



Strata Title Conversion Application

Referral Form – RDCK File ST2301E

Date: May 1, 2023

You are requested to comment on the attached STRATA TITLE CONVERSION for potential effect on your agency's interests. We would appreciate your response WITHIN 30 DAYS (PRIOR TO JUNE 1, 2023). If no response is received within that time, it will be assumed that your agency's interests are unaffected.

LEGAL DESCRIPTION & GENERAL LOCATION:

1155 Insight Drive, Electoral Area 'E'

LOT A DISTRICT LOT 5665 KOOTENAY DISTRICT PLAN NEP66434 EXCEPT PLAN NEP68359 (PID: 024-736-449)

PRESENT USE AND PURPOSE OF APPLICATION:

The existing industrial building is presently vacant. It was constructed in 2000 for an electronic parts manufacturing company.

The property owner has submitted an application for Strata Title Conversion to convert the existing building to 16 separate commercial units. The proposal includes dedicated parking and loading spaces for each strata unit. Common strata amenities will include a water supply system, fire suppression system, utility room and visitor parking.

AREA OF PROPERTY

ALR STATUS

ZONING

OCP

AFFECTED

N/A

N/A

N/A

2.3 hectares (5.8 acres)

APPLICANT: Peter Ward, Ward Engineering and Land Surveying

OTHER INFORMATION: ADVISORY PLANNING COMMISSION PLEASE NOTE:

If your Advisory Planning Commission plans to hold a meeting to discuss this Strata Title Conversion application, please note that the applicants must be provided with an opportunity to attend such meeting, in accordance with Section 461, subsection (8) of the *Local Government Act*, which reads as follows:

"If the commission is considering an amendment to a plan or bylaw, or the issue of a permit, the applicant for the amendment or permit is entitled to attend meetings of the commission and be heard."

Please fill out the Response Summary on the back of this form. If your agency's interests are 'Unaffected' no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this permit.

**ZACHARI GIACOMAZZO, PLANNER
REGIONAL DISTRICT OF CENTRAL KOOTENAY**

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE

HABITAT BRANCH (Environment)

FRONTCOUNTER BC (MFLNRORD)

AGRICULTURAL LAND COMMISSION

REGIONAL AGROLOGIST

ENERGY & MINES

MUNICIPAL AFFAIRS & HOUSING

INTERIOR HEALTH, HBE TEAM

KOOTENAY LAKES PARTNERSHIP

(FORESHORE DEVELOPMENT PERMITS)

REGIONAL DISTRICT OF CENTRAL KOOTENAY

DIRECTORS FOR:

A B C D E F G H I J K

ALTERNATIVE DIRECTORS FOR:

A B C D E F G H I J K

APHC AREA 'E'

RDCK FIRE SERVICES

RDCK EMERGENCY SERVICES

RDCK BUILDING SERVICES

RDCK UTILITY SERVICES

RDCK RESOURCE RECOVERY

Nelson Office: Box 590, 202 Lakeside Drive, Nelson, BC. V1L 5R4

Phone: 250.352.6665 | Toll Free: 1.800.268.7325 (BC) | Email: info@rdck.ca | Fax: 250.352.9300

<input type="checkbox"/> SCHOOL DISTRICT NO.	<input type="checkbox"/> RDCK REGIONAL PARKS
<input type="checkbox"/> WATER SYSTEM OR IRRIGATION DISTRICT	INSERT COMMENTS ON REVERSE . . .
<input checked="" type="checkbox"/> UTILITIES (FORTIS, NELSON HYDRO)	

The personal information on this form is being collected pursuant to *Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015* for the purpose of determining whether the application will affect the interests of other agencies or adjacent property owners. The collection, use and disclosure of personal information are subject to the provisions of FIPPA. Any submissions made are considered a public record for the purposes of this application. Only personal contact information will be removed. If you have any questions about the collection of your personal information, contact the Regional District Privacy Officer at 250.352.6665 (toll free 1.800.268.7325), info@rdck.bc.ca, or RDCK Privacy Officer, Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4.

