt Newton Cross Road	\$77,025,600	\$7,431,000	\$0	\$69,594,600
1703 Keating Cross Road	\$41,347,200	\$6,000,000	\$0	\$35,347,200
Totals	\$118,372,800	\$13,431,000	\$0	\$104,941,800

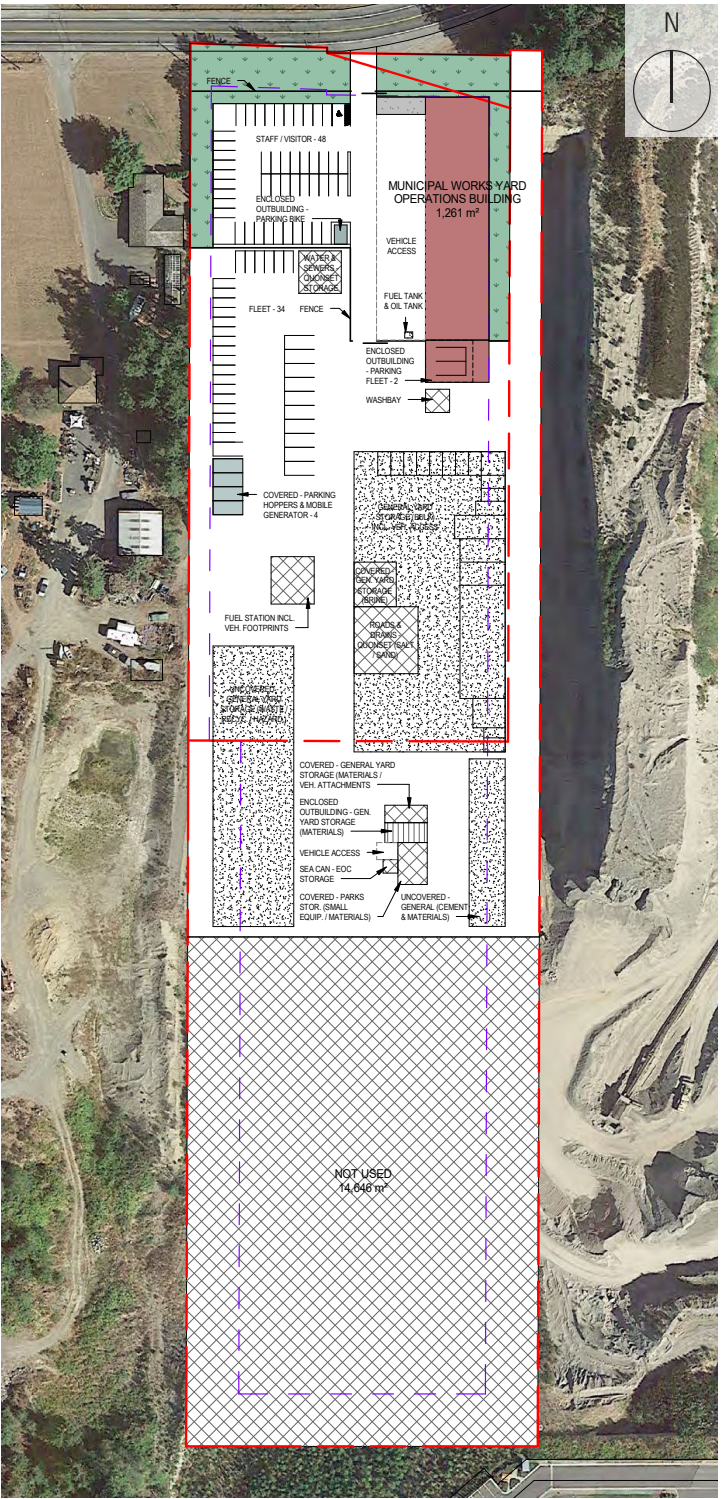


Figure 4.2 1703 Keating Cross Road Site Concept: Site Distribution Concept 1

4.1.1

Site Distribution Concept 1: 1903 Mt. Newton Cross Road

In Site Distribution Concept 1, the three existing functions at 1903 Mt. Newton Cross Road, the Municipal Hall, Police Services and Fire Station #2 remain on site but are relocated to a new building at the north-east of the site, with access from Mt Newton Cross Road. Relocating the new building opens up the west of the site for sale for potential mixed use development to relate the anticipated future development across Wallace Drive and Mt Newton Cross Road.

The proposed new building includes three levels of underground parking and four storeys of program space above ground. Additional surface parking is provided for visitors and the Fire Station, as well as secured parking for the Police Services fleet with direct access to the interior Sally Port and Secure Vehicle Bay.

The ground level is prioritized for key operational spaces for Police Services and the Fire Station, including the apparatus bays and the associated support spaces as well as the detention, processing and operations support spaces for Police Services. A small entry lobby is identified for the Municipal Hall that can also act as the public entry for Police Services.

The second level contains administrative and associated support spaces for the Fire Station and Police Services. The area provided for Police Services exceeds the program

required, providing potential growth space for any of the functional groups located in the building.

The third and fourth levels of the building contain the Municipal Hall. A consolidated public service counter for Engineering, Planning/Building/Bylaw and Finance/IT is located on the third level, with the administration space for those associated departments. The fourth level contains the Council Chambers and Committee/Training Room, shared storage and staff support spaces as well as the remaining administrative departments.

The development of the site allows for the retention of the existing fire museum, creating a strong relationship between that building and the new Fire Station #2. Additionally, the plan allows for the development of green space on all sides of the building and can accommodate the development of public paths across the site.

Table 4.3 below summarizes the areas achieved and anticipated cost. Refer to the following page for a large scale site drawing and building block plans by level.

Refer to Appendix D for diagrams detailing the proposed phasing of the construction on site.

Table 4.3: Site Distribution Concept 1 - 1903 Mt. Newton Cross Road		
Component		
Municipal Hall	Bldg. Gross Area: 1788m²/19,246 sq ft	
Fire Station #2	Bldg. Gross Area: 557m²/5,996 sq ft	
Police Services	Bldg. Gross Area: 1504m²/16,189 sq ft	
Underground Parking	Bldg Gross Area: 3693m²/39,751 sq ft	
TOTALS	Bldg. Gross Area: 7542m²/81,181 sq ft	Est Construction Cost: \$77,025,600
	Site Area Required: 2.53 acres/10,249m²	Est Sale Revenue: \$7,431,000
	Area for other development: 1.55 acres/ 6,269m²	



Figure 4.3 1903 Mt Newton Cross Road Existing Site, Source: Central Saanich GIS

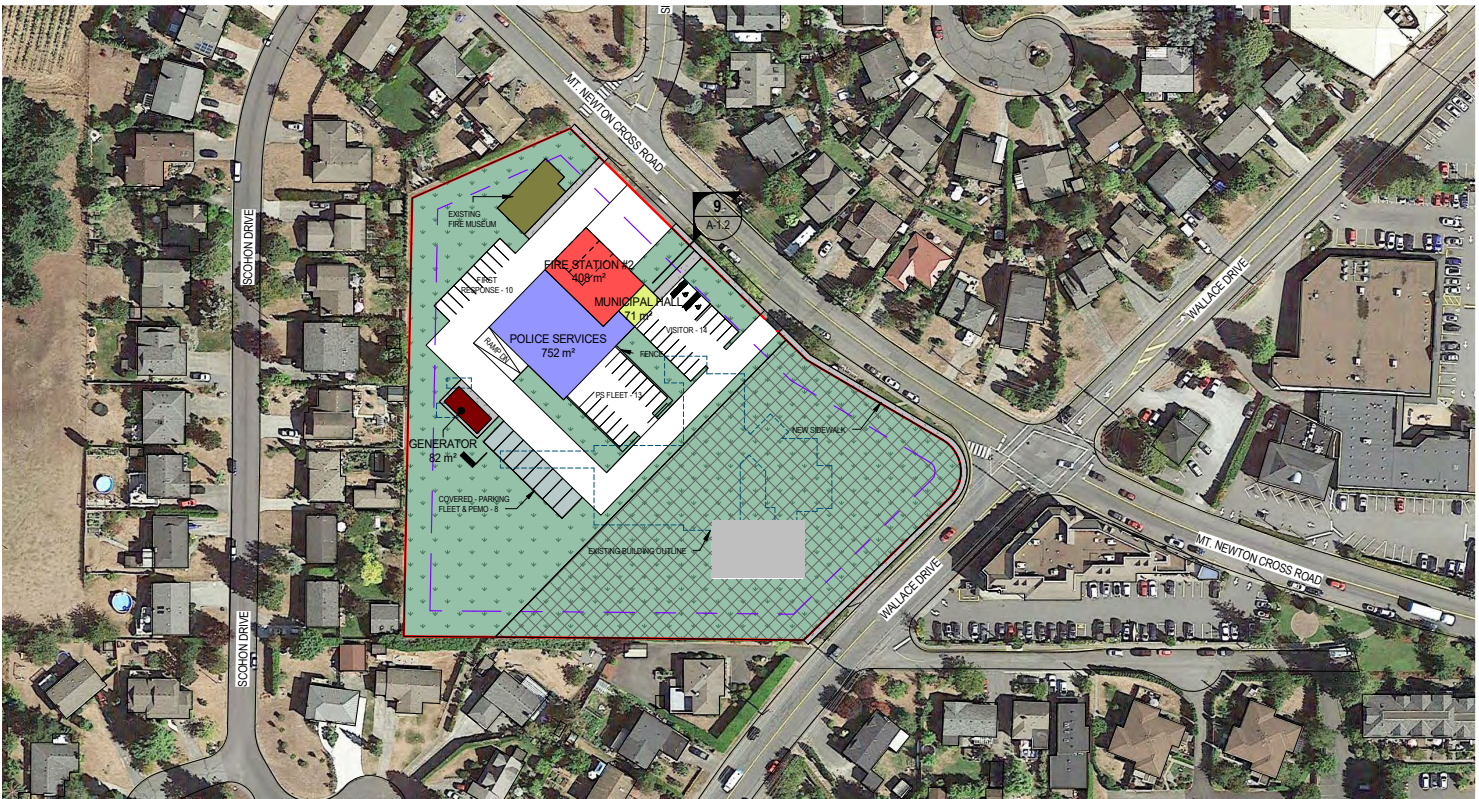
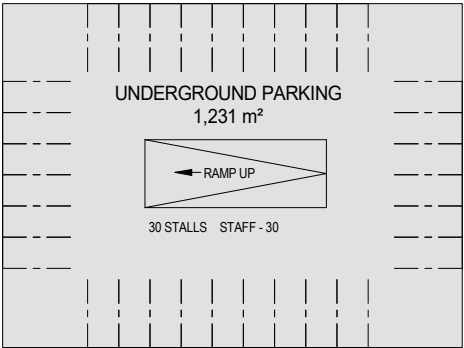


Figure 4.4 1903 Mt Newton Cross Road Site Concept: Site Distribution Concept 1

Site Distribution Concept 1: 1903 Mt. Newton Cross Road



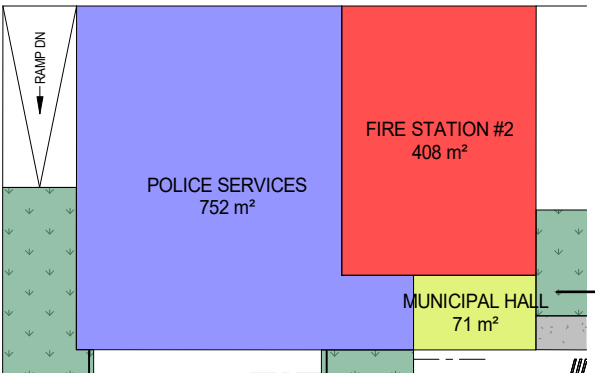
Figure 4.5 1903 Mt Newton Cross Road Site Concept: Site Distribution Option 1



P3-P1 (1231m2 each)

Underground Parking: 3 Levels at 1231m2 each, 89 Stalls total.

Staff Parking, Visitor Parking (overflow), Municipal Hall Fleet Parking, Bike Storage

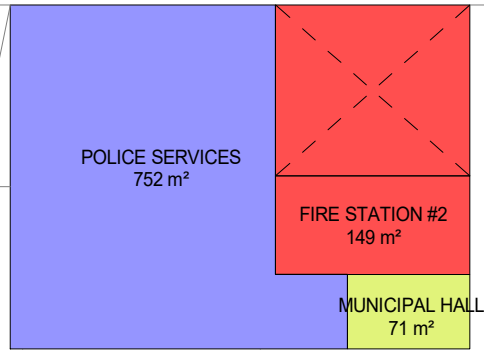


GROUND (1231m2)

Police Services public and operational spaces

Fire Station operational spaces

Municipal Hall Entry Lobby (shared with Police Services)

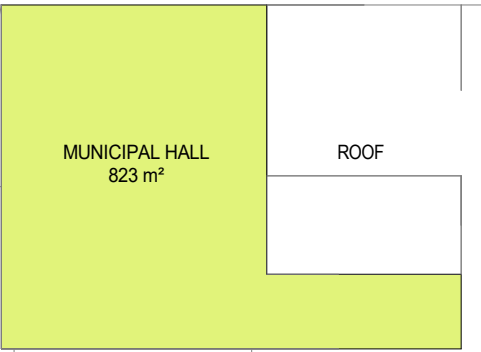


LEVEL 2 (972m2)

Police Services administration and support spaces

Fire Station administration spaces

Municipal Hall Entry Lobby



LEVEL 3 and 4 (823m2 each)

Municipal Hall

Level 3: Consolidated Service Counter and associated department spaces (Planning/Bldg/ Bylaw, Engineering, Finance/IT), Building Support

Level 4: Council Chambers/Committee-Training Room, Administration, Community Services, Shared Storage, Staff Support

4.1.3

Site Distribution Concept 1: 1703 Keating Cross Road

In Site Distribution Concept 1, the Municipal Works Yard remains at 1703 Keating Cross Road, but is consolidated to the front of the site, to free up area for potential sale.

Administration and operations interior spaces are consolidated into a new two-storey Operations Building at the front of the site. The ground level of this building houses the fleet maintenance spaces as well as workshop and storage spaces. The second level houses the administration space and staff support spaces.

Surface parking for staff and fleet are located adjacent to the new Operations Building for efficiency and safety, reducing pedestrian travel across the site.

Bulk Materials Storage, Salt Storage and Brine Production are consolidated on the eastern perimeter within the secure yard. For pricing purposes it is assumed that the existing brine production components as well as the existing quonset housing the salt storage will be relocated to this new location.

The recycling/garbage storage area remains on the western perimeter of the site, but is shifted north. Maintaining its existing location reduces the required amount of civil work to create the grade change required to allow materials to be dumped from a high level down into bins at ground level.

Yard storage elements that are required to be covered or enclosed are grouped at the south end of the site, directly across from the general uncovered materials storage.

Finally, the fuel station and washbay are relocated to suit the new layout. However, further study of the fleet parking layout could consider the potential to retain the fuel station in its existing location for cost savings.

The site is secured by two gates, one gate at the main entrance to the site to secure the complete site after hours, and one gate at the back of the Operations Building to secure the fleet parking and general yard during the work day when public may visit the site.

A landscape buffer is provided at the front of the site, with the potential to retain existing trees in that location. The existing allowance for road access along the eastern perimeter of the site, is retained to provide access to the back of site for potential sale.

Table 4.4 below summarizes the areas achieved and anticipated cost. Refer to the following page for a large scale site drawing and building block plans by level.

Refer to Appendix D for diagrams detailing the proposed phasing of the construction on site.

Table 4.4: Site Distribution Concept 1 - 1703 Keating Cross Road			
Component			
Municipal Works Yard	Bldg. Gross Area: 2079m ² /22,378 sq ft (incl 180m ² for enclosed parking)		
	Bldg. Gross Area: 2079m ² /22,378 sq ft (incl 180m ² for enclosed parking)		
TOTALS	Site Area Required: 5.55 acres /22,471 m ²	Est. Construction Cost: \$41,347,200	
	Area for other development: 3.62 acres/ 14,646m ² + 0.53 acres/2138m ² laneway access = 4.15 acres/16,784m ²		



Figure 4.6 1703 Keating Cross Road Site Concept: Existing Site

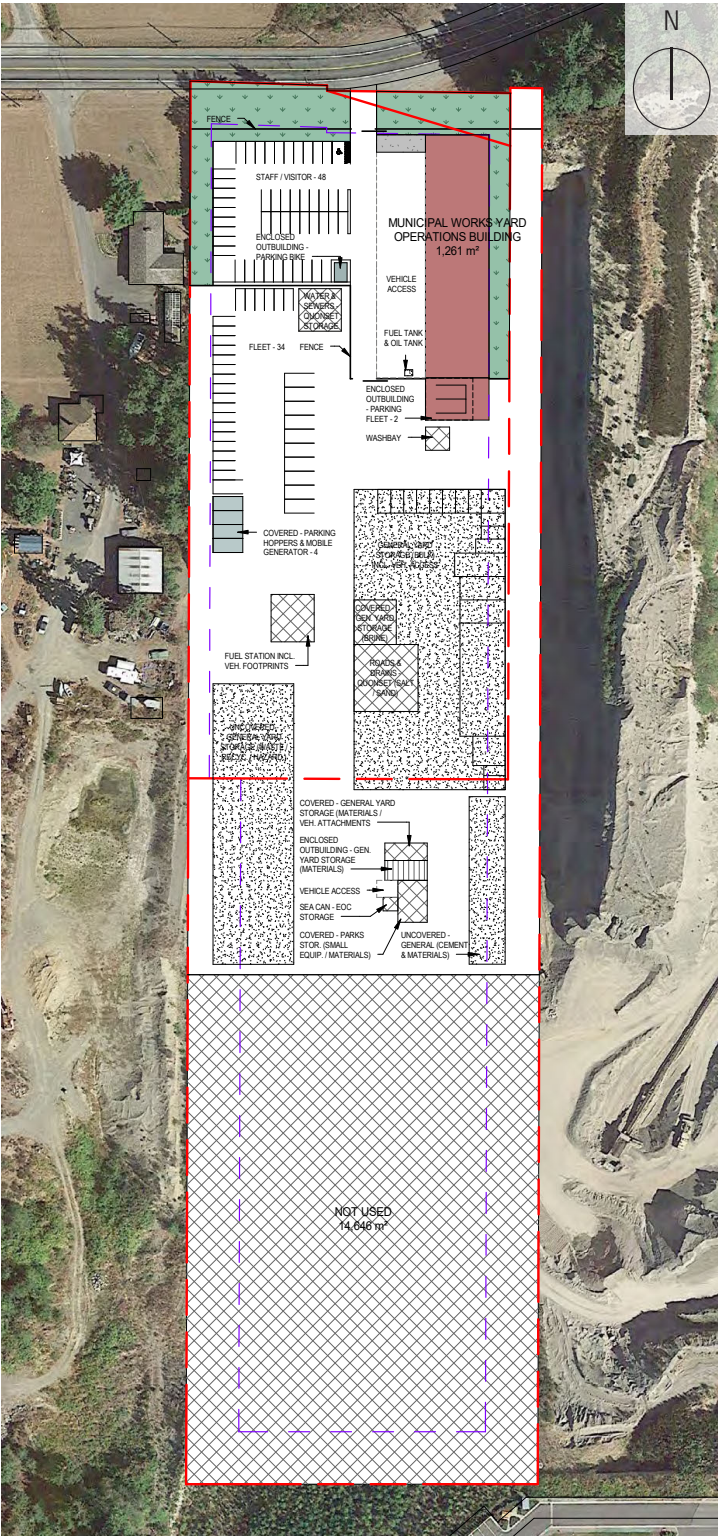
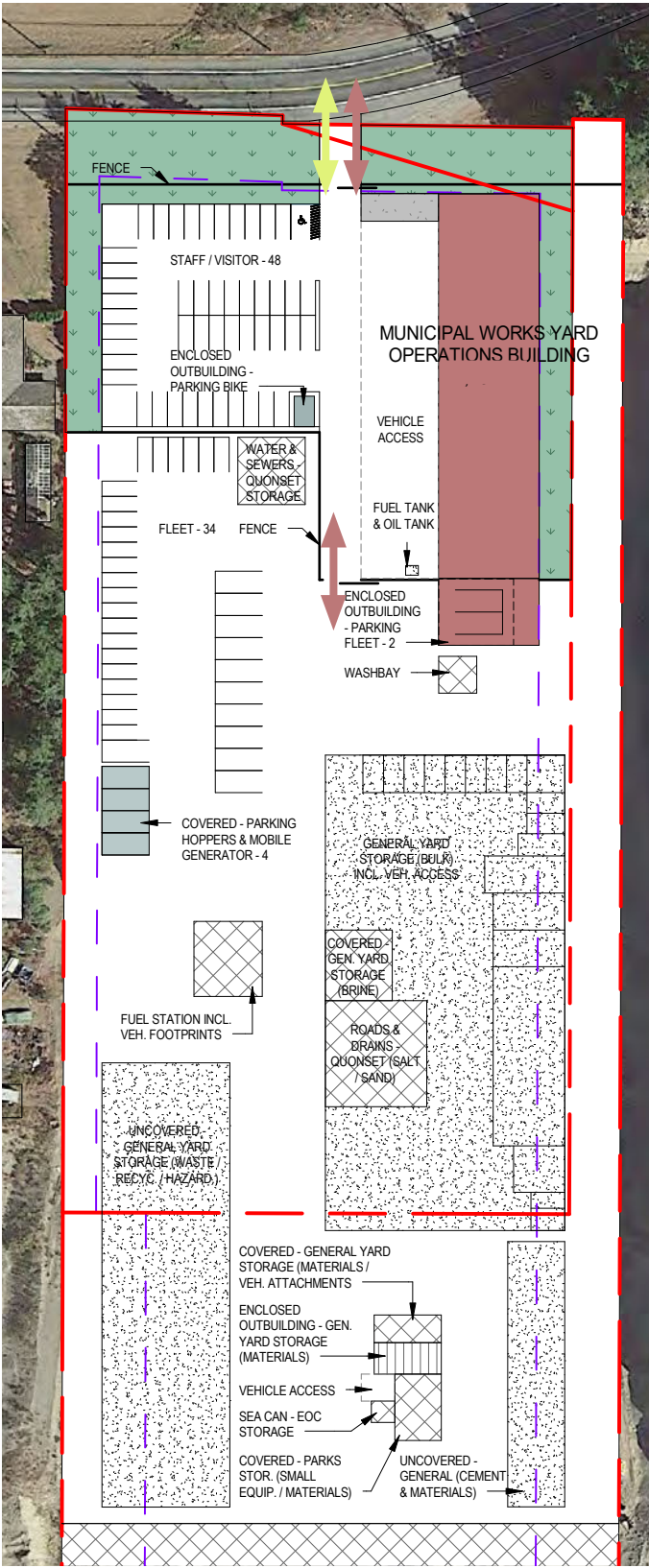


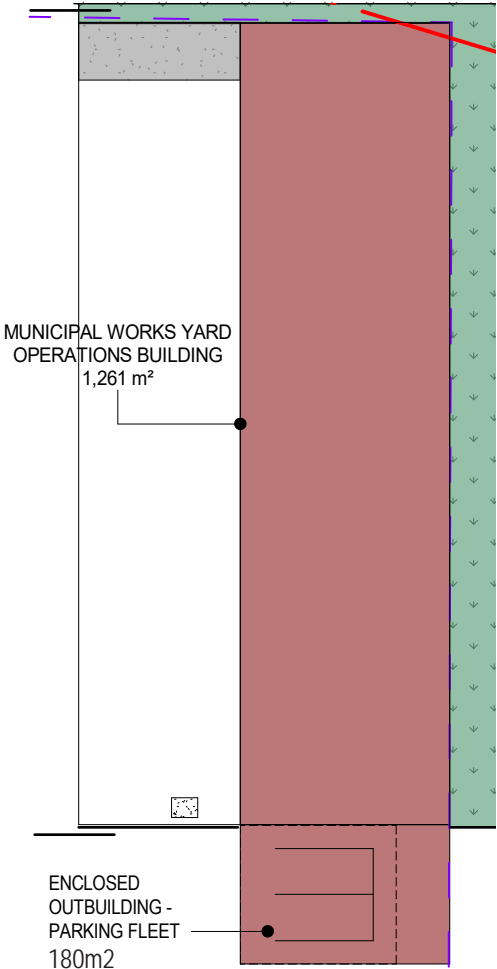
Figure 4.7 1703 Keating Cross Road Site Concept: Site Distribution Concept 1

Site Distribution Concept 1: 1703 Keating Cross Road



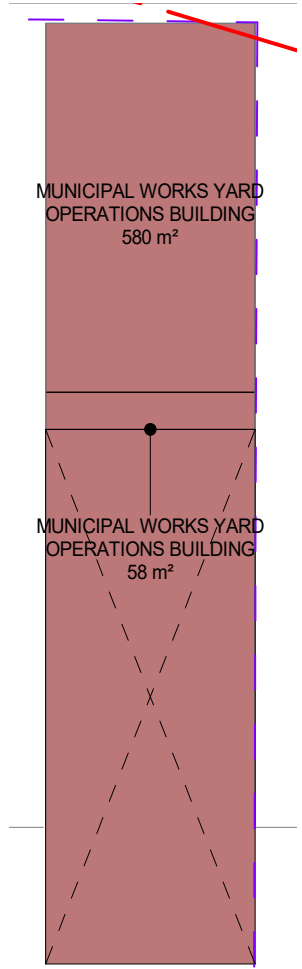
Staff/Public Access
Fleet Vehicle Access

Figure 4.8 1703 Keating Cross Road Site Concept: Site Distribution Concept 1



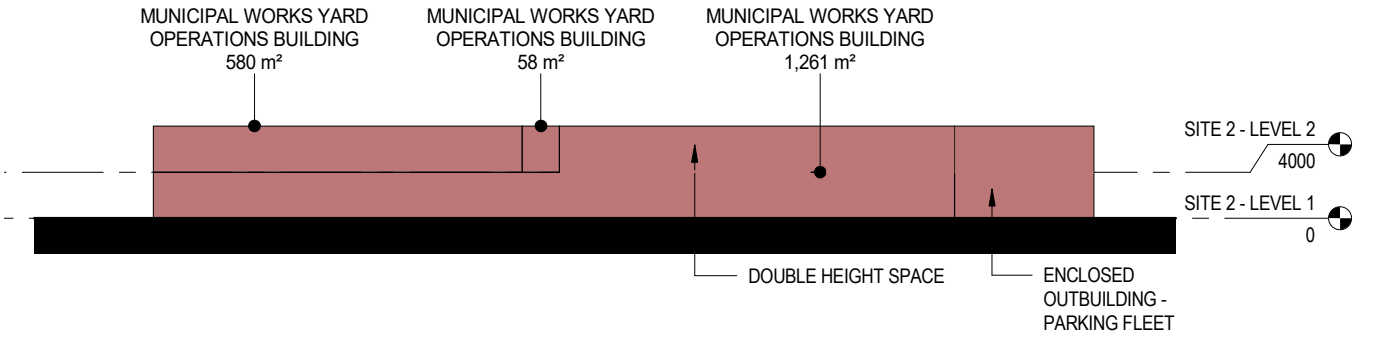
GROUND (1441m2)

- Fleet Maintenance Bays & associated spaces
- Workshops
- Interior Operational Storage Spaces
- Enclosed Fleet Parking (climate controlled)



LEVEL 2 (638m2)

- Administration Space
- Staff Support Space (ex: lockers, lunch room)
- Mezzanine: Operational Storage associated with Roads/Drains workshop



BUILDING SECTION

4.2

SITE DISTRIBUTION CONCEPT 2

In Site Distribution Concept 2, the Municipal Hall, Police Services and Fire Station #2 are relocated to a potion of the Hovey Road Site as shown in Figure 4.9 this page.

The Municipal Works Yard remains at 1703 Keating Cross Road as shown in Figure 4.10 this page. The Works Yard is more efficiently planned to reduce the site area required and free up space for sale at the back of the site.

Table 4.5 below provides a cost summary of Site Distribution Concept 2. The following pages provide more detailed descriptions of development on each of the sites.

