

URBAN SYSTEMS MEMORANDUM

DATE: March 7, 2024
 TO: Jeff Carter, District of Sooke
 FROM: Shaun Heffernan, Urban Systems
 FILE: 2493.0019.01
 SUBJECT: District of Sooke - Minor DCC Update

The District of Sooke engaged Urban Systems to support staff with a minor update to the District’s Development Cost Charges (DCC) program. As such, this memorandum provides an overview of the District’s minor updates to its DCC bylaws pertaining to drainage, sanitary, transportation, and parks.

As identified in the provincial Development Cost Charge Best Practices Guide, a minor DCC amendment allows adjustments to charges to reflect current construction costs, fluctuations in land values, and the status of government grants. It does not permit changes to projects (i.e., projects cannot be added or removed), growth projections, or other aspects of the existing program. The revised program ultimately requires approval from the Inspector of Municipalities.

The District of Sooke undertook an update to its Development Costs Charges Bylaw from February 2021-June 2022. On June 13, 2022, DCC Bylaw No. 775, 2021 was adopted. Since this date, costs have been subject to inflationary increase, prompting the need to update the District’s DCC rates.

Minor updates applied to the District-wide DCC program reflect updated project construction costs, encompassing inflationary changes and most recent tender prices. These updates have resulted in an average increase in DCC rates of 24% across all land uses. The table below provides additional information regarding the updated rates.

Stakeholder consultation was conducted on April 10, 2024. A separate memorandum containing a summary of the engagement has been included in the Ministry submission package.

Table 1 – Change in DCC Rates

Land Use	Unit	Existing Sooke DCCs Total	Proposed Sooke DCCs Total	Percent (%) Change (Proposed vs. Existing)
Low Density Residential (Single Family)	per lot	\$16,327	\$20,568.21	21%
Medium Density Multi Family (Duplex, Townhouse, etc.)	per unit	\$8,882	\$11,224.99	21%
High Density Multi-Family (Apartments)	per unit	\$5,251	\$6,571.36	20%
Commercial	per m ² of GFA	\$74.99	\$101.73	26%
Industrial	per m ² of GFA	\$49.87	\$68.48	27%
Institutional	per m ² of GFA	\$74.45	\$101.28	26%

