

Report

Date

June 19, 2024

File: TUP00028

Subject

BC Bike Race Event Temporary Use Permit Amendment Application

PURPOSE

To consider an amendment to the temporary use permit (TUP00028) authorized for 1658 Robert Street and the Crofton Sportsfield Park to allow the BC Bike Race to use the subject lands for a maximum of six consecutive days per calendar year for the remainder of the permit (2024 and 2025).

BACKGROUND

The BC Bike Race is a staged race starting from the community of Crofton (Attachments 1 & 2). It is expected to bring roughly 600 riders to the community. Organizers intend to set up facilities on the Crofton Sportsfield Park and Community Centre grounds as per the site plan (Attachment 3). These include race administration, medical, bike repair, stage, food services, showers, washrooms, and space for tenting. To minimize the impact of an influx of vehicles on local roads during the event, organizers also intend to provide parking on a vacant 1-hectare parcel (former Crofton Elementary School site). This will be specifically for vehicles designed for overnight accommodation (e.g., vans, campers, RVs, and those with rooftop tents). The site plan identifies approximately 123 spaces on the property. Occupants of the vehicles will have access to all services at the Sportsfield Park, including washrooms, shower facilities, and food services.

Further to the applicants' letter of rationale (Attachment 4), an amendment to TUP00028 is being requested to accommodate this year's race scheduled for July 2 to 4 and to allow more flexibility for the event organizers to plan next year's race. If the BC Bike Race event organizers wish to return to Crofton in 2026, this permit can be extended for an additional three years with Council approval.

DISCUSSION

The proposal is subject to the same municipal policies and bylaws as identified in the April 19, 2023, Report to Council (Attachment 5); therefore, staff have elected not to reiterate these considerations below. The following commentary is limited to the legislative requirements relating to Temporary Use Permits (TUPs).

Legislation:

TUPs are enabled through Part 14: Division 8 of the *Local Government Act* (Act). Where a local government has designated areas for temporary uses in its Official Community Plan, the Act allows local governments to issue TUPs for uses not permitted by the zoning bylaw and to specify conditions under which temporary uses are conducted.

Council is, however, required to give notice of its intent to consider a resolution for a TUP. The notice, which must be published in accordance with section 94 of the *Community Charter* (i.e., it must be published in a newspaper or social media once each week for two consecutive weeks and posted to the Municipality's public posting places), must be given at least three days and not more than 14 days before the meeting where the resolution will be considered. It must include when it will be considered and where the public may review the permit details.

As Council has delegated its responsibility for giving notice to the Director of Planning and Building, the notice for this application (Attachment 6) was posted to the municipal website and notice board on May 31, 2024, posted to Facebook and X (formally known as Twitter) June 7, 2024 (first notice), and published to the Cowichan Valley Citizen and the Chemainus Valley Courier June 13, 2024 (second notice).

TUP and Special Events Permit:

The TUP authorizes temporary land uses for 1658 Robert Street and Crofton Sportsfield Park, including overnight camping and parking (as per Attachment 3). Council must issue this permit as Council has only delegated its authority to issue TUPs to the Director of Planning and Building for temporary signs or to enable a property owner to continue to occupy an existing dwelling while their new home is under construction on that same property.

The Special Event Permit will include the broader aspects of the event, such as using the municipal park for the event. It may also include site security, use of a public address system, amplified music (if applicable), signage, vehicles being driven onto fields, the erection of structures, fences, poles, tents, bleachers, portable toilets and shower facilities, road closures, insurance, etc.

During this event, the public will not have access to the tennis courts, which will be locked to provide secure bike storage. The authority to issue the Special Events Permit has been delegated to the Director of Parks and Recreation. The Director will review the application, evaluate its suitability, and impacts on the community, and establish specific conditions that address those issues identified above.

OPTIONS

1. **(Recommended Option)** THAT Council amend Temporary Use Permit No. TUP00028 to allow the BC Bike Race overnight parking at 1658 Robert Street and camping at the Crofton Sportsfield Park for a maximum of six consecutive days per calendar year for 2024 and 2025, subject to the applicant obtaining a Special Event Permit issued by the Director of Parks and Recreation each year the event is to be held.
2. THAT Council amend Temporary Use Permit No. TUP00028 to allow the BC Bike Race overnight parking at 1658 Robert Street and camping at the Crofton Sportsfield Park on July 2-4, 2024, subject to the applicant obtaining a Special Events Permit issued by the Director of Parks and Recreation.
3. THAT Council deny issuance of a Temporary Use Permit to the BC Bike Race for overnight parking and camping on 1658 Robert Street and the Crofton Sportsfield Park.

IMPLICATIONS

Option 1 – approval of the application will allow this year's BC Bike Race (July 2 to 4) to proceed as planned and provide sufficient flexibility for the event organizers to schedule next year's race without requiring a new TUP.

Option 2 – will require a new TUP application and approval if the race returns to Crofton in 2025.

Option 3 – will significantly impact this year's race, impacting the local community and economy as participants will have to find informal parking areas throughout the community and/or commute daily to the race event.

RECOMMENDATION

THAT Council issue Temporary Use Permit Amendment No. TUP00028 to the BC Bike Race to allow overnight parking at 1658 Robert Street and camping at the Crofton Sportsfield Park for a maximum of six consecutive days per calendar year for 2024 and 2025, subject to the applicant obtaining a Special Event Permit issued by the Director of Parks and Recreation each year the event is to be held.

Report prepared by:



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Report reviewed by:



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Director, Planning and Building

Approved to be forwarded to Council:



Ted Swabey
Chief Administrative Officer

Attachments:

- (1) Location Map
- (2) Orthophoto
- (3) Site Plan
- (4) Letter of Rationale
- (5) April 19, 2023, Report to Council
- (6) Notice of Proposed Temporary Use Permit Amendment for BC Bike Race
- (7) Draft Temporary Use Permit Amendment for BC Bike Race