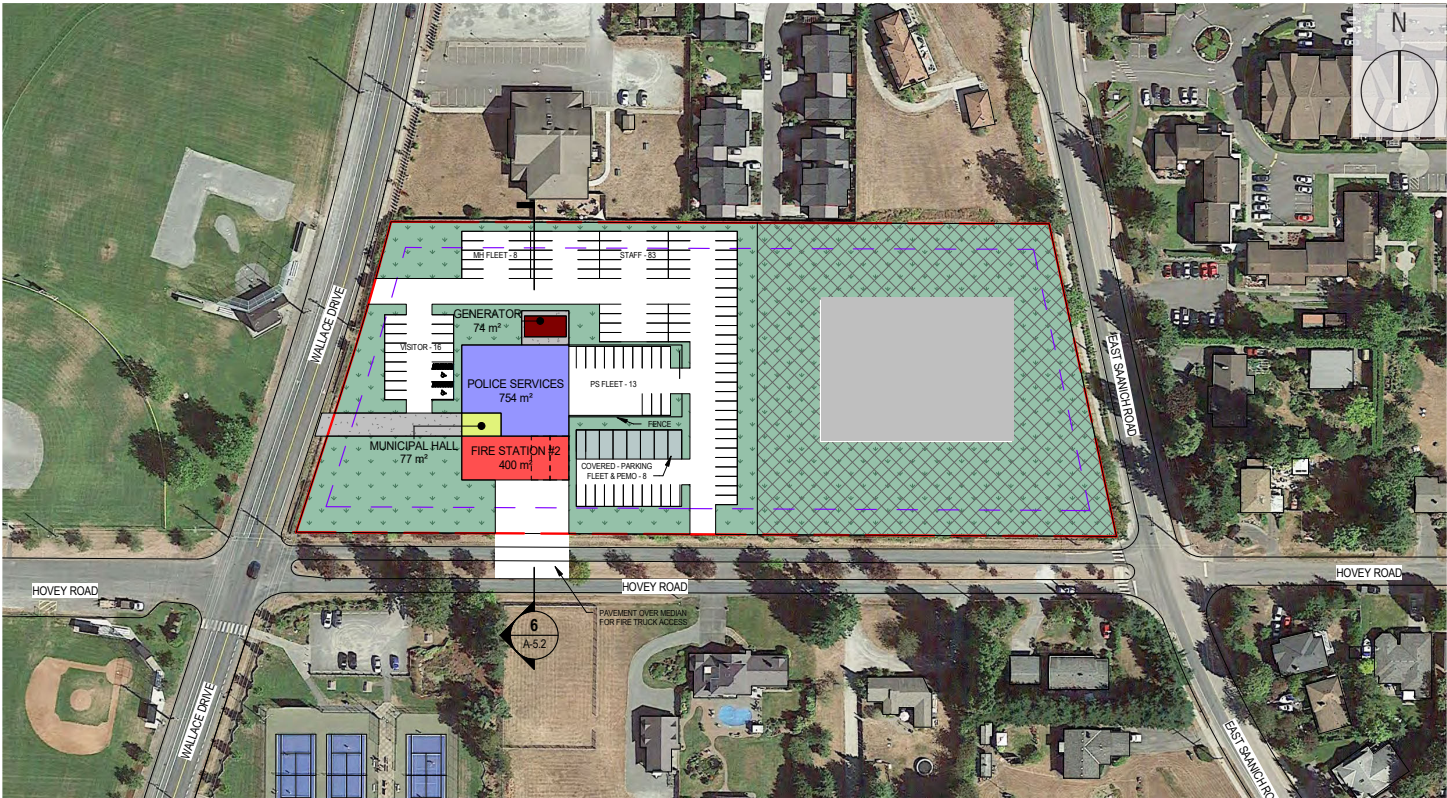


Figure 4.9 Hovey Road Site Concept: Site Distribution Concept 2

Table 4.5: Site Distribution Concept 2 Cost Summary by Site				
Site	Construction Cost incl soft costs	Sale Revenue (late 2026)	Land Purchase Price (2023)	Total
Hovey Road Site	\$53,094,000	\$23,339,000	\$7,360,000	\$37,115,000
1703 Keating Cross Road	\$41,347,200	\$6,000,000	\$0	\$35,347,200
Totals	\$94,441,200	\$29,339,000	\$7,360,000	\$72,462,200

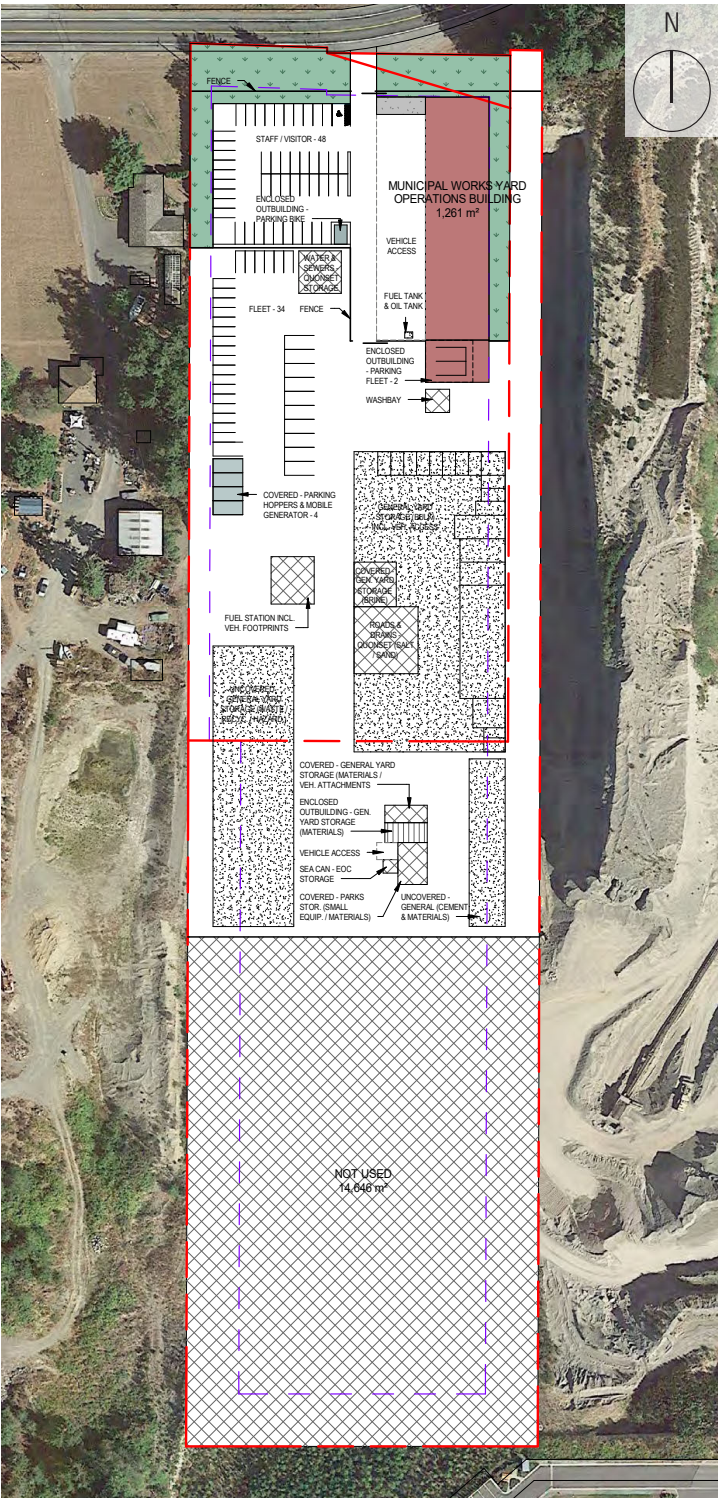


Figure 4.10 1703 Keating Cross Road Site Concept: Site Distribution Concept 1

4.2.1

Site Distribution Concept 2: Hovey Road

In Site Distribution Concept 2, the Municipal Hall, Police Services and Fire Station #2 relocate to the new Hovey Road site. The existing site at 1903 Mt Newton Cross Road would be sold, and this new site would be purchased. The Hovey site could be built in a single phase and does not require any temporary accommodations.

The Hovey Road site is directly across from Centennial Park, creating the opportunity to make a municipal precinct and free up the Mt Newton Cross Road site for mixed use development as part of the commercial centre.

The proposed new building is a four (4) storey structure with surface parking and ample green space to relate to Centennial Park and provide for improved pedestrian sidewalks at the site.

The ground level is prioritized for key operational spaces for Police Services and the Fire Station, including the apparatus bays and the associated support spaces as well as the detention, processing and operations support spaces for Police Services. A small entry lobby is identified for the Municipal Hall that can also act as the public entry for Police Services.

The second level contains administrative and associated support spaces for the Fire Station and Police Services. The area provided for Police Services exceeds the program

required, providing potential growth space for any of the functional groups located in the building.

The third and fourth levels of the building contain the Municipal Hall. A consolidated public service counter for Engineering, Planning/Building/Bylaw and Finance/IT is located on the third level, with the administration space for those associated departments. The fourth level contains the Council Chambers and Committee/Training Room, shared storage and staff support spaces as well as the remaining administrative departments.

The proposed location of the building allows for separated circulation flows for safety and efficiency, with public and staff accessing the site off Wallace Drive, while operations vehicles for Police and Fire would access the site off Hovey Road. Road improvements would need to be provided at Hovey Road in order to improve access for the large fire trucks.

[Redacted text]

Table 4.6 below summarizes the areas achieved and anticipated cost. Refer to the following page for a large scale site drawing and building block plans by level.

Table 4.6: Site Distribution Concept 2 - Lot A/B Hovey Road			
Municipal Hall	Bldg. Gross Area: 1816m²/19,547 sq ft		
Fire Station #2	Bldg. Gross Area: 547m²/5,888 sq ft		
Police Services	Bldg. Gross Area: 1508m²/16,232 sq ft		
TOTALS	Bldg. Gross Area: 3871m²/41,667 sq ft		
	Site Area Required: 2.69 acres/10,886m²		
	Area for other development: 2.14 acres/8648m²		

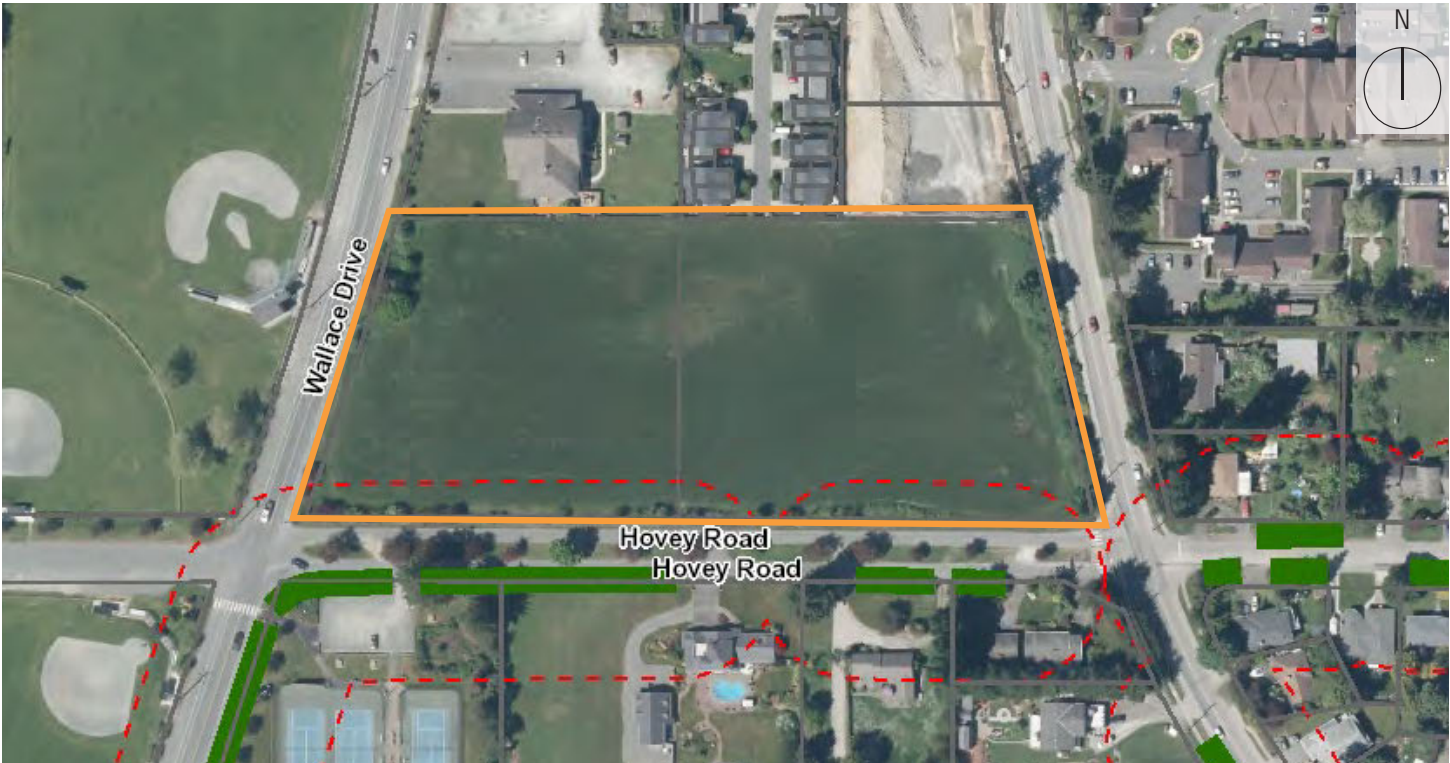


Figure 4.11 Hovey Road Existing Site, Source: Central Saanich GIS

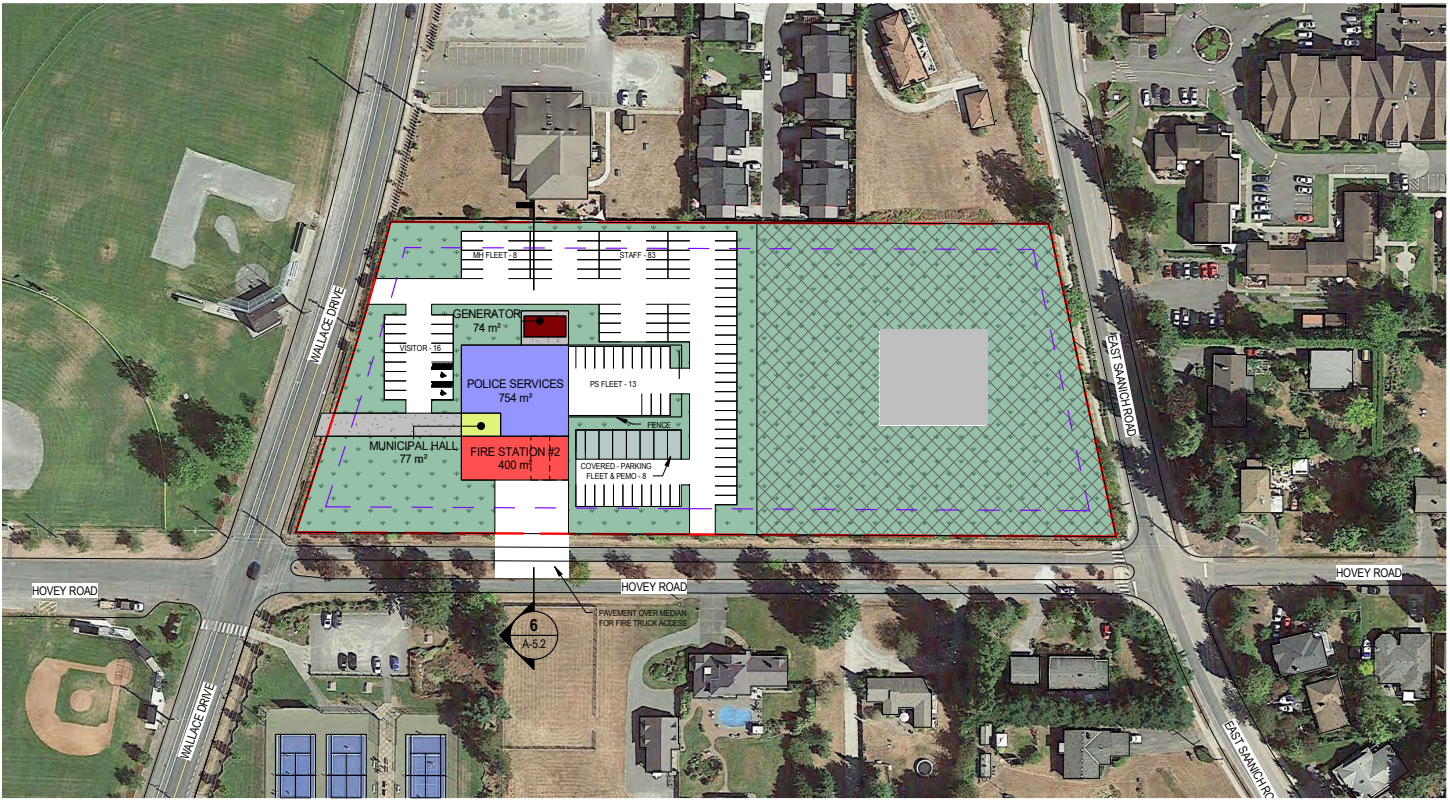


Figure 4.12 Hovey Road Site Concept: Site Distribution Concept 2

Site Distribution Concept 2: Hovey Road

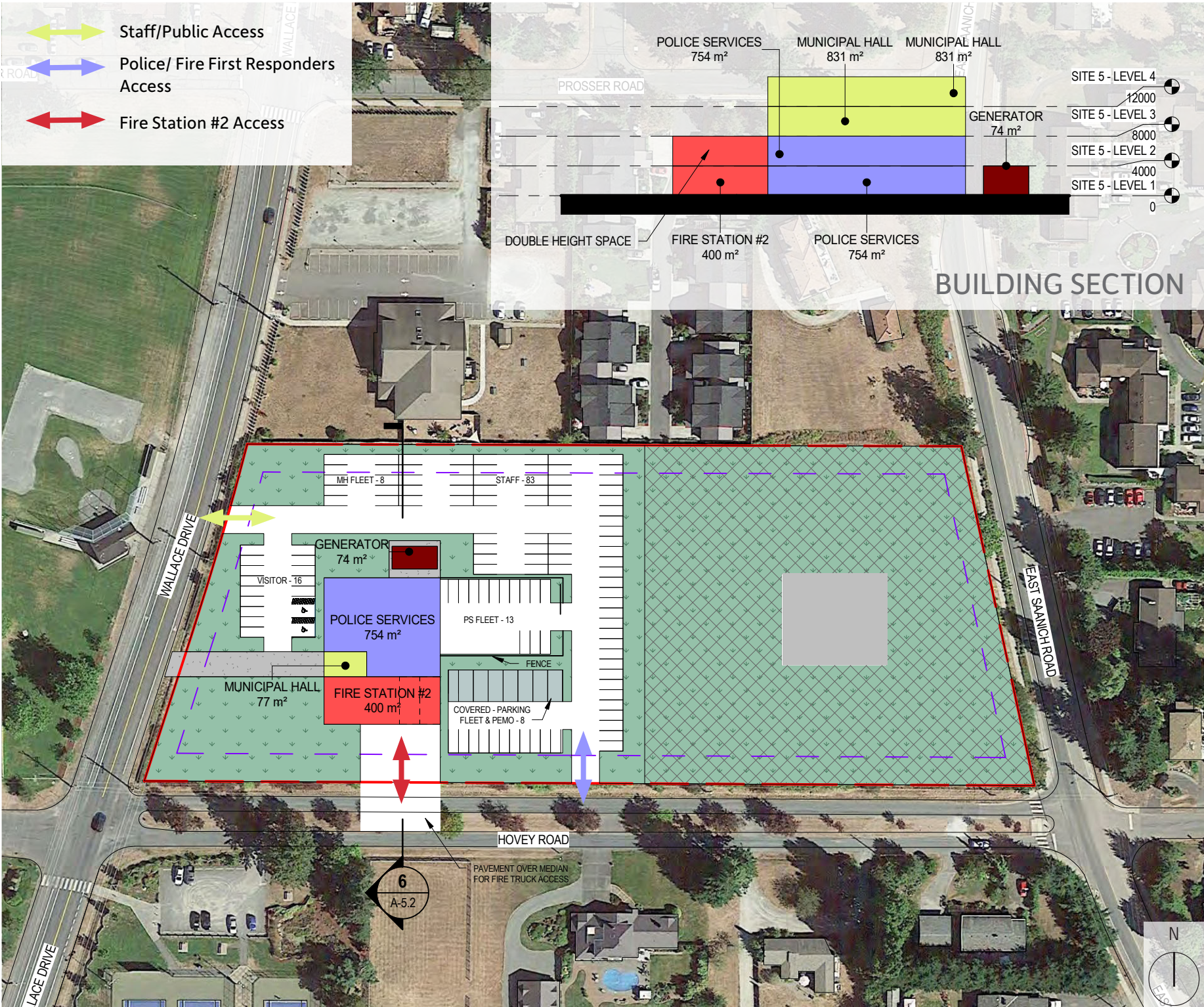
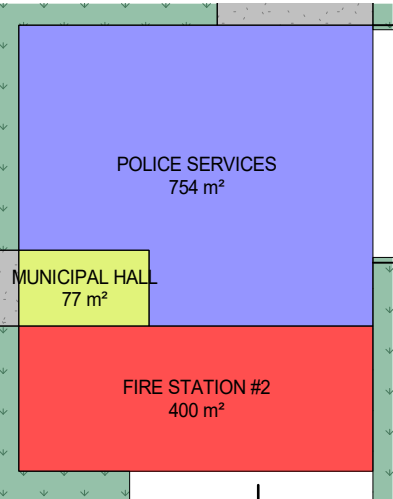
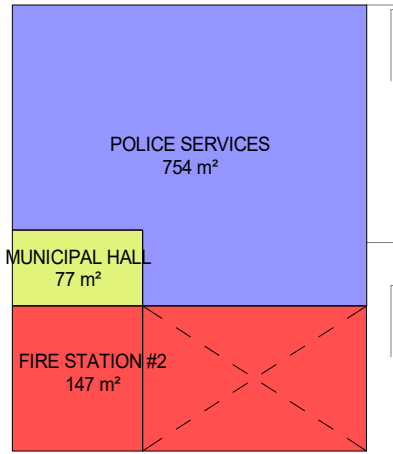


Figure 4.13 Hovey Road Site Concept: Site Distribution Concept 2



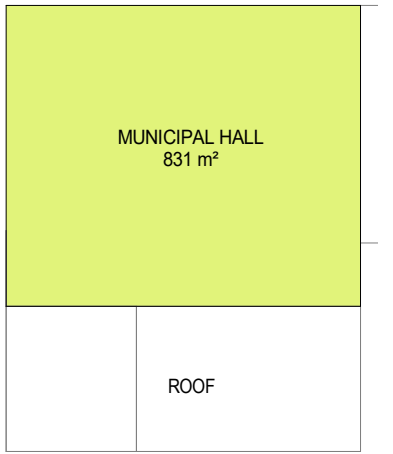
GROUND (1231m²)

- Police Services public and operational spaces
- Fire Station operational spaces
- Municipal Hall Entry Lobby (shared with Police Services)



LEVEL 2 (978m²)

- Police Services administration and support spaces
- Fire Station administration spaces
- Municipal Hall Entry Lobby



LEVEL 3 and 4 (831m² each)

- Municipal Hall
- Level 3: Consolidated Service Counter and associated department spaces (Planning/ Bldg/ Bylaw, Engineering, Finance/IT), Building Support
- Level 4: Council Chambers/Committee-Training Room, Administration, Community Services, Shared Storage, Staff Support

4.2.2

Site Distribution Concept 2: 1703 Keating Cross Road

In Site Distribution Concept 2, the Municipal Works Yard remains at 1703 Keating Cross Road. The site plan is as per Site Distribution Concept 1. Refer to section 4.1.3 for details.

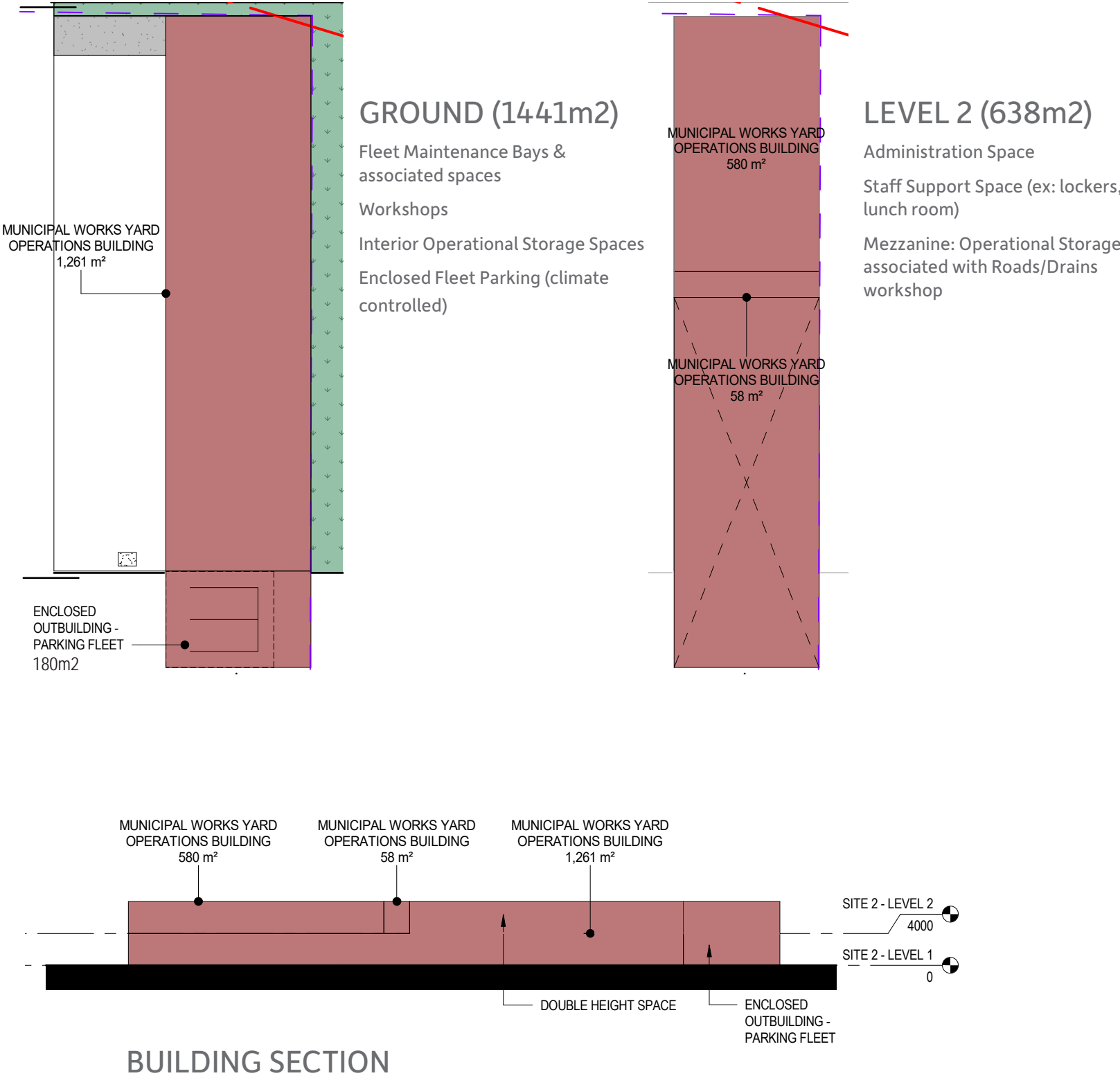
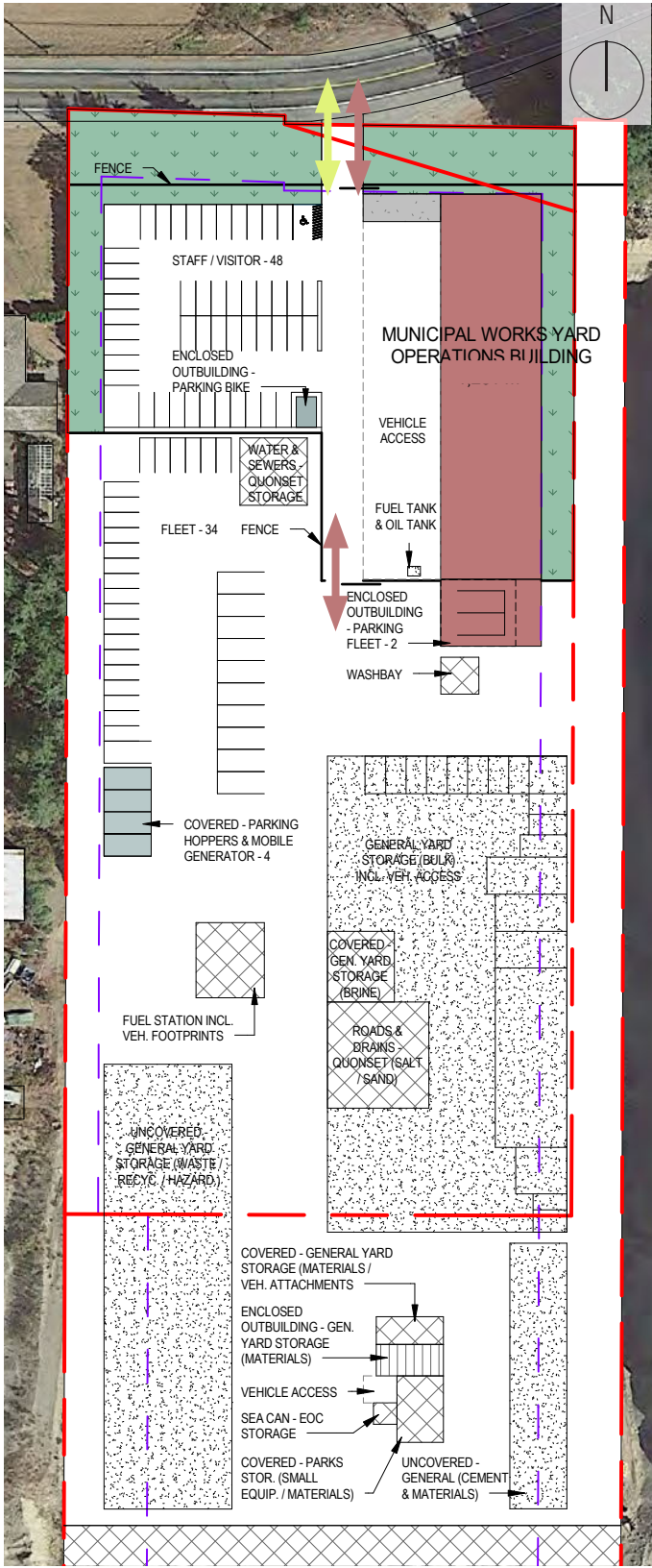
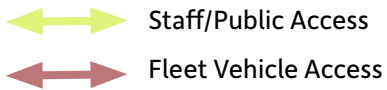


Figure 4.14 1703 Keating Cross Road Site Concept: Site Distribution Concept 2

4.3

SITE DISTRIBUTION CONCEPT 3

In Site Distribution Concept 3, the Municipal Hall, Police Services and Municipal Works Yard are relocated to the full this page. Fire Station #2 remains at 1903 Mt Newton Cross Road in a new building on the western side of the site as shown in Figure 4.16 this page. The full site at 1703 Keating Cross Road and a portion of the site at 1903 Mt Newton Cross Road are then made available for sale.

Table 4.7 below provides a cost summary of Site Distribution Concept 3. The following pages provide more detailed descriptions of development on each of the sites.

Table 4.7: Site Distribution Concept 3 Cost Summary by Site				
Site	Construction Cost incl soft costs	Sale Revenue (late 2026)	Land Purchase Price (2023)	Total



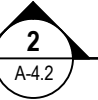
Figure 4.16 1903 Mt Newton Cross Road Site Concept: Site Distribution Concept 3

4.3.1



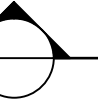
This map is a user reference only. D





PLAN - SITE 4.2

SCALE: 1 : 500



PLAN - SITE 4.2

SCALE: 1 : 500

PLAN - SITE 4.2

SCALE: 1 : 500

KEATING CR



NOT USED
14,646 m²



PLAN - SITE 4.2 - LEVEL 3

SCALE: 1 : 500

MUNICIPAL HALL

MUNICIPAL HALL

MUNICIPAL WORKS YARD



PLAN - SITE 4.2 - LEVEL 3

SCALE: 1 : 500

4.3.2

Site Distribution Concept 3: 1903 Mt Newton Cross Road

In Site Distribution Concept 3, Fire Station #2 remains at 1903 Keating Cross Road to meet the required emergency response times. The Fire Station is accommodated in a new two-storey building at the north-west corner of the site, with access from Mt Newton Cross Road. Relocating the new building opens up the west of the site for sale for potential mixed use development to relate the anticipated future development across Wallace Drive and Mt Newton Cross Road.

The ground level includes the apparatus bays as well as the operational spaces that directly support emergency response, such as the SCBA Room and turnout gear storage. The second level contains administrative support space.

Table 4.9 below summarizes the areas achieved and the anticipated cost. Refer to the following page for a large scale site drawing and building block plans by level.

Refer to Appendix D for diagrams detailing the proposed phasing of the construction on site.