*GFA = Gross Floor Area

Table 2A – Revised Roads DCC Project List

Project ID	Project Name				Col. (1)	Col. (2)	Col. (3) = Col. (1) X Col. (2)	Col. (4)	Col. (5) = Col. (3) - Col. (4)	Col. (6) = Col. (1) - Col. (5)
		Previous Cost Estimate w/Cont., Eng., & Admin. (\$2022)	Cost Estimate w/ Cont., Eng., & Admin. (1)* (\$2024)	Grants/Funding	Cost Estimate w/ Cont., Eng., & Admin. (1)*-- Grants Subtracted	Benefit Allocation	Benefit to New Development	Municipal Assist Factor 1%	DCC Recoverable	Total Municipal Responsibility
T-1	Thrup Road extension	\$ 4,360,000	\$ 11,800,000		\$ 11,800,000	65%	\$ 7,670,000	\$ 76,700	\$ 7,593,300	\$ 4,206,700
T-2	Thrup Road - Complete Street upgrade	\$ 3,600,000	\$ 3,600,000		\$ 3,600,000	65%	\$ 2,340,000	\$ 23,400	\$ 2,316,600	\$ 1,283,400
T-3	Church Road / Thrup Road Roundabout (Thrup to Wadams)	\$ 3,080,000	\$ 5,000,000	\$ 2,000,000	\$ 3,000,000	65%	\$ 1,950,000	\$ 19,500	\$ 1,930,500	\$ 1,069,500
T-4	Church Road Upgrade Highway to Wadams	\$ 1,960,000.00	\$ -		\$0	65%	\$0	\$0	\$0	\$0
T-5	Grant Road to Wadams Road New Collector	\$ 2,000,000	\$ 3,000,000		\$ 3,000,000	65%	\$ 1,950,000	\$ 19,500	\$ 1,930,500	\$ 1,069,500
T-6	Grant Road Roundabout	\$ 2,800,000	\$ 4,500,000		\$ 4,500,000	65%	\$ 2,925,000	\$ 29,250	\$ 2,895,750	\$ 1,604,250
T-7	Beaton Road / Pyrite Drive - Cycling and Pedestrian Improvements	\$ 1,210,000	\$ 2,000,000		\$ 2,000,000	65%	\$ 1,300,000	\$ 13,000	\$ 1,287,000	\$ 713,000
T-8	Charters Road - Streetscape Improvements Subgrade Up	\$ 2,300,000	\$ 6,950,000	\$ 3,256,749	\$ 3,693,251	65%	\$ 2,400,613	\$ 24,006	\$ 2,376,607	\$ 1,316,644
T-9	Phillips Road - Active Transportation Upgrades	\$ 2,670,000	\$ 6,000,000		\$ 6,000,000	50%	\$ 3,000,000	\$ 30,000	\$ 2,970,000	\$ 3,030,000
T-10	Golledge Ave- Drennan to Sooke Elementary / Dover St. Cycling and Pedestrian Improvements	\$ 2,100,000	\$ 3,000,000		\$ 3,000,000	50%	\$ 1,500,000	\$ 15,000	\$ 1,485,000	\$ 1,515,000
T-11	French Road Connection	\$ 590,000	\$ 737,500		\$ 737,500	50%	\$ 368,750	\$ 3,688	\$ 365,063	\$ 372,438
T-12	Otter Point Road Streetscape Upgrade	\$ 2,000,000.00	\$ -		\$0	50%	\$0	\$0	\$0	\$0
T-13	Brailsford Place Connection	\$ 120,000.00	\$ -		\$0	100%	\$0	\$0	\$0	\$0
T-14	Goodmere Road Widening	\$ 1,800,000	\$ 1,800,000		\$ 1,800,000	100%	\$ 1,800,000	\$ 18,000	\$ 1,782,000	\$ 18,000
T-15	Brownsey Boulevard Widening	\$ 1,800,000	\$ 1,800,000		\$ 1,800,000	100%	\$ 1,800,000	\$ 18,000	\$ 1,782,000	\$ 18,000
T-16	Lanark Road Widening	\$ 1,800,000	\$ 3,600,000		\$ 3,600,000	100%	\$ 3,600,000	\$ 36,000	\$ 3,564,000	\$ 36,000
T-17	Transportation Master Plan Update	\$ 150,000	\$ 210,000		\$ 210,000	100%	\$ 210,000	\$ 2,100	\$ 207,900	\$ 2,100
		\$ 34,340,000	\$ 53,997,500	\$ 5,256,749	\$ 48,740,751		\$ 32,814,363	\$ 328,144	\$ 32,486,220	\$ 16,254,532

*Cost Estimate w/ Cont., Eng., & Admin. (1) - 25% contingency, 10% Engineering, 5% Administration
Charters Road project includes includes \$675,954.75 in cash-in-lieu and \$2.6m in grant funding.

Table 2B – Revised Roads DCC Rate Calculation

Transportation Calculation				
Land Use	Col. (1)	Col. (2)	Col. (3)	Col. (4) = (1) x (3)
	Estimated New Development	Unit	Wt. Trip Rate	Trip Ends
Low Density Residential (single family)	1,626	per lot	1.60	2,602
Medium Density Multi Family(duplex, triplex, fourplex, rowhouse, townhouse)	503	per unit	0.89	448
High Density Multi-Family(apartments)	216	per unit	0.49	106
Commercial	25,000	per square metre of gross floor area	0.0110	275
Industrial	20,000	per square metre of gross floor area	0.0078	156
Institutional	1,550	per square metre of gross floor area	0.0110	17
			Total Trip Ends	3,603 (a)
B: Unit Roads DCC Calculation				
Net Roads DCC Program Recoverable			<u>\$32,486,220</u> (b)	
Existing DCC Reserve Monies			\$4,757,240 (c)	
Net Amount to be Paid by DCCs			\$27,728,980 (d) = (b) - (c)	
DCC per Trip End			\$7,695.74 (e) = (d) / (a)	
C: Resulting Roads DCCs				
Low Density Residential (single family)		\$ 12,313.18	per lot	(e) x Col. (3)
Medium Density Multi Family(duplex, triplex, fourplex, rowhouse, townhouse)		\$ 6,849.21	per unit	(e) x Col. (3)
High Density Multi-Family(apartments)		\$ 3,770.91	per unit	(e) x Col. (3)
Commercial		\$ 84.65	per square metre of gross floor area	(e) x Col. (3)
Industrial		\$ 60.03	per square metre of gross floor area	(e) x Col. (3)
Institutional		\$ 84.65	per square metre of gross floor area	(e) x Col. (3)