RESPONSE SUMMARY
FILE: ST2301E APPLICANT: PETER WARD

Name:

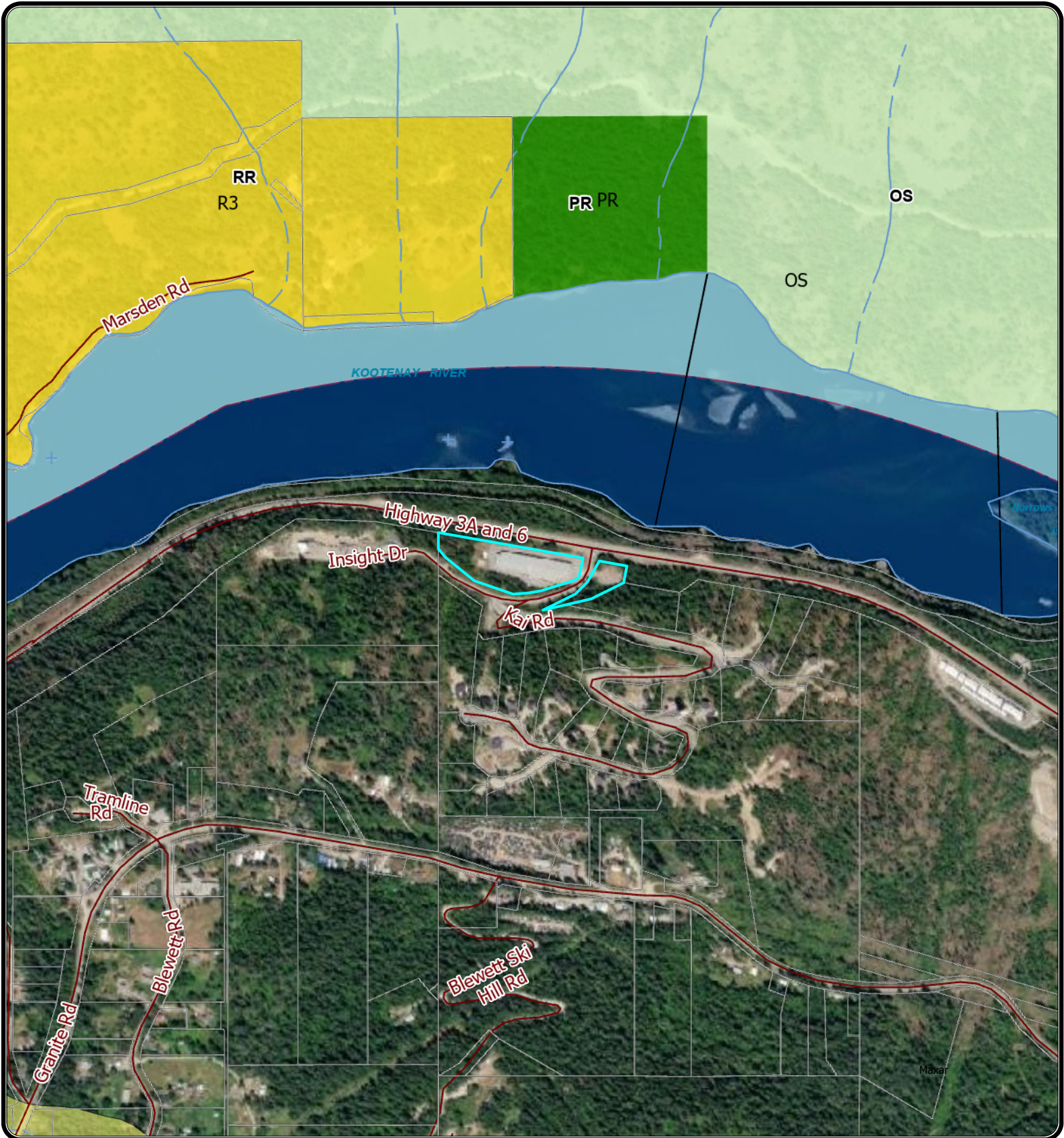
Date:

Agency:

Title:

RETURN TO: ZACHARI GIACOMAZZO, PLANNER
DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES
REGIONAL DISTRICT OF CENTRAL KOOTENAY
BOX 590, 202 LAKESIDE DRIVE
NELSON, BC V1L 5R4
Ph. 250-352-8190
Email: plandept@rdck.bc.ca

ST2301E - Location Map



REGIONAL DISTRICT OF CENTRAL KOOTENAY
 Box 590, 202 Lakeside Drive,
 Nelson, BC V1L 5R4
 Phone: 1-800-268-7325 www.rdck.bc.ca
 maps@rdck.bc.ca

Legend

Official Community Plan

- Open Space
- Parks and Recreation
- Rural Residential
- Non Standard Flooding Erosion Area
- Flood Construction Levels - 1990

Zoning Class

- Open Space
- Parks and Recreation
- Residential 3
- Streams and Shorelines
- Electoral Areas
- RDCK Streets
- Cadastre

Map Scale:

1:15,000

Date: May 1, 2023



The mapping information shown are approximate representations and should only be used for reference purposes. The Regional District of Central Kootenay is not responsible for any errors or omissions on this map.

ST2301E - Location map



REGIONAL DISTRICT OF CENTRAL KOOTENAY
 Box 590, 202 Lakeside Drive,
 Nelson, BC V1L 5R4
 Phone: 1-800-268-7325 www.rdck.bc.ca
 maps@rdck.bc.ca

Legend

- Flood Construction Levels - 1990
- RDCK Roads
- Streams and Shorelines
- Rail Lines
- Electoral Areas
- Cadastre
- Civic Address

Map Scale:

1:2,500

Date: April 6, 2023



The mapping information shown are approximate representations and should only be used for reference purposes. The Regional District of Central Kootenay is not responsible for any errors or omissions on this map.

PLAN SHOWING TOPOGRAPHY ON PART OF
LOT A DISTRICT LOT 5665 KOOTENAY DISTRICT
PLAN NEP66434 EXCEPT PLAN NEP68359.



This plan shows horizontal ground level distances in metres.

The intended plot size of this plan is 864mm in width by 560mm in height (D size) when plotted at a scale of 1:500.

Elevations are relative based on an assumed elevation of 100.00 metres at TH3196.

This Plan is based on Land Title and Survey Authority Records and on a field survey. Unregistered interests have not been included or considered.

Dimensions for the perimeter of Lot A derived from Plan NEP68359.

Offsets are perpendicular to the exterior face of the siding.

Exterior of the building has been defined by measurements to the exterior face of the siding.

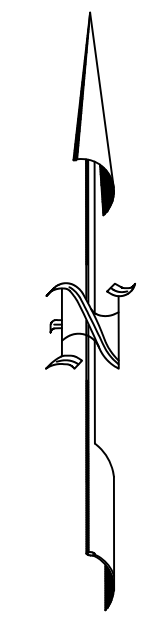
Civic Address:

1155 Insight Drive
Nelson, BC
PID: 024-736-449

Title Subject To:

Right of Way - 43999D
Easement - 64041D
Right of Way - 68812D
Easement - CA2962734
Exceptions and Reservations - KP11481