Table 4.9: Site Distribution Concept 3 - 1903 Mt Newton Cross Road		
Component		
Fire Station #2	Bldg. Gross Area: 572m ² /6,157 sq ft	
TOTALS	Bldg. Gross Area: 572m ² /6,157 sq ft	Est Construction Cost: \$13,387,200
	Site Area Required: 1.69 acres/6831m ²	Est Sale Revenue: \$11,483,000 ("as rezoned")
	Area for other development: 2.39 acres/ 9687m ²	



Figure 4.21 1903 Mt Newton Cross Road Existing Site, Source: Central Saanich GIS



Figure 4.22 1903 Mt Newton Cross Road Site Concept: Site Distribution Concept 3

Site Distribution Concept 3: 1903 Mt Newton Cross Road

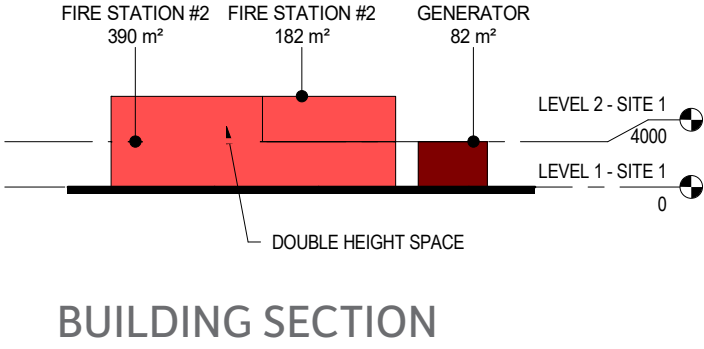
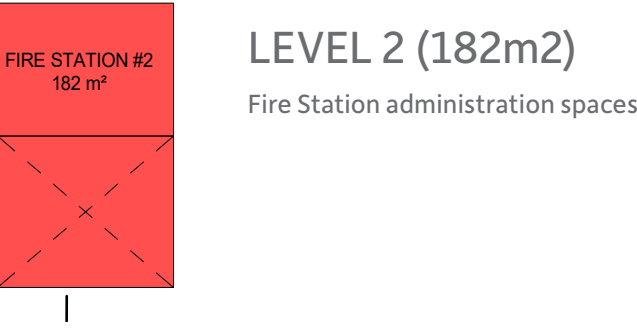
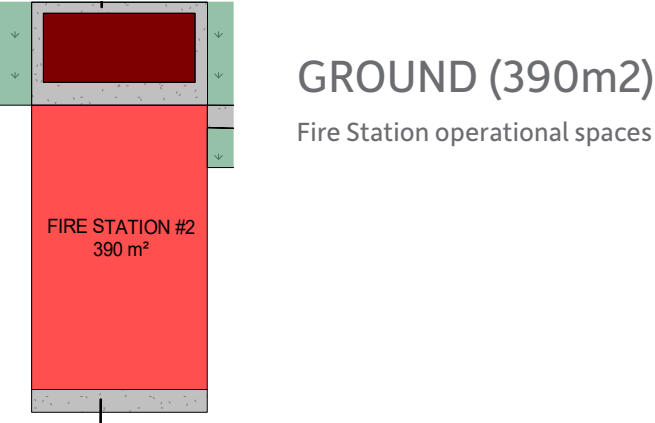


Figure 4.23 1903 Mt Newton Cross Road Site Concept: Site Distribution Concept 3

4.4

SITE DISTRIBUTION CONCEPT 4

In Site Distribution Concept 4, the Municipal Hall, Police Services and Fire Station #2 are relocated to a portion of the Hovey Road Site as shown in Figure 4.24 this page. The unused portion of Hovey Road as well as the full site at 1903 Mt. Newton Cross Road are freed up for sale. The Municipal Works Yard is relocated to [redacted]

[redacted]

[redacted]

[redacted] The full site at 1703 Keating Cross Road is then made available for sale.

For both sites, the projects could be built out in a single phase.

Table 4.10 below provides a cost summary of Site Distribution Concept 4. The following pages provide more detailed descriptions of development on each of the sites.

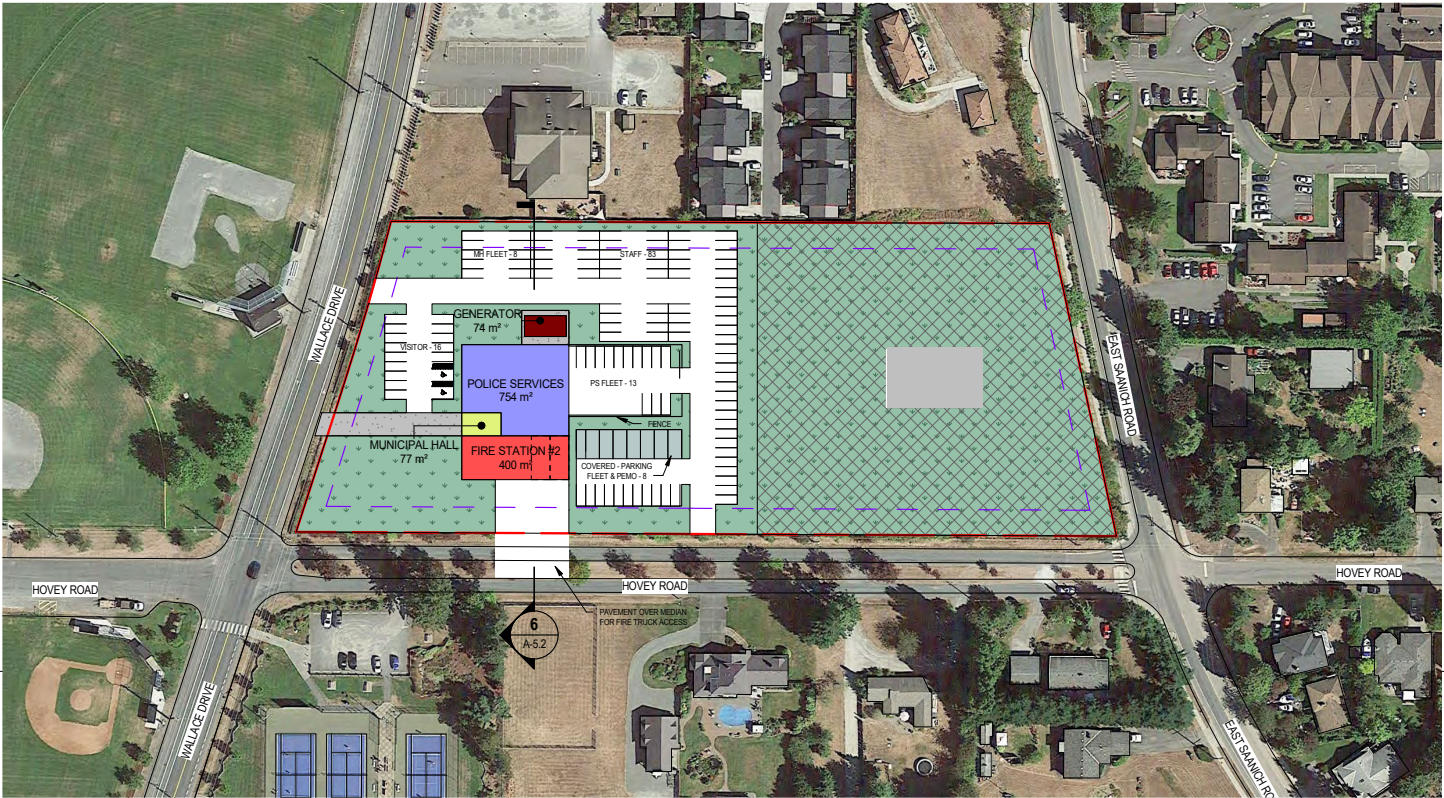


Figure 4.24 Hovey Road Site Concept: Site Distribution Concept 4

Table 4.10: Site Distribution Concept 4 Cost Summary by Site				
Site	Construction Cost incl soft costs	Sale Revenue (late 2026)	Land Purchase Price (2023)	Total

4.4.1
Site Distribution Concept 4: Hovey Road

In Site Distribution Concept 4, the Municipal Hall, Police Station and Fire Station #2 relocate to Hovey Road. The site plan is as per Site Distribution Concept 2. Refer to section 4.2.1 for details.

- Staff/Public Access
- Police/ Fire First Responders Access
- Fire Station #2 Access

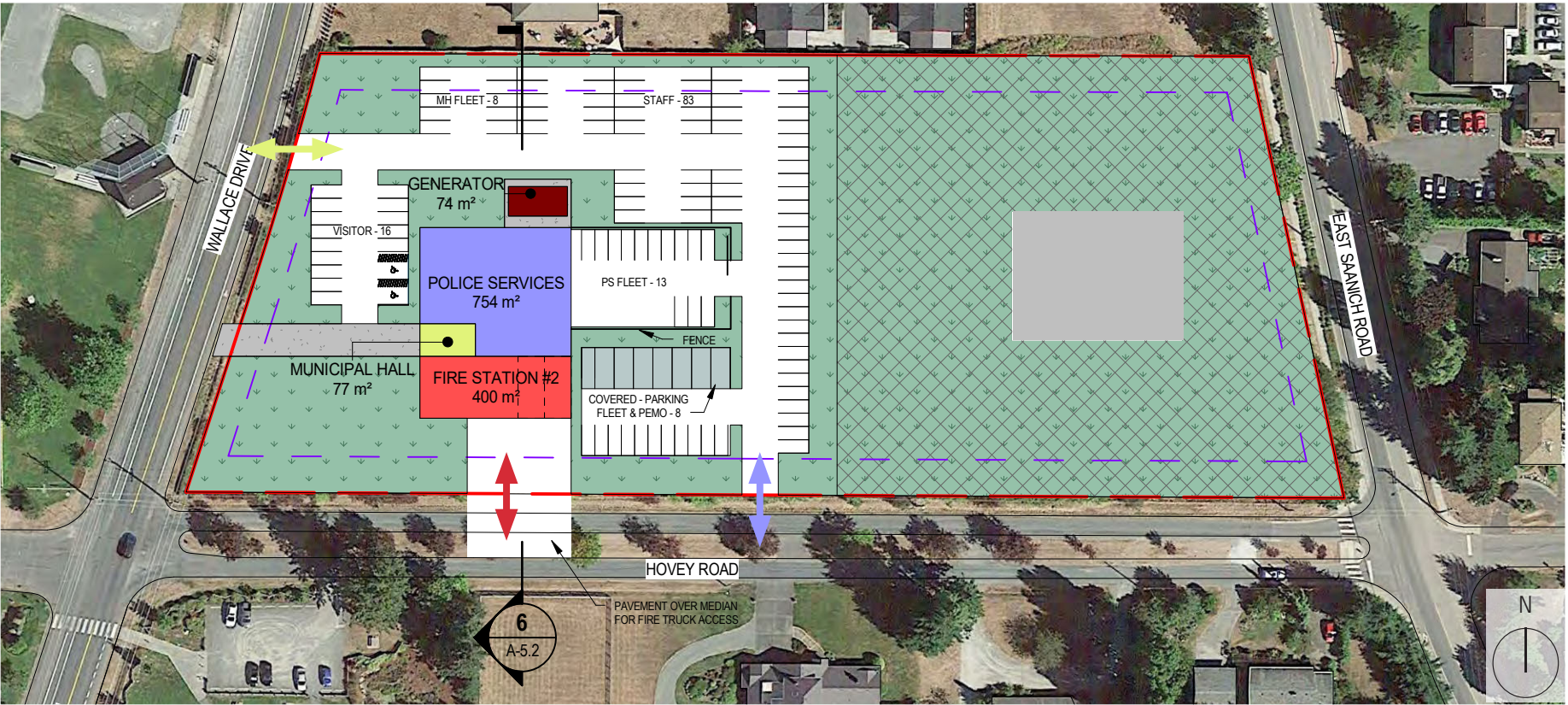
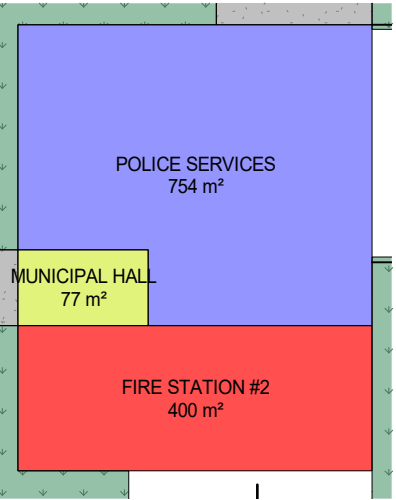
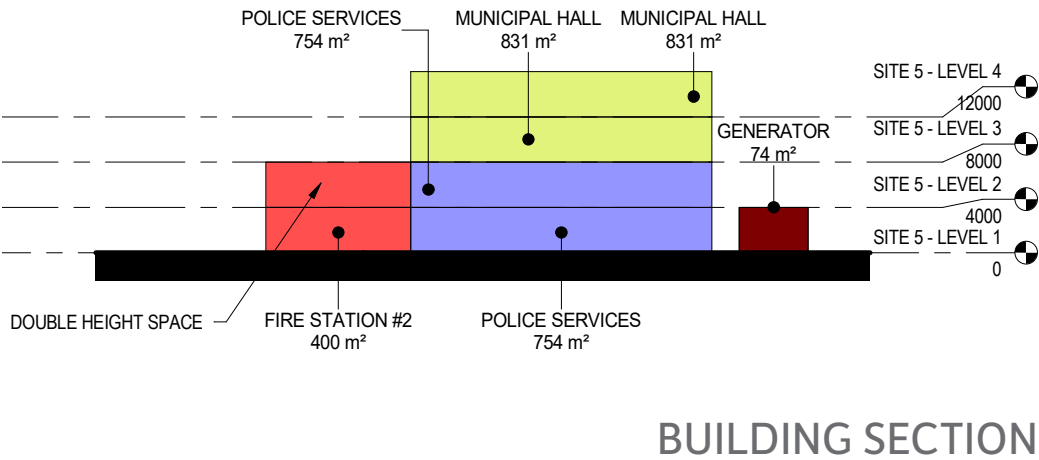
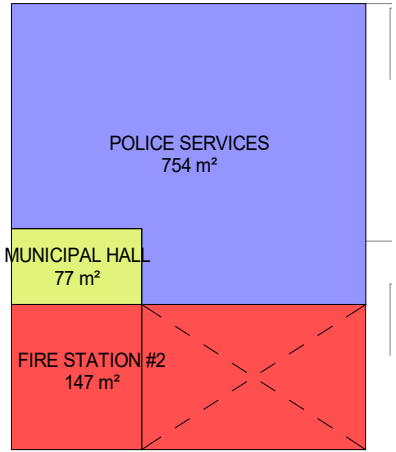


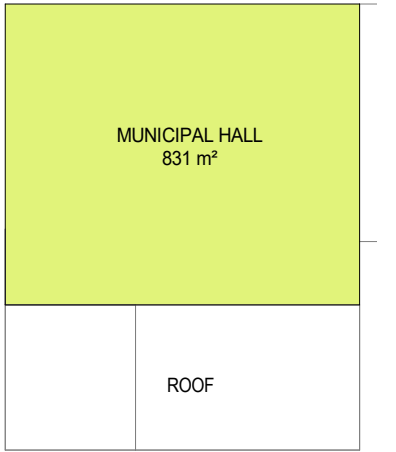
Figure 4.26 Hovey Road Site Concept: Site Distribution Concept 4



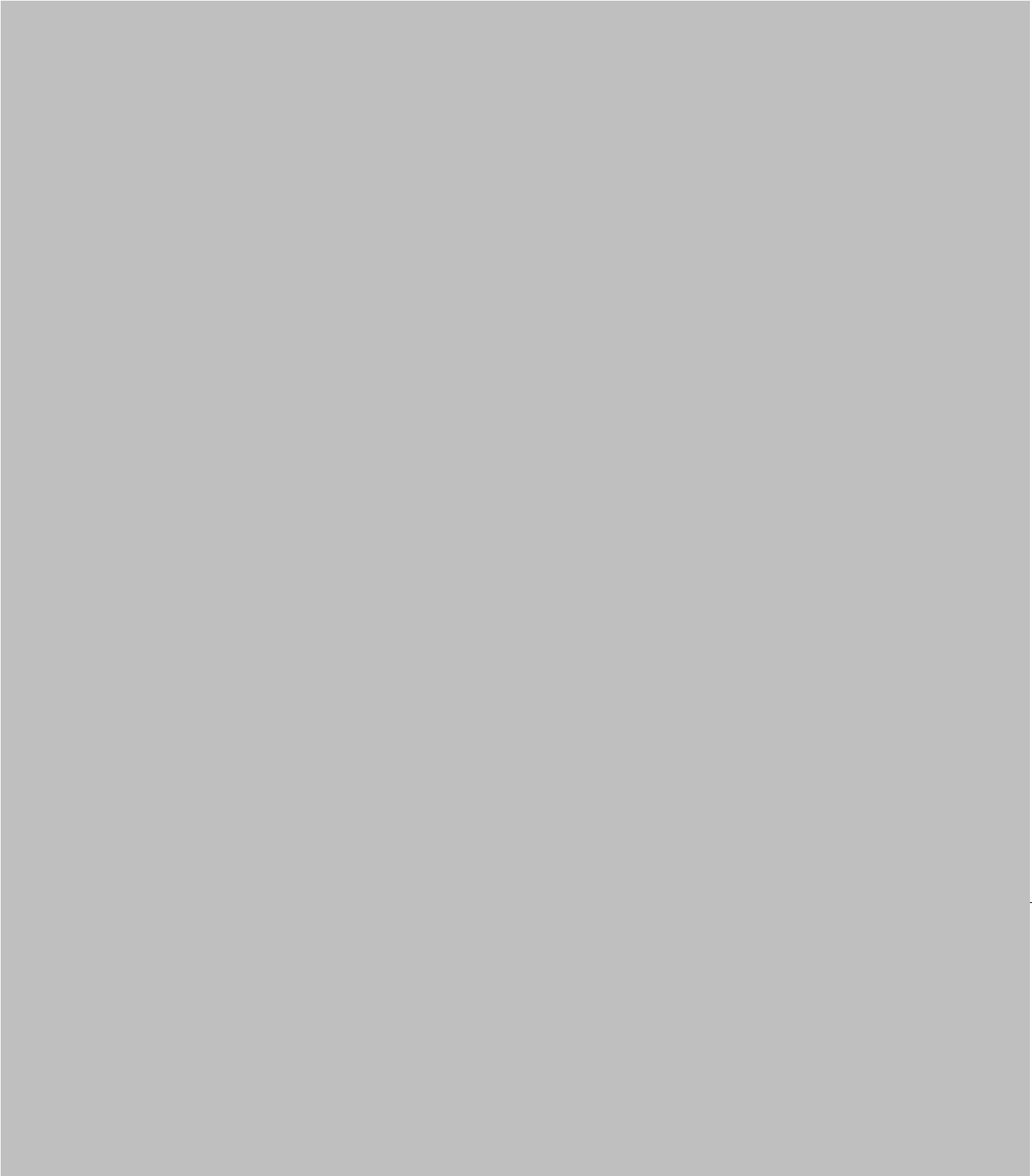
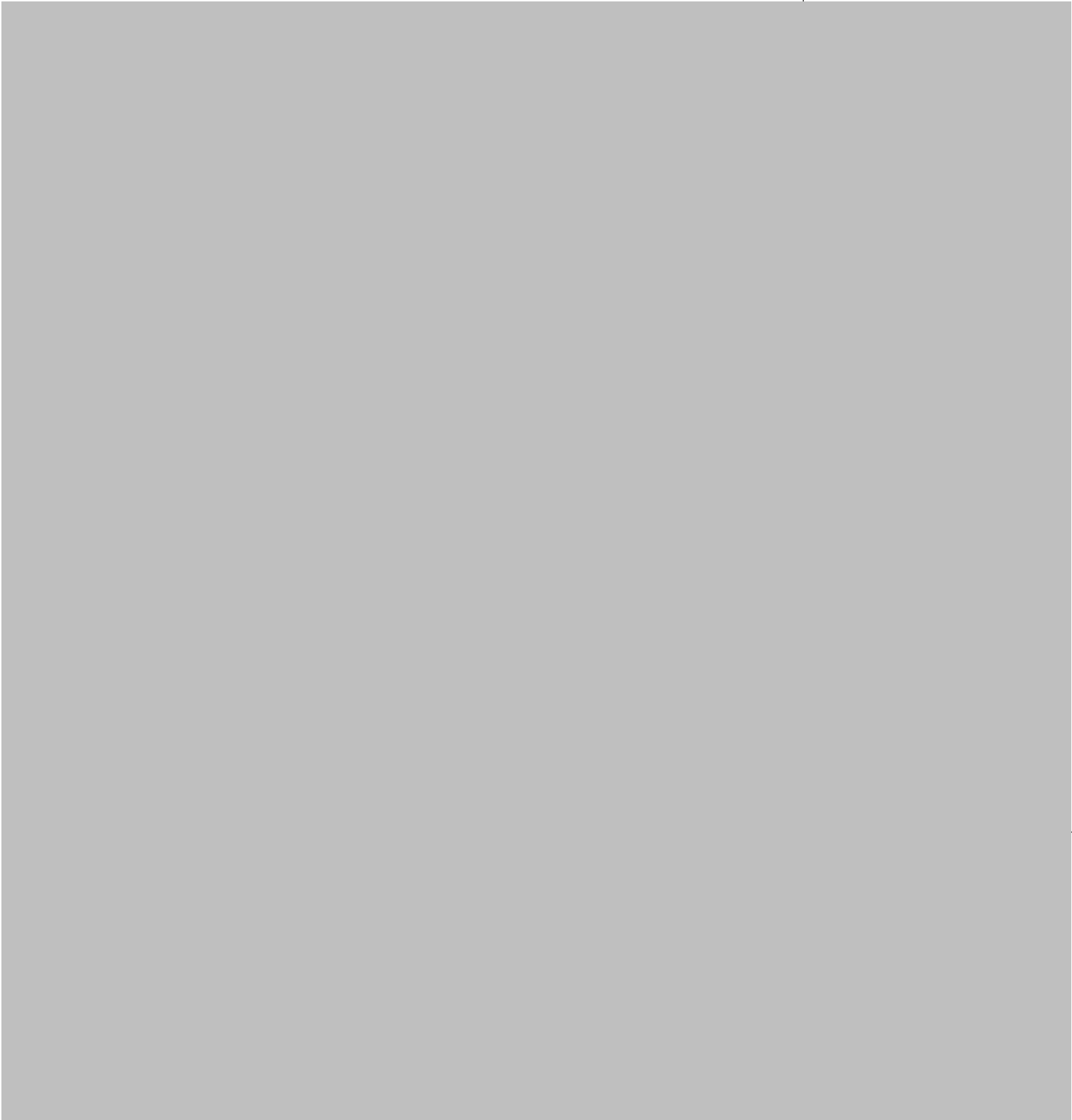
- GROUND (1231m²)
- Police Services public and operational spaces
- Fire Station operational spaces
- Municipal Hall Entry Lobby (shared with Police Services)



- LEVEL 2 (978m²)
- Police Services administration and support spaces
- Fire Station administration spaces
- Municipal Hall Entry Lobby



- LEVEL 3 and 4 (831m² each)
- Municipal Hall
- Level 3: Consolidated Service Counter and associated department spaces (Planning/ Bldg/ Bylaw, Engineering, Finance/IT), Building Support
- Level 4: Council Chambers/Committee- Training Room, Administration, Community Services, Shared Storage, Staff Support



This map is a user
reference only. D



5

Evaluation & Recommendation

5.1

EVALUATION

The four (4) Site Distribution Concepts were evaluated against the project objectives, derived from the OCP Fundamental Principles as well as the additional metrics of Economy and Effectiveness. Each evaluation metric was assigned a relative value and the individual Site Distribution Concepts were ranked against each other, with the concept yielding the highest score deemed to be the most in keeping with the project objectives.

The results of the evaluation process are summarized in the graphic to the right. Based on the evaluation process, Site Distribution Concept 4 is recommended to proceed to further study.

The tables on the following pages provide a summary of the scoring by project objective and by general characteristics criteria such as cost and effectiveness. A full evaluation matrix, including commentary on each Site Distribution Option, is included in Appendix E.

Concept 1



Concept 2



Concept 3



Concept 4



Each Site Distribution Concept was assigned a score from 1 to 5 for each criteria. A weighting factor of 1, 2 or 3 times, was applied to the criteria to reflect its relative importance. The final score for each criteria is generated by multiplying the assigned score by the criteria’s weighting factor.

Table 5.1 Evaluation Scoring Summary - Project Objectives					
Project Objective Criteria:	Weighting Factor	Site Distribution Concept 1	Site Distribution Concept 2	Site Distribution Concept 3	Site Distribution Concept 4
Prioritize development within the Urban Containment Boundary	3	15	15	6	9
Provide area on site for agricultural use (ex: Community Food Production Hub, Demonstration Garden, Land swap with ALR lands)	1	4	4	3	5
Support a balanced approach to growth on-site (ex: not overbuilding municipal site, allowance for potential areas for future expansion adjacent to buildings)	2	6	6	8	6
Provide new, purpose-built facilities to support future service provision and workstyles	2	8	8	8	8
Support synergies between functional groups to streamline operations and increase efficiency	3	9	9	15	12
Develop land to its highest and best use with respect to market feasibility	3	6	12	9	15
Allow for flexibility in phased construction and minimizes disruption to ongoing operations during redevelopment, especially for Police Services and Municipal Yard (ex: minimizes need for swing space, number of temporary moves)	2	4	6	10	10
Achieve synergies with surrounding property uses (ex: access/links to neighbourhood amenities)	3	15	12	6	9
Use compact footprints for Municipal services to make space available for other uses on site, without compromising the functionality of the Municipal services	3	9	12	9	15
Support easy access to public services (ex: close to residential centre)	2	10	8	4	8
Provide accessible space for community use on site such as open plaza space and park/play areas, to promote health/wellbeing and community connection.	2	8	10	6	10
Create an active, pedestrian oriented, street frontage	2	8	8	4	8
Support intuitive wayfinding in the organization of the site (ex: zoning public use to front of site, considering sightlines, placemaking markers)	3	9	15	12	15
Ensure the site is accessible and inclusive for all	3	12	12	12	12
Reflect a “good neighbour” approach to the organization of the site with respect to the surrounding area to minimize negative impacts: consider access points to site, visual sight-lines into the sites, noise transfer etc.	3	12	9	6	6
Support the design “Green and Pedestrian Friendly Streets” (wider sidewalks, bike lanes, integrated trees and landscaping) that prioritize pedestrians and cyclists	2	6	8	8	8
Create new pedestrian cross connections across the site or retain and enhance existing pedestrian paths across the site.	2	10	10	6	10
Employ Crime Prevention Through Environmental Design (CPTED) principles in site organization and building forms: sightlines/overlook	3	12	12	12	12
Enhance the Urban Forest and create urban habitat to support biodiversity	2	8	10	6	10
Employ blue-green solutions and natural systems (ex: rain gardens, bioswales, permeable paving) to address stormwater management on site	3	12	12	9	12
Implement passive design strategies for building massing, orientation, and location to minimize energy demands. Support applicable BC Energy Step Code level identified by District for new construction post 2025	3	9	9	12	9
Support cost effective on-site energy generation and storage, such as Solar Photovoltaic (PV) and Geothermal.	2	8	8	8	8
Support post-disaster response in particular for Police and Fire, and Municipal Works Yard, on-site	3	6	9	9	12
Encourage alternative modes of transportation, including walking, cycling and public transportation (ex: proximity to public transit)	3	12	12	6	12
Subtotal		228	244	198	249

Table 5.1 Evaluation Scoring Summary - General Characteristics					
General Characteristics Criteria:	Weighting Factor	Site Distribution Concept 1	Site Distribution Concept 2	Site Distribution Concept 3	Site Distribution Concept 4
Construction Cost	3	6	12	15	12
Construction time + Project time	3	15	3	3	3
Re-location costs	2	6	4	8	8
Reuse of existing buildings and infrastructure where applicable (ex: quonset huts at Yard)	1	5	5	4	4
Affect on existing infrastructure	2	8	8	2	6
Project Cost (real estate)	3	6	9	12	15
Alignment with current zoning	1	5	2	1	1
Operational Site Access and internal site circulation is efficient and effective for all use types (fleet vehicle, passenger vehicle, bike, pedestrian)	2	6	8	8	10
Site plan supports workflow/functionality and improves service delivery (ex: integrated service counter model)	3	12	12	12	12
Programmatic fit (site accommodates full program including projected growth for Municipal facilities)	2	10	10	8	10
User preference	3	9	12	9	15
Subtotal		88	85	82	96
GRAND TOTAL		316	329	280	345

5.2

RISKS AND FUTURE DESIGN CONSIDERATIONS

At this first stage of design, there are potential risks due to lack of information regarding project sites and program requirements. As the project moves into the next phases of design, the following elements should be considered:

- A formal land survey of the areas to be developed to provide current topographical information to finalize building siting and components and confirm the extent of any re-grading scope of work.
- A geotechnical survey of the areas to be developed to inform engineering design solutions and finalize building siting.
- An environmental assessment report of the areas to be developed to inform architectural and engineering detailed design.
- A traffic study to understand any additional required changes to roadways and intersections to account for increased or changed circulation to the sites to be developed.
- If warranted, an archeological review to identify an archeological potential of project sites.
- A more detailed review and validation of the Functional Program to reconfirm the basis of building and site design.

The information gathered from these studies will inform the further development of the recommended Site Distribution Option and provide greater clarity for future budgeting.