Table 3A – Revised Sewer DCC Project List

Project ID	Description	Previous Cost Estimate w/ Contingency, Engineering & Contract Admin (\$2022)	Cost Estimate w/ Cont., Eng., & Admin. (1)* (\$2024)	Grants in hand	Col.(1) Total Cost Estimate w/ Cont., Eng., & Admin. (1)*	Col. (2) Benefit Allocation	Col. (3) =Col. (1) x Col. (2) Benefit to New Development	Col. (4) Municipal Assist Factor 1%	Col. (5) = Col. (3) - Col. (4) DCC Recoverable	Col. (6) = Col.(1) - Col. (5) Total Municipal Responsibility
S-1	Sewer Model Upgrade	\$ 50,000.00	\$ 50,000.00		\$50,000	75%	\$37,500	\$375	\$37,125	\$ 12,875
S-2	Wastewater Master Plan	\$ 150,000.00	\$ 150,000.00		\$150,000	100%	\$150,000	\$1,500	\$148,500	\$ 1,500
S-3	Wastewater Treatment Plant and Westcoast Road Force Main	\$ 6,574,974.00	\$ 6,574,974.00	\$4,607,000	\$1,967,974	100%	\$1,967,974	\$19,680	\$1,948,294	\$ 19,680
S-4	Upgrade - Maple Avenue and Grant Road	\$ 1,443,000.00	\$ 1,523,200.00		\$1,523,200	100%	\$1,523,200	\$15,232	\$1,507,968	\$ 15,232
S-5	Westcoast Road - New Gravity Main 975m	\$ 1,092,000.00	\$ 1,500,000.00		\$1,500,000	100%	\$1,500,000	\$15,000	\$1,485,000	\$ 15,000
S-6	Gatewood Main Upgrade	\$ 588,000.00	\$ 1,372,000.00		\$1,372,000	75%	\$1,029,000	\$10,290	\$1,018,710	\$ 353,290
S-7	Sunriver Force Main Upgrades	\$ 735,000.00	\$ 1,617,000.00		\$1,617,000	100%	\$1,617,000	\$16,170	\$1,600,830	\$ 16,170
S-8	Village Centre Sewer Servicing (forcemain, gravity main, LS)	\$ 1,680,000.00	\$ 2,300,000.00		\$2,300,000	100%	\$2,300,000	\$23,000	\$2,277,000	\$ 23,000
		\$ 12,312,974	\$ 15,087,174		\$ 10,480,174		\$ 10,124,674	\$ 101,247	\$ 10,023,427	\$ 456,747

*Cost Estimate w/ Cont., Eng., & Admin. (1) - 25% contingency, 10% Engineering, 5% Administration
Village Centre Sewer project cost updated 03/07/2024