CANADIAN PACIFIC RAILWAY
HIGHWAY 3A AND 6
PLAN 638D



REM LOT A
PLAN NEP16929

SRW
PLAN
NEP
66913

DISTRICT

REM LOT A
PLAN NEP66434

LOT

INSIGHT DRIVE
PLAN NEP66435

EXISTING BUILDING

KAI ROAD
PLAN EPP68255

5665

COMMON PROPERTY
PLAN EPS3999

REM LOT A
PLAN NEP66434

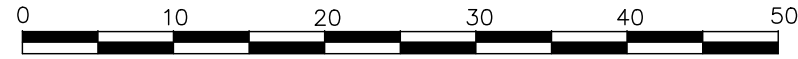
LOT D
PLAN EPP101057

- LEGEND:**
- DENOTES IRON PIN FOUND
 - △ DENOTES SPOT ELEVATION
 - △^{99.67} TH3225 DENOTES TRAVERSE HUB AND ELEVATION
 - DENOTES HYDRO POLE AND ANCHOR
 - ⊙ DENOTES STAND PIPE
 - DENOTES BOLLARD
 - DENOTES TREE
 - DENOTES CATCH BASIN
 - ⊙ DENOTES INSPECTION CHAMBER
 - DENOTES WELL
 - ⊙ DENOTES VALVE COVER
 - DENOTES CONCRETE PAD
 - DENOTES PAVEMENT
 - DENOTES RETAINING WALL
 - DENOTES GENERATOR
 - DENOTES TRANSFORMER
 - - - DENOTES OFFSET FROM BUILDING SIDING TO PROPERTY LINE

WARD ENGINEERING AND LAND SURVEYING LTD.
1014 Seventh Street Nelson, British Columbia V1L 7C2
Tel: (250) 354-1660 www.wels.ca
FILE: 22-071
DRAWING: 22-071 TOPO
DATE: NOVEMBER 22, 2022

DATE OF SURVEY: NOVEMBER 7/10/14, 2022
Any use, reliance, or decisions which a third party may make based on this plan is the responsibility of such third parties. Ward Engineering and Land Surveying Ltd. accepts no responsibility for damages a third party may suffer as a result of their reliance on this plan.
This is not a legal survey plan and should not be used for the re-establishment of legal boundaries.
No structures should be positioned based on information shown on this plan.

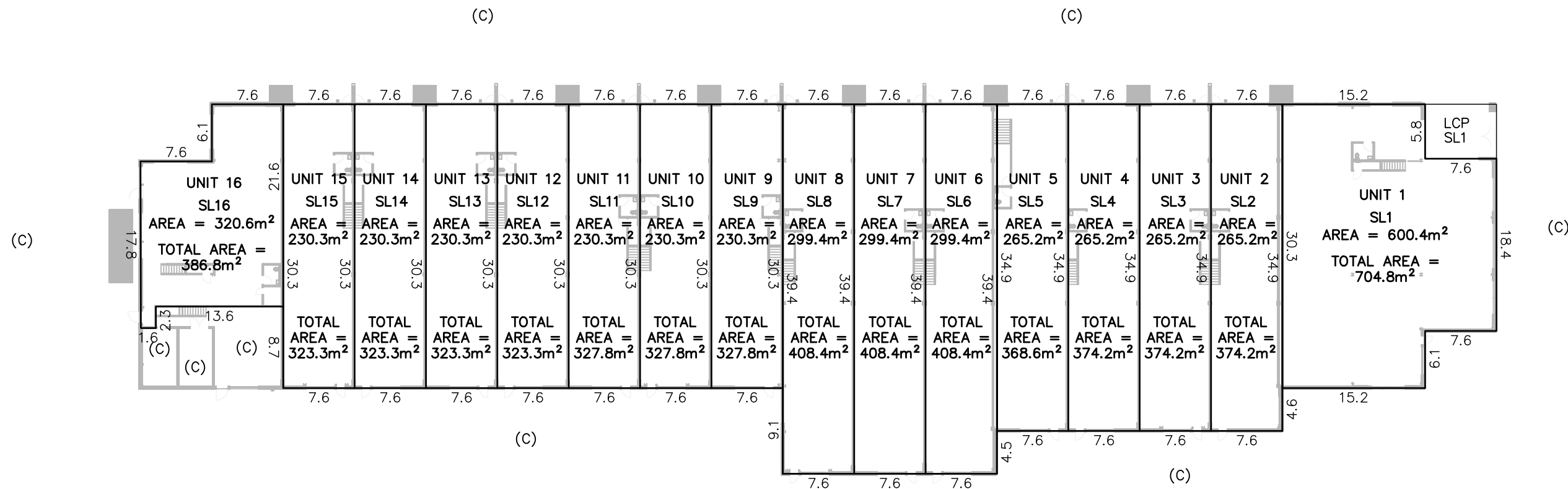
PRELIMINARY STRATA PLAN OF LOT A DISTRICT LOT 5665 KOOTENAY DISTRICT PLAN NEP66434 EXCEPT PLAN NEP68359 MAIN FLOOR PLAN (FOR DISCLOSURE PURPOSES ONLY)