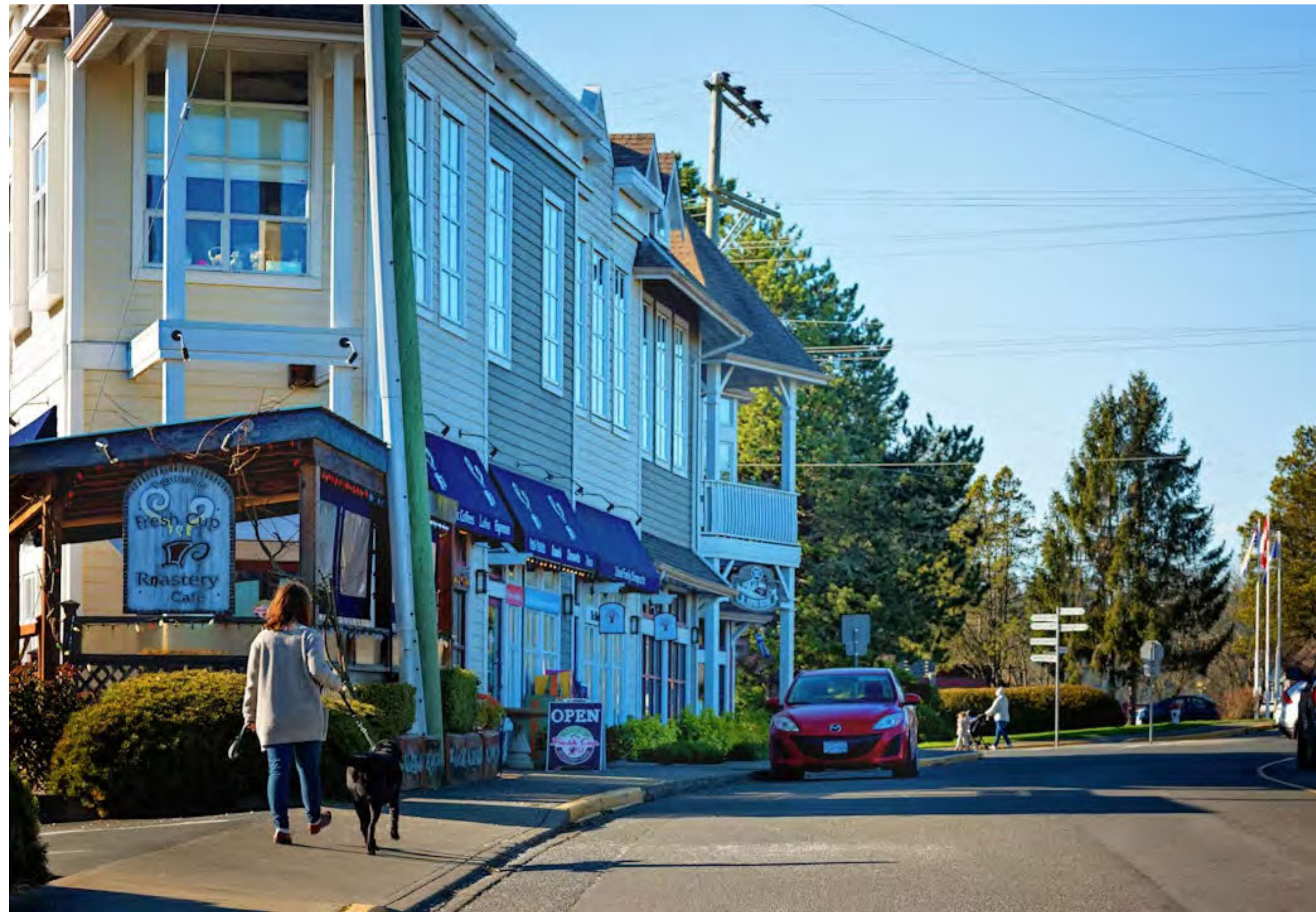


Figure 5.1 Saanichton. Source: Saanichton Village Plan

DISTRICT OF CENTRAL SAANICH RFP NO. 23-001

Facilities Redevelopment Feasibility Study

APPENDICES

PREPARED BY: KASIAN ARCHITECTURE, INTERIOR DESIGN & PLANNING LTD
DATE: 11-JULY-2023

A

Appendix A

PROJECT METHODOLOGY

The Feasibility Study was performed in two phases: Phase 1 - Research & Assessment, and Phase 2 - Site Vision & Planning.

Phase 1 - Research & Assessment:

The project began in February 2023 with a desktop review of key background documents provided by the District, identified in Table 1.1. on this page.

The documents provided critical information on the current condition of the facilities, site studies previously developed for the Municipal Hall site and Police Services, as well as zoning and the District’s planning vision for Saanichton, Brentwood Bay and Keating Cross Business District where the project sites are located. In conjunction with a physical site review of the five sites, these documents provided the design team with an understanding of the opportunities and constraints of each site as described in **Section 3: Project Sites**.

Functional space programs identifying the components and gross size requirements for the facilities were provided by the District for all but the Municipal Works Yard and Police Services. Kasian performed an on-site review of those facilities to develop a high level space program for this project. The sizes established through the functional space programs for the facilities were used as the basis of the site planning options. The gross areas used are described in **Section 2: Vision & Objectives**.

Finally, key financial information provided by the financial assessments, land appraisals and facility condition assessments were used inform the costing analysis of each

of the options as described in **Section 4: Site Distribution Concepts**.

Phase 2 - Site Vision & Planning:

The design team facilitated a Discovery Workshop with key representatives from the District to establish the overall goals and objectives for the redevelopment of the Municipal facilities. These objectives were developed to guide the site planning and to evaluate the success of redevelopment options. These objectives have been detailed in **Section 2: Vision & Objectives**.

The design team then translated the objectives, site analysis findings, and functional space programs into a series of preliminary conceptual site plans per Site Distribution Concept. The plans were presented to the District in an interactive Gaming Workshop. The plans were reviewed and workshopped to identify the preferred site plans for each Site Distribution Concept. Based on the outcomes of the gaming session it was determined that the development of the 1512 Keating site resulted in too many functional compromises for the existing Fire Station #1, for the new municipal functions that would come to site, and for the existing park on site. As a result, options which considered this site were not further developed.

The preferred site plans were refined based on the Gaming Workshop and follow-up feedback. Phased implementation plans and Class D costing was developed for the various site plans. These additional layers of information informed an interactive Risk Workshop, in which the design team worked with the District to evaluate the preferred site plans against the project objectives and identify potential risks. The result of this process was an evaluation matrix which compares the Site Distribution Concepts to each other and provides an overall score for each. The Site Distribution Concept with the highest score has been recommended to proceed for staff and Council endorsement. The matrix and recommendation are detailed in **Section 5: Evaluation & Recommendation** and Appendix D

Table 1.1: Background Documents Reviewed	
Land Assessments & Appraisals	1703 Keating Cross Road (Public Works) Appraisal, Baker & Osland Appraisals Ltd. Sept 2022, revised June 2023
	1903 Mt Newton Cross Road (Municipal Hall) Appraisal, D.R. Coell Associates, June 2021, revised May 2023
Existing Municipal Hall and Municipal Yard condition assessments	Hovey Road Lot A & B Appraisal, D.R. Coell Associates, June 2021, revised May 2023
	Municipal Hall Condition Assessment, Omicron - May 2013
	Municipal Hall Condition Assessment Summary - May 2013
	Facility Long Term Asset Management Plan (F-LAMP) Report, Levelton - Master Final 2015
Past Building Cost Estimates	Facility Long Term Asset Management Plan (F-LAMP) Report, Levelton- Municipal Final 2015
Existing Site Concepts	Municipal Hall Class D Estimates, Unitech - 2021 (Partial)
	Municipal Hall Parking Assessment, Urban System - May 2020
	Municipal Hall Site Study (1903 Mt. Newton Cross Road), S2 - Aug 2020
Financial Assessment Reports	Police Station Site Study (1512 Keating Cross Road)- Jan 2020
	Municipal Hall Economic Analysis, Rollo - Jun 2020
	Debt Only Forecast Modelling - 2023 (excel)
Community Plans	AMP - Facilities - Oct 2022 (excel)
	Central Saanich Official Community Plan,
	Saanichton Village Design Plan - 2020
Functional Space Programs	Keating Business District Plan - 2017
	Central Saanich City Hall Project Master Plan Study: Municipal Hall and Fire Station #2 space programs, Process Four Design,
Other Documents	Building Workplan for 2019 to 2024 (Partial - excel)
	Town Hall Project Community Meeting Summary - Oct 2012

B

Appendix B

FUNCTIONAL SPACE PROGRAMS

The following tables are a summary of the future state program, by component (Municipal Hall, Fire Station #2, Police Services and Municipal Works Yard. The program identifies the following for interior space:

- The individual spaces (functional component)
- The unit area of that space (actual footprint of the space),
- The quantity of that space required
- The net program area in square metres, which is the unit area multiplied by the quantity
- The gross area in square metres, which adds percentage factors to interior spaces to account for circulation and building support spaces such as mechanical and electrical rooms. For exterior space no gross up is provided. The exterior areas shown are the actual footprints required, not including circulation, as the circulation required to access these spaces will vary by site proportions.

Program source:

High-level programs were provided by the District for the Municipal Hall, including additional optional community amenity uses such as a Recreation Centre, Wellness Hub and Walk-in Clinic. These programs were developed by Process Four Design as part of the Central Saanich City Hall Project Master Plan Study: Municipal Hall and Fire Station #2. The programs were reviewed in a Program Confirmation Workshop and minor adjustments were made. It was

confirmed that for the purposes of this study, the Recreation Centre, Wellness Hub and Walk-in Clinic would not be carried, only the core functions of the Municipal Hall would be considered. The key adjustments made to the Municipal Hall included increasing headcount to reflect current and growth projections to 20 years as well as increasing the size of the Council Chambers to match the existing size. The result was an increase from the 1500m² overall interior area allotment for the Municipal Hall previously carried to 1615m² overall interior building area. Gross up factors established by Process Four Design were retained.

An initial target of 900m² overall interior building area and a list of required spaces was provided by the District for Fire Station #2. Kasian developed component sizes for these spaces based on site reviews of Fire Stations #2 and #1 and the Program Confirmation Workshop. Further reviews resulted in reduction of the space allowance to suit a satellite fire station at approximately 550m² overall interior building area.

An overall interior area allotment of 1300m² was identified by the District for Police Services, as shown in a site study of the 1512 Keating Cross Road Site. No detailed program was available to identify the components and size breakdown of that area allotment. Kasian developed a high-level component program, reviewed and refined through the Program Confirmation Workshop, to suit the 1300m² overall interior building area identified.

No previous program had been developed for the Municipal Works Yard. Kasian performed a site review with representatives from the yard to understand the existing

conditions, growth needs and identify opportunities for efficiencies and consolidation. Based on the site review, Kasian developed a high-level interior and exterior program for the Municipal Works Yard to guide the site planning options.

The anticipated parking requirements for each component are based on the calculations provided in the Central Saanich Municipal Hall Parking Assessment prepared by Urban Systems, dated May 13 2020 for all components except for the Municipal Works Yard and Police Services. The projections made by Urban Systems were adjusted to suit the updated gross building programs for the Municipal Hall and Fire Hall #2. Parking allotments for the Municipal Works Yard and Police Services are based on actual staffing demand established in the Program Confirmation Workshop.

Municipal Hall Functional Program

Component		Municipal Hall							
In/Out	Department	Facility Type (Process 4)	Space Type (Process 4)	Functional Component	Space Considerations	Qty	Unit Sq m	Net Program Sq m	Gross Bldg Area Sq m
In	Main Entry	Ancillary	Public Area	Floor/Wall Storage 1'D/6 linear feet	(blank)	1	1.7	1.7	2.4
				Side Chair	(blank)	3	1.2	3.6	5.2
				Sofa Seating	(blank)	2	2.0	3.9	5.6
			Vestibule	Vestibule	(blank)	1	6.7	6.7	9.6
			Washroom (Accessible)	Washroom (Accessible)	(blank)	1	3.9	3.9	5.6
			Main Entry Total			8	15.4	19.8	28.3
	Council/Training/Corp Services	Workplace	Workplace	Office (80)	(blank)	1	7.4	7.4	10.6
				Workstation (Standard - 48)	Updated to allow for growth positions	3	4.5	13.4	19.1
		Ancillary	Alternative Setup Storage	Floor Storage 2'D/43 linear feet	(blank)	1	16.0	16.0	22.9
			Committee/Training Room	Side Chair	(blank)	55	1.2	66.4	95.0
			Council Chambers	Council Chambers	Updated to existing size including kitchenette and 2 washrooms, not including large meeting room. Chambers only: 45'W x 47'L.	1	224.4	224.4	320.8
			Council/Training/Corp Services Total			61	253.4	327.6	468.4
	Administration	Workplace	Workplace	Office (120)	CAO	1	11.1	11.1	15.9
				Office (80)	HR	1	7.4	7.4	10.6
				Workstation (Standard - 48)	Updated to allow for growth position	3	4.5	13.4	19.1
		Ancillary	Carrel (24)	Carrel (24)	Self serve computer kiosk	1	1.9	1.9	2.7
			Resources - Adminstration	Counter 24"D/8 linear ft	(blank)	1	3.7	3.7	5.3
				Document Disposal	(blank)	1	0.9	0.9	1.3
				File Cab - Lateral 36	(blank)	3	1.1	3.3	4.8
				File Cab - Vertical Large	(blank)	1	0.8	0.8	1.2
			Workstation (Ancillary)	Workstation (Ancillary)	(blank)	1	4.6	4.6	6.6
			Administration Total			13	36.1	47.3	67.6
	Community Services	Workplace	Workplace	Office (80)	(blank)	1	7.4	7.4	10.6
				Workstation (Standard - 40)	(blank)	1	3.7	3.7	5.3
				Workstation (Standard - 48)	(blank)	1	4.5	4.5	6.4
		Ancillary	Resources - Community Services	Bookcase (48)	(blank)	1	1.5	1.5	2.1
				File Cab - Lateral 42	(blank)	4	1.3	5.2	7.4
				Floor Storage 2'D/4 linear ft	(blank)	1	1.5	1.5	2.1
				Records Shelving (36)	(blank)	1	1.5	1.5	2.1
				Side Chair	(blank)	1	1.2	1.2	1.7
			Storage - Bldg Equip/Supplies	Floor Storage 2'D/8 linear ft	(blank)	1	3.0	3.0	4.3
				Shelving 4'w x 1.5'd	(blank)	3	1.9	5.6	8.0
				Shelving 4'w x 1'd	(blank)	2	1.4	2.8	4.0
			Storage - Community	Bookcase (30)	(blank)	2	0.8	1.7	2.4
				Floor Storage 2'D/13 linear ft	(blank)	1	4.8	4.8	6.9
				Records Shelving (42)	(blank)	2	1.8	3.5	5.0
				Shelving 4'w x 1'd	(blank)	2	1.4	2.8	4.0
			Community Services Total			24	37.6	50.6	72.4
	Engineering	Workplace	Workplace	Workstation (Standard - 48)	Updated to allow for growth position	6	4.5	26.8	38.3
		Ancillary	Open Collaborative	Open Collaborative	(blank)	1	4.6	4.6	6.6
			Quiet/Touchdown Room	Quiet/Touchdown Room	Added room	1	2.8	2.8	4.0
			Meeting	Meeting (6p)	Updated to 6 person room	1	11.1	11.1	15.9
			Resources - Engineering	Bookcase (36)	(blank)	4	1.1	4.5	6.4
				Bookcase (48)	(blank)	1	1.5	1.5	2.1
				Cabinet (42)	(blank)	1	2.0	2.0	2.8
				Drawing Rolls horiz 24	(blank)	1	1.4	1.4	2.0
				Drawing Rolls horiz 48	(blank)	1	2.3	2.3	3.3
				Drawing Rolls vert	(blank)	4	0.7	3.0	4.3

Municipal Hall Functional Program

In/Out	Department	Facility Type (Process 4)	Space Type (Process 4)	Functional Component	Space Considerations	Qty	Unit Sq m	Net Program	Gross Bldg	
								Sq m	Area Sq m	
In	Engineering	Ancillary	Resources - Engineering	File Cab - Vertical Legal	(blank)	1	0.8	0.8	1.2	
				Plan File	(blank)	1	2.8	2.8	4.0	
				Table (60)	(blank)	2	3.5	7.1	10.1	
	Engineering Total					25	39.2	70.6	101.0	
	Finance & IT	Workplace	Workplace	Office (80)	(blank)	3	7.4	22.3	31.9	
				Workstation (Standard - 48)	Updated to allow for growth positions	7	4.5	31.2	44.6	
				Workstation (Standard - 60)	(blank)	1	5.6	5.6	8.0	
		Ancillary	Copy/Print - Finance/Admin	Counter 24"D/6 linear ft	(blank)	1	2.8	2.8	4.0	
				Counter 24"D/8 linear ft	(blank)	1	3.7	3.7	5.3	
				Document Centre (60)	(blank)	1	3.8	3.8	5.4	
			Document Disposal	(blank)	1	0.9	0.9	1.3		
			Copy/Print - Sm	Copy/Print - Sm	1	3.7	3.7	5.3		
			Open Collaborative	Open Collaborative	1	4.6	4.6	6.6		
			Quiet/Touchdown Room	Quiet/Touchdown Room	1	2.8	2.8	4.0		
			Meeting	Meeting (6p)	1	11.1	11.1	15.9		
			Transaction Counter	Transaction Counter	1	6.0	6.0	8.6		
			Workstation (Ancillary)	Workstation (Ancillary)	1	4.6	4.6	6.6		
			Resources - Finance	Bookcase (36)	3	1.1	3.3	4.8		
				Cabinet (30)	1	1.1	1.1	1.6		
				Cabinet (42)	1	2.0	2.0	2.8		
				Records Shelving (36)	7	1.5	10.4	14.9		
				Technical Repair Bench	2	5.9	11.7	16.7		
				Water Cooler	1	2.3	2.3	3.3		
			Vault - Finance/Admin	Records Shelving (36HD)	(blank)	5	0.7	3.7	5.3	
				Shelving (4'wx2'd)	(blank)	2	2.1	4.3	6.1	
				Shelving 4'w x 1.5'd	(blank)	2	1.9	3.7	5.3	
			Server	Floor Storage 3'D/5 linear ft	(blank)	1	2.8	2.8	4.0	
				Floor/Wall Storage 1'D/5 linear ft	(blank)	1	1.4	1.4	2.0	
				Server Racks	(blank)	3	1.6	4.7	6.8	
			Finance & IT Total					50	86.0	154.8
		Planning/Building/Bylaw	Workplace	Workplace	Office (80)	(blank)	2	7.4	14.9	21.3
					Workstation (Standard - 48)	Updated to allow for growth positions	12	4.5	53.5	76.5
					Workstation (Standard - 60)	(blank)	1	5.6	5.6	8.0
			Ancillary	Copy/Print - Shared	Cabinet (42)	(blank)	1	2.0	2.0	2.8
					Computer (48)	(blank)	1	1.9	1.9	2.7
					Counter 24"D/14 linear feet	(blank)	1	6.5	6.5	9.3
				Document Centre (36)	(blank)	1	2.0	2.0	2.9	
				Document Centre (60)	(blank)	1	3.8	3.8	5.4	
				Plotter/Scanner 6'	(blank)	2	4.2	8.4	12.0	
	Water Cooler			(blank)	1	2.3	2.3	3.3		
	Open Collaborative			Open Collaborative	2	4.6	9.3	13.3		
	Plan Check			Counter 24"D/8 linear ft	1	3.7	3.7	5.3		
				Shelving 4'w x 1.5'd	1	1.9	1.9	2.7		
				Table (60)	Increased qty to 3	3	3.5	10.6	15.1	
	Quiet/Touchdown Room			Quiet/Touchdown Room	2	2.8	5.6	8.0		
	Meeting			Meeting (4p)	(blank)	1	7.9	7.9	11.3	
				Meeting (6p)	(blank)	1	11.1	11.1	15.9	
	Transaction Counter			Carrel (24)	(blank)	1	1.9	1.9	2.7	
				Side Chair	(blank)	2	1.2	2.4	3.5	
				Transaction Counter	(blank)	3	6.0	18.1	25.9	
	Resources - Bylaw			Bookcase (36)	(blank)	1	1.1	1.1	1.6	

Municipal Hall Functional Program

In/Out	Department	Facility Type (Process 4)	Space Type (Process 4)	Functional Component	Space Considerations	Qty	Unit Sq m	Net Program	Gross Bldg			
								Sq m	Area Sq m			
In	Planning/Building/Bylaw	Ancillary	Resources - Bylaw	File Cab - Lateral 42	(blank)	3	1.3	3.9	5.6			
				File Cab - Vertical Legal	(blank)	1	0.8	0.8	1.2			
			Resources - Planning/Building/Bylaw	Coats/Outerwear - 6 linear ft	(blank)	1	2.8	2.8	4.0			
				Document Disposal	(blank)	1	0.9	0.9	1.3			
				Shelving 4'w x 1.5'd	(blank)	3	1.9	5.6	8.0			
				Table (60)	(blank)	1	3.5	3.5	5.0			
			Storage 3 - Vault 2	Plan File - Fire Resistant	(blank)	1	2.8	2.8	4.0			
				Records Shelving (36HD)	(blank)	18	0.7	13.4	19.1			
				Shelving 4'w x 1.5'd	(blank)	2	1.9	3.7	5.3			
			Storage 4 - Files/Dwgs Bldg	Bookcase (42)	(blank)	1	1.3	1.3	1.9			
				Bookcase (48)	(blank)	1	1.5	1.5	2.1			
				Drawing Rolls horiz 24	(blank)	1	1.4	1.4	2.0			
				Records Shelving (36)	(blank)	2	1.5	3.0	4.3			
			Planning/Building/Bylaw Total						77	108.2	219.0	313.1
	Staff Support	Ancillary	Lunchroom	Bookcase (36)	(blank)	12	1.1	13.4	19.1			
				Counter 24"D/16 linear feet	(blank)	1	7.4	7.4	10.6			
				Refrigerator	(blank)	1	2.3	2.3	3.3			
				Side Chair	(blank)	12	1.2	14.5	20.7			
				Table (96)	(blank)	2	5.4	10.8	15.4			
			Recycling Staging	Floor Storage 2'D/12 linear feet	(blank)	1	4.5	4.5	6.4			
				Recycle Bin	(blank)	4	0.7	3.0	4.3			
			First Aid Room	First Aid Room	(blank)	1	9.3	9.3	13.3			
			Lockers - Gender Neutral	Counter 24"D/5 linear feet	(blank)	1	2.3	2.3	3.3			
				Locker	(blank)	12	1.7	20.1	28.7			
			Shower/Change - Gender Neutral	Toilet/Sink/Shwr - min	(blank)	3	5.0	15.1	21.5			
			Housekeeping Closet	Housekeeping Closet	(blank)	2	2.8	5.6	8.0			
			Staff Support Total						52	43.8	108.1	154.6
			Shared Storage	Ancillary	Archives - Newman	Shelving 4'w x 3'd	(blank)	3	2.8	8.4	12.0	
	Storage - Admin Protected	Records Shelving (36HD)			(blank)	3	0.7	2.2	3.2			
		Records Shelving (42)			(blank)	2	1.8	3.5	5.0			
	Storage - Finance	Records Shelving (42)			(blank)	2	1.8	3.5	5.0			
		Shelving 4'w x 1.5'd			(blank)	3	1.9	5.6	8.0			
	Storage 1 - Dwgs - Bldg/Commercial	Plan File			(blank)	2	2.8	5.6	8.0			
		Records Shelving (42)			(blank)	16	1.8	28.2	40.4			
		Shelving 4'w x 3'd			(blank)	6	2.8	16.7	23.9			
	Storage 1 - Planning	Floor Storage 3'D/4 linear feet			(blank)	1	2.2	2.2	3.2			
		Records Shelving (36)			(blank)	8	1.5	11.9	17.0			
		Records Shelving (42)			(blank)	7	1.8	12.4	17.7			
		Shelving 4'w x 1.5'd			(blank)	1	1.9	1.9	2.7			
	Shared Storage Total						54	23.6	102.1	146.0		
	Building Support	Ancillary			Communications Closet	Communications Closet	Final quantity tbd based on number of building storeys	2	5.6	11.1	15.9	
			Cleaning Supplies	Floor Storage 2'D/8 linear ft	(blank)	1	3.0	3.0	4.3			
			Shelving 4'w x 3'd	(blank)	1	2.8	2.8	4.0				
		Maintenance Shop	Maintenance Shop	Updated area	1	7.9	7.9	11.3				
		Emergency Generator	Floor Storage 4'D/6 linear ft	(blank)	1	4.5	4.5	6.4				
	Building Support Total						6	23.7	29.3	41.8		
In Total						370	667.1	1129.1	1614.7			

Municipal Hall Functional Program

In/Out	Department	Facility Type (Process 4)	Space Type (Process 4)	Functional Component	Space Considerations	Qty	Unit Sq m	Net Program Sq m	Gross Bldg Area Sq m
Out	Municipal Hall Parking	Parking (Uncovered)	Staff/Visitor Parking (Standard Size)	Parking (Staff/Visitor-Standard Size)	Urban Systems Report: Table 5. Summary of Weekday Peak Parking Demand, by Land Use, adjusted for 1615sqm total area. Bylaw standard 2.7mx5.5m with addtl length allowance for elec charging infrastructure (2.7m x 6.3m)	55	17.0	936.8	936.8
			Staff/Visitor Parking (Accessible Size)	Parking (Accessible Size)	2% of required parking. Bylaw standard 3.7m x 5.5m with addtl length allowance for elec charging infrastructure (3.7x6.3)	2	23.5	46.9	46.9
			Fleet Parking (Oversize)	Parking (Fleet - Oversize) LIONS	13'w x 28' L (4mx8.5m) stall. Area allowance for future charging included. Qty = Lions Vehicles and Trailers noted on site Feb 15 2023	4	33.8	135.3	135.3
			Fleet Parking (Standard Size)	Parking (Fleet - Standard Size)	Bylaw standard 2.7m x 5.5m with addtl length allowance for elec charging infrastructure (2.7m x 6.3m)	4	17.0	68.1	68.1
		Parking (Enclosed)	Staff Bike Parking	Parking (Bikes)	12'x16' enclosed bike parking structure for 16 bikes	1	17.8	17.8	17.8
	Municipal Hall Parking Total						66	109.2	1205.0
Out Total						66	109.2	1205.0	1205.0

Police Services Functional Program

Component	Police Services								
In/Out	Department	Facility Type (Kasian)	Space Type	Functional Component	Space Considerations/Notes	Qty	Unit sqm	Net Program sqm	Gross Bldg Area Sq m

Police Services Functional Program

In/Out	Department	Facility Type (Kasian)	Space Type	Functional Component	Space Considerations/Notes	Qty	Unit sqm	Net Program sqm	Gross Bldg Area Sq m

Fire Station #2 Functional Program

Component	Fire Station #2									
In/Out	Department	Facility Type (Kasian)	Space Type	Functional Component (Room Type)	Space Considerations	Qty	Unit sq m	Net Sq m (Qty x Unit sq m)	Gross Bldg Area Sq m	
In	Fire Station #2	Admin	Apparatus Support	Storage (Turnout Gear)	18"x18" open storage locker each for gear for 16 members	1	23.2	23.2	36.2	
			Ancillary	First Aid Room	Sized to match Fire Hall #1. Potential to share with police services if co-located	1	9.3	9.3	14.5	
				Gender Inclusive Shower/Changing/Washroom	Sized for 16 members. Allowance for 18"x18" lockers for each, 2 showers c/w with integrated changing area each.	1	46.5	46.5	72.5	
				Gender inclusive Accessible WC	(blank)	1	5.9	5.9	9.1	
				Utility Room	Washer/Dryer facilities (commercial unit).	1	11.6	11.6	18.1	
				Server Room	(blank)	1	5.8	5.8	9.0	
			Workplace	Admin Space Allowance	Area allowance for administrative workarea. Content to be defined	1	46.5	46.5	72.5	
			Admin Total			7	148.6	148.6	231.9	
			Industrial	Apparatus Bay	Apparatus Bay - 18'x42'	18'x42' inclusive of circulation around the vehicle.	2	70.2	140.5	219.1
				Apparatus Support	SCBA Room	For refilling Self Contained Breathing Apparatus. Sized based on Fire Stn #1	1	25.5	25.5	39.9
					Decontamination Shower	Sized based on Fire Station #1	1	6.0	6.0	9.4
					Storage (Bays)	(blank)	1	27.9	27.9	43.5
				Janitor Room	Janitor Room	(blank)	1	5.6	5.6	8.7
			Industrial Total			6	135.3	205.5	320.6	
		In Total						13	283.9	354.1
Out	Fire Station #2	Parking	Staff/Visitor Parking (Standard Size)	Parking (Staff/Visitor-Standard Size)	Urban Systems Report: Table 5. Summary of Weekday Peak Parking Demand, by Land Use, adjusted for 553 sqm total area. Bylaw standard 2.7mx5.5m with addtl length allowance for elec charging infrastructure (2.7m x 6.3m)	14	17.0	238.5	238.5	
			Staff/Visitor Parking (Accessible Size)	Parking (Accessible Size)	2% of required parking. Bylaw standard 3.7m x 5.5m with addtl length allowance for elec charging infrastructure (3.7x6.3)	1	23.5	23.5	23.5	
			Fleet Parking (Oversize)	Parking (Fleet - Oversize) PEMO	13'w x 28' L (4mx8.5m) stall. Area allowance for future charging included. Qty = all identified PEMO Vehicles	5	33.8	169.1	169.1	
				Parking (Fleet - Oversize)	13'w x 28' L (4mx8.5m) stall. Area allowance for future charging included. Qty = 1 trailer, 1 public safety vehicle	2	33.8	67.6	67.6	
			Fleet Parking (Standard Size)	Parking (Fleet - Standard Size)	Bylaw standard 2.7mx5.5m with addtl length allowance for elec charging infrastructure (2.7m x 6.3m). Qty = Pick-up truck	1	17.0	17.0	17.0	
			Parking Total			23	125.2	515.7	515.7	
			Yard	Emergency Generator	Emergency Generator	20x40' area including generator and associated fuel tank	1	74.3	74.3	74.3
				Antenna Array (Rooftop)	Antenna Array (Rooftop)	(blank)	1	4.6	4.6	4.6
			Yard Total			2	79.0	79.0	79.0	
Out Total						25	204.1	594.6	594.6	

Municipal Works Yard Functional Program

Component	Municipal Works Yard								
Indoor/Outdoor Space	Department	Facility Type (Kasian)	Functional Component	Space Considerations	Qty	Unit sqm	Net Prog Area Sq m	Gross Bldg Area Sq m	
In	All Depts	Admin	File/Binder Storage	Allowance for 126 linear feet of binder/file storage (equilalent to 14 shelving 36" wide ea w/ 3 shelves)	14	1.5	20.8	32.5	
			Gender inclusive Accessible WC	(blank)	1	5.9	5.9	9.1	
			Gender inclusive Locker/Change/Shower/WC	Capacity: 40 lockers (2x 18"x18" caged style each), shared benches, 2 showers w/ integrated changing area), 2 water closets/2 sinks in vanity.	1	69.7	69.7	108.7	
			Kitchen/Lunchroom (40p)	Capacity: 40	1	65.0	65.0	101.5	
			Quiet/Touchdown Room	To be shared by staff in workstations/shared workstations. Doubles as 1:1 meeting	2	4.2	8.4	12.0	
			Training (20p)	(blank)	1	51.1	51.1	79.7	
			Server Room	(blank)	1	5.8	5.8	9.0	
			Utility Room	Laundry and general storage, including coverall drycleaning service storage	1	7.4	7.4	11.6	
			Workstation (Ancillary - 48)	Touchdown stations to support trade/field staff	4	4.5	17.8	27.8	
			Meeting (8p)	(blank)	1	18.6	18.6	29.0	
			Admin Total		27	233.6	270.4	420.8	
			Industrial	Janitor Room	(blank)	1	5.6	5.6	8.7
			Industrial Total		1	5.6	5.6	8.7	
		All Depts Total			28	239.1	276.0	429.5	
		Administration	Admin	Office (80)	(blank)	1	7.4	7.4	11.6
	Admin Total			1	7.4	7.4	11.6		
		Administration Total			1	7.4	7.4	11.6	
		Facilities	Industrial	Workshop/Storage	Retained existing size (facilities/parks shared shed structure). Overhead Door Access	1	62.8	62.8	94.2
	Industrial Total			1	62.8	62.8	94.2		
		Facilities Total			1	62.8	62.8	94.2	
		Fleet Maintenance	Industrial	Vehicle Maintenance Bay	Standardized size to accommodate tandem dump truck. Allowance for 20'x40' ea bay. Footprint includes working area for tool cribs. Each bay to have a hydraulic lift. Overhead Door Access at each	3	74.3	223.0	334.5
				Workbench (Fixed)	Allowance for 8'x3' fixed workbench	1	2.2	2.2	3.3
			Vehicle Maintenance Bay (Storage)	Open bay for open floor storage equivalent to maintenance bay and wall storage at sides of end bays (20'x40'). Includes footprint for parts washer and grinder. Overhead Door Access	1	74.3	74.3	111.5	
			Fluids Storage	Retained existing size of Oil Room and added additional clear area to allow for 2 doors - one into maintenance bay area and one to exterior. Storage of new and used fuels.	1	0.0	9.3	13.9	
			Parts/Tools Storage	Existing size = 150sq ft. Allowance for 25% increase to move items off bay floor. Enclosed room for small parts storage/tools	1	17.7	17.7	26.5	
			Welding Bay	Retained existing size. Overhead Door Access	1	29.3	29.3	43.9	
			Industrial Total		8	197.8	355.7	533.6	
		Fleet Maintenance Total			8	197.8	355.7	533.6	
		Parks	Industrial	Workshop/Storage	Retained existing size. Overhead Door Access	1	96.2	96.2	144.2
	Industrial Total			1	96.2	96.2	144.2		
		Parks Total			1	96.2	96.2	144.2	
		Parks/Facilities/Fleet	Admin	Office (80)	(blank)	3	7.4	22.3	34.8
				Workstation (Standard - 48)	(blank)	2	4.5	8.9	13.9
	Admin Total			5	11.9	31.2	48.7		
		Parks/Facilities/Fleet Total			5	11.9	31.2	48.7	
		Roads & Drains	Industrial	Workshop/Storage	Retained existing size. Overhead Door Access	1	69.7	69.7	104.5
				Workshop/Storage (Mezzanine)	Retained existing size	1	34.8	34.8	52.3
			Industrial Total		2	104.5	104.5	156.8	
		Roads & Drains Total			2	104.5	104.5	156.8	
		Water & Sewers	Industrial	Workshop/Storage (General)	Retained original size (40' seacan), but revise to proper construction	1	31.6	31.6	47.4
				Workshop/Storage (Water Metres/Hydrants)	Retained existing size	1	35.3	35.3	53.0
			Industrial Total		2	66.9	66.9	100.3	