Table 3B – Revised Sewer DCC Rate Calculation

Sanitary Sewer				
Land Use	Col. (1)	Col. (2)	Col. (3)	Col. (4) = (1) x (3)
	Estimated New Development	Unit	Person per unit (residential)	Equivalent Population
Low Density Residential (single family)	813	per lot	5.28	4292.64
Medium Density Multi Family(duplex, triplex, fourplex, rowhouse, townh	252	per unit	2.80	704.2
High Density Multi-Family(apartments)	108	per unit	1.80	194.4
Commercial	12500	per square metre of gross floor area	0.01	150
Industrial	10000	per square metre of gross floor area	0.01	60
Institutional	775	per square metre of gross floor area	0.01	9.3
			Total Equivalent Population	5,411
B: Unit Sanitary Sewer DCC Calculation				
Net Sanitary Sewer DCC Program Recoverable	\$10,023,427	(b)		
Existing DCC Reserve Monies	\$2,835,097	(c)		
Net Amount to be Paid by DCCs	\$7,188,330	(d) = (b) - (c)		
DCC per person	\$1,328.58	(e) = (d) / (a)		
C: Resulting Sanitary Sewer DCCs				
Low Density Residential (single family)	\$ 7,014.90	per lot	(e) x Col. (3)	
Medium Density Multi Family(duplex, triplex, fourplex, rowhouse, townh	\$ 3,720.02	per unit	(e) x Col. (3)	
High Density Multi-Family(apartments)	\$ 2,391.44	per unit	(e) x Col. (3)	
Commercial	\$ 15.94	per square metre of gross floor area	(e) x Col. (3)	
Industrial	\$ 7.97	per square metre of gross floor area	(e) x Col. (3)	
Institutional	\$ 15.94	per square metre of gross floor area	(e) x Col. (3)	

Table 4A – Revised Drainage DCC Project List

Project ID	Project Name	Project Timing		Col. (1)	Col. (2)	Col. (3) = Col. (1) x Col. (2)	Col. (4)	Col. (5) = Col. (3) - Col. (4)	Col. (6) = Col.(1) - Col. (5)
			Previous Cost Estimate w/Cont., Eng., & Admin. (\$2022)	Cost Estimate w/ Cont., Eng., & Admin. (1) (\$2024)	Benefit Allocation	Benefit to New Development	Municipal Assist Factor 1%	DCC Recoverable	Total Municipal Responsibility
D-1	Drainage Master Plan	Medium	\$ 150,000	\$ 150,000	100%	\$ 150,000.00	\$1,500	\$ 148,500.00	\$ 1,500.00
Total			\$ 150,000	\$ 150,000		\$ 150,000	\$ 1,500	\$ 148,500	\$ 1,500

Table 4B – Revised Drainage DCC Rate Calculation

Drainage DCC Calculation				
Land Use	Col. (1)	Col. (2)	Col. (3)	Col. (4) = (1) x (3)
	Estimated New Development	Unit		
Low Density Residential (single family)	1,626	per lot	1.00	1,626
Medium Density Multi Family(duplex, triplex, fourplex, rowhouse, townhouse)	503	per unit	0.50	252
High Density Multi-Family(apartments)	216	per unit	0.12	26
Commercial	25,000	per square metre of gross floor area	0.0110	275
Industrial	20,000	per square metre of gross floor area	0.0078	156
Institutional	1,550	per square metre of gross floor area	0.0110	17
			Total Equivalent Population	2351 (a)
B: Unit Drainage DCC Calculation				
Net Drainage DCC Program Recoverable		\$148,500	(b)	
Existing DCC Reserve Monies		\$1,926	(c)	
Net Amount to be Paid by DCCs		\$146,574	(d) = (b) - (c)	
DCC per person		\$62.33	(e) = (d) / (a)	
C: Resulting Drainage DCCs				
Low Density Residential (single family)		\$ 62.33	per lot	(e) x Col. (3)
Medium Density Multi Family(duplex, triplex, fourplex, rowhouse, townhouse)		\$ 31.17	per unit	(e) x Col. (3)
High Density Multi-Family(apartments)		\$ 7.48	per unit	(e) x Col. (3)
Commercial		\$ 0.69	per square metre of gross floor area	(e) x Col. (3)
Industrial		\$ 0.49	per square metre of gross floor area	(e) x Col. (3)
Institutional		\$ 0.69	per square metre of gross floor area	(e) x Col. (3)