This plan shows areas in square metres.

CIVIC ADDRESS:

1155 Insight Drive
Nelson, BC
PID: 024-736-449



LEGEND:

- SL DENOTES STRATA LOT
- LCP DENOTES LIMITED COMMON PROPERTY
- (C) DENOTES COMMON PROPERTY
- m² DENOTES SQUARE METRES

**DRAFT FOR
DISCUSSION ONLY
FEBRUARY 9, 2023**

NOTE: These drawings are based on f2a architecture ltd. drawings numbered a2.2 to a2.3 issued for building permit application dated 221202.

NOTE: This is not a legal survey plan. Final strata lot areas may vary by up to 10%.

WARD ENGINEERING AND LAND SURVEYING LTD.

1014 Seventh Street Tel: (250) 354-1660 FILE: 22-071
Nelson, British Columbia Web: www.wels.ca DRAWING: 22-071 STRATA PRELIM
V1L 7C2 DATE: FEBRUARY 9, 2023

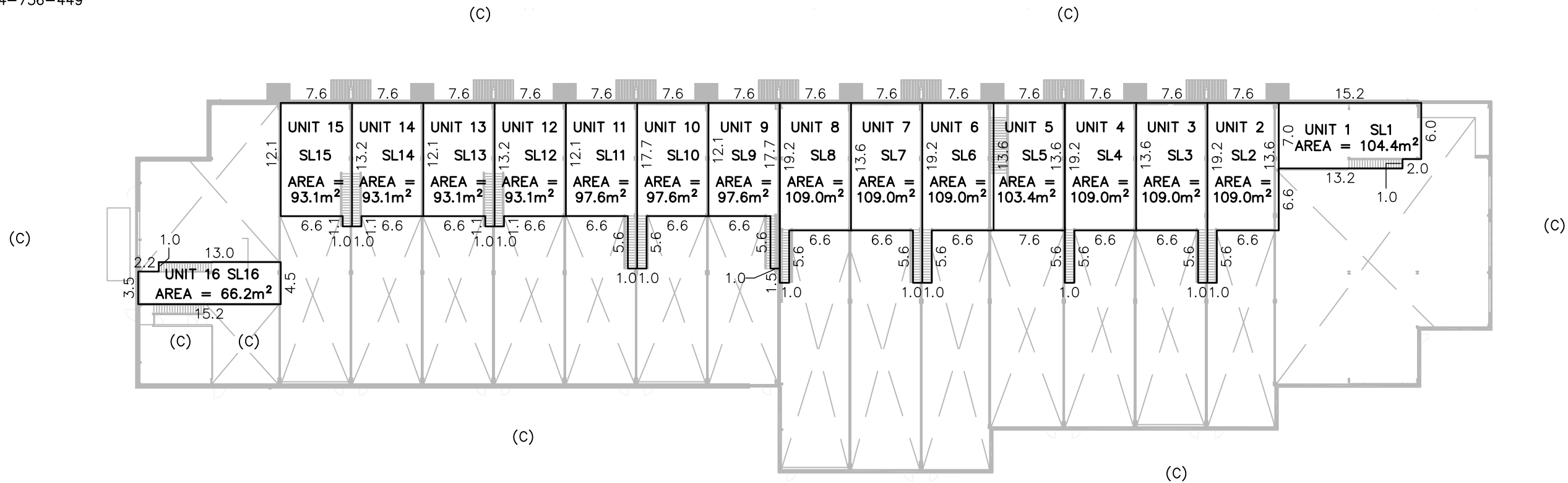
PRELIMINARY STRATA PLAN OF LOT A DISTRICT LOT 5665 KOOTENAY DISTRICT PLAN NEP66434 EXCEPT PLAN NEP68359 SECOND FLOOR (MEZZANINE) PLAN (FOR DISCLOSURE PURPOSES ONLY)