Municipal Works Yard Functional Program

Indoor/Outdoor Space	Department	Facility Type (Kasian)	Functional Component	Space Considerations	Qty	Unit sqm	Net Prog Area	Gross Bldg	
							Sq m	Area Sq m	
In	Water & Sewers Total				2	66.9	66.9	100.3	
	Infrastructure	Admin	Office (80)	(blank)	1	7.4	7.4	11.6	
				Workstation (Standard - 48)	(blank)	7	7.4	52.0	81.2
		Admin Total			8	14.9	59.5	92.8	
	Infrastructure Total				8	14.9	59.5	92.8	
In Total					56	801.5	1060.2	1611.7	
Out	All Depts	Parking	Parking (Hoppers)	13'w x 28' L (4mx8.5m) stall.	3	33.8	101.5	101.5	
			Parking (Fleet - Standard Size)	Bylaw standard 2.7mx5.5m with addtl length allowance for elec charging infrastructure (2.7m x 6.3m). Qty = vehicles identified as pick-up trucks or cars	23	17.0	391.8	391.8	
			Parking (Fleet - Oversize)	13'w x 28' L (4mx8.5m) stall. Area allowance for future charging included. Qty = all identified fleet vehicles except for pick-up trucks	11	33.8	372.0	372.0	
				Enclosed climate controlled structure for 2 vehicles: Street Sweeper and skid mounted pressure washer	2	33.8	67.6	84.5	
			Parking (Staff/Visitor-Standard Size)	Bylaw standard 2.7mx5.5m with addtl length allowance for elec charging infrastructure (2.7m x 6.3m)	42	17.0	715.4	715.4	
			Parking (Accessible Size)	2% of required parking. Bylaw standard 3.7m x 5.5m with addtl length allowance for elec charging infrastructure (3.7x6.3)	1	23.5	23.5	23.5	
			Parking (Mobile Generator)	13'w x 28' L (4mx8.5m) stall.	1	33.8	33.8	33.8	
			Parking (Bikes)	12'x8' enclosed bike parking structure for 8 bikes	1	8.9	8.9	8.9	
		Parking Total			84	201.7	1714.4	1731.3	
		Yard	Cement Mixing Area	Retained existing size	1	9.3	9.3	9.3	
			EOC Storage	1 20'L seacan for EOC storage	1	15.8	15.8	15.8	
			Gas/Diesel Fuel Station incl Vehicle Footprints	Retained existing size, including footprint for vehicles either side	1	167.2	167.2	167.2	
			General Yard Storage (Brine)	Retained existing size, including allowance for vehicle footprint in front	1	148.6	148.6	148.6	
			General Yard Storage (Bulk Materials) incl Vehicle Access	Lock-block bins for bulk materials storage: asphalt, gravel, soils, misc materials	1	2422.4	2422.4	2422.4	
			General Yard Storage (Materials/Vehicle Attachments)	Covered storage for misc yard items, including pipes, vehicle attachments (ex: plow attachment)	1	55.3	55.3	55.3	
			Washbay	Retained existing size	1	46.5	46.5	46.5	
			General Yard Storage (Materials)	Content previously stored in seacans + tire storage chain link area + sand bags	1	66.0	66.0	66.0	
				open laydown area for general materials, reduction from existing based on site discussions	1	476.1	476.1	476.1	
				General Yard Storage (Waste/Recycling/Hazardous) incl Vehicle Access					

Indoor/Outdoor Space	Department	Facility Type (Kasian)	Functional Component	Space Considerations	Qty	Unit sqm	Net Prog Area Sq m	Gross Bldg Area Sq m
Out	Roads & Drains	Yard	General Yard Storage (Salt/Sand Quonset)	60'x60' quonset		1	334.5	334.5
			Vehicle Access - Workshop/Storage	16'x20' footprint outside overhead door access for vehicle loading/unloading		1	29.7	29.7
		Yard Total				2	364.2	364.2
	Roads & Drains Total					2	364.2	364.2
	Water & Sewers	Yard	Storage (ex Quonset)	40'x40' quonset		1	148.6	148.6
			Vehicle Access - Workshop/Storage (General)	16'x20' footprint outside overhead door access for vehicle loading/unloading		1	29.7	29.7
			Vehicle Access - Workshop/Storage (Water Metres/Hydrants)	16'x20' footprint outside overhead door access for vehicle loading/unloading		1	29.7	29.7
		Yard Total				3	208.1	208.1
	Water & Sewers Total					3	208.1	208.1
	Out Total					109	6143.3	7906.9
							7923.8	

C

Appendix C

SITE PLAN OPTIONS & GAMING SESSION OUTCOMES

This appendix includes the Gaming Session presentation, held on March 28, 2023. In this presentation multiple site layout options were provided for each Site Distribution Concept for discussion. Feedback provided during that session is also included in this appendix.

DISTRICT OF CENTRAL SAANICH RFP NO. 23-001

Facilities Redevelopment Feasibility Study

DISTRICT OF CENTRAL SAANICH RFP NO. 23-001

Facilities Redevelopment Feasibility Study

GAMING SESSION, MAR 28 2023

MEETING GOAL:

- Review plan options for each of the four site distribution concepts to provide feedback for refinement and identify a preferred plan for a site distribution concept, where options are provided, to proceed to refinement, costing, formal evaluation and risk analysis.




DISTRICT OF CENTRAL SAANICH RFP NO. 23-001

Facilities Redevelopment Feasibility Study

GAMING SESSION, MAR 28 2023

AGENDA:

- Structure of session
- Site 1: 1903 Mt Newton Cross Road Plan Options Review
- Site 2: 1512 Keating Cross Road Plan Options Review
- Site 3: 1703 Keating Cross Road Plan Options Review
- 
- Site 5: Hovey Road Plan Options Review
- Next Steps: Refinement, Evaluation, Costing and Risk Assessment to identify recommended Site Distribution Concept.



Site Distribution Concepts 1+ 2



Site 1: 1903 Mt. Newton Cross Rd.



Site: 2 1703 Keating Cross Rd.



Site 3: 1512 Keating Cross Rd.



Site 5: Lots A/B Hovey Rd

Site Distribution Concept 1		
Location	Component(s)	Plan Options
Site 1: 1903 Mt. Newton Cross Road	Municipal Hall	Plan Option 1.1
	Fire Station #2	Plan Option 1.2
Site 2: 1703 Keating Cross Road	Municipal Works Yard	Plan Option 2.1
		Plan Option 2.2
Site 3: 1512 Keating Cross Road	Police Services	Plan Option 3.1

CRD aerial photo

Site Distribution Concept 2		
Location	Component(s)	Plan Options
Site 5: Lots A/B Hovey Road	Municipal Hall	Plan Option 5.1
	Police Services	Plan Option 5.2
	Fire Station #2	
Site 2: 1703 Keating Cross Road	Municipal Works Yard	Plan Option 2.1
		Plan Option 2.2

CRD Aerial

Site Distribution Concepts 3 + 4



Site 1: 1903 Mt. Newton Cross Rd.



Site 2: 1703 Keating Cross Rd.



Site 3: 1512 Keating Cross Rd.



Site 5: Lots A/B Hovey Rd

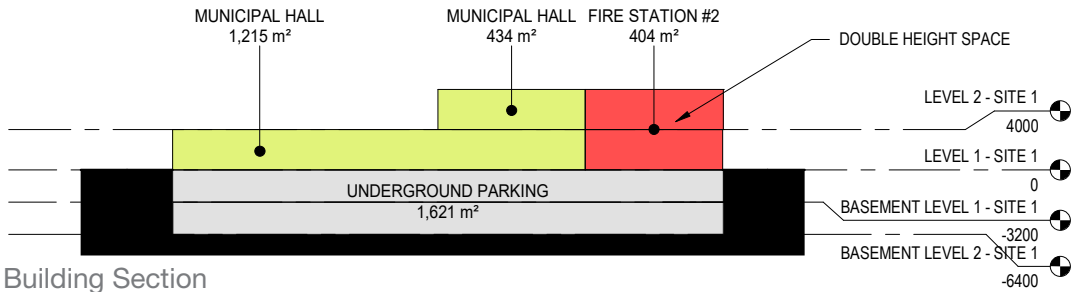
Site Distribution Concept 3		
Location	Component(s)	Plan Options
Site 4: <div></div>	Municipal Hall	Plan Option 4.1
	Police Services	Plan Option 4.2
	Municipal Works Yard	
Site 1: 1903 Mt. Newton Cross Road	Fire Station #2	Plan Option 1.3 Plan Option 1.4

Site Distribution Concept 4		
Location	Component(s)	Plan Options
Site 3: 1512 Keating Cross Road	Municipal Hall Police Services	Plan Option 3.2
Site 1: 1903 Mt. Newton Cross Road	Fire Station #2	Plan Option 1.3 Plan Option 1.4
Site 2: 1703 Keating Cross Road	Municipal Works Yard	Plan Option 2.1 Plan Option 2.2

CRD Aerial

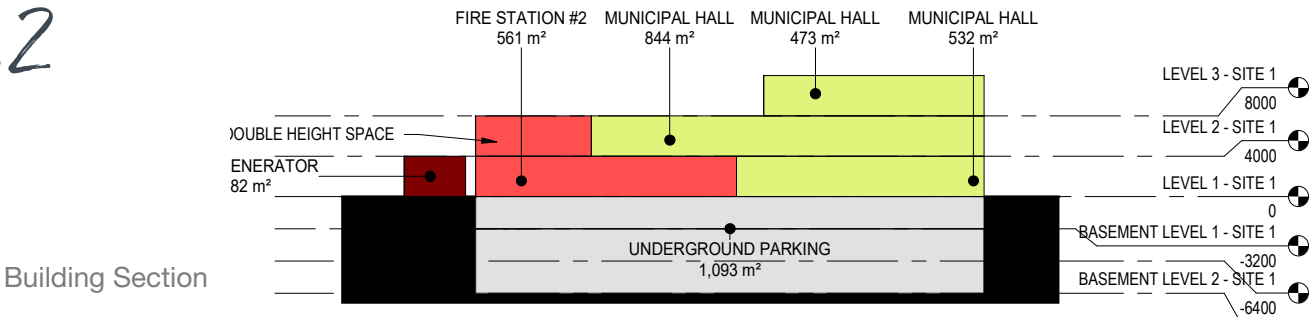
Site 1 1903 Mt Newton Cross Rd: Plan Option 1.1

SITE DISTRIBUTION CONCEPT 1: MUNICIPAL HALL, FIRE STATION #2



Site 1 1903 Mt Newton Cross Rd: Plan Option 1.2

SITE DISTRIBUTION CONCEPT 1: MUNICIPAL HALL, FIRE STATION #2



Site / 1903 Mt Newton Cross Rd: Plan Options 1.1 + 1.2

SITE DISTRIBUTION CONCEPT 1: MUNICIPAL HALL, FIRE STATION #2



OPTION 1.1

- Stronger relationship to adjacent commercial, Municipal functions are prominent on the site with opportunity for green space along street frontage
- Separated access between Municipal Hall and Fire Station
- 2 storey building, with 2 underground parking levels. Integrated service counter consolidated on ground level.
- Requires temporary off-site and on-site accommodations for phasing during construction

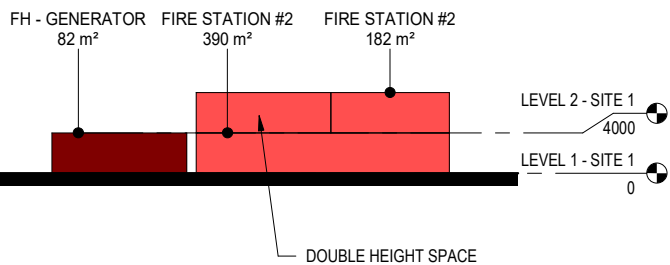


OPTION 1.2

- 3 storey building, with 3 levels of underground parking. Council functions on ground level, integrated service counter on 2nd level. Single level Fire Station
- Municipal services less prominent on site, larger area available for sale.
- Access points to Fire Station and City Hall are grouped
- Construction phasing simpler as portions of the existing building can continue to function during new construction, with modifications to vehicle circulation during construction
- Larger area available for other uses

Site 1 1903 Mt Newton Cross Rd: Plan Option 1.3

SITE DISTRIBUTION CONCEPT 3 + 4: FIRE STATION #2

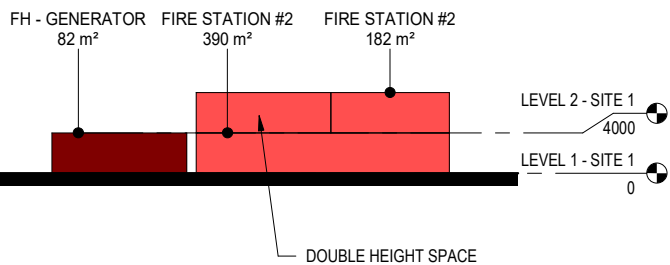


Building Section



Site 1 1903 Mt Newton Cross Rd: Plan Option 1.4

SITE DISTRIBUTION CONCEPT 3 + 4: FIRE STATION #2



Building Section



Site 1 1903 Mt Newton Cross Rd: Plan Options 1.3 + 1.4

SITE DISTRIBUTION CONCEPT 3 + 4: FIRE STATION #2



OPTION 1.3

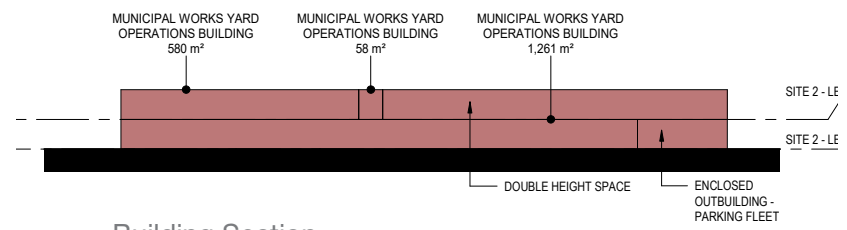
- Access off Mt. Newton Cross Road
- 2 storey building with admin spaces on 2nd floor to take advantage of double height requirement at the bays
- Construction phasing simpler as portions of the existing building can continue to function, with alterations to vehicle circulation path during construction.



OPTION 1.4

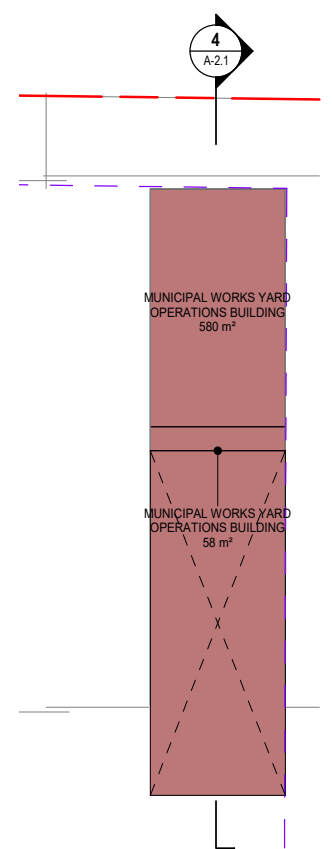
- Access potential off both Wallace and Mt Newton Cross Rd
- Relationship to commercial developments across the street
- 2 storey building with admin spaces on 2nd floor to take advantage of double height requirement at the bays
- Construction will require temporary accommodations for Fire Station #2 on site

SITE DISTRIBUTION OPTION 1 + 2 + 4: MUNICIPAL WORKS YARD



The site plan shows a large rectangular building labeled "MUNICIPAL WORKS YARD OPERATIONS BUILDING" with an area of 1,261 m². To its right is a smaller rectangular area labeled "ENCLOSED OUTBUILDING - PARKING FLEET". The plan includes a north arrow pointing towards the top right, a scale bar indicating 0, 10, and 20 meters, and a title block in the top right corner with the number "4" and the text "A-2.1". The site is bordered by a green area with a tree symbol pattern on the right and a red line on the top. A small square symbol is located near the bottom left corner of the main building footprint.

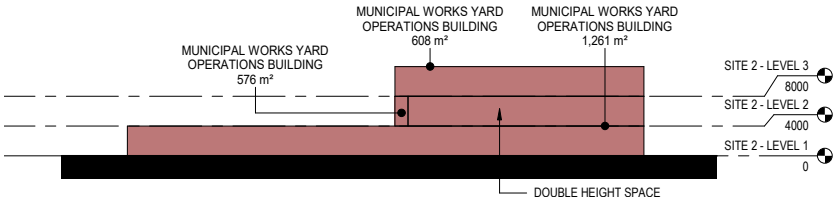
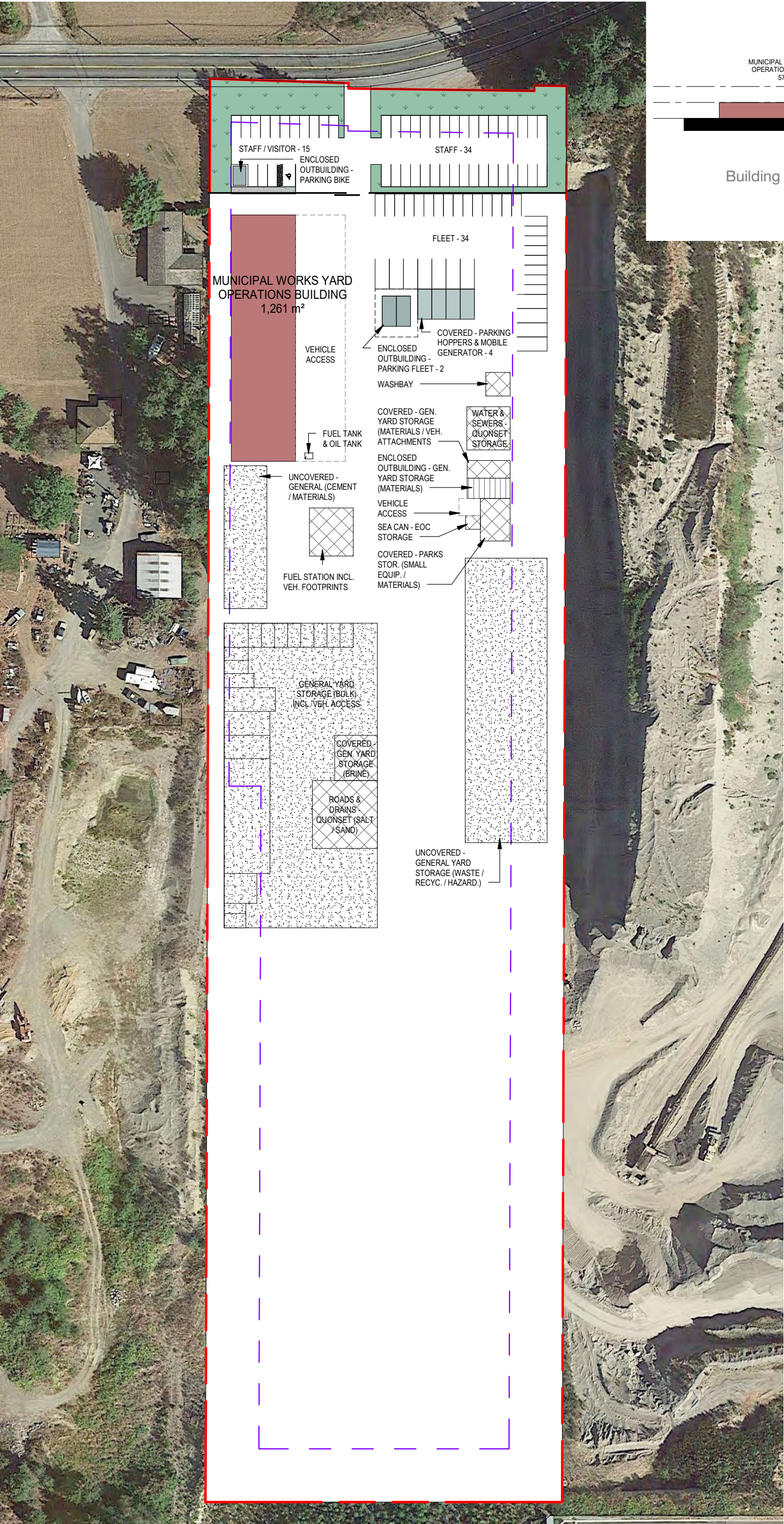
Ground Level Plan



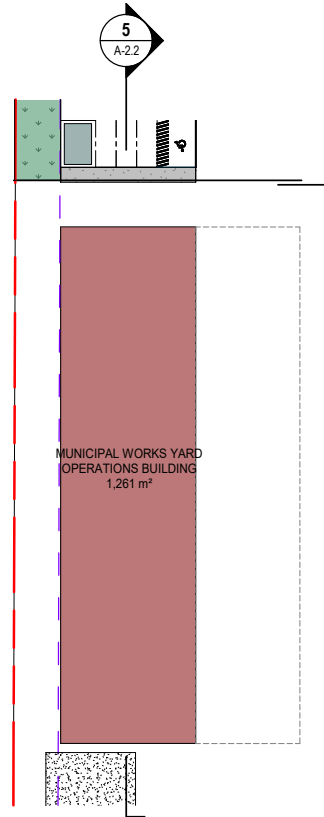
Second Level Plan

Site 2 1703 Keating Cross Rd: Plan Option 2.2

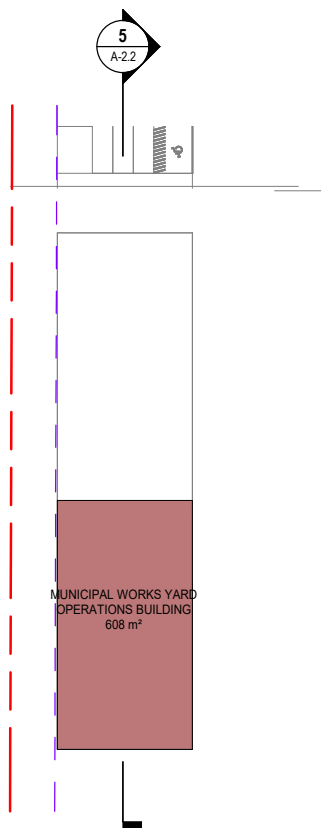
SITE DISTRIBUTION OPTION 1 + 2 + 4: MUNICIPAL WORKS YARD



Building Section



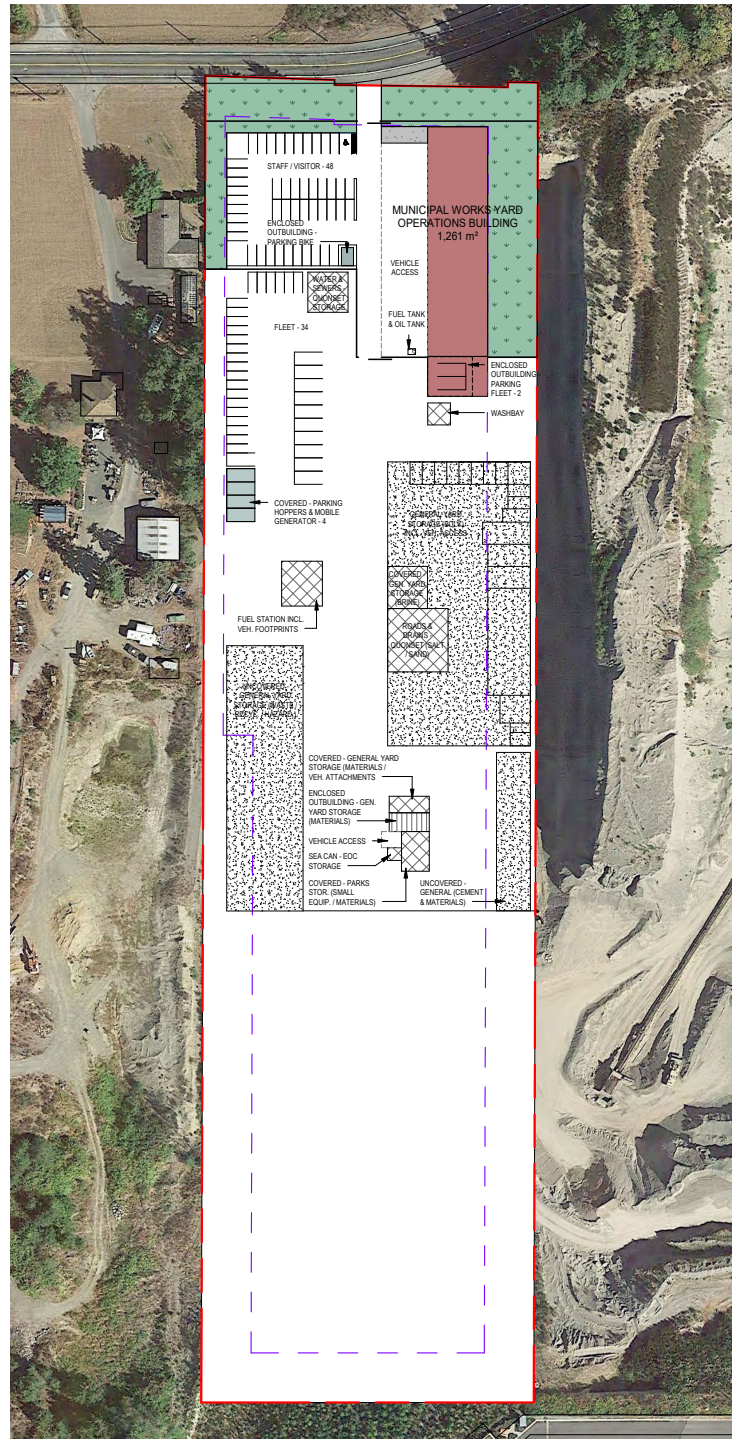
Ground Level Plan



Second Level Plan

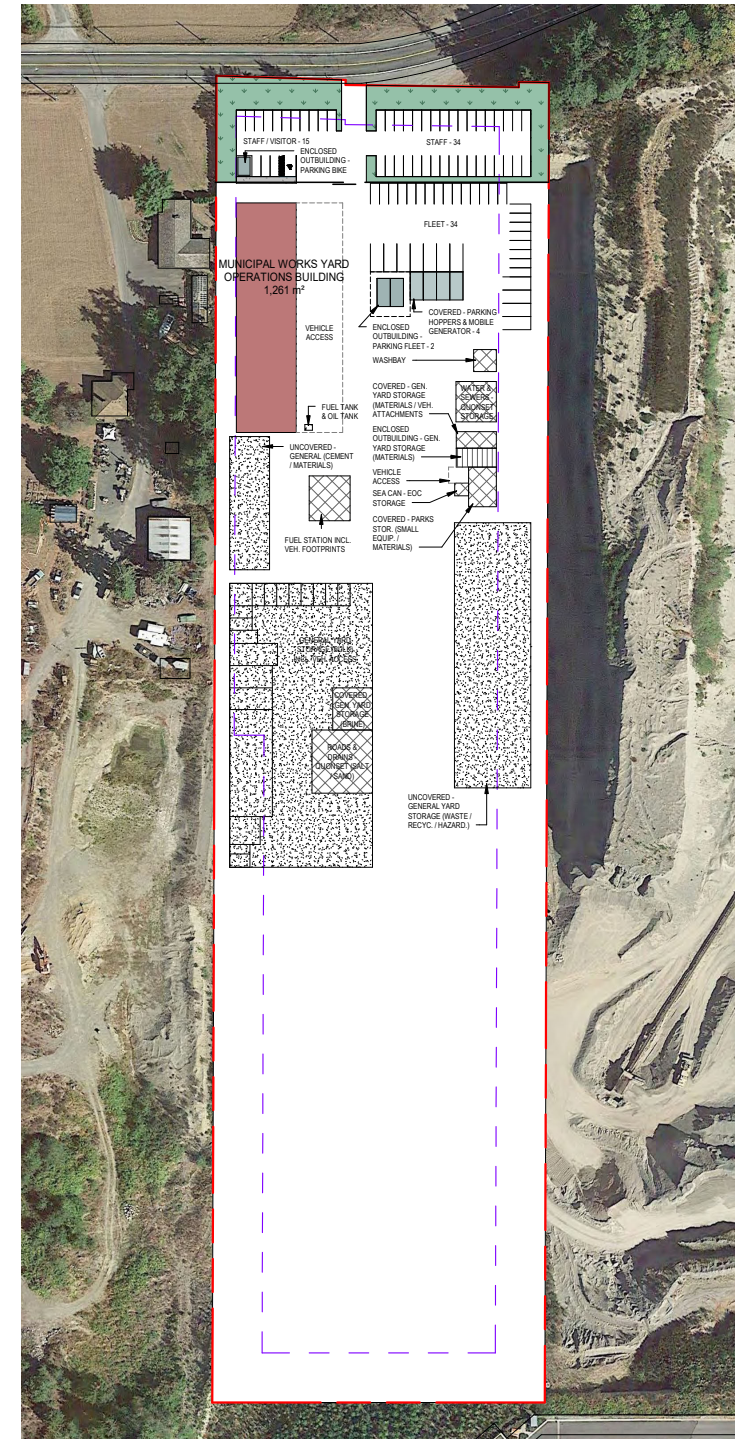
Site 2 1703 Keating Cross Rd: Plan Options 2.1 + 2.2