Table 5A – Revised Parks DCC Project List

Project No.	Name	Project Timing	Previous Cost Estimate w/ Contingency, Engineering & Contract Admin (\$2022)	Cost Estimate w/ Cont., Eng., & Admin. (1)* (\$2024)	Grants	Col. (1)	Col. (2)	Col. (3) = Col. (1) x Col. (2)	Col. (4)	Col. (5) = Col. (3) - Col. (4)	Col. (6) = Col.(1) - Col. (5)
						Cost Estimate w/ Contingency* Grants Subtracted	Benefit Allocation	Benefit to New Development	Municipal Assist Factor 1%	DCC Recoverable	Total Municipal Responsibility
Park Acquisition Projects											
PA-1	Town Centre	Medium-term	\$ 1,250,000	\$ 1,250,000		\$ 1,250,000	100%	\$ 1,250,000	\$ 12,500	\$ 1,237,500	\$ 12,500
Park Development Projects											
PD-1	Whiffin Spit Park Master Plan	Short-term	\$ 70,000	\$ 90,000		\$ 90,000	100%	\$ 90,000	\$ 900	\$ 89,100	\$ 900
PD-2	New Town Centre Park Master Plan	Short-term	\$ 70,000	\$ 50,000		\$ 50,000	100%	\$ 50,000	\$ 500	\$ 49,500	\$ 500
PD-3	New trail access at Seabroom Road	Short-term	\$ 49,000	\$ 49,000		\$ 49,000	80%	\$ 39,200	\$ 392	\$ 38,808	\$ 10,192
PD-4	DeMamiel Creek Crossing - New Trail	Short-term	\$ 2,137,975	\$ 3,000,000	\$ 1,307,610	\$ 1,692,390	60%	\$ 1,015,434	\$ 10,154	\$ 1,005,280	\$ 687,110
PD-5	Trailhead Improvements	Short-term	\$ 140,000	\$ 140,000		\$ 140,000	80%	\$ 112,000	\$ 1,120	\$ 110,880	\$ 29,120
			\$ 3,716,975	\$ 4,579,000	\$ 1,307,610	\$ 3,271,390	\$ 5	\$ 2,556,634	\$ 25,566	\$ 2,531,068	\$ 740,322

*Cost Estimate w/ Cont., Eng., & Admin. (1) - 25% contingency, 10% Engineering, 5% Administration
 *25% Contingency for Land Acquisition

Table 5B – Revised Parks DCC Rate Calculation

Park Development				
Land Use	Col. (1)	Col. (2)	Col. (3)	Col. (4) = (1) x (3)
	Estimated New Development	Unit	Person per unit (residential)/ Equivalent Population/hectare (other land uses)	Equivalent Population
Low Density Residential (single family)	1,626	per lot	5.28	8,585
Medium Density Multi Family(duplex, triplex, fourplex, rowhouse, townhouse)	503	per unit	2.80	1,408
High Density Multi-Family(apartments)	216	per unit	1.80	389
Commercial	25,000	per square metre of gross floor area	0.0020	50
Industrial	20,000	per square metre of gross floor area	0.0000	0
Institutional	1,550	per square metre of gross floor area	0.0000	0
			Total Equivalent Population	10,432 (a)
B: Unit Parks DCC Calculation				
Net Parks DCC Program Recoverable			<u>\$2,531,068</u> (b)	
Existing DCC Reserve Monies			\$203,915 (c)	
Net Amount to be Paid by DCCs			\$2,327,153 (d) = (b) - (c)	
DCC per person			\$223.07 (e) = (d) / (a)	
C: Resulting Parks DCCs				
Low Density Residential (single family)		\$ 1,177.80	per lot	(e) x Col. (3)
Medium Density Multi Family(duplex, triplex, fourplex, rowhouse, townhouse)		\$ 624.59	per unit	
High Density Multi-Family(apartments)		\$ 401.52	per unit	(e) x Col. (3)
Commercial		\$ 0.45	per square metre of gross floor area	(e) x Col. (3)
Industrial		\$ -	per square metre of gross floor area	(e) x Col. (3)
Institutional		\$ -	per square metre of gross floor area	(e) x Col. (3)