This plan shows areas in square metres.

CIVIC ADDRESS:

1155 Insight Drive
Nelson, BC
PID: 024-736-449



LEGEND:

- SL DENOTES STRATA LOT
- LCP DENOTES LIMITED COMMON PROPERTY
- (C) DENOTES COMMON PROPERTY
- m² DENOTES SQUARE METRES

**DRAFT FOR
DISCUSSION ONLY
FEBRUARY 9, 2023**

NOTE: These drawings are based on f2a architecture ltd. drawings numbered a2.2 to a2.3 issued for building permit application dated 221202.

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WARD ENGINEERING AND LAND SURVEYING LTD.

1014 Seventh Street Tel: (250) 354-1660 FILE: 22-071
Nelson, British Columbia Web: www.wels.ca DRAWING: 22-071 STRATA PRELIM
V1L 7C2 DATE: FEBRUARY 9, 2023



architecture
construction

March 16, 2023

RDCK planning staff
RDCK board
c/o Zachari Giacomazzo
zgiacomazzo@rdck.bc.ca

Strata Title Conversion - report on existing structure

austin hawkins
architect AIBC

250-488-7201
info@f2a.ca
www.f2a.ca

Good Afternoon,

This report is to provide my professional opinion on the existing structure at 1155 Insight Drive, proposed to be converted to strata title. The purpose of this report is to provide a thorough assessment of the existing structure and its suitability for strata title conversion. I will respond directly to the requirements of the RDCK Development Application submission checklist, item K. "structural engineer or architect's report on existing structure".

The building at 1155 Insight Drive was built in 2000 for Pacific Insight Electronics Corporation as an automotive electronics and lighting manufacturing facility. It was designed by Varco Pruden of Memphis, Tennessee and prefabricated by Norsteel Building Systems Ltd. of West Kelowna. Typical of prefabricated steel buildings, it was built with transverse steel girders, longitudinal purlins, fibreglass roll insulation, and profiled steel panel cladding. The building will undergo significant renovations to prepare it for stratification. Principally, the renovation will add fire partitions along the lines of the steel girders, approximately every 25' along its length. The work will also include retrofit of the structure, envelope, mechanical system, plumbing, electrical system, and the addition of fire suppression and fire alarm systems.

In discussions with the building department, question was raised as to whether the energy efficiency of the building meets current code. If the building were built today, it would not meet thermal resistance requirements. However, the building code requires only that all modified components of an existing building meet current energy performance standards. All components replaced will therefore meet or exceed current performance requirements. In addition, the renovation will take important steps to improve the air-tightness of the envelope, the most impactful aspect of building energy efficiency. Air tightness will be improved by removing leaky ventilation ducts and patching the resulting holes, adding entrance vestibules, and patching all visible punctures in the air + vapour membrane. Further efficiency and comfort upgrades will be made by improving the mechanical system itself with HRVs and introducing daylight to office spaces by adding full height windows along the entrance facade.