SITE DISTRIBUTION OPTION 1 + 2 + 4: MUNICIPAL WORKS YARD



OPTION 2.1

- 2 level (1 dbl height, 1 standard) consolidated Operations Building where existing storage/workshop/parks building is located. Requires temp accomodations on site to relocate those functions during construction but would be constructed in one phase
- Slightly larger footprint overall than Option 2.2
- 2 gates required for security due to location of building.
- Site circulation loops at the back of the site allowing for potential 1 way vehicle flow through the yard
- Enclosed climate controlled fleet vehicle garage is integrated into the Operations Building

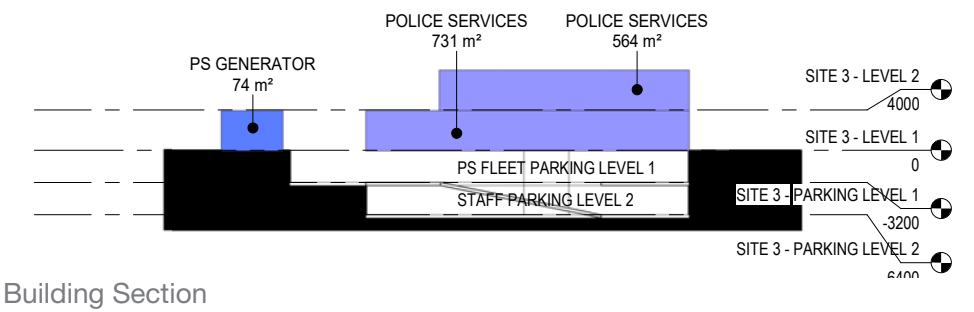


OPTION 2.2

- 2 level (1 dbl height, 1 standard) consolidated Operations Building located partially where existing operations building is located. To be built in 2 phases to allow existing building to function during construction
- Slightly smaller footprint overall than Option 2.1
- Single gate for security, allows Operations Building to be secured throughout the day
- Smaller enclosed and covered components of the yard are located towards the front of the yard, larger more flexible uncovered yard functions, requiring large truck circulation, at the back

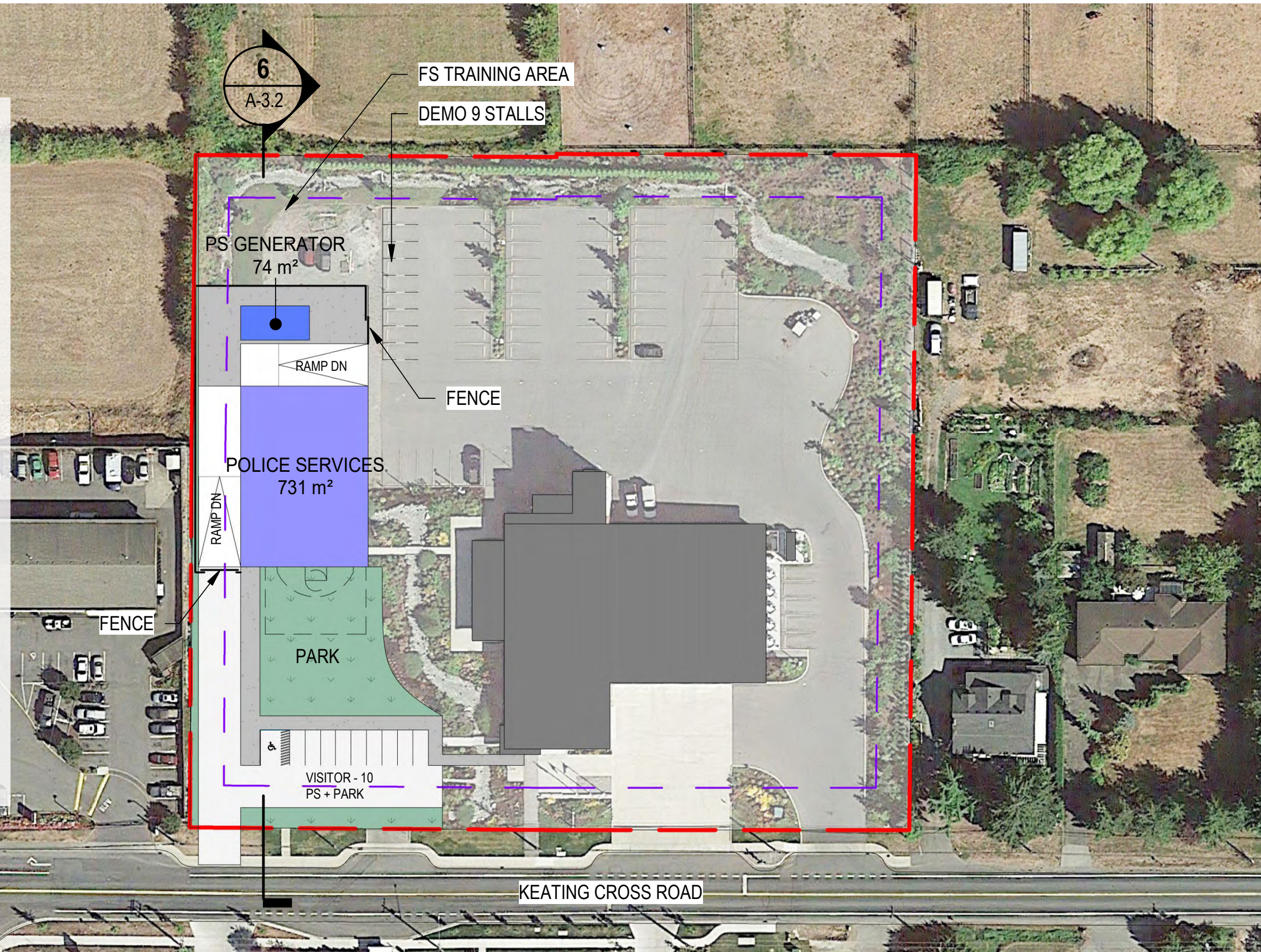
Site 3 15/2 Keating Cross Rd: Plan Option 3.1

SITE DISTRIBUTION OPTION 1: POLICE SERVICES



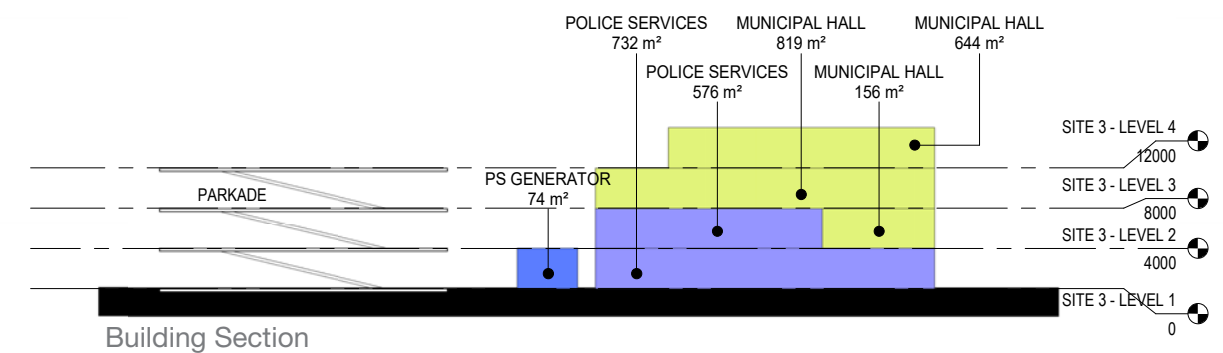
OPTION 3.1

- 2 storey building, with 2 levels of underground parking
- Public spaces, cell block, speciality support (ex: exhibit storage, gear storage) on ground level. Admin spaces on 2nd level
- PS fleet parking on P1, Staff on P2, with 2 access ramps for redundancy
- Portion of bioswale and geothermal field is affected
- Fire Hall training area is reduced. Potential for additional training at Fire Station #2
- Parklet is reduced
- Limited visitor parking



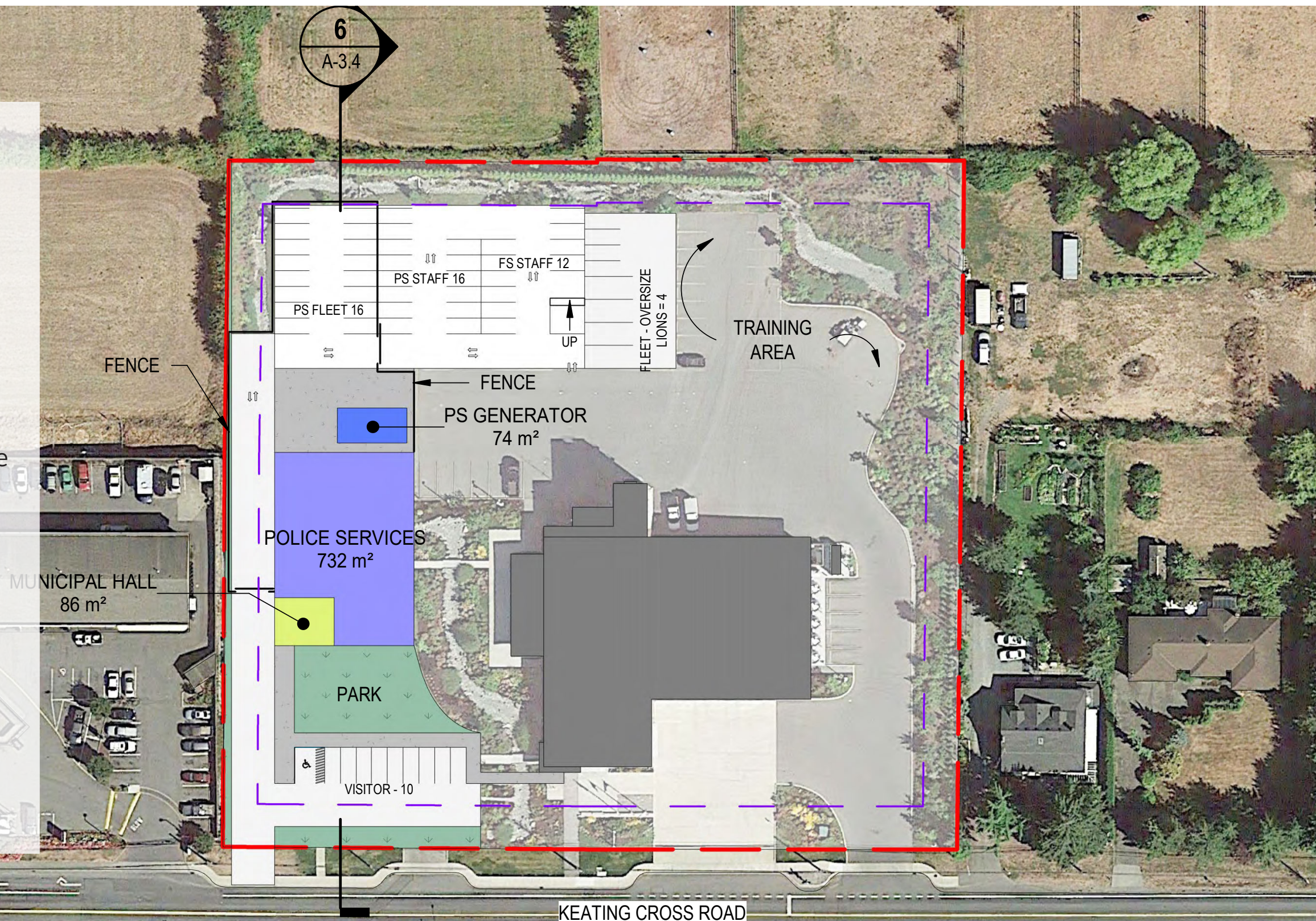
Site 3 1512 Keating Cross Rd: Plan Option 3.2

SITE DISTRIBUTION OPTION 4: POLICE SERVICES + MUNICIPAL HALL



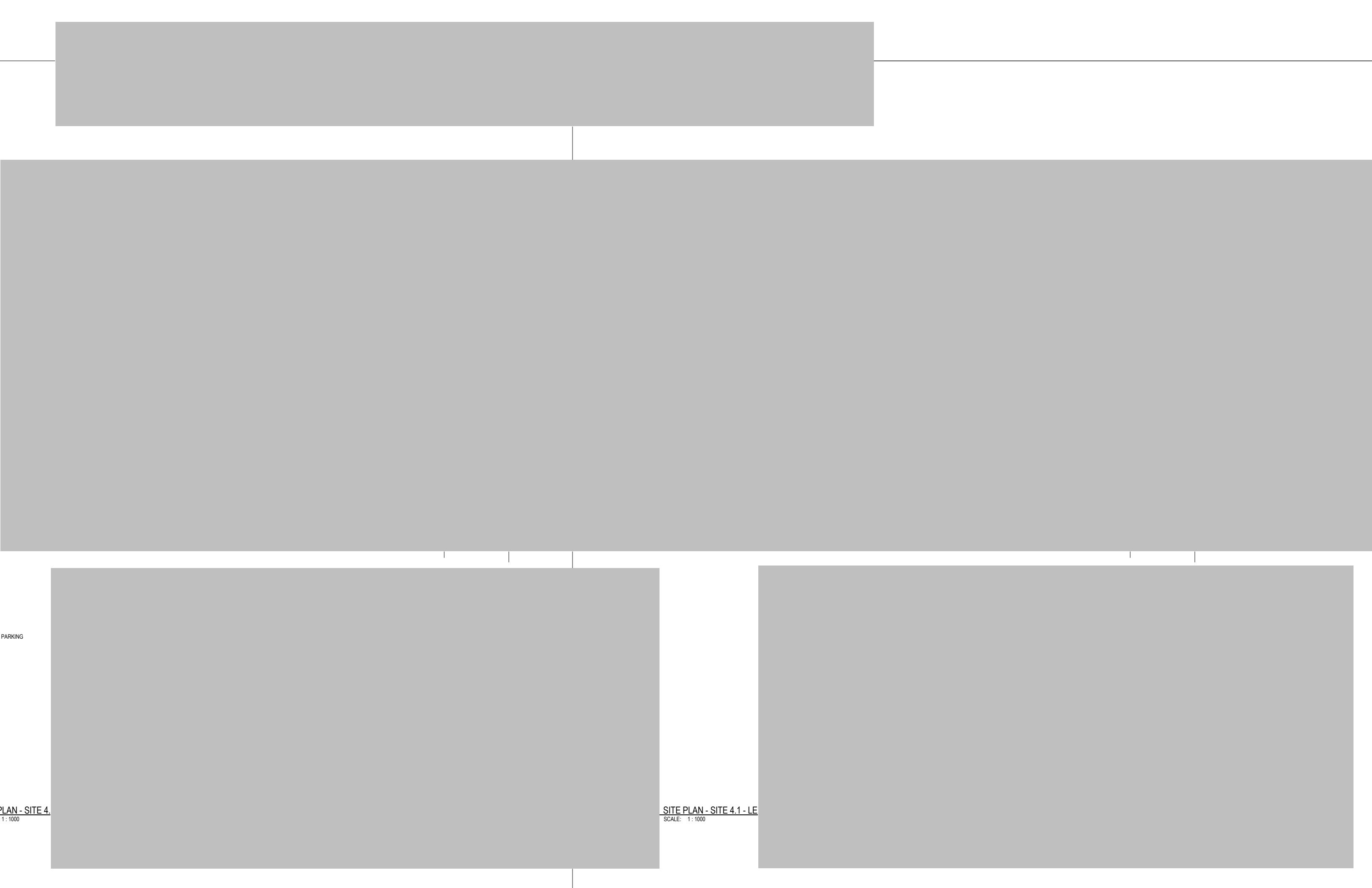
OPTION 3.2

- 4 storey building, with adjacent 4 level surface parkade at back
- Police levels 1 & 2, Municipal Hall levels 2, 3, 4 (with entry lobby on ground)
- Municipal Hall L2: Staff Support (ex: lunch, lockers)/Bldg Support, L3: Council Chambers, PBB + ENG service counter, L4: All other departments incl Finance service cntr + shared storage
- Portion of bioswale and geothermal field is affected
- Fire Hall training area is relocated to north-east (replacing parking stalls now in parkade)
- Parklet is reduced further from 3.1









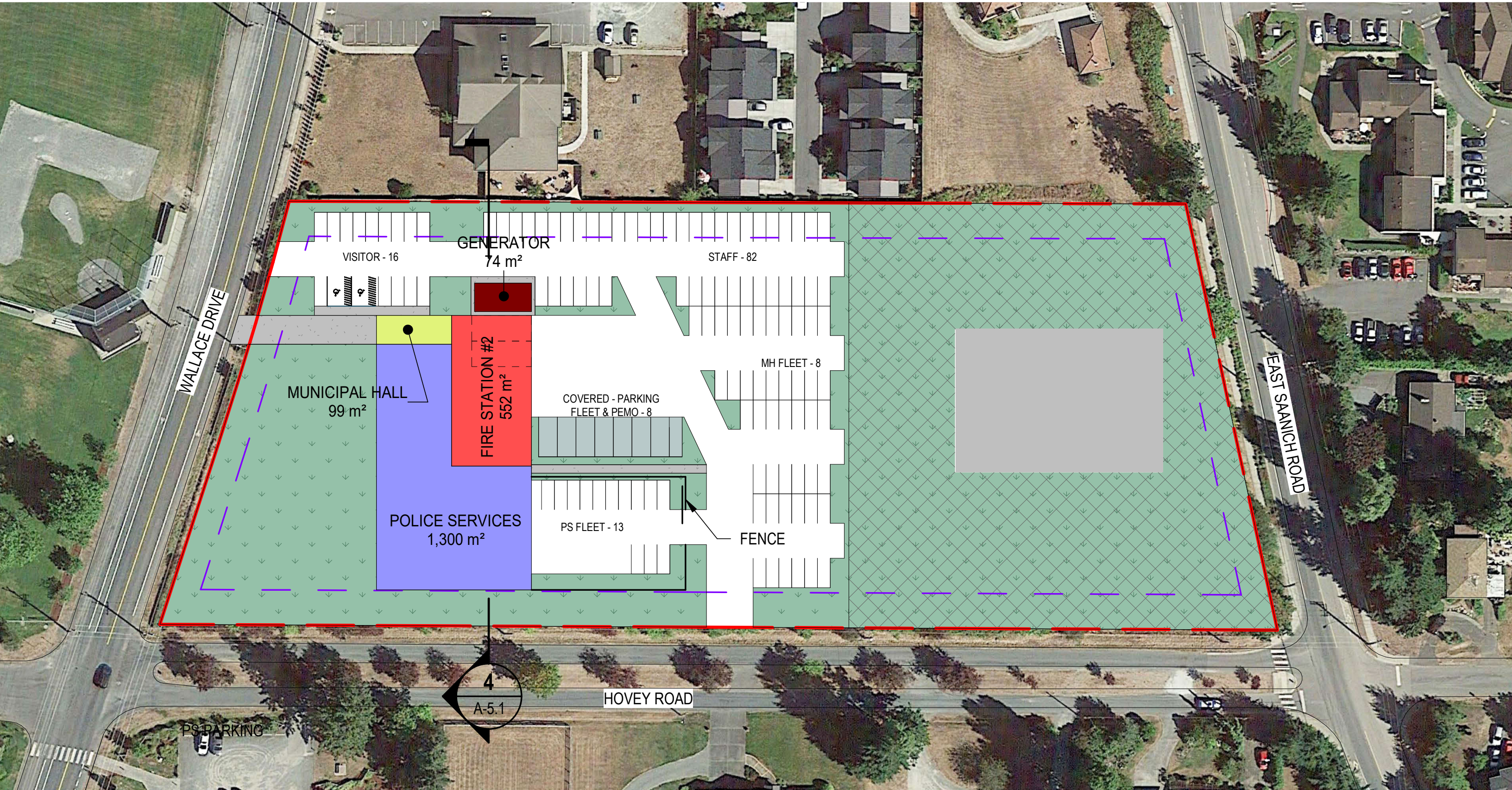
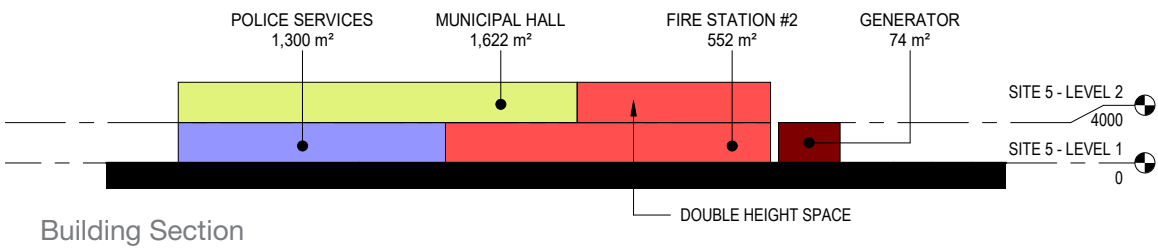
PARKING

PLAN - SITE 4.
1 : 1000

SITE PLAN - SITE 4.1 - LE
SCALE: 1 : 1000

Site 5 Hovey Rd: Plan Option 5.1

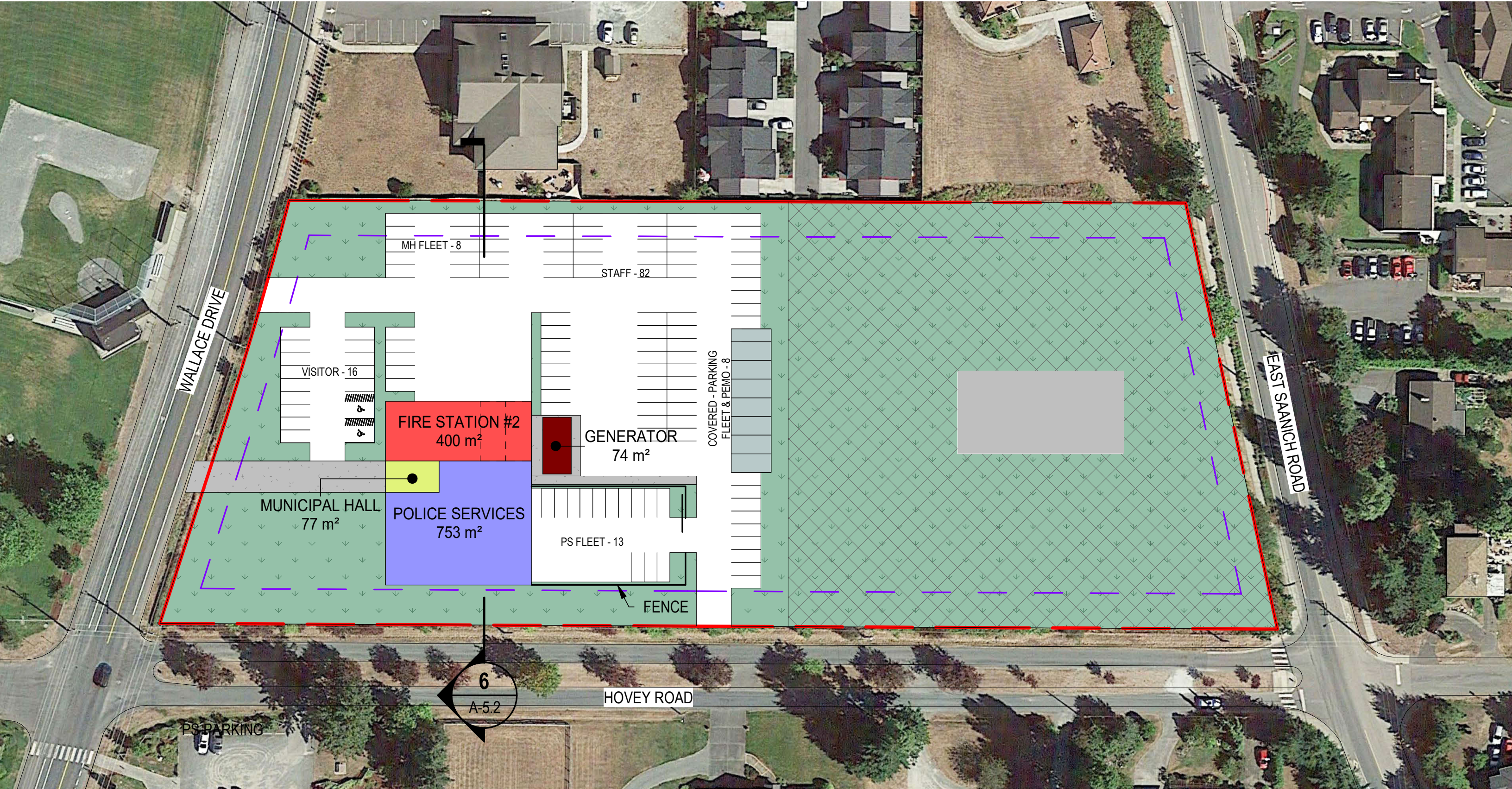
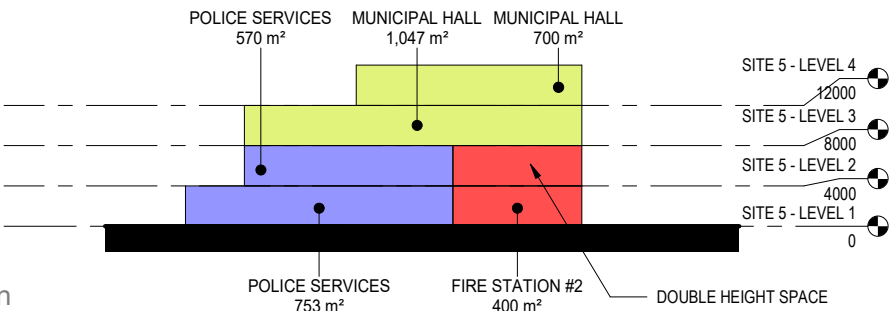
SITE DISTRIBUTION CONCEPT 2: MUNICIPAL HALL, POLICE SERVICES, FIRE STATION #2



Site 5 Hovey Rd: Plan Option 5.2

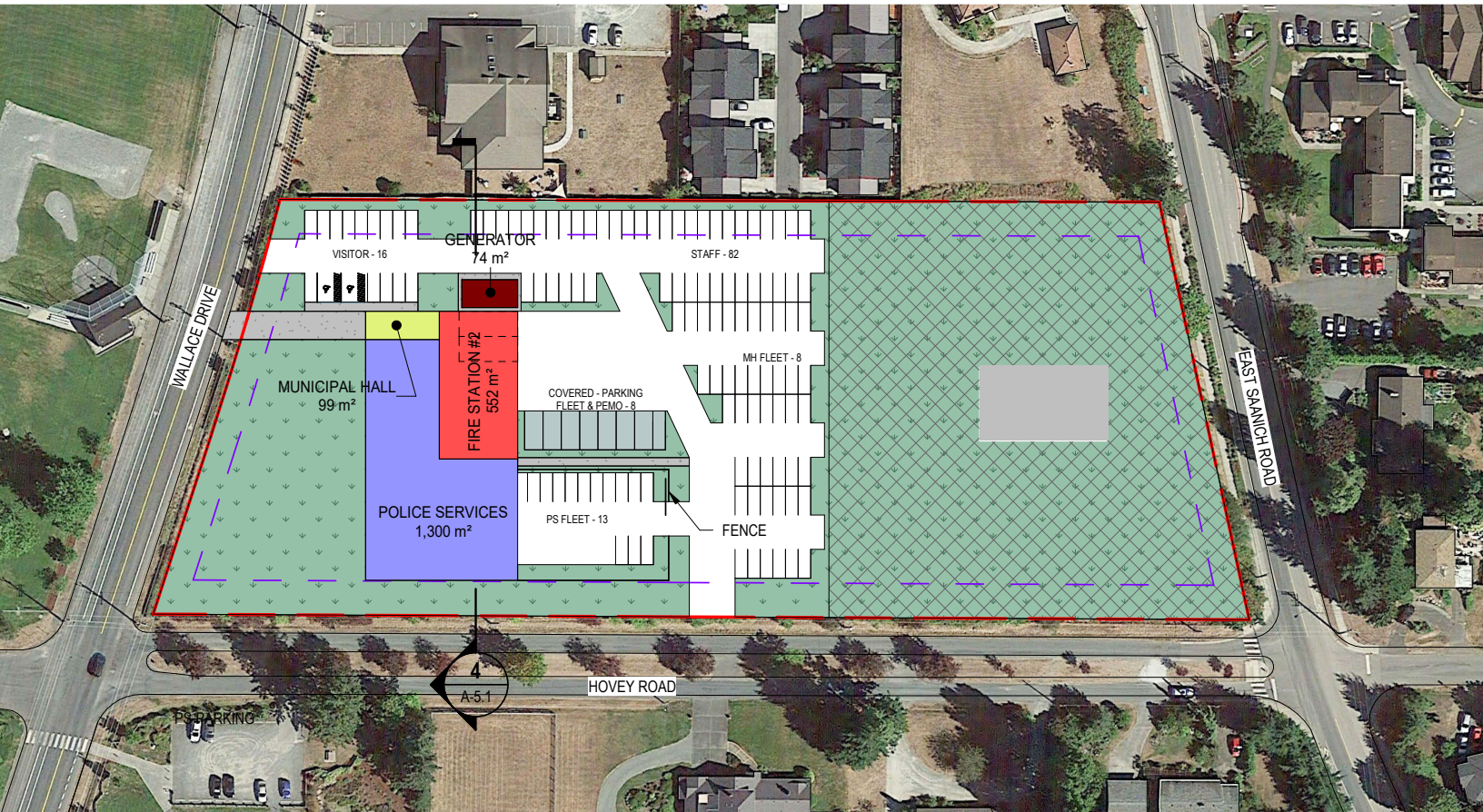
SITE DISTRIBUTION CONCEPT 2: MUNICIPAL HALL, POLICE SERVICES, FIRE STATION #2

Building Section



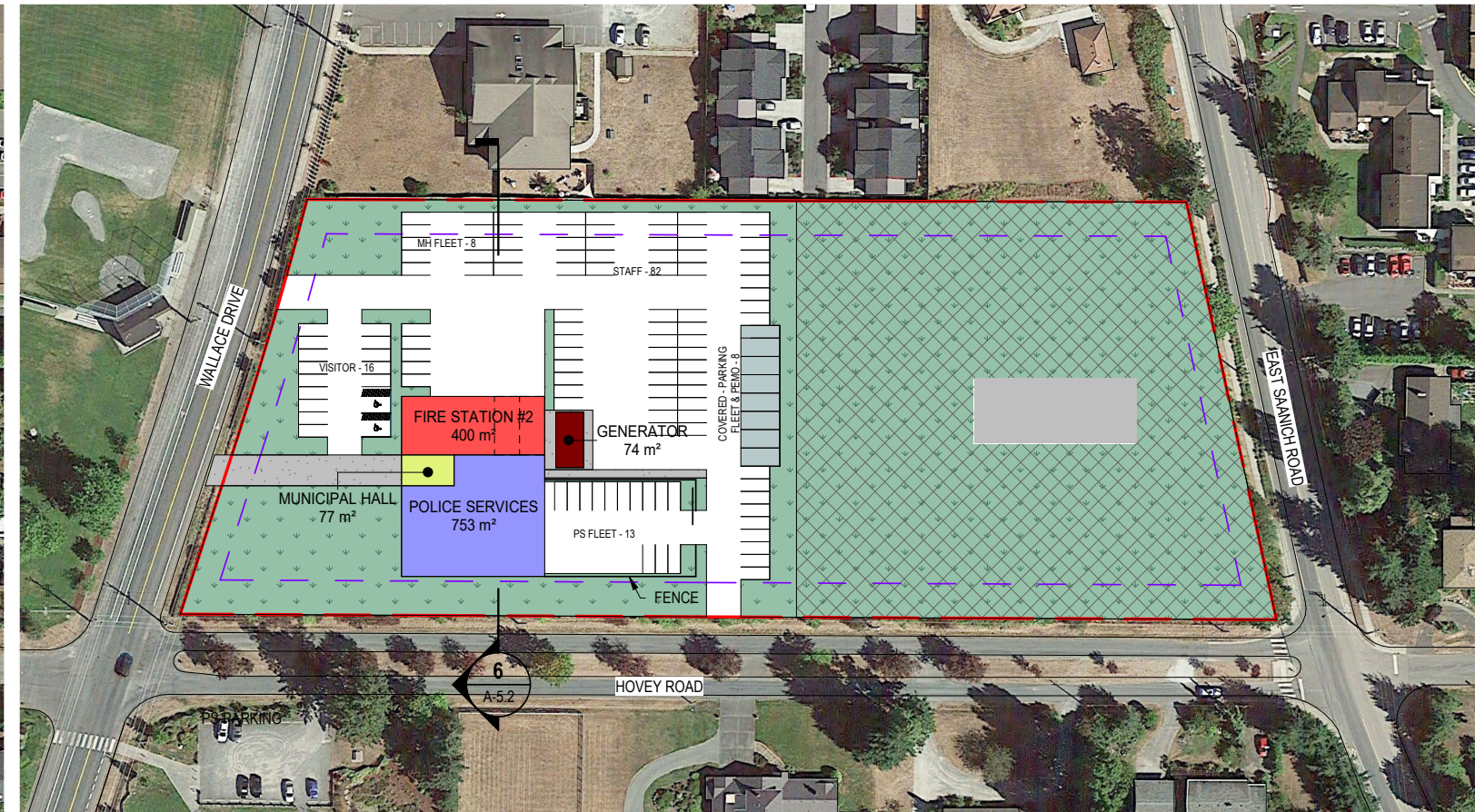
Site 5 Hovey Rd: Plan Options 5.1 + 5.2

SITE DISTRIBUTION CONCEPT 2: MUNICIPAL HALL, POLICE SERVICES, FIRE STATION #2



OPTION 5.1

- 2 level building: Ground level Police Services and Fire Station, 2nd Level: Municipal Hall w/ integrated service counter
- Police and Fire fleet access off Hovey Road (with road improvements), separated from Municipal Hall Access
- Large potential landscape area in front of building to related to Centennial Park to the west and south



