

**ATTACHMENT C**  
**LETTER FROM HDR ARCHITECTURAL ASSOCIATES INC.**

1 of 2



29 October 2019  
City of Nanaimo  
455 Wallace Street  
Nanaimo BC V9R 5J6

Atten: Mr. Bill Corsan MCIP RPP - Director, Community Development

**Re: Nanaimo Correctional Centre – Off-Site Improvements – Development Variance Permit**

Pursuant to our discussions over the past few months and on behalf of the Provincial Government implementation team, attached is our application for a Development Variance Permit. The following text, extracted from the Statement of Requirements being used by bidders for tender purposes, is intended to confirm the full scope of off-site works required as a result of implementing the above referenced project.

**Division 32 - Offsite Improvements**

- 1.1.1 Exterior Improvements (Division 33)
- 1.1.2 The Design Builder will comply with and construct all off-site improvements as required by the City of Nanaimo. Refer to the aerial diagram in conjunction with the Nanaimo Trail Implementation Plan - May 2007 as provided in the Data Room.
- 1.1.3 Works and services along Dunster Road will include the completion of the sidewalk on the north side of Dunster Road, from Mildmay Road east to the existing sidewalk with a stormwater management system. The design and construction will be in accordance with City of Nanaimo Manual of Engineering Standard Specifications and include a non-mountable concrete curb, 1.5 m concrete sidewalk, pedestrian sidewalk ramp at the intersection, catch basins connected to the existing storm sewer, drainage behind the sidewalk, hydro pole relocation, asphalt patch, and all work incidental to the installation of the new sidewalk;
- 1.1.4 Construct a multi-use trail from Dunster Road to Biggs Road utilizing standards for an Urban Hard Surface Trail as described in the Nanaimo Trail Implementation Plan - May 2007; and
- 1.1.5 Construct a multi-use trail along the frontage of the property along Biggs Road to the Millstone River Crossing utilizing standards for an Urban Hard Surface Trail as described in the Nanaimo Trail Implementation Plan - May 2007.

We trust the above to adequately summarized the scope of work required. Also attached as part of this application is a plan illustrating the extent of the trail network to be constructed.

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Current Planning

We appreciate that this is the start of an internal review process intended to culminate in a final evaluation by Council for approval purposes. To this end, we look forward to assisting your efforts in compiling and completing any required supporting documentation.

We trust that if anything additional to the information contained within this application is required by our team, notification will be given to allow for our response.

Having a new trail network for Nanaimo residents as a part of the new correctional centre development is part of the legacy we look forward to making happen.

Yours truly

**HDR Architectural Associates Inc.**



Richard Bolus Architect AIBC RAIC LEEDap  
*NCC Government Implementation Team Member*

*Attach:*

- a) Development Variance Permit Application form*
- b) Appointment of Agent form*

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