1) Age and repair of all buildings and structures

There are four structures at 1155 Insight Drive. They include the main building, a cistern, and two well pump houses, all 23 years old. These buildings are largely sound and have been maintained by the owner and operator. Due to its durable structural material, there has been no concern raised over the structural integrity of the primary building. As part of the strata renovations, new overhead

doors will be added to each unit. Some of these doors overlap structural brace bays, so the longitudinal structure is planned to be retrofit to meet current structural requirements.

2) General condition and repair of the foundation

The foundation is cast-in place concrete, with pilasters and piers for column bearing as is standard for this type of building. Having reviewed the entire perimeter of the foundation inside and out, I observed just two small cracks which do not appear to have significance. In short, the foundation is in great shape. Site drainage was originally established from the south side of the building under the foundation to the drainage ditch north of the building. This drainage appears to be functioning properly. There are two drains located in the existing loading docks which will need to be extended to meet updated drainage slopes.

3) Heating, plumbing, and electrical systems and fixtures

Heating was originally provided with ceiling-mounted natural gas tube heaters. A mechanical engineer has designed a heating system retrofit which will reuse some of the tube heaters. The tube heaters will be augmented by new electric baseboard heaters installed in each unit. Baseboard heaters are durable, flexible, zero-emission, and use renewable energy, an improvement over the original all-gas heating system.

4) Roof structure and condition

The roof structure is steel girders and purlins, all in good shape without sign of movement or rust. The roof insulation is 3 1/2" fibreglass batts, and the roof cladding is profiled steel. The roof is low-slope, approximately 1:12. Where rooftop ventilation units were originally installed, the roof leaked. The rooftop units are planned to be removed, roofing repaired, and any damaged insulation replaced. The envelope of this building is the aspect in greatest need of attention. As noted above, air-tightness will be improved and any damaged insulation and air/ vapour barrier will be replaced or repaired. To maintain integrity of the roofing system, and to ensure no leaks occur in the future, roofing repairs must be sufficiently lapped as per RCABC best practices. Care will also need to be taken to repair and replace as necessary all gutters and downspouts. As architect of record, I will review component shop drawings and site work related to the building envelope.

5) Fire and sound separations

One-hour fire separations will be added between all suites. For a sprinklered building of this size and occupancy, 45 minute fire separations are required. One hour separations will be provided for future flexibility. There are no acoustic requirements for suite demising walls. Buyers may choose to add acoustic batts, resilient channel or both to suit their needs.

6) Common amenities

The common amenities included in this building are a strata suite for utility purposes, two wells and a water filtration system, a fire suppression pump and manifold, the fire alarm system and annunciator, electrical switchgear and panels, emergency generator, guest parking, a sign monument, and way-finding signage. Dedicated parking and loading spaces will also be provided for each unit.

7) Compliance with egress and exiting requirements

All suites have been designed to comply with current egress and exiting requirements. They have been provided with two exit doors each, positioned so as to meet separation requirements and not to exceed travel distances. No exit signage is required but fire-alarm pull stations will be provided at each exit.

8) Methodology used to evaluate the building and source of information on which report is based

All the information I have provided in this report is first-hand. I have personally observed the existing building for planning, review of demolition work, and made an additional inspection visit specifically to write this letter. I have also overseen drafting of existing building plans, reviewed the building code with reference to the building, and designed the building retrofit to be code compliant.

9) Disclosure of direct or indirect interest the writer of the declaration may have in the building or ownership.

Neither I nor f2a architecture has direct economic interest in this strata project. We are paid fees for our work. My interest is to achieve design and construction review excellence. My architectural practice interests itself with the retrofit and reuse of buildings and structures as we believe that to improve our environment, we must make full use of existing buildings before constructing new. We also believe that existing building upgrades must take higher priority than new construction.

Please do not hesitate to reach out if you would like me to elaborate on any of these points or to respond to any questions on other aspects of the building at 1155 Insight Drive.

Sincerely,



Austin Hawkins, Architect AIBC