OPTION 5.2

- 4 level building: Ground level Fire Station, Ground/2nd Level Police Services, 3rd and 4th Level: Municipal Hall w/ integrated service counter
- [REDACTED]

Next Steps

- Refine preferred options as required
- Class D Costing of preferred Plan Options for each Site Distribution Option
- Kasian to fill out Evaluation Matrix for the Site Distribution Options for review
- Risk Workshop: Wednesday April 19 2023: Review Evaluation Matrix and Identified Risks
- Draft Final Report









DISTRICT OF CENTRAL SAANICH RFP NO. 23-001

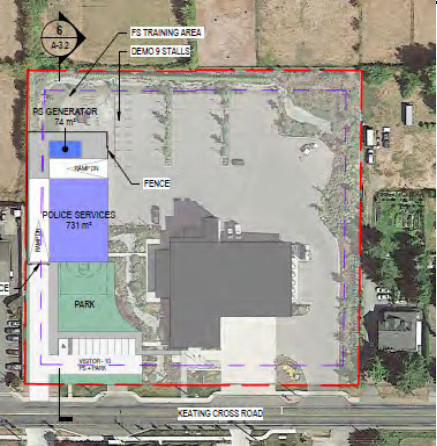

Facilities Redevelopment Feasibility Study



Summary of Feedback + Selections

Site #	Site Name	Plan Option	Plan Image	Key Features	Feedback
1	1903 Mt Newton Cross Rd	Plan Option 1.1/ Site Distribution Concept 1 Components: Municipal Hall, Fire Station #2		2 storey building, with 2 underground parking levels. Integrated service counter consolidated on ground level. Stronger relationship to adjacent commercial, Municipal functions are prominent on the site with opportunity for green space along street frontage Separated access between Municipal Hall and Fire Station Requires temporary off-site and on-site accommodations for phasing during construction	
1	1903 Mt Newton Cross Rd	Plan Option 1.2/ Site Distribution Concept 1 Components: Municipal Hall, Fire Station #2		3 storey building, with 3 levels of underground parking. Council functions on ground level, integrated service counter on 2nd level. Single level Fire Station Municipal services less prominent on site, larger area available for sale. Access points to Fire Station and City Hall are grouped Construction phasing simpler as portions of the existing building can continue to function during new construction, with modifications to vehicle circulation during construction Larger area available for other uses	
1	1903 Mt Newton Cross Rd	Plan Option 1.3/ Site Distribution Concepts 3 & 4 Components: Fire Station #2		2 storey building with admin spaces on 2nd floor to take advantage of double height requirement at the bays Access off Mt. Newton Cross Road Construction phasing simpler as portions of the existing building can continue to function, with alterations to vehicle circulation path during construction	

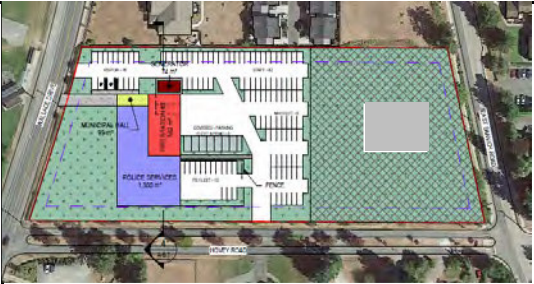
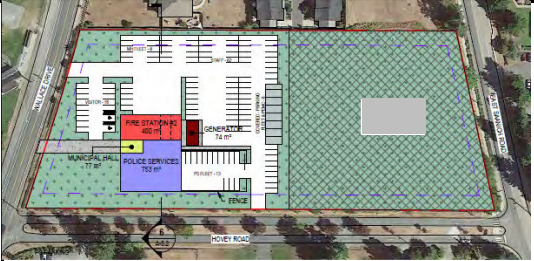

1	1903 Mt Newton Cross Rd	<div>Plan Option 1.4/ Site Distribution Concepts 3 & 4</div> <div>Components: Fire Station #2</div>		<p>2 storey building with admin spaces on 2nd floor to take advantage of double height requirement at the bays</p> <p>Access potential off both Wallace and Mt Newton Cross Rd Relationship to commercial developments across the street</p> <p>Construction will require temporary accommodations for Fire Station #2 on site</p>	
2	1703 Keating Cross Rd	<div>Plan Option 2.1/ Site Distribution Concepts 1, 2 & 4</div> <div>Components: Municipal Works Yard</div>		<p>2 level (1 dbl height, 1 standard) consolidated Operations Building where existing storage/workshop/parks building is located. Requires temp accomodations on site to relocate those functions during construction but would be constructed in one phase</p> <p>Slightly larger footprint overall than Option 2.2</p> <p>2 gates required for security due to location of building. Site circulation loops at the back of the site allowing for potential 1 way vehicle flow through the yard</p> <p>Enclosed climate controlled fleet vehicle garage is integrated into the Operations Building</p>	
2	1703 Keating Cross Rd	<div>Plan Option 2.2/ Site Distribution Concepts 1, 2 & 4</div> <div>Components: Municipal Works Yard</div>		<p>2 level (1 dbl height, 1 standard)consolidated Operations Building located partially where existing operations building is located. To be built in 2 phases to allow existing building to function during construction</p> <p>Slightly smaller footprint overall than Option 2.1</p> <p>Single gate for security, allows Operations Building to be secured throughout the day</p> <p>Smaller enclosed and covered components of the yard are located towards the front of the yard, larger more flexible uncovered yard functions, requiring large truck circulation, at the back</p>	

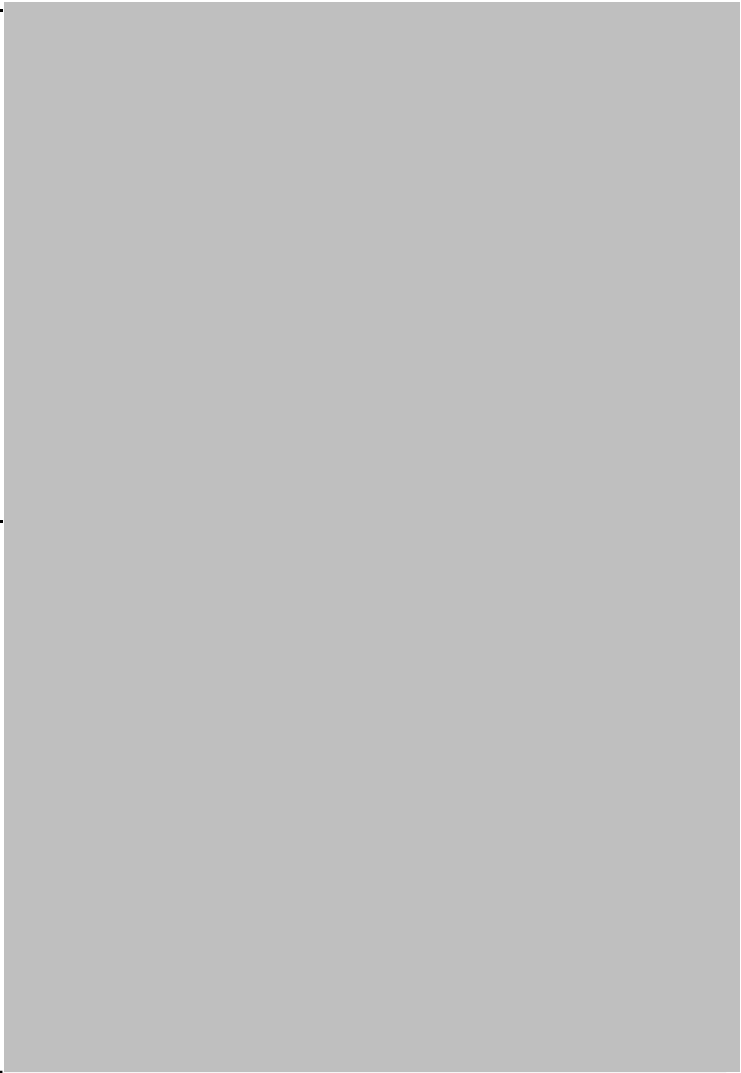
3	1512 Keating Cross Rd	<p>Plan Option 3.1/ Site Distribution Concept 1</p> <p>Components: Police Services</p>		<p>2 storey building, with 2 levels of underground parking</p> <p>Public spaces, cell block, speciality support (ex: exhibit storage, gear storage) on ground level. Admin spaces on 2nd level</p> <p>PS fleet parking on P1, Staff on P2, with 2 access ramps for redundancy</p> <p>Portion of bioswale and geothermal field is affected</p> <p>Fire Hall training area is reduced. Potential for additional training at Fire Station #2</p> <p>Parklet is reduced</p> <p>Limited visitor parking</p>
3	1512 Keating Cross Rd	<p>Plan Option 3.2/ Site Distribution Concept 4</p> <p>Components: Police Services, Municipal Hall</p>		<p>4 storey building, with adjacent 4 level surface parkade at back</p> <p>Police levels 1 & 2, Municipal Hall levels 2, 3, 4 (with entry lobby on ground) Municipal Hall L2: Staff Support (ex: lunch, lockers)/Bldg Support, L3: Council Chambers, PBB + ENG service counter, L4: All other departments incl Finance service counter + shared storage</p> <p>Portion of bioswale and geothermal field is affected</p> <p>Fire Hall training area is relocated to north-east (replacing parking stalls now in parkade)</p> <p>Parklet is reduced further from 3.1</p>



4

4

				<p>2 level building: Ground level Police Services and Fire Station, 2nd Level: Municipal Hall w/ integrated service counter</p> <p>Police and Fire fleet access off Hovey Road (with road improvements), separated from Municipal Hall Access</p> <p>Large potential landscape area in front of building to related to Centennial Park to the west and south</p>
5	Lot A/B Hovey Rd	<p>Plan Option 5.1/ Site Distribution Concept 2</p> <p>Components: Municipal Hall, Police Services, Fire Station #2</p>		<p>4 level building: Ground level Fire Station, Ground/2nd Level Police Services, 3rd and 4th Level: Municipal Hall w/ integrated service counter</p> <p>Compact building footprint </p>



D

Appendix D

PHASING PLANS

The following pages contain proposed phasing plans for the following Site Distribution Options:

Site Distribution Option 1: 1903 Mt Newton Cross Rd site and 1702 Keating Cross Road Site



SITE DISTRIBUTION CONCEPT 1:

1903 Mt. Newton Cross Road Site Phasing

To maintain ongoing operations on the site during construction, the new site plan for 1903 Mt. Newton Cross Road would be executed in three phases as illustrated on the figures to the right.

Phase 1:

- Construct the new building and its associated generator
- Construct a portion of the ring vehicle circulation with surface parking for Fire Station #2 first responders
- Construct landscaping and associated sidewalk improvements at the new building.

Phase 2:

- Relocate operations from the existing building to the new building. Note: Police Fleet parking will need to be temporarily relocated and [REDACTED] Existing visitor parking will need to be retained pending completion of Phase 3.
- Demolish the existing building

Phase 3:

- Complete the surface parking, including secure police fleet parking and visitor parking.
- Complete the remaining portion of the ring vehicle circulation around the building.
- Complete landscaping.



PHASE 1



PHASE 2



PHASE 3

SITE DISTRIBUTION CONCEPT 1 AND 2

1703 Keating Cross Road Site Phasing

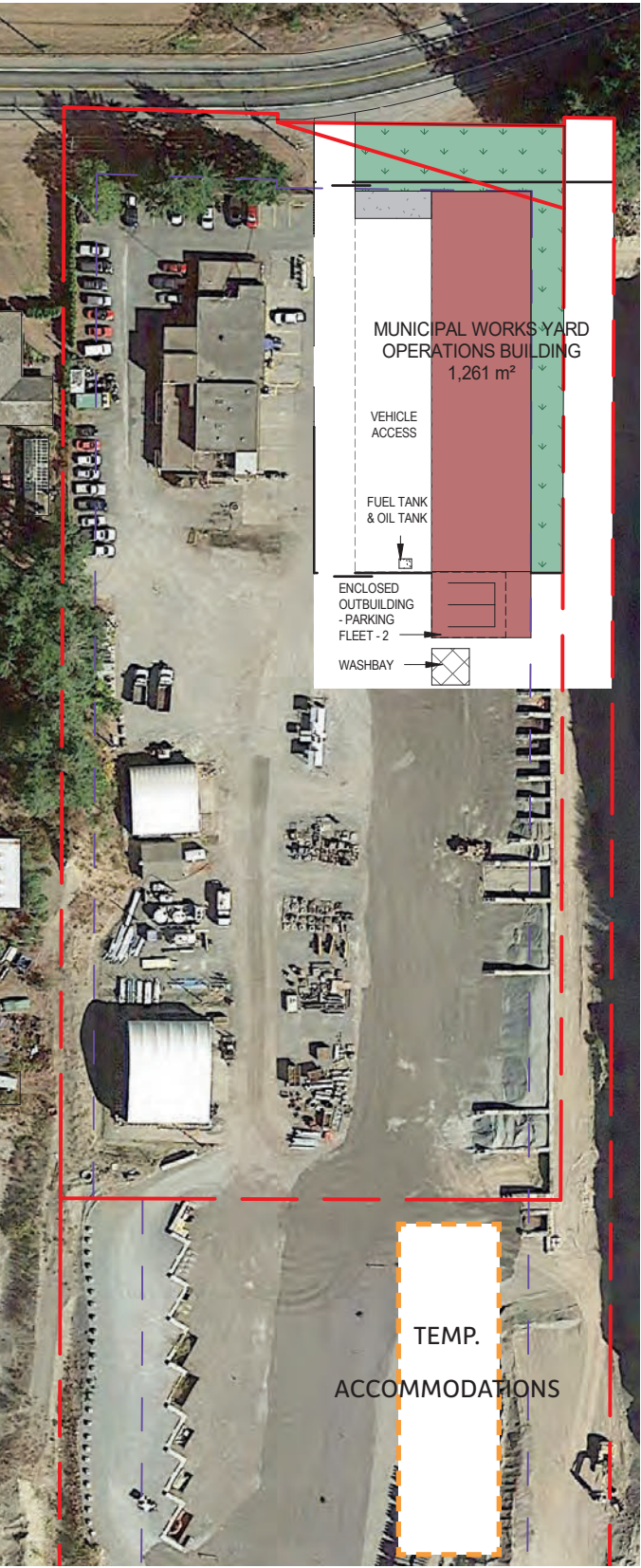
To maintain ongoing operations on the site during construction, the new site plan for 1703 Keating Cross Road would be executed in four (4) phases as illustrated on the figures to the right and the following page.

Phase 1:

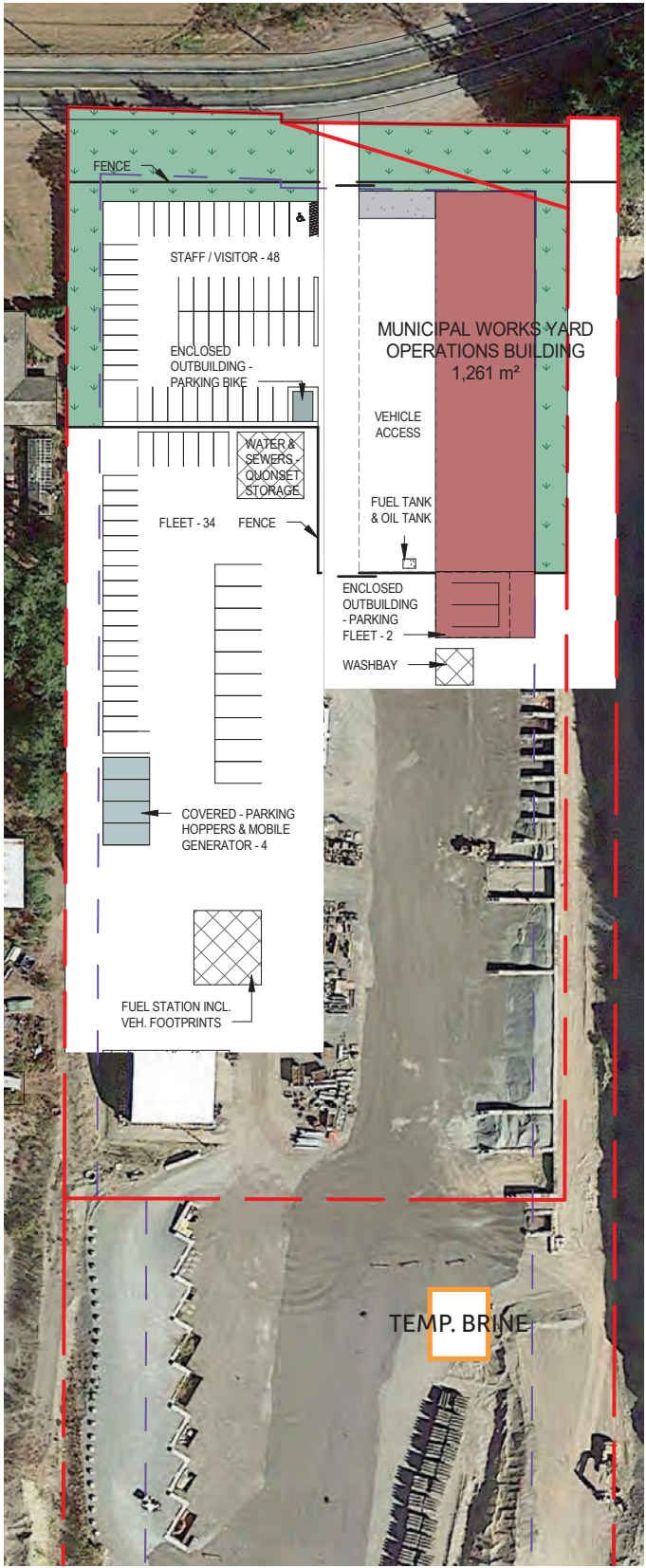
- Construct temporary accommodations for the workshops/ storage/covered storage at the back of the site, to house those elements currently located in the existing east building.
- Construct the new Operations Building and attached Enclosed Outbuilding for parking, and the associated main circulation and apron in front of building.
- Construct the washbay
- Relocate the existing small fuel tank and oil tank

Phase 2:

- Relocate functions out of the existing main building at the west of the site as well as out of the temporary accommodations, into the new Operations Building
- Demolish the existing main building on site.
- Construct fencing and gates
- Temporarily relocate the brine production area to the back of site
- Construct the surface parking including covered fleet parking
- Construct the new fuel station and demolish the existing one
- Relocate the existing Water & Sewer quonset
- Build landscaping at the front of site

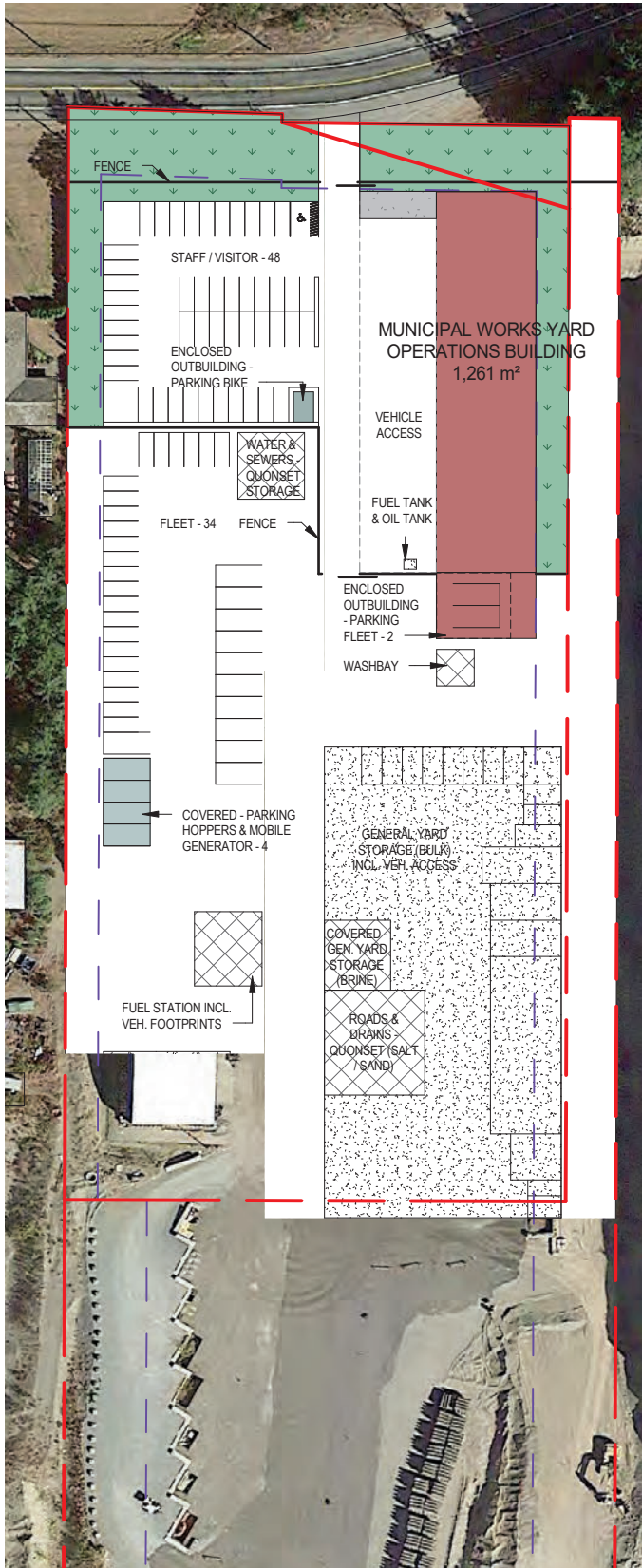


PHASE 1

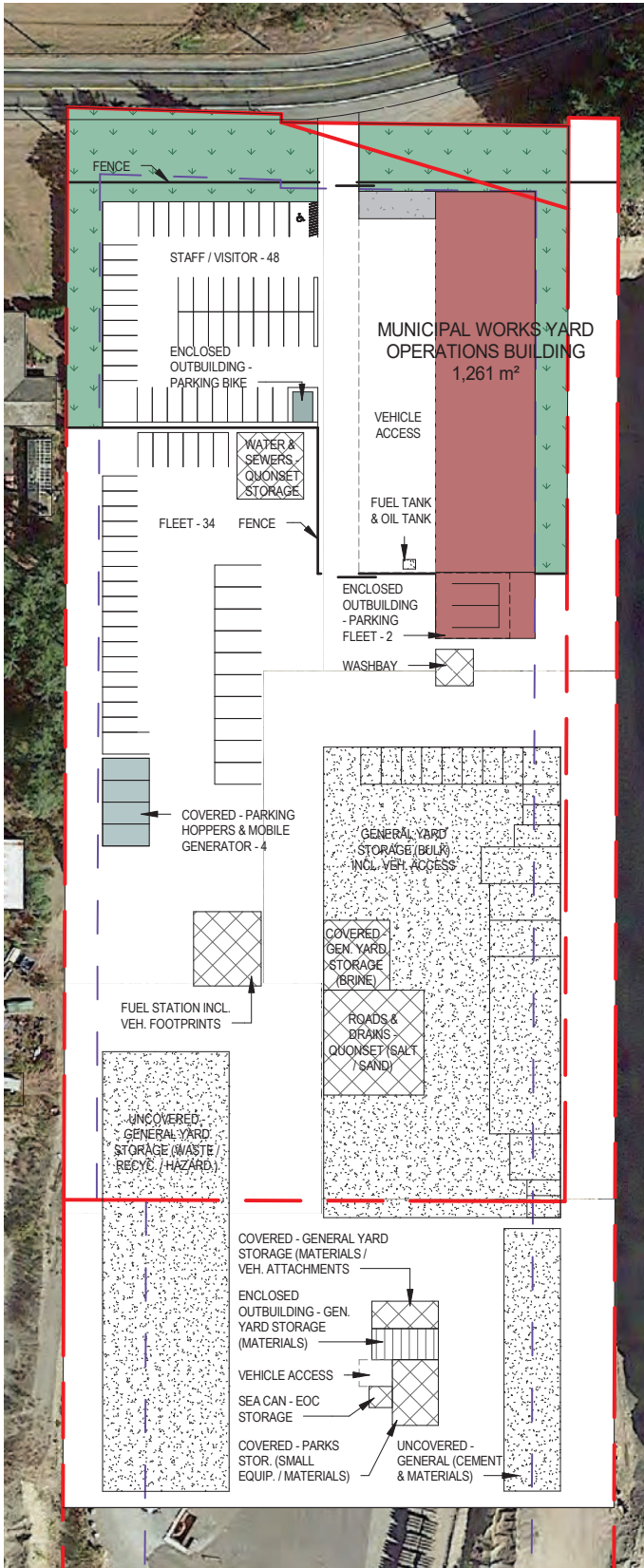


PHASE 2

- Phase 3:
- Relocate the Roads/Drainage Quonset (salt)
 - Relocate the brine production from its temporary location
 - Construct the bulk materials storage area
- Phase 4:
- Construct the required portion of waste collection area
 - Complete the area of uncovered laydown
 - Build out the covered/enclosed storage areas



PHASE 3



PHASE 4



SITE DISTRIBUTION CONCEPT 3:

Mt Newton Cross Road Site Phasing

To maintain ongoing operations on the site during construction, the new site plan for 1903 Keating Cross Road would be executed in three (3) phases as illustrated on the figures to the right.

Phase 1:

- Construct the new building
- Construct all site circulation and landscaping

Phase 2:

- Construct the covered parking for fleet (PEMO). Note: This parking is in Phase 2 as it requires Police Services to vacate the site prior to its construction (overlaps existing exterior areas for Police Services)

Phase 3:

- Demolish the existing municipal services building



PHASE 1



PHASE 2



PHASE 3

E

Appendix E

EVALUATION MATRIX

The following pages contain the detailed evaluation matrix for the four Site Distribution Options.

Each concept was evaluated against the criteria and given a score between 1 and 5, with 1 being low achievement and 5 being high achievement. That score was then multiplied by the weighting factor given to that criteria to reflect the relative importance of that particular criteria and establish the final score for that item. Weighting for each criteria was on a scale of 1 to 3, with 1 being low value and 3 being highest value.

Central Saanich Feasibility Study Site Options Comparison Table (5 max, 0 min pre-weighting) Low, Medium, High Weight


Project Objectives Evaluation						
Evaluation Criteria	Weight (H=3, M=2, L=1)	Site Distribution Concept 1	Site Distribution Concept 2	Site Distribution Concept 3	Site Distribution Concept 4	Criteria Evaluation Comments
OCP Fundamental Principle: Support Agriculture AND Maintain Rural Character						
Prioritize development within the Urban Containment Area	3	5.0	5.0	2.0	3.0	Site Distribution Concept 1: Both sites are within the UC Area Site Distribution Concept 2: Both sites are within the UC Area Site Distribution Concept 3: <div></div> Site Distribution Concept 4: <div></div>
		15.0	15.0	6.0	9.0	
Potential to provide on-site area for agricultural use (ex: Community Food Production Hub, Demonstration Garden, ALR land swap)	1	4.0	4.0	3.0	5.0	Site Distribution Concept 1: Area available at the back of 1903 Mt Newton X Rd site could be suitable for small scale on site agricultural (ex: demonstration/community garden), no area available at 1703 Keating X Rd Site Distribution Concept 2: Area available at front of site, could be suitable for small scale on-site agricultural (ex: demonstration/community garden). Potential relationship with Centennial Park. Site Distribution Concept 3: Area available at front of site (smaller than other sites), could be suitable for small scale on-site agricultural (ex: demonstration/community garden) Site Distribution Concept 4: Hovey front of site, could be suitable for small scale on-site agricultural (ex: demonstration/community garden). Potential relationship with Centennial Park. <div></div>
		4.0	4.0	3.0	5.0	
Subtotal		19.0	19.0	9.0	14.0	
OCP Fundamental Principle: Use Limited Land Supply Wisely AND Manage Growth Carefully						
Support a balanced approach to growth on-site (ex: municipal site not overbuilt, potential areas for future expansion identified)	2	3.0	3.0	4.0	3.0	Site Distribution Concept 1: 1903 Mt Newton X Rd site - Building includes approx 200m2 internal growth space with potential expansion space to back of site towards generator (with reconfiguration of site circulation path and covered parking). 1703 Keating X Rd - yard growth would be achieved through vertical storage solutions to minimize footprints, expansion of building would require relocation of washbay Site Distribution Concept 2: Hovey Site: Building includes approx 200m2 internal growth space, with potential building expansion to north (may require relocation of generator), and to west (with reconfiguration of visitor parking). 1703 Keating X Rd - yard growth would be achieved through vertical storage solutions to minimize footprints, expansion of building would require relocation of washbay Site Distribution Concept 3: <div></div> : Building footprint reflects program size with minor flex space. Potential expansion of Consolidated Bldg to the west. Works Yard: yard growth would be achieved through vertical storage solutions to minimize footprints, expansion of Operations Building to the south would require relocation of covered parking. Site Distribution Concept 4: Hovey Site: Similar to Concept 2. <div></div>
		6.0	6.0	8.0	6.0	
Provide new, purpose-built facilities to support future service provision and workstyles	2	4.0	4.0	4.0	4.0	Site Distribution Concept 1,2,3,4: All facilities are new (except minor reuse of works yard quonsets) and meet or exceed program area requirements
		8.0	8.0	8.0	8.0	

Evaluation Criteria	Weight (H=3, M=2, L=1)	Site Distribution Concept 1	Site Distribution Concept 2	Site Distribution Concept 3	Site Distribution Concept 4	Criteria Evaluation Comments
Support synergies between functional groups to streamline operations and increase efficiency	3	3.0	3.0	5.0	4.0	<p>Site Distribution Concept 1: All components except Municipal Works Yard are consolidated on Mt Newton X Rd site, most distant site from the Municipal Works Yard.</p> <p>Site Distribution Concept 2: All components except Municipal Works Yard are consolidated on Hovey Road site.</p> <p>Site Distribution Concept 3: Consolidates works yard with other municipal functions to allow all of engineering to be together and co-located with related departments.</p> <p>Site Distribution Concept 4: All components except Municipal Works Yard are consolidated on Hovey Road site.</p>
Reflects highest and best use of land with respect to the market feasibility	3	2.0	4.0	3.0	5.0	<p>Site Distribution Concept 1: 1903 Mt Newton Cross Rd site value increases by approx 75% if rezoned for mixed-use development vs current use. 1703 Keating Cross Rd use reflects industrial nature of area, but could be zoned for more extensive industrial use (rezoned from I-2 to I-1).</p> <p>Site Distribution Concept 2: Creates a municipal precinct on currently underutilized land with a strong relationship to Centennial Park and potential services for densifying residential development adjacent. 1703 Keating Cross Rd use reflects industrial nature of area, but could be zoned for more extensive industrial use (rezoned from I-2 to I-1).</p> <p>Site Distribution Concept 3: Creates a municipal precinct on currently underutilized land, with a relationship to adjacent commercial uses</p> <p>Site Distribution Concept 4: Creates a municipal precinct on currently underutilized land on Hovey. 1903 Mt Newton Cross Rd site value increases if rezoned for mixed-use development vs current use. 1703 Keating Cross Rd site value increases if rezoned for light industrial use (rezoned from I-2 to I-1).</p>
Allow for flexibility in phased construction and minimizes disruption to ongoing operations during redevelopment, especially for Police Services and Municipal Yard (ex: minimizes need for swing space, number of temporary moves)	2	2.0	3.0	5.0	5.0	<p>Site Distribution Concept 1: 1903 Mt Newton X Rd site requires phased construction as existing functions are being relocated on the same site. Anticipate some disruption during construction. 1703 Keating Cross Rd site requires temporary accommodations and relocations to facilitate construction of new building on site.</p> <p>Site Distribution Concept 2: Hovey Road site allows for full construction of new municipal facilities without disruption to current operations at 1903 Mt Newton X Rd. 1703 Keating Cross Rd site requires temporary accommodations and relocations to facilitate construction of new building on site.</p> <p>Site Distribution Concept 3: allows for full construction of new municipal facilities on site without disruption to current operations at 1903 Mt Newton X Rd or 1703 Keating Cross Rd. Fire Station #2 at 1903 Mt Newton Cross Rd can be constructed in 2 phases to minimize disruption to existing Fire Station #2 on site, with phase 2 a very minor phase, minimal disruption anticipated.</p> <p>Site Distribution Concept 4: and Hovey Site allows for full construction of new municipal facilities on site without disruption to current operations at 1903 Mt Newton X Rd or 1703 Keating Cross Rd.</p>
Achieve synergies with surrounding property uses (ex: access/links to neighbourhood amenities)	3	5.0	4.0	2.0	3.0	<p>Site Distribution Concept 1: 1903 Mt Newton X Rd site: Potential to integrate the municipal services within a future mixed use development, incorporating amenities. Existing commercial centre amenities adjacent.</p> <p>Site Distribution Concept 2: Hovey Rd site: Strong potential to create relationship with Centennial Park, destination location for the public.</p> <p>Site Distribution Concept 3: Limited relationship to amenities, small commercial developments adjacent.</p> <p>Site Distribution Concept 4: Combination of concept #2 and #3.</p>
Subtotal		58.0	61.0	60.0	68.0	

Evaluation Criteria	Weight (H=3, M=2, L=1)	Site Distribution Concept 1	Site Distribution Concept 2	Site Distribution Concept 3	Site Distribution Concept 4	Criteria Evaluation Comments
OCP Fundamental Principle: Support Economic Development AND Provide a Range of Housing Opportunities						
Use compact footprints for Municipal services to make space available for other uses on site, without compromising the functionality of the Municipal services	3	3.0	4.0	3.0	5.0	Site Distribution Concept 1: 1903 Mt Newton X Rd municipal functions are stacked in 4 storey building with 3 levels of underground parkade, use approx 62% of the site and include growth within the building footprint. 1703 Keating Cross Rd, works yard takes up approx 57% of site, consolidation of interior functions into a 2 storey building. Area for other uses is located at back of site, with laneway access may limit interest in site. Site Distribution Concept 2: Hovey Road municipal functions are stacked in a 4 storey building with surface parking, [REDACTED] and includes growth within the building footprint. 1703 Keating Cross Rd, works yard takes up approx 57% of site and interior functions are consolidated into a 2 storey building (same as Site Distribution Concept 1). Area for other uses is located at back of site, with laneway access may limit interest in site. Option makes 100% of 1903 Nt Newton Cross Road available for other uses Site Distribution Concept 3: [REDACTED] Site is fully utilized for municipal functions, with minor growth area allowed for beyond building footprints. Building is a 3 storey stack, with surface parking. 1903 Mt Newton X Rd site Fire Station #2 site use approx 41% of site (less than Site Distribution Concept 1) and is stacked in a 2 storey building. Option makes 100% of 1703 Keating Cross Road for other uses. Site Distribution Concept 4: Hovey Road municipal functions are stacked in a 4 storey building with surface parking, use approx 50% of the site and includes growth within the building footprint. [REDACTED] works yard takes up approx 54% of site. Option makes 100% of 1903 Nt Newton Cross Road and 1703 Keating Cross Road available for other uses.
		9.0	12.0	9.0	15.0	
Subtotal		9.0	12.0	9.0	15.0	

OCP Fundamental Principle: Facilitate a Sense of Community						
Support easy access to public services (ex: close to residential centre)	2	5.0	4.0	2.0	4.0	Site Distribution Concept 1: 1903 Mt Newton X Rd site is close to central mixed use development. Consolidates primary public municipal functions together (Municipal Hall, Police) Site Distribution Concept 2: Hovey Rd site: Associated with Brentwood Bay residential area and adjacent to existing public amenity space (Centennial Park). Consolidates primary public municipal functions together (Municipal Hall, Police) Site Distribution Concept 3: [REDACTED] Consolidates primary public municipal functions together (Municipal Hall and Police) but no other public service draws in the area. ALR lands located directly across the street limit adjacent development potential Site Distribution Concept 4: Hovey Rd site: Associated with Brentwood Bay residential area and adjacent to existing public amenity space (Centennial Park). Consolidates primary public municipal functions together (Municipal Hall, Police). [REDACTED]
		10.0	8.0	4.0	8.0	
Provide exterior space for community use on site, such as open plaza space and park/play areas, to promote health/wellbeing and community connection.	2	4.0	5.0	3.0	5.0	Site Distribution Concept 1: Available space is at the back of 1903 Mt Newton X Rd site, no direct relationship to the street but could be developed as an internal park/community use space in association with the potential mixed use development on site. Site Distribution Concept 2: Area available at front of site with potential relationship with Centennial Park. Site Distribution Concept 3: Area available at front of site (smaller than other sites) in north-west corner. Site Distribution Concept 4: Hovey Rd site: Area available at front of site with potential relationship with Centennial Park. [REDACTED] Area available at side of site with potential community use.
		8.0	10.0	6.0	10.0	

Evaluation Criteria	Weight (H=3, M=2, L=1)	Site Distribution Concept 1	Site Distribution Concept 2	Site Distribution Concept 3	Site Distribution Concept 4	Criteria Evaluation Comments
Create an active, pedestrian scaled, street frontage	2	4.0	4.0	2.0	4.0	Site Distribution Concept 1: 1903 Mt Newton X Rd site is a 4 storey structure with one facade facing Mt Newton Cross Road to create potential active zone with improved street frontage/sidewalks/green space, upper levels to be set back as per Saanichton Village Plan. Parking is below ground or back from the street frontage Site Distribution Concept 2: Hovey Rd site 4 storey building is set back from the street, prioritizing green space adjacent to street frontage, some surface parking in front and to side of building visible from Wallace Drive. Site Distribution Concept 3: 3 storey and 2 storey buildings are located along the perimeter of the site to act as buffers and to create potential active zone with improved street frontage/sidewalks/green space. 1903 Mt Newton X Rd - design of Fire Station #2 integrates with and highlights the existing fire museum. Site Distribution Concept 4: Hovey Rd site 4 storey building is set back from the street, prioritizing green space adjacent to street frontage, some surface parking in front and to side of building visible from Wallace Drive. Works yard buildings are located along the perimeter of the site to act as buffers and to create potential active zone with improved street frontage/sidewalks/green space.
		8.0	8.0	4.0	8.0	
Support intuitive wayfinding in the organization of the site (ex: zoning public use to front of site, considering sightlines, placemaking markers)	3	3.0	5.0	4.0	5.0	Site Distribution Concept 1: 1903 Mt Newton X Rd site: Building is not as prominent in position on overall site as other options, but building itself can be zoned public/operational to support intuitive wayfinding. 1703 Keating X Rd site: public parking and admin space that public may access is located at front of site, but potential cross over between pedestrian traffic from parking area to building with fleet traffic in and out of site and accessing vehicle maintenance bays. Site Distribution Concept 2: Hovey Rd site: Building location is prominent on site and can be zoned public/operational to support intuitive wayfinding. 1703 Keating X Rd site: public parking and admin space that public may access is located at front of site, but potential cross over between pedestrian traffic from parking area to building with fleet traffic in and out of site and accessing vehicle maintenance bays. Site Distribution Concept 3: Public access is only to Consolidated Building, no public access is required to Works Yard. Site Distribution Concept 4: Hovey Rd site: Building location is prominent on site and can be zoned public/operational to support intuitive wayfinding. Main building is highly visible at corner of the site and can be zoned public/operational to support intuitive wayfinding.
		9.0	15.0	12.0	15.0	
Ensure the site is accessible and inclusive for all	3	4.0	4.0	4.0	4.0	Site Distribution Concept 1,2,3,4: All sites can support access and inclusion.
		12.0	12.0	12.0	12.0	

Evaluation Criteria	Weight (H=3, M=2, L=1)	Site Distribution Concept 1	Site Distribution Concept 2	Site Distribution Concept 3	Site Distribution Concept 4	Criteria Evaluation Comments
Reflect a “good neighbour” approach to the organization of the site with respect to the surrounding area to minimize negative impacts: consider access points to site, visual sight-lines into the sites, noise transfer etc.	3	4.0	3.0	2.0	2.0	<p>Site Distribution Concept 1: Access points to site are limited to Mt Newton X Rd requiring traffic study for potential impact to Mt Newton X Road. Existing functions remain in place, familiar to neighbourhood. Municipal Works Yard retained in an area with like uses.</p> <p>Site Distribution Concept 2: Access points available off Wallace Drive and Hovey Rd reduce potential impact to either street. Brings new functions to the neighbourhood on previous vacant, but not-accessible land. Fire Station #2 fronts single family residential across street with limited opportunities to buffer due to vehicle access. Municipal Works Yard retained in an area with like uses.</p> <p>Site Distribution Concept 3: </p> <p>Site Distribution Concept 4: Combination of concept #2 and #3.</p>
Subtotal		59.0	62.0	44.0	59.0	

OCP Fundamental Principle: Create Walkable Neighbourhoods						
Support the design "Green and Pedestrian Friendly Streets" (wider sidewalks, bike lanes, integrated trees and landscaping) that prioritize pedestrians and cyclists	2	3.0	4.0	4.0	4.0	Site Distribution Concept 1,2,3,4: All sites have the potential to support the design of "green and pedestrian friendly streets" however, Concept 1 has the least street frontage to directly affect.
		6.0	8.0	8.0	8.0	
Create new pedestrian cross connections across the site or retain and enhance existing pedestrian paths across the site.	2	5.0	5.0	3.0	5.0	Site Distribution Concept 1: Existing pedestrian path at 1903 Mt Newton X Rd site can be partially retained and re-routed to reflect new site development Site Distribution Concept 2: Potential for pathways north-south at back municipal portion of site of Hovey Rd site and into future development area on Lot B and existing developments to the north. Site Distribution Concept 3: More limited potential for cross connections due to presence of Municipal Works Yard on site (limit public access for safety and security) Site Distribution Concept 4: Potential for pathways north-south at back municipal portion of site of Hovey Rd site and into future development area on Lot B and existing developments to the north. : Municipal Works Yard on site (limit public access for safety and security, similar to existing Works Yard).
		10.0	10.0	6.0	10.0	
Employ Crime Prevention Through Environmental Design (CPTED) principles in site organization and building forms: sightlines/overlook	3	4.0	4.0	4.0	4.0	Site Distribution Concept 1,2,3,4: All sites have the potential to support CPTED principles
		12.0	12.0	12.0	12.0	
Subtotal		28.0	30.0	26.0	30.0	

Evaluation Criteria	Weight (H=3, M=2, L=1)	Site Distribution Concept 1	Site Distribution Concept 2	Site Distribution Concept 3	Site Distribution Concept 4	Criteria Evaluation Comments
OCP Fundamental Principle: Protect and Enhance the Environment, Biodiversity & Natural Ecosystems AND Protect Water						
Enhance the Urban Tree Forest and create urban habitat to support biodiversity	2	4.0	5.0	3.0	5.0	Site Distribution Concept 1: Area available at the back of 1903 Mt Newton X Rd site and small area along street frontage that can support trees/urban habitat. Potential for accessible green roof area above Fire Station 2 (accessed from 3rd level of building) as well as non-accessible green roof at upper roof (4th level roof). Landscape buffer at front of 1703 Keating Cross site that can support trees/urban habitat Site Distribution Concept 2: Larger area available at front of site, adjacent to Centennial Park, that could support trees/urban habitat. Potential for accessible green roof area above Fire Station 2 (accessed from 3rd level of building) as well as non-accessible green roof at upper roof (4th level roof). Landscape buffer at front of 1703 Keating Cross site that can support trees/urban habitat Site Distribution Concept 3: Area available at front of site (smaller than other sites) to support tree/urban habitat. Potential for accessible or non-accessible green roof on Consolidated Building and Operations Buildings. Works Yard requires gravel/paving for majority of site. Site Distribution Concept 4: Hovey Site: Larger area available at front of site, adjacent to Centennial Park, that could support trees/urban habitat. [REDACTED] has significant vacant land that could support trees, garden, farm etc.
		8.0	10.0	6.0	10.0	
Employ blue-green solutions and natural systems (ex: rain gardens, bioswales, permeable paving) to address stormwater management on site	3	4.0	4.0	3.0	4.0	Site Distribution Concepts 1, 2 and 4 have larger extent of green areas that could employ blue-green solutions and natural systems vs Site Distribution Concept 3.
		12.0	12.0	9.0	12.0	
Subtotal		20.0	22.0	15.0	22.0	

OCP Fundamental Principle: Address the causes and impacts of Climate Change						
Implement passive design strategies for building massing, orientation and location to minimize energy demands. Support applicable BC Energy Step Code level (4) identified by District for new construction post 2025	3	3.0	3.0	4.0	3.0	Site Distribution Concept 1: 1903 Mt Newton, building shape and size is optimal for energy efficiency. Orientation would be preferred in a more East-West line (long elevations facing north and south), could be considered in next phase. Potential to introduce natural ventilation for municipal hall on upper levels. Due to their complexity, the Fire Station and Police Services are a challenge to implement passive design strategies. 1703 Keating Cross Road: Building with a distribution 80% garage and 20% offices a challenge to implement passive design strategies. Orientation is not optimal for energy efficiency. Site Distribution Concept 2: Hovey Road, building shape and size is optimal for energy efficiency. Potential to introduce natural ventilation for municipal hall on upper levels. Due to their complexity, the Fire Station and Police Services a challenge to implement passive design strategies. 1703 Keating Cross Road: Building with a distribution 80% garage and 20% offices a challenge to implement passive design strategies. Orientation is not optimal for energy efficiency. Site Distribution Concept 3: [REDACTED] Orientation of Consolidated Building is optimal for energy efficiency. Operations Building is more challenging as orientation is not optimal. 1903 Mt Newton, building shape and size is optimal for energy efficiency. Orientation would be preferred in a more East-West line, could be considered in next phase. Site Distribution Concept 4: Hovey Road, similar comments as concept 2. [REDACTED] Operations Building is more challenging as orientation is not optimal.
		9.0	9.0	12.0	9.0	
Support cost effective on-site energy generation and storage, such as solar PV and geothermal.	2	4.0	4.0	4.0	4.0	Site Distribution Concept 1,2,3,4: All sites have the potential to support on-site energy generation.
		8.0	8.0	8.0	8.0	

Evaluation Criteria	Weight (H=3, M=2, L=1)	Site Distribution Concept 1	Site Distribution Concept 2	Site Distribution Concept 3	Site Distribution Concept 4	Criteria Evaluation Comments
Support post disaster response, in particular for Police and Fire, and Municipal Works Yard, on-site	3	2.0	3.0	3.0	4.0	Site Distribution Concept 1: Structures can be constructed to post-disaster standards. Access to site is limited to Mt Newton X Road for Police and Fire, and limited to Keating Cross Rd for Municipal Works Yard
		6.0	9.0	9.0	12.0	Site Distribution Concept 2: Structures can be constructed to post-disaster standards. Hovey Rd site allows for access from two roads to support Police and smaller fire vehicle traffic. Access to site is limited to Keating Cross Road for Municipal Works Yard Site Distribution Concept 3: Structures can be constructed to post-disaster standards. supports access from 2 roads for Police and Municipal Works Yard. 1903 Mt Newton X Rd site only supports access from 1 street for Fire Station #2. Site Distribution Concept 4: Structures can be constructed to post-disaster standards. Hovey Rd site allows for access from two roads to support Police and smaller fire vehicle traffic. supports access from 2 roads for Municipal Works Yard.
Encourage alternative modes of transportation including walking, cycling and public transportation (ex: proximity to public transport)	3	4.0	4.0	2.0	4.0	Site Distribution Concept 1: Mt Newton Cross Rd site: Adjacent to bus stops at Wallace Drive as well as Saanichton Exchange. Existing roadside pedestrian facilities along Wallace Drive and Mt Newton X Rd. Wallace Drive and Mt Newton X Rd identified for cycling improvements, provisions for bike storage/shower/changing facilities on site. 1703 Keating X Rd site: Bus stop adjacent on Keating Cross Rd. No existing roadside pedestrian facilities on Keating Cross Rd adjacent to site (no future plans identified in Transportation Plan). Adjacent to existing connector cycling route to the north on Willow Way, but no cycling connection E-W.
		12.0	12.0	6.0	12.0	Site Distribution Concept 2: Adjacent to bus stop at Wallace Drive/Hovey Rd. Existing and future planned roadside pedestrian facilities on Wallace Drive. Access to trails/paths in Centennial Park. Wallace Drive identified for cycling improvements, provisions for bike storage/shower/changing facilities on site. Site Distribution Concept 3: Existing on-road cycling route along but with limited connections, provisions for bike storage/shower/changing facilities on site. 1903 Mt Newton X Rd site: Adjacent to bus stops at Wallace Drive as well as Saanichton Exchange. Existing roadside pedestrian facilities along Wallace Drive and Mt Newton X Rd. Wallace Drive and Mt Newton X Rd identified for cycling improvements, provisions for bike storage/shower/changing facilities on site. Site Distribution Concept 4: Hovey Site: similar comments as concept 2 Limited existing roadside pedestrian facilities similar to the current Works Yard.
Subtotal		35.0	38.0	35.0	41.0	
Project Objectives: Grand Total		228.0	244.0	198.0	249.0	

Evaluation Criteria	Weight (H=3, M=2, L=1)	Site Distribution Concept 1	Site Distribution Concept 2	Site Distribution Concept 3	Site Distribution Concept 4	Criteria Evaluation Comments
General Characteristics Evaluation						
Evaluation Criteria	Weight (H=3, M=2, L=1)	Site Distribution Concept 1	Site Distribution Concept 2	Site Distribution Concept 3	Site Distribution Concept 4	Criteria Evaluation Comments
Economy						
Construction cost	3	2.0	4.0	5.0	4.0	
		6.0	12.0	15.0	12.0	
Construction time + Project time	3	5.0	1.0	1.0	1.0	<p>Site Distribution Concept 1: Construction timeline: Phased construction required at both sites resulting in potentially longer overall timeline for construction. Underground parking construction at 1903 Mt Newton site increases construction timeline. Project timeline: No additional time required to address purchase of land or rezoning of land.</p> <p>Site Distribution Concept 2: Construction timeline: No complications due to phasing or access on Hovey Site, phased construction required at 1703 Keating X Rd. Project timeline: Potential for extended overall project time line due to need to purchase the land [REDACTED]</p> <p>Site Distribution Concept 3: Construction timeline: No complications due to phasing or access at [REDACTED] except expanded civil works due [REDACTED] Phased construction required at 1903 Mt Newton X Rd site but for smaller scale building/site works. [REDACTED]</p> <p>Site Distribution Concept 4: Construction timeline: No complications due to phasing or access on Hovey Site or [REDACTED] Project timeline: [REDACTED]</p>
		15.0	3.0	3.0	3.0	
Re-location costs	2	3.0	2.0	4.0	4.0	<p>Site Distribution Concept 1: Temporary structures and associated relocation costs required for 1703 Keating X Rd site. Existing components relocate on site at 1903 Mt Newton Cross Rd.</p> <p>Site Distribution Concept 2: Temporary structures and associated relocation costs required for 1703 Keating X Rd site. Move required for Police Services, Fire Station #2 and Municipal Hall from 1903 Mt Newton site to Hovey Rd Site.</p> <p>Site Distribution Concept 3: Move required for Police Services, Municipal Hall and Municipal Works Yard to [REDACTED] Fire Station #2 move is internal to 1903 Mt Newton Cross Rd site.</p> <p>Site Distribution Concept 4: Move required for Police Services, Fire Station #2 and Municipal Hall from 1903 Mt Newton site to Hovey Rd Site, and Municipal Works Yard to [REDACTED]</p>
		6.0	4.0	8.0	8.0	
Reuse of existing buildings and infrastructure where applicable (ex: quonset huts at Yard)	1	5.0	5.0	4.0	4.0	<p>Site Distribution Concept 1, 2: Components of Municipal Works Yard reused/relocated on site (ex: Quonset Huts, lock blocks, garbage bins) - can be done quickly on same site vs relocating to another site.</p> <p>Site Distribution Concept 3: More limited reuse of Municipal Works Yard items (ex: quonset huts)</p> <p>Site Distribution Concept 4: More limited reuse of Municipal Works Yard items (ex: quonset huts)</p>
		5.0	5.0	4.0	4.0	
Affect on existing infrastructure	2	4.0	4.0	1.0	3.0	<p>Site Distribution Concept 1, 2: No major affects anticipated</p> <p>Site Distribution Concept 3: No current sanitary service to [REDACTED]</p> <p>Site Distribution Concept 4: No current sanitary service to [REDACTED] for Works Yard.</p>
		8.0	8.0	2.0	6.0	

Evaluation Criteria	Weight (H=3, M=2, L=1)	Site Distribution Concept 1	Site Distribution Concept 2	Site Distribution Concept 3	Site Distribution Concept 4	Criteria Evaluation Comments
Project Cost (real estate)	3	2.0	3.0	4.0	5.0	Site Distribution Concept 1: No sites required to be purchased, potential to sell off portions of 1903 Mt Newton X Rd and 1703 Keating X Rd for revenue to fund project.
		6.0	9.0	12.0	15.0	Site Distribution Concept 2: Requires purchase of Hovey Road site [REDACTED] however cost is offset by sale of 1903 Mt Newton Cross Road site which is valued significantly higher [REDACTED] Site Distribution Concept 3: Requires purchase of the [REDACTED], however cost is would be offset by sale of portion of 1903 Mt Newton Cross Road site and 1703 Keating Cross Rd which both exceed the value of the [REDACTED] significantly. Site Distribution Concept 4: Requires purchase of Hovey Road site [REDACTED] however cost is offset by sale of 1903 Mt Newton Cross Road site which is valued significantly higher assuming rezoning is completed ([REDACTED]). Requires purchase of the [REDACTED], however cost is would be offset by sale of 1703 Keating Cross Rd [REDACTED]
Subtotal		46.0	41.0	44.0	48.0	

Effectiveness						
Alignment with current zoning	1	5.0	2.0	1.0	1.0	Site Distribution Concept 1: Aligned
		5.0	2.0	1.0	1.0	Site Distribution Concept 2: Requires rezoning of Hovey Rd site Site Distribution Concept 3: Requires rezoning of [REDACTED] Site Distribution Concept 4: Requires rezoning of Hovey Rd site and [REDACTED]
Operational Site Access and internal site circulation is efficient and effective for all use types (fleet vehicle, passenger vehicle, bike, pedestrian)	2	3.0	4.0	4.0	5.0	Site Distribution Option 1: 1903 Mt Newton X Rd includes ring circulation around the building, but access to site is limited to just Mt Newton Cross Rd. Some cross over circulation between public, staff and fleet vehicles which are ideally separated. 1703 Keating Cross Rd, site circulation is simple to support safety and efficiency, but access it limited to Keating Cross Rd.
		6.0	8.0	8.0	10.0	Site Distribution Option 2: Potential site access from multiple locations on Wallace Drive and Hovey Road. Public/small vehicle circulation is separated from Police and Fire fleet vehicle circulation. 1703 Keating Cross Rd, site circulation is simple to support safety and efficiency, but access it limited to Keating Cross Rd. Site Distribution Option 3: Potential site access from multiple locations on [REDACTED] Public/small vehicle circulation is separated from Police and Works Yard fleet vehicle circulation. 1903 Mt Newton Cross Road site - access it only from Mt Newton Cross Road Site Distribution Option 4: Hovey Rd Site: Potential site access from multiple locations on Wallace Drive and Hovey Road. Public/small vehicle circulation is separated from Police and Fire fleet vehicle circulation. [REDACTED] [REDACTED] Potential site access from multiple locations on [REDACTED] Public/small vehicle circulation is separated from Police and Works Yard fleet vehicle circulation.

Evaluation Criteria	Weight (H=3, M=2, L=1)	Site Distribution Concept 1	Site Distribution Concept 2	Site Distribution Concept 3	Site Distribution Concept 4	Criteria Evaluation Comments
Site plan supports workflow/functionality and improves service delivery (ex: integrated service counter model)	3	4.0	4.0	4.0	4.0	Site Distribution Option 1: 1903 Mt Newton X Rd: Vertical stacking of components creates efficiency, consolidated service counter provided. 1703 Keating X Rd: Vertical stacking of components creates workflow efficiency. Simple site circulation flow supports safety and efficiency.
		12.0	12.0	12.0	12.0	Site Distribution Option 2: Hovey Rd site: Vertical stacking of components creates efficiency, consolidated service counter provided. 1703 Keating X Rd: Vertical stacking of components creates workflow efficiency. Simple site circulation flow supports safety and efficiency. Site Distribution Option 3: consolidates engineering and co-locates with related departments. Vertical stacking of components for efficiency. Option does not include full consolidated service counter but adjustments to component stacking in next design phase could revisit this. Public interaction with works yard is improved by providing consolidated admin within the main building. Site Distribution Option 4: Hovey Rd site: Vertical stacking of components creates efficiency, consolidated service counter provided. Vertical stacking of components creates workflow efficiency. Simple site circulation flow supports safety and efficiency.
Programmatic fit (site accommodates full program including projected growth for Municipal facilities)	2	5.0	5.0	4.0	5.0	Site Distribution Concept 1, 2 & 4: Consolidated Building includes additional growth space
		10.0	10.0	8.0	10.0	Site Distribution Concept 3: Meets program requirements
User preference	3	3.0	4.0	3.0	5.0	Site Distribution Concept 1: Benefits: Connectivity, relationship to surrounding development, village centre location, potential synergy with future mixed use development
		9.0	12.0	9.0	15.0	Site Distribution Concept 2: Benefits: Fire & Police preference for access. Cost benefit of no underground parking. Site is within the UC boundary, potential connection to Centennial Park, reflecting best use of the land at Hovey, freeing up full 1903 Mt Newton Cross Road site and portion of Hovey site for development (Housing, Commercial), site is central and well connected, Site Distribution Concept 3: Benefits: Synergies gained for public service and efficiency by co-locating Municipal Works Yard and Municipal Hall, but challenge of lack of connectivity, walkability, infrastructure and other public amenities/services in area
Subtotal		42.0	44.0	38.0	48.0	
General Characteristics : Grand Total		88.0	85.0	82.0	96.0	
Objectives + General Characteristics GRAND TOTAL		316.0	329.0	280.0	345.0	

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Appendix F

CLASS D COST REPORT

The following Appendix contains the Class D Cost Report that was provided for Site Distribution Options 1 through 3.

The Class D estimate includes a projected construction cost for each site and an additional allowance of 20% for soft costs as described in the report.

Additional information is provided for land purchase and sale valuations. This information is based on appraisal data for each property provided by Central Saanich. A value escalation is added to the original appraisals to reflect potential market changes at time of sale. This value escalation is as follows: 8% each year for the years 2024, 2025, and 2026. Central Saanich anticipates purchasing any required lands in the year 2023, so no escalation is added to the purchase cost appraisal.